

CITY COUNCIL MEETING AGENDA
Monday, March 7, 2016 • 7:00 p.m.
City Council Chambers, 110 North Poplar Street
Action may be taken on any agenda item.

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda/Consent Agenda/Move to action.
 - a. Approve minutes from the February 12, 2016 Special City Council Meeting.
 - b. Approve minutes from the February 12, 2016 City Council Work Session.
 - c. Approve minutes from the February 16, 2016 City Council Meeting.
 - d. Approve minutes from the February 25, 2016 City Council Joint Work Session.
 - e. Approve minutes from the February 25, 2016 City Council Work Session.
 - f. Approve claims.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
 - a. Mayor Roger Laughlin – Recognition of Dewey’s Jack & Jill
 - b. Resolution 1419, approving a generator service maintenance agreement with Interstate Power Systems./Move to action.
 - c. Public Hearing on the Fiscal Year 2016-2017 Annual Budget.
 - d. Resolution 1430, adopting the Fiscal Year 2016-2017 Annual Budget./Move to action.
 - e. Resolution 1431, to fix a date of meeting for a public hearing on amending the current budget for the fiscal year ending June 30, 2016./Move to action.
 - f. Resolution 1432, approving ten agreements for the 2016 Hoover’s Hometown Days Celebration./Move to action.
 - g. Resolution 1433, approving a consultant services agreement with Jose Gongora for safety and health consulting services./Move to action.
 - h. Resolution 1434, approving annual insurance renewals with Wellmark Blue Cross Blue Shield of Iowa for health and dental insurance./Move to action.
8. City Staff Reports
 - a. Fire Chief Kevin Stoolman – West Branch Fire & Rescue Annual Report
 - b. Park & Recreation Director Melissa Russell – Heritage Square
 - c. Zoning Administrator Paul Stagg – Slach Commercial Subdivision
 - d. Zoning Administrator Paul Stagg – Residential Plot Plans
9. Comments from Mayor and Council Members
10. Adjournment

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Meeting

**February 12, 2016
5:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 5:01 p.m. Mayor Laughlin then invited the Council, Staff and members of the audience to stand and led the group in the Pledge of Allegiance. Roll call: Mayor Roger Laughlin was present. Council members: Jordan Ellyson, Colton Miller, Tim Shields, and Mary Beth Stevenson were present. Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Gordon Edgar, City Attorney Kevin Olson, Police Chief Mike Horihan, and Park & Recreation Director Melissa Russell. Council member Pierce arrived at approximately 5:07 p.m.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve minutes from the February 2, 2016 City Council Meeting.

Approve minutes from the February 2, 2016 City Council Work Session.

Motion by Ellyson, second by Shields to approve agenda/consent agenda. AYES: Ellyson, Shields, Miller, Stevenson. Motion carried.

COMMUNICATIONS/OPEN FORUM

Police Chief Horihan reported on the Pipeline Safety Training he attended in Coralville.

Shane Staker, President of Main Street West Branch, spoke on some of the improvements made to the community as a result of that organization's efforts.

PUBLIC HEARING/NON-CONSENT AGENDA

Resolution 1424, approving the hiring of Terry Goerdt for 2015-2016 as Part-Time Building Inspector for West Branch./Move to action.

Motion by Miller, second by Shields to hire Terry Goerdt as Part-Time Building Inspector for the City of West Branch. AYES: Miller, Shields, Stevenson, Pierce, Ellyson. Motion carried.

Resolution 1425, terminating the Revolving Loan Fund Agreement with Main Street West Branch./Move to action.

City Administrator Muckler explained that the Iowa State Auditors objected to city funds being under the control of an outside party. Although the City thought the issue had been resolved last year, the auditors in the most recent audit raised another objection. The City decided to terminate the agreement with Main Street West Branch and record the entries on the cities' books. Motion by Stevenson, second by Shields to approve Resolution 1425. AYES: Stevenson, Shields, Miller, Ellyson Pierce. Motion carried.

Resolution 1426 establishing a new special revenue fund./Move to action.

City Administrator Muckler reported that this will be used for revenue related to the Revolving Loan Fund as a result of Resolution 1425. Motion by Ellyson, second by Miller to approve Resolution 1426. AYES: Ellyson, Miller Stevenson, Shields, Pierce. Motion carried.

Parks and Recreation Director Melissa Russell – Dana and Christopher Reeve Foundation Grant Application

Director Russell reported that she will be submitting a grant application to the Dana and Christopher Reeve Foundation for playground equipment at Wapsi Park.

Motion to adjourn to executive session to discuss the purchase of particular real estate only where premature disclosure could reasonably be expected to increase the price the governmental body would have to pay for that property pursuant to Section 21.5(j) of the Code of Iowa/Move to action.

Motion by Shields, second by Ellyson to adjourn to executive session. AYES: Shields, Ellyson, Miller, Pierce, Stevenson. Motion carried. Meeting adjourned to executive session at 5:25 P.M.

Motion by Shields, second by Ellyson to adjourn executive session. Motion passed on voice vote. The executive session adjourned at 5:48 P.M. and the regular session resumed immediately thereafter.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

There were no comments from the mayor or council members.

ADJOURNMENT

Motion to adjourn meeting by Pierce, second by Shields. Motion carried on a voice vote. City Council meeting adjourned at 5:49 P.M.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Work Session #1

**February 12, 2016
5:49 p.m.**

Mayor Roger Laughlin called the West Branch City Council Work Session meeting to order at 5:49 p.m. Roll call: Mayor Roger Laughlin was present. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, and Mary Beth Stevenson were present. Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, Finance Officer Gordon Edgar, Police Chief Mike Horihan and Park & Recreation Director Melissa Russell.

FY 2017 Budget Session.

City Administrator Matt Muckler reported on the budget: The revenue in the budget presented is the same as in previous discussions except the miscellaneous revenue line in the General Fund. Donation income for Hoover's Hometown Days has been reduced from \$25,000 to \$18,000. The reduction will result in reduced advertising expenditures and elimination of a re-enactment group. Total City revenue is budgeted at \$4,122,105.

The only change in the salary plan was adding a 3% increase to Muckler's salary.

For non-salary expenditures, we had a reduction of the previously mentioned \$7,000 for Hoover's Hometown Days and a removal of the \$25,000 set aside for a new police vehicle. He did add \$8,000 for the police department radio. There was discussion of other changes in expenditures and the council agreed to schedule a budget hearing at the February 16 Council meeting.

ADJOURNMENT

Motion to adjourn meeting by Ellyson, second by Shields. Motion carried on a voice vote. City Council Work Session meeting adjourned at 6:40 P.M.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk

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**West Branch, Iowa
Council Chambers**

City Council Meeting

**February 16, 2016
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 p.m. Mayor Laughlin then invited the Council, Staff and members of the audience to stand and led the group in the Pledge of Allegiance. Roll call: Mayor Roger Laughlin was present. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, and Mary Beth Stevenson were present. Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Gordon Edgar, Police Chief Mike Horihan, Park & Recreation Director Melissa Russell and Public Works Director Matt Goodale.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve minutes from the February 2, 2016 City Council Meeting.

Approve minutes from the February 2, 2016 City Council Work Session.

Approve claims.

2/16/2016 Council Claims

AERO RENTAL INC	EQUIPMENT RENTAL	825.00
ALLIANT ENERGY	SERVICES	11,031.37
AMAZON	SUPPLIES	316.28
BAKER & TAYLOR INC.	BOOKS	748.88
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	84.64
BIG COUNTRY SEEDS INC	SNOW MELT	453.25
CEDAR COUNTY RECORDER	RECORDING	7.00
CEDAR RAPIDS PHOTO COPY IN	SERVICES	63.49
CHIEF SUPPLY CORPORATION	UNIFORMS	499.33
COSTCO WHOLESALE	SUPPLIES	48.97
D&R PEST CONTROL	SERVICES	70.00
DEMCO	SUPPLIES	95.95
DEWEYS JACK & JILL	SUPPLIES	55.67
DORSEY & WHITNEY LLP	LEGAL SERVICE	750.00
EBSCO INDUSTRIES, INC	MAGAZINE SUBSCRIPTIONS	698.68
ELECTRIC MOTORS OF IOWA CI	MAINTENANCE SUPPLIES	167.43
EMERGENCY SERVICES MARKETI	SERVICES	29.85
FUTURE LINE TRUCK EQUIPMEN	SNOW PLOW, DUMP BOX,	25,109.53
GOERDT, TERENCE J	SERVICES	350.00
HAWKINS INC	CHEMICALS	1,364.27
HOSPERS & BROTHER PRINTERS	OFFICE SUPPLIES	132.90
IOWA ASSN. MUN. UTILITIES	DUES	597.47
IOWA RURAL WATER ASSOC.	DUES	275.00
IOWA STATE UNIVERSITY, TRE	BOOKS	75.50
JOHNSON COUNTY MUTUAL AID	DUES	95.00
KUNDE OUTDOOR EQUIPMENT	SUPPLIES	371.96
KUSICK, MIKE	MILEAGE	15.00
LIBERTY COMMUNICATIONS	SERVICES	1,218.46
LINN COUNTY R.E.C.	SERVICES	138.00
LYNCH'S EXCAVATING INC	SERVICES	13,016.60
MENARDS	SUPPLIES	491.39
MIDWEST JANITORIAL SERVICE	SERVICES	843.42
MIDWEST WIRELESS LLC	CAMERAS	465.00
NORTH EAST IOWA REGIONAL L	DUES	20.00
OASIS ELECTRIC LLC	SERVICES	191.28
OVERDRIVE INC	BOOKS	586.18
PEDEN, SHANELLE M	SERVICES	75.00
QC ANALYTICAL SERVICES LLC	TESTING	730.00
QUALITY ENGRAVED SIGNS	SIGNS	114.87
QUILL CORP	SUPPLIES	329.82
RICKERTSEN, LISA	CONSULTING SERVICES	450.00
SHIMMIN, NICK	SUPPLIES	21.36
STATE HYGIENIC LAB	TESTING	190.00
SUPPLYWORKS	MAINTENANCE SUPPLIES	95.08
TREAT AMERICA	MEALS	1,288.70
UNIFORM DEN INC.	UNIFORMS	553.01

US BANK EQUIPMENT FINANCE	COPIER LEASE	300.80	
USA BLUE BOOK	SUPPLIES	173.61	
VERIZON WIRELESS	SERVICES	785.62	
WALMART COMMUNITY/GEMB	SUPPLIES	296.98	
WEST BRANCH FIREFIGHTERS	TRAINING	280.00	
WESTRUM LEAK DETECTION INC	SERVICES	500.00	
WEX BANK	FUEL	<u>775.68</u>	
TOTALS			68,263.28
PAYROLL 2/12/2016 36,471.18			
PAID BETWEEN MEETINGS			
KINGDOM GRAPHICS	SERVICES	648.00	
UPS	SERVICES	<u>230.35</u>	
TOTAL			<u>878.35</u>
GRAND TOTAL EXPENDITURES			105,612.81
FUND TOTALS			
001 GENERAL FUND		38,623.08	
022 CIVIC CENTER		5003.91	
031 LIBRARY		4,754.51	
110 ROAD USE TAX		2,397.75	
112 TRUST AND AGENCY		4,597.65	
600 WATER FUND		24,880.49	
610 SEWER FUND		25,355.42	
GRAND TOTAL			105,612.81

Approve destruction of records with Document Destruction and Recycling Services listed on Records Destruction Form per the Record Retention Manual for Iowa Cities.

Approve Class C Native Wine License with Outdoor Service and Sunday Sales Permit for Elmira Winery, Inc. DBA Brick Arch Winery.

Motion by Pierce, second by Shields to approve agenda/consent agenda. AYES: Pierce, Shields, Ellyson, Stevenson, Miller. Motion carried.

COMMUNICATIONS/OPEN FORUM - No comments.

PUBLIC HEARING/NON-CONSENT AGENDA

Mark Nolte, President of Iowa City Area Development Group (ICAD) Annual Update.

Nolte reported that his group is presently marketing land near the Acciona facility and also marketing warehouse space that is available in West Branch. He commented that West Branch is in area with the lowest unemployment rate in the nation. This has led to the group meeting with high school students, making them aware of employment opportunities in the area that do not require a college degree. He commented that the limited available work force makes it difficult to recruit companies to relocate to this area.

Robyn Hunter – Memorial Garden Project Update.

Hunter gave a brief history of the project and reported that a fund raising committee has been formed and is working on that effort. Vendors for each part of the project have been contacted. They would like to have vendors from the West Branch area bid on the project to make it a West Branch community project. She also reported that she has applied for one grant is working on a second application. The immediate goal is to secure funding to pay for the installation of the concrete by Memorial Day.

Resolution 1418, approving a joint funding agreement with U.S. Geological Survey for a flood inundation model./Move to action.

Motion by Stevenson, second by Miller, to approve Resolution 1418. After a call for questions or discussion, Superintendent Pete Swisher of the National Park Service reported that signed documentation is not in place yet for the NPS and he would like the Resolution to be approved pending approval by the National Park Service. After discussion, Stevenson then made a motion to amend the original motion to state that approval is pending contract completion by the National Park Service. Pierce seconded. Voting on the amendment: AYES: Stevenson, Pierce, Miller, Ellyson, Shields. Motion carried. Voting on the resolution as amended: AYES: Stevenson, Pierce, Miller, Ellyson, Shields. Motion carried.

Resolution 1427 adopting the final proposed fiscal year 2016-2017 annual budget and ordering a notice of hearing for March 7, 2016./Move to action.

Motion by Pierce, second by Shields, to approve Resolution 1427. AYES: Pierce, Shields, Ellyson, Stevenson, Miller. Motion carried.

Resolution 1428, setting the date for a public hearing on proposal to enter into a General Obligation Loan Agreement./Move to action.

Motion by Ellyson, second by Stevenson, to approve Resolution 1428. AYES: Ellyson, Stevenson, Pierce, Shields, Miller. Motion carried.

Resolution 1429, approving two agreements with Rat Pack Events for the 2016 Hoover's Hometown Days Celebration./Move to action.

Motion by Ellyson, second by Stevenson, to approve Resolution 1428. AYES: Ellyson, Stevenson, Pierce, Shields, Miller. Motion carried.

Accept the resignation of Cory Nalan from the Park and Recreation Commission./Move to action.

Motion by Ellyson, second by Stevenson, to accept the resignation. AYES: Ellyson, Stevenson, Pierce, Shields, Miller. Motion carried.

CITY STAFF REPORTS

Zoning Administrator Paul Stagg – Slach Commercial Subdivision

Zoning Administrator Paul Stagg was out of the office and did attend this meeting.

Public Works Director Matt Goodale – Annual Stormwater Utility Update

Director Goodale reported that since the fund was initiated about a year and a half ago that several catch basin repairs and replacements had been made. Two projects had been completed with the largest on North Downey Street where the road bed had been affected by a water problem. The fund will also finance the stream survey work to be done by the U.S. Geological Survey Department. Councilperson Stevenson asked if there were any cost share requests in addition to the B-P project. Goodale thought that was the only request.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Laughlin

Mayor Laughlin reported he had attended a CCEDCO meeting and questioned what we are receiving from that organization. He thinks we should stay with them for a while and see what happens. He reported the CCEDCO Board is going to establish some goals to provide a basis for evaluation. He also reported that the Stream Team will meet on Thursday at 11:00 A.M. Mayor Laughlin also reported that the Grow Committee of Main Stream West Branch is working on a plan to rebrand West Branch.

Councilperson Shields

Councilperson Shields reported he and the mayor had attended the Main Street West Branch fund raising function this past Saturday night and thought the attendees all had a good time and the event was successful.

Mayor Pro Tem Miller

Mayor Pro Tem Miller attended the 4th Street Project rollout for residents who will be impacted by the project. It is estimated that they may be affected for up to four months

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 7:54 P.M.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk

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**City Council Joint Work Session with the West Branch
Community School District Board of Directors**

**West Branch, Iowa
Council Chambers**

**February 25, 2015
6:00 p.m.**

West Branch Mayor Roger Laughlin opened the West Branch City Council Joint Work Session with the West Branch Community School District Board of Directors at 6:02 p.m. by welcoming the audience and the following School District and City staff: Superintendent Kevin Hatfield, City Administrator Matt Muckler, Public Works Director Matt Goodale, Deputy City Clerk Gordon Edgar, Library Director Nick Shimmin, and Parks and Recreation Director Melissa Russell. School Board members: Mike Colbert, Mike Owen, Keith Schultes, and Julie Sexton. Council members: Colton Miller, Brian Pierce, and Mary Beth Stevenson. School Board member Jodi Yeggy arrived at 6:05 p.m. City Council member Tim Shields arrived at 6:11 p.m. Council Member Jordan Ellyson was absent.

City Projects and Development Updates

Mayor Roger Laughlin spoke about new residential development plans in three subdivisions (Lynch Heights, Meadows – Phase 2 and Cookson Subdivision) that are in the process of moving forward as well as the City's Capital Improvement Plan projects for the coming year, including the reconstruction of 4th Street from the West Branch Animal Clinic to Reagan Blvd., two Main Street crossings at Scott Drive and Pedersen Drive and Main Street intersection improvements at Oliphant and Foster. There was also discussion of marketing the West Branch Building Incentive Program and the community as a whole to continue the promotion of community growth.

School Facility Improvements and other Updates

Superintendent Hatfield reported on the impact of an enrollment decrease of forty-three students and how the School District was planning to absorb the financial impact of that decrease without any program reduction. He also presented an updated drawing of proposed facility improvements at West Branch High School. Board President Mike Colbert reported that more students attained an ACT score of 30 or higher than any previous class at the high school.

Motion by Shields, second by Pierce to adjourn the meeting. Motion passed on voice vote. Meeting adjourned at 7:03 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk

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**West Branch, Iowa
Council Chambers**

City Council Work Session

**February 25, 2016
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council Work Session meeting to order at 7:08 p.m. Roll call: Mayor Roger Laughlin was present. Council members: Colton Miller, Brian Pierce, Tim Shields, and Mary Beth Stevenson were present. Jordan Ellyson was absent. Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Gordon Edgar, Parks & Recreation Director Melissa Russell, Public Works Director Matt Goodale and Library Director Nick Shimmin.

Mr. Jeff Schott, Institute of Public Affairs, University of Iowa - Council Effectiveness and Teamwork Training

Jeff Schott reviewed the questionnaires completed by the Mayor, Council members and City staff. The six areas of effectiveness that were reviewed were: Acting Strategically, Making Decisions, Teamwork, Connecting to Community, Exercising Authority and Council Improvement. Mr. Schott felt the Council was far ahead of most communities in all areas. He did suggest a "new council member orientation program" be considered in the future. Mayor Pro Tem Miller felt that getting Council packets to the members sooner would be of great benefit.

ADJOURNMENT

Motion to adjourn meeting by Miller, second by Pierce. Motion carried on a voice vote. City Council Work Session meeting adjourned at 8:42p.m.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk

February 2016



111 East Main Street • Post Office Box 786
West Branch, Iowa 52358
Main Street Office: 319.643.7100
Director: 319.329.8186

www.MainStreetWestBranch.org
Email: mainstreetwb@lcom.net



Kevin Rogers
Executive Director

**TOGETHER,
WE are going to
make great things happen!**



The winds of change have started to blow through the historic district of Main Street West Branch. The gentler winds represent nothing more than the honing and fine-tuning of what's already in-place. The stronger winds which will arise occasionally represent the ushering in of new and exciting things, different approaches and ideas, and a new outlook for the historic Main Street district of West Branch, Iowa.

There's a wall piece in the Main Street office that is prominently placed to remind me every day that

ENTHUSIASM

The most powerful weapon on Earth is the human soul on fire

Some things are going to be pretty easy to take to the next level, while others are going to take a bit more effort and will evolve over time. It is time to take West Branch to the next level and educate the masses as to what we have to offer.

I leave you with this final thought this month. Within five years my goal is to have West Branch's Main Street District recognized as one of the top ten Main Street Districts in Iowa, and well on its way to being recognized as a *Little Galena*.

Newsletter



**Saturday,
February 13, 2016**
7 p.m. Brick Arch Winery

4th Annual MSWB Dessert Auction & Fundraiser

- Live Auction
- Games
- Appetizers
- Cash Bar
- New Dessert Samplers For Sale

Reservations Encouraged & Suggested:

mainstreetwb@lcom.net

or stop in at the Main Street Office

TICKETS

\$15 Singles
Table of 4 \$50.00
Table of 6 \$75.00
Table of 8 \$100.00

All proceeds support Main Street West Branch Community Improvement, Development, and Activities.



March 15-19, 2016
Daily 10 a.m. – 4 p.m.

Cotton Creek **MILL**

Block of the Month Quilt Show

West Branch Town Hall - 201 E. Main St.
Contact Cotton Creek Mill 319.643.3554 for more information



Saturday, April TBD, 2016

Spring Fling & Plant the Pretties

Take pride in your communities Main Street District and volunteer a couple of hours helping tidy up Main Street Main Street and planting the planters.



**Monday,
August 15, 2016**

Main Street West Branch

will be the featured community at the
Main Street Iowa booth.



Opportunities

- Someone(s) to staff the Main Street Office 2-3 hours a week. Time will be

spent answering the telephone, preparing mailings, and some filing.

Contact the Main Street Office at 319.643.7100 or stop by the office for more information.

Thank you

- Peggy Jeffries for dismantling the Christmas Tree in Heritage Square.
- Bruce Jeffries for distributing the Dessert Auction Fundraiser information to Main Street and area businesses.



Our Mission

The mission of Main Street West Branch is to improve the social and economic well-being of our community by discovering and utilizing the unique identity, assets and character of West Branch using the National Main Street Four Point Approach®.

We are a non-profit volunteer driven organization work through the combination of public, private, and commercial interest for the benefit of our community as a whole.

Our Vision

Historic downtown West Branch, with its proximity to Hoover Complex, Iowa City, the University of Iowa and I-80, will show its cooperative spirit through efforts of Main Street West Branch. Being a welcoming community full of history, tradition, and heritage, downtown will serve the needs of its residents and attract patronage of others.

Through integration day trip destination marketing and regional tourism promotion, opportunities and services for a mix of tourists, friends, families and local centered businesses will be offered.

A successful and thriving downtown, spurring economic growth, ready to build on its foundation by adding shopping, dining and businesses will provide services for residents.

Downtown West Branch will be recognized as the hub and heart of the community – a safe, friendly, walkable, attractive, and diverse destination for both residents and visitors.



Dewey's Jack & Jill

115 East Main Street • 319.643.2611



Content provided by Faye Koosman, Jerry Fleagle, Fisher Foods website, the publication: West Branch, The First 150 years, and Google search.

While communities similar in size to West Branch have struggled over decades to keep a grocery store in their communities, West Branch has been able to do just that. In the early years there was O.O. Yoder's, Jensen's Cash Grocery, and Star Grocery. In the 1960's there was Secrest's Royal Blue Grocery; no association to the Texas Royal Blue Grocery chain (that I could find). Then in the 1970's Jack & Jill arrived after Marjorie and Dewey Sparrgrove bought the Super Valu, which was located in the Parkside Service building, a block east of the current location.

Wendell Fisher and Buster Simmons – Fisher Foods, Stronghurst, Illinois, bought the grocery store from the Sparrgrove's in 1975, but kept the name Dewey's because of the good reputation. Fisher eventually bought out Simmons, and Jim Fisher, Wendell's son, assumed control after his father's passing.

The Fisher's built a new store (the present location) in 1981, and moved into it in December 1981. The current Jack & Jill is built on the site of the old Farmer's Feed & Produced. Jerry Fleagle, store manager at the time remembers "virtually moving the contents from one store to the other – one block, in shopping carts."

Dewey Jack & Jill has been in continuous operation in the community of West Branch for close to fifty years, and in operation at its current location for nearly 35 years. From fresh fruits and vegetables, name brands and Our Family brand merchandise, fresh cut meats, and a deli that offers daily breakfast and dinner specials, Dewey's Jack & Jill continues to serve the community of West Branch.

Shop local for your grocery needs.

Faye Koosman is the current manager. Faye has been employed at Dewey's for 29 years come July. She started part-time in July 1987 and has worked her way up through the ranks. 2016 marks Faye's fourteenth year as the store manager.

RESOLUTION NO. 1419

RESOLUTION APPROVING A GENERATOR SERVICE MAINTENANCE
AGREEMENT WITH INTERSTATE POWER SYSTEMS

WHEREAS, the City of West Branch desires to receive generator and maintenance services; and

WHEREAS, Interstate Power Services have proposed a five-year agreement that would include 6-month inspections, annual service inspections and maintenance, and annual load bank tests; and

WHEREAS, the agreement is estimated to cost \$6,550 over the five-year period plus additional fees for oil, antifreeze and fuel due to the fluctuation in petroleum prices; and

WHEREAS, it is now necessary to approve said agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned agreement with Interstate Power Systems of Cedar Rapids, IA is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 7th day of March, 2016.

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

INTERSTATE PowerSystems

5701 16th Ave SW • Cedar Rapids, IA 52404 • 319-396-4111

1/27/2016

Ref: Generator Service Maintenance Agreement

Dear Mr. Muckler,

Thank you for the opportunity to allow **Interstate Power Systems** to quote your generator service inspection needs. We are sending you a five (5) year service maintenance agreement with pricing for a 6-month inspection and an annual service. We would be honored to provide you with quotes for all of your units and provide you with a package deal! Call the office today and ask for Samantha.

125 KW Kohler

A 6 Month (A) Inspection for 2016, 2017, 2018, 2019, & 2020-----\$225.00*

This six-month inspection would include the following procedures: Our technician will travel to your site during a prearranged month, check oil, coolant and battery levels. Also, start and observe the performance of the unit as it operates. Check all belts, hoses, and coolant for proper inhibitor level. Document the procedure. Please see the attached form on the specific items performed.

125KW Kohler

An Annual (B) Service inspection for 2016-----\$500.00*

An Annual (B) Service inspection for 2017-----\$505.00*

An Annual (B) Service inspection for 2018-----\$510.00*

An Annual (B) Service inspection for 2019-----\$515.00*

An Annual (B) Service inspection for 2020-----\$520.00*

The annual would include the following procedures: Our technician will travel to your site during a prearranged scheduled service month and perform generator inspections per attached checklist, change engine oil and oil filters, fuel filters, hoses checked, belts checked, battery checked, check for leaks, start and run the units to check functions, oil and coolant samples will be taken for lab analysis, old motor oil and filters will be taken back to Interstate's shop for recycling. Labor, oil, filters, lab test kits, travel mileage, and recycling charges are included.

125 KW Kohler

An Annual (C) Load Bank Test for 2016, 2017, 2018, 2019, & 2020-----\$575.00*

The annual full-capacity load bank test procedures: Our technician will travel to your site during a prearranged scheduled month and will bring portable load bank test equipment to your site and perform a 2-hour generator load bank tests per NFPA-1110 guidelines Labor, equipment charge, and travel mileage charges are included.

125 KW Kohler

Optional battery replacement as needed-----\$135.00*

Any additional parts needed during the inspections that are not covered under this agreement will be available at an additional cost. You will be notified when additional parts are necessary to maintain peak operating condition and these parts will only be replaced with your prior authorization.

LOCATIONS

MINNEAPOLIS, MN • BLAINE, MN • VIRGINIA, MN • DAVENPORT, IA • CEDAR RAPIDS, IA • ALTOONA, IA • BILLINGS, MT • MISSOULA, MT
OMAHA, NE • BISMARCK, ND • FARGO, ND • WILLISTON, ND • SIOUX FALLS, SD • GRAND FORKS, ND • GILLETTE, WY

AN EQUAL OPPORTUNITY EMPLOYER/CONTRACTOR

INTERSTATE PowerSystems

5701 16th Ave SW • Cedar Rapids, IA 52404 • 319-396-4111

Payment is expected as the service is performed. You will schedule all inspection times. Interstate Power Systems can provide a backup Generator should your unit need to be off-line for any length of time. With this agreement, your company would be on a priority status for your rental needs.

Thank you in advance for your time and consideration. Should you have any questions please phone Interstate Power Systems at (319) 396-4111. Pricing firm 30 days from date.

Sincerely,

INTERSTATE POWER SYSTEMS

Customer Signature _____
Agreement Date: _____

* Due to the fluctuation in petroleum pricing: Oil, Antifreeze and Fuel prices may change from service period to service period. Tax not included.

Samantha Condon | Field Service Coordinator | Interstate Power Systems
5701 16th Ave SW | Cedar Rapids, IA 52404
P: 319-396-4111 | F: 319-396-4144
www.istate.com
"Pride in Service"

LOCATIONS

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NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

City of West Branch, Iowa

The City Council will conduct a public hearing on the proposed Budget at 110 N. Poplar St., West Branch, IA

on 3/7/2016 at 7:00 p.m.
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.

Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 12.59382

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

(319) 643-5888

phone number

Matt Muckler

City Clerk/Finance Officer's NAME

		Budget FY 2017	Re-estimated FY 2016	Actual FY 2015
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	1,613,993	1,543,534	1,537,121
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	1,613,993	1,543,534	1,537,121
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	150,000	150,000	214
Other City Taxes	6	196,582	191,453	197,393
Licenses & Permits	7	35,788	62,000	30,720
Use of Money and Property	8	3,900	4,900	5,645
Intergovernmental	9	555,257	542,304	486,290
Charges for Fees & Service	10	1,024,929	993,504	950,093
Special Assessments	11	0	0	0
Miscellaneous	12	46,700	52,100	162,425
Other Financing Sources	13	0	855,000	0
Transfers In	14	494,956	565,950	371,355
Total Revenues and Other Sources	15	4,122,105	4,960,745	3,741,256
Expenditures & Other Financing Uses				
Public Safety	16	701,971	717,100	835,978
Public Works	17	493,386	527,186	609,663
Health and Social Services	18	0	0	0
Culture and Recreation	19	644,565	685,613	561,992
Community and Economic Development	20	56,973	59,973	158,015
General Government	21	255,763	409,563	231,897
Debt Service	22	407,485	436,253	468,291
Capital Projects	23	396,385	540,000	6,798
Total Government Activities Expenditures	24	2,956,528	3,375,688	2,872,634
Business Type / Enterprises	25	955,197	777,830	774,494
Total ALL Expenditures	26	3,911,725	4,153,518	3,647,128
Transfers Out	27	494,956	565,950	371,355
Total ALL Expenditures/Transfers Out	28	4,406,681	4,719,468	4,018,483
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-284,576	241,277	-277,227
Beginning Fund Balance July 1	30	2,082,146	1,840,869	2,118,096
Ending Fund Balance June 30	31	1,797,570	2,082,146	1,840,869

RESOLUTION NO. 1430

A RESOLUTION ADOPTING THE FINAL FISCAL YEAR 2016-2017 ANNUAL BUDGET

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, IOWA:

The final fiscal year 2016-2017 annual budget as set forth in the budget summary and certification of taxes and in the detailed budget in support thereof showing revenue estimates and appropriation expenditures and allocations to programs for said fiscal year is adopted.

Passed and approved the 7th day of March, 2016.

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

16-142

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

Resolution No.: _____

The City of: West Branch County Name: CEDAR & JOHNSON Date Budget Adopted: _____
 (Date) xx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

County Auditor Date Stamp		Telephone Number		Signature	
		January 1, 2015 Property Valuations			
		With Gas & Electric		Without Gas & Electric	
		2a	128,716,634	2b	127,399,914
		3a	133,841,473	3b	132,524,753
Regular		4a	534,234	Last Official Census	
DEBT SERVICE				2,322	
Ag Land					

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General levy	5 1,042,605	1,031,939	43 8.10000
(384)		Non-Voted Other Permissible Levies			
12(8)	0.67500	Contract for use of Bridge	6	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7	0	45 0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9 15,000	14,847	47 0.11654
12(13)	0.06750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0.06750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14 128,000	126,690	52 0.99443
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462 8,500	8,413	465 0.06604
(384)		Voted Other Permissible Levies			
12(1)	0.13500	Instrumental/Vocal Music Groups	15	0	53 0
12(2)	0.81000	Memorial Building	16	0	54 0
12(3)	0.13500	Symphony Orchestra	17	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(9)	0.03375	Aid to a Transit Company	21	0	59 0
12(16)	0.20500	Maintain Institution received by gift/devise	22	0	60 0
12(18)	1.00000	City Emergency Medical District	463	0	466 0
12(20)	0.27000	Support Public Library	23	0	61 0
28E.22	1.50000	Unified Law Enforcement	24	0	62 0
		Total General Fund Regular Levies (5 thru 24)	25 1,194,105	1,181,889	
384.1	3.00375	Ag Land	26 1,605	1,605	63 3.00375
		Total General Fund Tax Levies (25 + 26)	27 1,195,710	1,183,494	Do Not Add
		Special Revenue Levies			
384.8	0.27000	Emergency (if general fund at levy limit)	28 34,753	34,398	64 0.27000
384.6	Amt Nec	Police & Fire Retirement	29	0	0
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 192,817	190,845	1,49800
Rules	Amt Nec	Other Employee Benefits	31	0	0
		Total Employee Benefit Levies (29,30,31)	32 192,817	190,845	65 1.49800
		Sub Total Special Revenue Levies (28+32)	33 227,570	225,243	
		Valuation			
386	As Req	With Gas & Elec Without Gas & Elec			
	SSMID 1 (A)	(B)	34	0	66 0
	SSMID 2 (A)	(B)	35	0	67 0
	SSMID 3 (A)	(B)	36	0	68 0
	SSMID 4 (A)	(B)	37	0	69 0
	SSMID 5 (A)	(B)	555	0	565 0
	SSMID 6 (A)	(B)	556	0	566 0
	SSMID 7 (A)	(B)	1177	0	0
	Total SSMID		38 0	0	Do Not Add
	Total Special Revenue Levies		39 227,570	225,243	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 207,295	205,256	70 1.54881
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41	0	71 0
	Total Property Taxes (27+39+40+41)		42 1,630,575	1,613,993	72 12.59382

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

CHECK CITY VALUATIONS

Taxable Valuations By Class By Levy Authority
100% Valuations By Class By Levy Authority

Commercial & Industrial Replacement Claim Estimation

This sheet has been designed to allow each city to estimate the amount of property tax reimbursement that will be received from the State for each fund.

The City of West Branch

		(A) Commercial - Non-TIF	(B) Commerical - TIF	(C) Industrial - Non-TIF	(D) Industrial - TIF
1	Taxable	46,681,352	5,124,839	12,490,722	0
2	100% Assessed	52,437,595	5,124,839	13,878,580	0

REPLACEMENT \$		FILLS TO:
3	General Fund	\$66,276 REVENUES, LINE 18, COL (C)
4	Special Fund	\$12,631 REVENUES, LINE 18, COL (D)
5	Debt Fund	\$11,065 REVENUES, LINE 18, COL (F)
6	Capital Reserve Fund	\$0 REVENUES, LINE 18, COL (G)

* Please input the amount of revenue being received from State of Iowa sources in the form of grants or reimbursements below.
Separate the revenues by fund receiving the money. The information below will flow to REVENUES line 18.

		(A) General	(B) Special Revenue	(C) TIF Sp. Revenue	(D) Debt Service	(E) Capital Projects	(F) Proprietary
Other State Grants & Reimbursements	18						

Fund Balance Worksheet for City of

West Branch

(1) *Annual Report FY 2015			General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)
Beginning Fund Balance July 1 (pg 5, line 134) *	1		1,044,995	246,735	207,611	34,039	0	156,030	1,689,410	428,686	2,118,096
Actual Revenues Except Beg Bal (pg 5, line 132) *	2		1,775,405	612,485	214	469,761	88,183	2,527	2,948,575	792,681	3,741,256
Actual Expenditures Except End Bal (pg 12, line 259) *	3		1,991,240	555,272	95,690	468,291	6,798	0	3,117,291	901,192	4,018,483
Ending Fund Balance June 30 (pg 12, line 261) *	4		829,160	303,948	112,135	35,509	81,385	158,557	1,520,694	320,175	1,840,869
(2) ** Re-Estimated FY 2016			General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance	5		829,160	303,948	112,135	35,509	81,385	158,557	1,520,694	320,175	1,840,869
Re-Est Revenues	6		1,844,856	686,705	150,000	437,865	855,000	2,000	3,976,426	984,319	4,960,745
Re-Est Expenditures	7		1,970,892	691,307	91,697	436,253	540,000	0	3,730,149	989,319	4,719,468
Ending Fund Balance	8		703,124	299,346	170,438	37,121	396,385	160,557	1,766,971	315,175	2,082,146
(3) ** Budget FY 2017			General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance	9		703,124	299,346	170,438	37,121	396,385	160,557	1,766,971	315,175	2,082,146
Revenues	10		1,828,341	700,201	150,000	418,550	0	2,000	3,099,092	1,023,013	4,122,105
Expenditures	11		1,718,092	514,319	187,387	407,485	396,385	0	3,223,668	1,183,013	4,406,681
Ending Fund Balance	12		813,373	485,228	133,051	48,186	0	162,557	1,642,395	155,175	1,797,570

* The figures in section (1) are taken from FORM F-66(IA-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

2015

** The remaining two sections are filled in by the software once ALL worksheets are completed.

CITY OF West Branch

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 5 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer.

Input the amount of General Fund Levy request to be used

	Request with Utility Replacement (A)	Property Taxes Levied (B)
1 Portion of General Fund Levy Used for Emerg. Mgmt. Comm.	<div></div>	<div>0</div>
2 Support of a Local Emerg.Mgmt.Comm.	8,500	8,413
3 TOTAL FOR FISCAL YEAR 2017	8,500	8,413

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

RE-ESTIMATED Fiscal Year Ending 2016

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUE (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2016 (J)	ACTUAL 2015 (K)
PUBLIC SAFETY										
Police Department/Crime Prevention	1	335,680	83,948						419,628	317,186
Jail	2								0	0
Emergency Management	3								0	0
Flood Control	4								0	0
Fire Department	5	292,637	2,335						294,972	515,227
Ambulance	6								0	0
Building Inspections	7								0	0
Miscellaneous Protective Services	8								0	0
Animal Control	9	2,500							2,500	3,565
Other Public Safety	10								0	0
TOTAL (lines 1 - 10)	11	630,817	86,283	0			0		717,100	835,978
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12	172,192	251,994						424,186	509,207
Parking - Meter and Off-Street	13								0	0
Street Lighting	14	40,000							40,000	34,938
Traffic Control and Safety	15								0	0
Snow Removal	16								0	0
Highway Engineering	17								0	0
Street Cleaning	18								0	0
Airport (if not Enterprise)	19								0	0
Garbage (if not Enterprise)	20	63,000							63,000	65,518
Other Public Works	21								0	0
TOTAL (lines 12 - 21)	22	275,192	251,994	0			0		527,186	609,663
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29								0	0
TOTAL (lines 23 - 29)	30	0	0	0			0		0	0
CULTURE & RECREATION										
Library Services	31	188,870	31,618						220,488	206,105
Museum, Band and Theater	32								0	0
Parks	33								0	0
Recreation	34	110,417	95,936						206,353	141,921
Cemetery	35	102,062	22,798						124,860	106,619
Community Center, Zoo, & Marina	36	17,312							17,312	18,240
Other Culture and Recreation	37	111,000	5,600						116,600	89,107
TOTAL (lines 31 - 37)	38	529,661	155,952	0			0		685,613	561,992

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

		RE-ESTIMATED				Fiscal Year Ending		2016		Fiscal Years	
GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL	TIF	DEBT	CAPITAL	PERMANENT	PROPRIETARY	RE-ESTIMATED	ACTUAL	
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	2016	2015	
										(K)	
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39								0	0	
Economic Development	40	34,973							34,973	139,089	
Housing and Urban Renewal	41								0	0	
Planning & Zoning	42	25,000							25,000	18,926	
Other Com & Econ Development	43								0	0	
	44										
TOTAL (lines 39 - 44)	45	59,973	0	0				0	59,973	158,015	
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46	11,250	798							12,048	10,884
Clerk, Treasurer, & Finance Adm.	47	144,376	13,139						157,515	83,441	
Elections	48								0	0	
Legal Services & City Attorney	49	240,000							240,000	85,734	
City Hall & General Buildings	50								0	51,838	
Tort Liability	51								0	0	
Other General Government	52								0	0	
TOTAL (lines 46 - 52)	53	395,626	13,937	0				0	409,563	231,897	
DEBT SERVICE					436,253					436,253	468,291
Gov Capital Projects	55					540,000			540,000	6,798	
TIF Capital Projects	56								0	0	
TOTAL CAPITAL PROJECTS		0	0	0		540,000	0		540,000	6,798	
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)		1,891,269	508,166	0	436,253	540,000	0		3,375,688	2,872,634	
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59							438,459	438,459	386,108	
Sewer Utility	60							254,371	254,371	303,245	
Electric Utility	61								0	0	
Gas Utility	62								0	0	
Airport	63								0	0	
Landfill/Garbage	64								0	0	
Transit	65								0	0	
Cable TV, Internet & Telephone	66								0	0	
Housing Authority	67								0	0	
Storm Water Utility	68							85,000	85,000	19,666	
Other Business Type (city hosp., ISF, parking, etc.)	69								0	0	
Enterprise DEBT SERVICE	70								0	65,475	
Enterprise CAPITAL PROJECTS	71								0	0	
Enterprise TIF CAPITAL PROJECTS	72								0	0	
TOTAL BUSINESS TYPE EXPENDITURES (lines 56 - 68)								777,830	777,830	774,494	
TOTAL ALL EXPENDITURES (lines 58+74)		1,891,269	508,166	0	436,253	540,000	0	777,830	4,153,518	3,647,128	
Regular Transfers Out	75	79,623	183,141					211,489	474,253	275,665	
Internal TIF Loan Transfers Out	76			91,697					91,697	95,690	
Total ALL Transfers Out	77	79,623	183,141	91,697	0	0	0	211,489	565,950	371,355	
Total Expenditures and Other Fin Uses (lines 73+74)		1,970,892	691,307	91,697	436,253	540,000	0	989,319	4,719,468	4,018,483	
Ending Fund Balance June 30	79	703,124	299,346	170,438	37,121	396,385	160,557	315,175	2,082,146	1,840,869	

THE USE OF THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CAPITAL PROJECT MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO THE ACTUAL YEAR. CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.

RE-ESTIMATED REVENUES DETAIL

RE-ESTIMATED Fiscal Year Ending

2016

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2016 (J)	ACTUAL 2015 (K)
REVENUES & OTHER FINANCING SOURCES										
Taxes Levied on Property	1	1,088,466	216,785		238,283				1,543,534	1,537,121
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	1,088,466	216,785		238,283	0			1,543,534	1,537,121
Delinquent Property Taxes	4								0	0
TIF Revenues	5			150,000					150,000	214
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	11,672	2,328		2,453				16,453	0
Utility franchise tax (Iowa Code Chapter 364.2)	7								0	24,172
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10								0	0
Hotel/Motel Taxes	11								0	0
Other Local Option Taxes	12		175,000						175,000	173,221
Subtotal - Other City Taxes (lines 6 thru 12)	13	11,672	177,328		2,453	0			191,453	197,393
Licenses & Permits	14	62,000							62,000	30,720
Use of Money & Property	15	4,900							4,900	5,645
Intergovernmental:										
Federal Grants & Reimbursements	16	6,000							6,000	6,000
Road Use Taxes	17		280,000						280,000	241,447
Other State Grants & Reimbursements	18	63,136	12,592		13,266				88,994	114,266
Local Grants & Reimbursements	19	167,310							167,310	124,577
Subtotal - Intergovernmental (lines 16 thru 19)	20	236,446	292,592	0	13,266	0		0	542,304	486,290
Charges for Fees & Service:										
Water Utility	21							494,410	494,410	434,255
Sewer Utility	22							329,896	329,896	307,783
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25								0	0
Airport	26								0	0
Landfill/Garbage	27	45,675							45,675	45,653
Hospital	28								0	0
Transit	29								0	0
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32							45,000	45,000	35,427
Other Fees & Charges for Service	33	78,523							78,523	126,975
Subtotal - Charges for Service (lines 21 thru 33)	34	124,198	0		0	0	0	869,306	993,504	950,093
Special Assessments	35								0	0
Miscellaneous	36	45,100					2,000	5,000	52,100	162,425
Other Financing Sources:										
Regular Operating Transfers In	37	180,377			183,863			110,013	474,253	275,665
Internal TIF Loan Transfers In	38	91,697							91,697	95,690
Subtotal ALL Operating Transfers In	39	272,074	0	0	183,863	0	0	110,013	565,950	371,355
Proceeds of Debt (Excluding TIF Internal Borrowing)	40					855,000			855,000	0
Proceeds of Capital Asset Sales	41								0	0
Subtotal-Other Financing Sources (lines 36 thru 38)	42	272,074	0	0	183,863	855,000	0	110,013	1,420,950	371,355
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	1,844,856	686,705	150,000	437,865	855,000	2,000	984,319	4,960,745	3,741,256
Beginning Fund Balance July 1	44	829,160	303,948	112,135	35,509	81,385	158,557	320,175	1,840,869	2,118,096
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	2,674,016	990,653	262,135	473,374	936,385	160,557	1,304,494	6,801,614	5,859,352

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2017

Fiscal Years

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2017	RE-ESTIMATED 2016	ACTUAL 2015
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
PUBLIC SAFETY											
Police Department/Crime Prevention	1	345,885	82,815						428,700	419,628	317,186
Jail	2								0	0	0
Emergency Management	3								0	0	0
Flood Control	4								0	0	0
Fire Department	5	268,026	2,745						270,771	294,972	515,227
Ambulance	6								0	0	0
Building Inspections	7								0	0	0
Miscellaneous Protective Services	8								0	0	0
Animal Control	9	2,500							2,500	2,500	3,565
Other Public Safety	10								0	0	0
TOTAL (lines 1 - 10)	11	616,411	85,560				0		701,971	717,100	835,978
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12	86,622	301,764						388,386	424,186	509,207
Parking - Meter and Off-Street	13								0	0	0
Street Lighting	14	40,000							40,000	40,000	34,938
Traffic Control and Safety	15								0	0	0
Snow Removal	16								0	0	0
Highway Engineering	17								0	0	0
Street Cleaning	18								0	0	0
Airport (if not Enterprise)	19								0	0	0
Garbage (if not Enterprise)	20	65,000							65,000	63,000	65,518
Other Public Works	21								0	0	0
TOTAL (lines 12 - 21)	22	191,622	301,764				0		493,386	527,186	609,663
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29								0	0	0
TOTAL (lines 23 - 29)	30	0	0				0		0	0	0
CULTURE & RECREATION											
Library Services	31	225,370	31,445						256,815	220,488	206,105
Museum, Band and Theater	32								0	0	0
Parks	33								0	0	0
Recreation	34	95,149	15,388						110,537	206,353	141,921
Cemetery	35	110,949	23,914						134,863	124,860	106,619
Community Center, Zoo, & Marina	36	17,000							17,000	17,312	18,240
Other Culture and Recreation	37	119,846	5,504						125,350	116,600	89,107
TOTAL (lines 31 - 37)	38	568,314	76,251				0		644,565	685,613	561,992

EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2017

Fiscal Years

GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2017	RE-ESTIMATED 2016	ACTUAL 2015
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39								0	0	0
Economic Development	40	31,973							31,973	34,973	139,089
Housing and Urban Renewal	41								0	0	0
Planning & Zoning	42	25,000							25,000	25,000	18,926
Other Com & Econ Development	43								0	0	0
	44										
TOTAL (lines 39 - 44)	45	56,973	0	0			0		56,973	59,973	158,015
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46	18,750	2,487						21,237	12,048	10,884
Clerk, Treasurer, & Finance Adm.	47	139,538	13,504						153,042	157,515	83,441
Elections	48								0	0	0
Legal Services & City Attorney	49	81,484							81,484	240,000	85,734
City Hall & General Buildings	50								0	0	51,838
Tort Liability	51								0	0	0
Other General Government	52								0	0	0
TOTAL (lines 46 - 52)	53	239,772	15,991	0			0		255,763	409,563	231,897
DEBT SERVICE											
Gov Capital Projects	55				407,485				407,485	436,253	468,291
TIF Capital Projects	56					396,385			396,385	540,000	6,798
TOTAL CAPITAL PROJECTS	57	0	0	0		396,385	0		396,385	540,000	6,798
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	1,673,092	479,566	0	407,485	396,385	0		2,956,528	3,375,688	2,872,634
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59							491,722	491,722	438,459	386,108
Sewer Utility	60							373,475	373,475	254,371	303,245
Electric Utility	61							0	0	0	0
Gas Utility	62							0	0	0	0
Airport	63							0	0	0	0
Landfill/Garbage	64							0	0	0	0
Transit	65							0	0	0	0
Cable TV, Internet & Telephone	66							0	0	0	0
Housing Authority	67							0	0	0	0
Storm Water Utility	68							90,000	90,000	85,000	19,666
Other Business Type (city hosp., ISF, parking, etc.)	69							0	0	0	0
Enterprise DEBT SERVICE	70							0	0	0	65,475
Enterprise CAPITAL PROJECTS	71							0	0	0	0
Enterprise TIF CAPITAL PROJECTS	72							0	0	0	0
TOTAL Business Type Expenditures (lines 59 - 73)	73							955,197	955,197	777,830	774,494
TOTAL ALL EXPENDITURES (lines 58+74)	74	1,673,092	479,566	0	407,485	396,385	0	955,197	3,911,725	4,153,518	3,647,128
Regular Transfers Out	75	45,000	34,753					227,816	307,569	474,253	275,665
Internal TIF Loan / Repayment Transfers Out	76			187,387					187,387	91,697	95,690
Total ALL Transfers Out	77	45,000	34,753	187,387	0	0	0	227,816	494,956	565,950	371,355
Total Expenditures & Fund Transfers Out (lines 75+78)	78	1,718,092	514,319	187,387	407,485	396,385	0	1,183,013	4,406,681	4,719,468	4,018,483
Ending Fund Balance June 30	79	813,373	485,228	133,051	48,186	0	162,557	155,175	1,797,570	2,082,146	1,840,869

* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

CITY OF

West Branch

Department of Management

The last two columns will fill in once
the Re-Est forms are completed

REVENUES DETAIL
Fiscal Year Ending

2017

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
REVENUES & OTHER FINANCING SOURCES											
Taxes Levied on Property	1	1,183,494	225,243		205,256	0			1,613,993	1,543,534	1,537,121
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	1,183,494	225,243		205,256	0			1,613,993	1,543,534	1,537,121
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5			150,000					150,000	150,000	214
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	12,216	2,327		2,039	0			16,582	16,453	0
Utility franchise tax (Iowa Code Chapter 364.2)	7								0	0	24,172
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10								0	0	0
Hotel/Motel Taxes	11								0	0	0
Other Local Option Taxes	12		180,000						180,000	175,000	173,221
Subtotal - Other City Taxes (lines 6 thru 12)	13	12,216	182,327		2,039	0			196,582	191,453	197,393
Licenses & Permits	14	35,788							35,788	62,000	30,720
Use of Money & Property	15	3,900							3,900	4,900	5,645
Intergovernmental:											
Federal Grants & Reimbursements	16	6,000							6,000	6,000	6,000
Road Use Taxes	17		280,000						280,000	280,000	241,447
Other State Grants & Reimbursements	18	66,276	12,631	0	11,065	0		0	89,972	88,994	114,266
Local Grants & Reimbursements	19	179,285							179,285	167,310	124,577
Subtotal - Intergovernmental (lines 16 thru 19)	20	251,561	292,631	0	11,065	0		0	555,257	542,304	486,290
Charges for Fees & Service:											
Water Utility	21							514,000	514,000	494,410	434,255
Sewer Utility	22							354,000	354,000	329,896	307,783
Electric Utility	23								0	0	0
Gas Utility	24								0	0	0
Parking	25								0	0	0
Airport	26								0	0	0
Landfill/Garbage	27	44,316							44,316	45,675	45,653
Hospital	28								0	0	0
Transit	29								0	0	0
Cable TV, Internet & Telephone	30								0	0	0
Housing Authority	31								0	0	0
Storm Water Utility	32							45,000	45,000	45,000	35,427
Other Fees & Charges for Service	33	67,613							67,613	78,523	126,975
Subtotal - Charges for Service (lines 21 thru 33)	34	111,929	0		0	0	0	913,000	1,024,929	993,504	950,093
Special Assessments	35								0	0	0
Miscellaneous	36	44,700					2,000	0	46,700	52,100	162,425
Other Financing Sources:											
Regular Operating Transfers In	37	34,753			162,803			110,013	307,569	474,253	275,665
Internal TIF Loan Transfers In	38	150,000			37,387				187,387	91,697	95,690
Subtotal ALL Operating Transfers In	39	184,753	0	0	200,190	0	0	110,013	494,956	565,950	371,355
Proceeds of Debt (Excluding TIF Internal Borrowing)	40								0	855,000	0
Proceeds of Capital Asset Sales	41								0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	42	184,753	0	0	200,190	0	0	110,013	494,956	1,420,950	371,355
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	1,828,341	700,201	150,000	418,550	0	2,000	1,023,013	4,122,105	4,960,745	3,741,256
Beginning Fund Balance July 1	44	703,124	299,346	170,438	37,121	396,385	160,557	315,175	2,082,146	1,840,869	2,118,096
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	45	2,531,465	999,547	320,438	455,671	396,385	162,557	1,338,188	6,204,251	6,801,614	5,859,352

CITY OF **West Branch**
ADOPTED BUDGET SUMMARY
YEAR ENDED JUNE 30, 2017

Department of Management

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	1,183,494	225,243		205,256	0			1,613,993	1,543,534	1,537,121
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	1,183,494	225,243		205,256	0			1,613,993	1,543,534	1,537,121
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			150,000					150,000	150,000	214
Other City Taxes	6	12,216	182,327		2,039	0			196,582	191,453	197,393
Licenses & Permits	7	35,788	0					0	35,788	62,000	30,720
Use of Money and Property	8	3,900	0	0	0	0	0	0	3,900	4,900	5,645
Intergovernmental	9	251,561	292,631	0	11,065	0		0	555,257	542,304	486,290
Charges for Fees & Service	10	111,929	0		0	0	0	913,000	1,024,929	993,504	950,093
Special Assessments	11	0	0		0	0		0	0	0	0
Miscellaneous	12	44,700	0		0	0	2,000	0	46,700	52,100	162,425
Sub-Total Revenues	13	1,643,588	700,201	150,000	218,360	0	2,000	913,000	3,627,149	3,539,795	3,369,901
Other Financing Sources:											
Total Transfers In	14	184,753	0	0	200,190	0	0	110,013	494,956	565,950	371,355
Proceeds of Debt	15	0	0	0	0	0		0	0	855,000	0
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	0	0
Total Revenues and Other Sources	17	1,828,341	700,201	150,000	418,550	0	2,000	1,023,013	4,122,105	4,960,745	3,741,256
Expenditures & Other Financing Uses											
Public Safety	18	616,411	85,560	0			0		701,971	717,100	835,978
Public Works	19	191,622	301,764	0			0		493,386	527,186	609,663
Health and Social Services	20	0	0	0			0		0	0	0
Culture and Recreation	21	568,314	76,251	0			0		644,565	685,613	561,992
Community and Economic Development	22	56,973	0	0			0		56,973	59,973	158,015
General Government	23	239,772	15,991	0			0		255,763	409,563	231,897
Debt Service	24	0	0	0	407,485		0		407,485	436,253	468,291
Capital Projects	25	0	0	0		396,385	0		396,385	540,000	6,798
Total Government Activities Expenditures	26	1,673,092	479,566	0	407,485	396,385	0		2,956,528	3,375,688	2,872,634
Business Type Proprietary: Enterprise & ISF	27							955,197	955,197	777,830	774,494
Total Gov & Bus Type Expenditures	28	1,673,092	479,566	0	407,485	396,385	0	955,197	3,911,725	4,153,518	3,647,128
Total Transfers Out	29	45,000	34,753	187,387	0	0	0	227,816	494,956	565,950	371,355
Total ALL Expenditures/Fund Transfers Out	30	1,718,092	514,319	187,387	407,485	396,385	0	1,183,013	4,406,681	4,719,468	4,018,483
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31										
	32	110,249	185,882	-37,387	11,065	-396,385	2,000	-160,000	-284,576	241,277	-277,227
Beginning Fund Balance July 1	33	703,124	299,346	170,438	37,121	396,385	160,557	315,175	2,082,146	1,840,869	2,118,096
Ending Fund Balance June 30	34	813,373	485,228	133,051	48,186	0	162,557	155,175	1,797,570	2,082,146	1,840,869

LONG TERM DEBT SCHEDULE
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

City Name: West Branch

Fiscal Year
2017

Project Name (A)	Amount of Issue (B)	Type of Debt Obligation (C)	Date Certified to County Auditor (D)	Debt Resolution Number (E)	Principal Due FY 2017 (F)	Interest Due FY 2017 +(G)	Bond Reg./ Paying Agent Fees Due FY 2017 +(H)	Total Obligation Due FY 2017 =(I)	Paid from Funds OTHER THAN Current Year Debt Service Taxes =-(J)	Amount Paid Current Year Debt Service Levy =(K)
(1) GO Corp. Purpose and Refunding Bonds, Series 2013	2,730,000	GO	02/19/2013	1081	160,000	40,190	0	200,190	200,190	0
(2) Water Revenue Bonds	943,000	NON - GO	02/20/2007	798	56,238	8,775	0	65,013	65,013	0
(3) GO Property Acquisition Note	400,000	GO	07/22/2013	1130	100,000	10,995	500	111,495	0	111,495
(4) GO Corp. Purpose Bonds, Series 2015	855,000	GO	08/03/2015	1377	80,000	15,300	500	95,800	0	95,800
(5)		NO SELECTION						0		0
(6)		NO SELECTION						0		0
(7)		NO SELECTION						0		0
(8)		NO SELECTION						0		0
(9)		NO SELECTION						0		0
(10)		NO SELECTION						0		0
(11)		NO SELECTION						0		0
(12)		NO SELECTION						0		0
(13)		NO SELECTION						0		0
(14)		NO SELECTION						0		0
(15)		NO SELECTION						0		0
(16)		NO SELECTION						0		0
(17)		NO SELECTION						0		0
(18)		NO SELECTION						0		0
(19)		NO SELECTION						0		0
(20)		NO SELECTION						0		0
(21)		NO SELECTION						0		0
(22)		NO SELECTION						0		0
(23)		NO SELECTION						0		0
(24)		NO SELECTION						0		0
(25)		NO SELECTION						0		0
(26)		NO SELECTION						0		0
(27)		NO SELECTION						0		0
(28)		NO SELECTION						0		0
(29)		NO SELECTION						0		0
(30)		NO SELECTION						0		0
TOTALS					396,238	75,260	1,000	472,498	265,203	207,295

CONGRATULATIONS! THE BUDGET FILE CONTAINS NO ERRORS IN THE FOUR CATEGORIES

(1)

OPERATING TRANSFERS IN / OPERATING TRANSFERS OUT COMPARISONS

(2)

ENDING YEAR FUND BALANCE / BEGINNING YEAR FUND BALANCE COMPARISONS

0
0

0
0

0
0

(3)

AN ERROR MESSAGE APPEARS IN RED BELOW IF THE BUDGET DOES NOT CONTAIN ALL 3 YEARS OF DATA

(4)

AN ERROR MESSAGE APPEARS IN RED BELOW IF A "DEBT TYPE" WAS NOT SELECTED ON THE LT DEBT TAB.

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

City of West Branch, Iowa

The City Council will conduct a public hearing on the proposed Budget at 110 N. Poplar St., West Branch, IA

on 3/7/2016 at 7:00 p.m.
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.

Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 12.59382

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

(319) 643-5888

phone number

Matt Muckler

City Clerk/Finance Officer's NAME

		Budget FY 2017	Re-estimated FY 2016	Actual FY 2015
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	1,613,993	1,543,534	1,537,121
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	1,613,993	1,543,534	1,537,121
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	150,000	150,000	214
Other City Taxes	6	196,582	191,453	197,393
Licenses & Permits	7	35,788	62,000	30,720
Use of Money and Property	8	3,900	4,900	5,645
Intergovernmental	9	555,257	542,304	486,290
Charges for Fees & Service	10	1,024,929	993,504	950,093
Special Assessments	11	0	0	0
Miscellaneous	12	46,700	52,100	162,425
Other Financing Sources	13	0	855,000	0
Transfers In	14	494,956	565,950	371,355
Total Revenues and Other Sources	15	4,122,105	4,960,745	3,741,256
Expenditures & Other Financing Uses				
Public Safety	16	701,971	717,100	835,978
Public Works	17	493,386	527,186	609,663
Health and Social Services	18	0	0	0
Culture and Recreation	19	644,565	685,613	561,992
Community and Economic Development	20	56,973	59,973	158,015
General Government	21	255,763	409,563	231,897
Debt Service	22	407,485	436,253	468,291
Capital Projects	23	396,385	540,000	6,798
Total Government Activities Expenditures	24	2,956,528	3,375,688	2,872,634
Business Type / Enterprises	25	955,197	777,830	774,494
Total ALL Expenditures	26	3,911,725	4,153,518	3,647,128
Transfers Out	27	494,956	565,950	371,355
Total ALL Expenditures/Transfers Out	28	4,406,681	4,719,468	4,018,483
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-284,576	241,277	-277,227
Beginning Fund Balance July 1	30	2,082,146	1,840,869	2,118,096
Ending Fund Balance June 30	31	1,797,570	2,082,146	1,840,869

RESOLUTION NO. 1431

TO FIX A DATE OF MEETING FOR A PUBLIC HEARING ON AMENDING
THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2016.

WHEREAS, budget estimates may be amended and increased as the need arises to permit appropriation and expenditure of unexpended cash balances on hand and unanticipated revenues; and;

WHEREAS, such amendments may be considered and adopted at any time during the fiscal year covered by the budget (but prior to May 31) by filing the amendments and upon publishing them and giving notice of the public hearing in the manner required in the State Code; and;

WHEREAS, the City Council intends to amend the budget to provide for additional expenditures for tree trimming, maintenance of vehicles, engineering services and legal services.

NOW, THEREFORE, It Is Resolved by the Council of the City of West Branch, Iowa, as follows:

Section 1. This Council shall meet on the 21st day of March, 2016, at the City Council Chambers located at 110 N. Poplar Street, in the City, at 7:00 o'clock p.m., at which time and place a public hearing will be held on the question of amending the current budget for the fiscal year ending June 30, 2016.

Section 2. The City Clerk is hereby directed to give notice of the proposed action for amending the current budget for the fiscal year ending June 30, 2016, the time when and place where the said meeting will be held, by publication at least once, and not less than 10 nor more than 20 days before the date of said meeting, in a legal newspaper published at least once weekly, and of general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PUBLIC HEARING **AMENDMENT OF CURRENT CITY BUDGET**

The City Council of West Branch in CEDAR & JOHNSON County, Iowa
will meet at the City Council Chambers, 110 N. Poplar Street, West Branch, IA
at 7:00 p.m. on 3/21/2016
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2016
(year)

by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	1,543,534		1,543,534
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	1,543,534	0	1,543,534
Delinquent Property Taxes	4	0		0
TIF Revenues	5	150,000		150,000
Other City Taxes	6	196,453		196,453
Licenses & Permits	7	62,000		62,000
Use of Money and Property	8	4,900		4,900
Intergovernmental	9	542,304		542,304
Charges for Services	10	993,504		993,504
Special Assessments	11	0		0
Miscellaneous	12	52,100		52,100
Other Financing Sources	13	1,494,815	-639,815	855,000
Transfers In	14	0	639,815	639,815
Total Revenues and Other Sources	15	5,039,610	0	5,039,610
Expenditures & Other Financing Uses				
Public Safety	16	799,916		799,916
Public Works	17	532,186	23,954	556,140
Health and Social Services	18	0		0
Culture and Recreation	19	815,613	0	815,613
Community and Economic Development	20	59,973	25,000	84,973
General Government	21	301,047	100,000	401,047
Debt Service	22	436,253		436,253
Capital Projects	23	840,000	0	840,000
Total Government Activities Expenditures	24	3,784,988	148,954	3,933,942
Business Type / Enterprises	25	847,830		847,830
Total Gov Activities & Business Expenditures	26	4,632,818	148,954	4,781,772
Transfers Out	27	639,815		639,815
Total Expenditures/Transfers Out	28	5,272,633	148,954	5,421,587
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-233,023	-148,954	-381,977
Beginning Fund Balance July 1	30	1,841,087		1,841,087
Ending Fund Balance June 30	31	1,608,064	-148,954	1,459,110

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Additional expenditures: Public Works = tree trimming and maintenance of vehicles, Comm & Economic Development = Engineering services for Casey's Project, General Government = legal services.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

* * * * *

Passed and approved this 7th day of March, 2016.

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

**NOTICE OF PUBLIC HEARING
AMENDMENT OF CURRENT CITY BUDGET**

The City Council of West Branch in CEDAR & JOHNSON County, Iowa

will meet at City Council Chambers, 110 N. Poplar St., West Branch, IA

at 5:30 p.m. on November 2, 2015
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2016
(year)

by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	1,543,534		1,543,534
Less: Uncollected Property Taxes-Levy Year	2			0
Net Current Property Taxes	3	1,543,534	0	1,543,534
Delinquent Property Taxes	4	0		0
TIF Revenues	5	150,000		150,000
Other City Taxes	6	196,453		196,453
Licenses & Permits	7	62,000		62,000
Use of Money and Property	8	4,900		4,900
Intergovernmental	9	492,304	50,000	542,304
Charges for Services	10	993,504		993,504
Special Assessments	11	0		0
Miscellaneous	12	52,100		52,100
Other Financing Sources	13	494,061	1,000,754	1,494,815
Total Revenues and Other Sources	14	3,988,856	1,050,754	5,039,610
Expenditures & Other Financing Uses				
Public Safety	15	799,916		799,916
Public Works	16	532,186		532,186
Health and Social Services	17	0		0
Culture and Recreation	18	800,613	15,000	815,613
Community and Economic Development	19	59,973		59,973
General Government	20	251,047	50,000	301,047
Debt Service	21	436,253		436,253
Capital Projects	22	0	840,000	840,000
Total Government Activities Expenditures	23	2,879,988	905,000	3,784,988
Business Type / Enterprises	24	847,830		847,830
Total Gov Activities & Business Expenditures	25	3,727,818	905,000	4,632,818
Transfers Out	26	494,061	145,754	639,815
Total Expenditures/Transfers Out	27	4,221,879	1,050,754	5,272,633
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	28	-233,023	0	-233,023
Beginning Fund Balance July 1	29	1,253,523	587,564	1,841,087
Ending Fund Balance June 30	30	1,020,500	587,564	1,608,064

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Additional revenue: Intgov. = road use tax. Other financing sources = bond proceeds and transfer in from LOST for Fire Department Project. Additional expenditures: capital projects for West Branch Village Trail Project, Parkside Drive Road Improvement Project, 4th Street, Main St crossings projects. General governemnt = legal services. Culture and Recreation = Hoover's Hometown Days. Transfers out = from LOST to Fire Dept. Project.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

City Administrator/Clerk Matt Muckler
City Clerk/ Finance Officer Name

RESOLUTION NO. 1432

RESOLUTION APPROVING TEN AGREEMENTS FOR THE 2016 HOOVER'S HOMETOWN DAYS CELEBRATION.

WHEREAS, the City's premier event of the year is Hoover's Hometown Days; and

WHEREAS, the fiscal year 2015-2016 and fiscal year 2016-2017 budgets for Hoover's Hometown Days include funding for entertainment and children's activities; and

WHEREAS, ten companies have submitted proposed service agreements in the amount of \$7,852.00 to provide these services; and

WHEREAS, it is now necessary to approve said agreements.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned agreements are hereby approved. Further, the Mayor is directed to execute the agreements on behalf of the City.

Passed and approved this 7th day of March, 2016.

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

Category		2016 HHTD	Price /Cost	Res #	Date Council Appvd
<u>Fireworks</u>		Fireworks	\$ 40,000.00	1407	12/7/2015
<u>Performances/Entertainment</u>		Flying Houndz Frisbee Trick Dog Show	\$ 2,750.00	1414	1/4/2016
<u>Children's Activities</u>		Midwest Inflatables	\$ 12,000.00	1420	2/2/2016
<u>Performances/Entertainment</u>		Dean O Holics	\$ 10,000.00	1429	2/16/2016
		Confirmed: Subtotal	\$ 64,750.00		
<u>Performances/Entertainment</u>		Beaker Brothers (Ed English)	\$ 750.00	1432	3/7/2016
<u>Performances/Entertainment</u>		Local on the 8's	\$ 850.00	1432	3/7/2016
<u>Performances/Entertainment</u>		Sid V & the Human Resources	\$ 450.00	1432	3/7/2016
<u>Performances/Entertainment</u>		Circus Boy	\$ 500.00	1432	3/7/2016
<u>Children's Activities</u>		Pony Rides	\$ 1,200.00	1432	3/7/2016
<u>Children's Activities</u>		Photo Booth	\$ 600.00	1432	3/7/2016
<u>Performances/Entertainment</u>		Coralville Showcase Stage	\$ 500.00	1432	3/7/2016
<u>Performances/Entertainment</u>		Tents and Main Stage Stage	\$ 1,702.00	1432	3/7/2016
<u>Children's Activities</u>		Airbrush Tattoo	\$ 1,000.00	1432	3/7/2016
<u>Children's Activities</u>		Magician/Balloons - Rick E. Brammer	\$ 300.00	1432	3/7/2016
		March 7, 2016 Council Mtg	\$ 7,852.00		
		To Be Confirmed: Subtotal	\$ 72,602.00		
<u>Performances/Entertainment</u>		BF Burt	\$ 1,250.00	1437	3/21/2016
<u>Performances/Entertainment</u>		Seasoned Sound Quartet	\$ 250.00	1437	3/21/2016
<u>Miscellaneous</u>		Radio Advertising	\$ 1,500.00	1437	3/21/2016
<u>Miscellaneous</u>		Golf carts	\$ 1,000.00	1437	3/21/2016
<u>Miscellaneous</u>		Port o Potties	\$ 868.00	1437	3/21/2016
<u>Miscellaneous</u>		Sound System	\$ 350.00	1437	3/21/2016
		March 21, 2016 Council Mtg	\$ 5,218.00		
		To Be Confirmed: Subtotal	\$ 77,820.00		
<u>Miscellaneous</u>		Popsicles	\$ 50.00		
<u>Miscellaneous</u>		Signage	\$ 500.00		
<u>Miscellaneous</u>		Event Tshirts	\$ 200.00		
<u>Miscellaneous</u>		Additional Radio Advertising	\$ 1,500.00		
<u>Miscellaneous</u>		Print Advertising	\$ 2,000.00		
<u>Children's Activities</u>		Big Wheel Races	\$ 182.00		
<u>Children's Activities</u>		Blacksmith Trinkets	\$ 450.00		
<u>Miscellaneous</u>		Signage/Brochures/Posters	\$ 1,488.00		
<u>Miscellaneous</u>		Rope Demonstration	\$ 200.00		
<u>Performances/Entertainment</u>		Great River Brooms	\$ 250.00		
<u>Performances/Entertainment</u>		Installation/Removal Banner	\$ 360.00		
		To be committed: Subtotal	\$ 85,000.00		
<u>Miscellaneous</u>		Generators for activities	n/charge		
<u>Performances/Entertainment</u>		34th Army Band	n/charge		
<u>Children's Activities</u>		Lions Tractor Pull	n/charge		
<u>Children's Activities</u>		Giant Chess	n/charge		

General Fund Revenue	\$ 60,000.00
Fundraising Goal	\$ 18,000.00
NPS	\$ 7,000.00
Total Revenue	\$ 85,000.00
Fundraising Goal	\$ 18,000.00
Received as of 3/01/16	\$ 2,000.00
Still needed	\$ 16,000.00

PERFORMANCE AGREEMENT

Hoover's Hometown Days – Saturday August 6, 2016

City of West Branch and The Beaker Brothers Band

This document outlines the details agreed upon during discussions with Melissa Russell, representing the City of West Branch, and Ed English, representing The Beaker Brothers Band.

The Beaker Brothers Band, to be referred to as "The Band", is excited to be a part of this celebration.

The City of West Branch, to be referred to as "The City", and The Band, have the following agreement:

- The Band will perform on the Downtown Main Street stage. Electricity will be provided.
 - The Band includes: two guitars, keyboards, two drummers, bass guitar, and four vocals.
 - A stage plot diagram will be provided.
 - Event staff assistance with load-in and load-out will be appreciated!
- The City will provide sound reinforcement equipment to accommodate an outdoor performance.

PLEASE NOTE: It is our intention to use the sound system provided. While we will supply our own microphones, cables, and stands, this price does not include any additional sound reinforcement equipment, nor does it include sound engineering or mixing.

- The Band agrees to perform one set, with no break, according to this tentative schedule:
 - 12:45-1:15 Arrival and preliminary set-up. (Please provide directions for access.)
 - 1:15-1:45 Set-up and sound check onstage.
 - 2:00-3:00 Performance
 - 3:00-3:15 Tear down and load-out

For promotional purposes, please refer to the band as, "The Beaker Brothers Band".

The City has agreed to pay \$750.00 as compensation. Cash is preferred, a check day of show is acceptable. Please let me know if I need to complete any paperwork for payment, IRS 1099, etc.

Do not hesitate to contact me with questions or concerns. I can provide bio and band information upon request. Please verify any bio and band information ahead of publication, as possible. You may use pictures and descriptions from our website and/or Facebook page, as needed.

Sincerely,

M. Edward English for

The Beaker Brothers Band

319.621.6386 Ed's cell phone

www.beakerbrothers.com

<https://www.facebook.com/The-Beaker-Brothers-Band-134700135643/>

BAND PERFORMANCE CONTRACT

This contract (the "Agreement") is made on this day of February 8, 2016, between **City of West Branch** and **Local on the 8s** for the hiring of Band as independent contractors to perform for the **City of West Branch** at **Hoover's Hometown Days**.

It is agreed as follows:

1. **West Branch – 5:30 PM to 7:30 PM.** The parties agree that the time and place of Show will be _____ [Venue], located at the address [ADDRESS OF VENUE], on August 5, 2016.

2. Show will be a musical performance with musical content decided by Local on the 8s. Show will last of a minimum of 120 minutes.

3. **Payment.** Compensation for the Show will be **\$850.00**, payable to **Brett Messenger**.

4. **Parking – City of West Branch should be able to provide parking**

9. **Sound Systems Check.** A sound check conducted by Band of Venue's sound system is required, at a time to be mutually arranged between Band and Operator.

10. **Security, Health, and Safety.** City of West Branch warrants that Venue will be of sufficient size to safely conduct Show, that Venue is of stable construction and sufficiently protected from weather, and that there will be adequate security and/or emergency medical responders available if foreseeably necessary. The City of West Branch maintains sufficient personal injury/property insurance for Venue sufficient to cover foreseeable claims.

11. **Indemnification.** The City of West Branch indemnifies and holds Local on the 8s harmless for any claims of property damage or bodily injury caused by Show attendees.

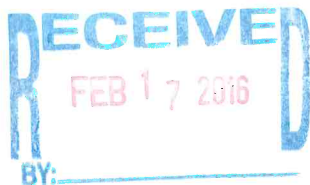
Signature of Band Representative: _____

Band's Representative typed name and title:

Band's typed name:

City of West Branch Representative Signature: _____

City of West Branch Representative typed name and title:



An **EXPERIENCED** Band playing wide range of 50's-80's rock, blues and country.

Book us through: <https://www.gigmasters.com/oldies-band/sid-v-the-human-resources>

Melissa Russell, Director
West Branch Park and Recreation
PO Box 218
West Branch, IA 52358

February 13, 2016

-Invoice-

August 6, 2016, performance at Annual West Branch Community Event,
12:30-1:30 PM \$450.00

Please make payment through our account on Gigmasters.com. Thank you

Department _____

Vendor # _____

Account # _____



CIRCUS
BOY

Bob Hunt

9721 S. McVicker
Oak Lawn, IL 60453
708/499-9880 office
708/205-7638 cell

CONFIRMATION LETTER

Show date: Saturday, August 6th 2016

Show time: 11:00 AM

Location of performance: Main Street - Out door stage
West Branch, Iowa

Fee amount: \$500

(Payable to **Robert Hunt** on day of the show, rain or shine)

Contact: Melissa Russell 319/930-0393

www.CircusBoy.com

General Agreement

THIS AGREEMENT made this 11th day of January, 20 16, by and between
DAVID and DEBORAH GRIMM D.B.A. PONY GO ROUND PONY RIDES (First Party),
and Hoover's Hometown Days, West Branch, IA (Second Party).

WITNESSETH: That in consideration of the mutual covenants and agreements to be kept and performed on the part of said parties hereto, respectively as herein stated, the said party of the first part does hereby covenant and agree that it shall:

I. Said party of the first part covenants and agrees that it shall:

- a) Provide a live 6 pony carousel ride for the date of Saturday, Aug. 6th, 2016, Noon - 4 pm
- b) Provide free rides to the public for these 4 hours.
- c) Provide certificate of insurance upon arrival at the event.
- d) Reserve the right to refuse rides to riders it deems too large for the ponies.

II. And said party of the second part covenants and agrees that it shall:

- a) Provide adequate space for the ride, Approx. 30' diameter.
- b) Pay Pony Go Round a \$200⁰⁰ set up fee and \$250 per hour for 4 hours of free rides. \$1200⁰⁰ total

III. Other terms to be observed by and between the parties:

- a) In case of rainout, Party #2 will pay Party #1 only for hours that the ride was running and the set up fee. If we have not left home and the event is cancelled, no money is exchanged.

This agreement shall be binding upon the parties, their successors, assigns and personal representatives. Time is of the essence on all undertakings. This agreement shall be enforced under the laws of the State of IOWA.
This is the entire agreement.

Signed the day and year first above written.

Signed in the presence of:

319-461-3926

Witness: _____

First Party: David E. Grimm

Witness: _____

Second Party: _____

Hawkeye Photo Booths

Hawkeye Photo Booths

607 Isett Ave.
Wapello, Ia. 52653
(319) 929-2326

www.hawkeyephoto booths.com

OUR COMPANY IS FULLY INSURED

Contract for Photo Booth services
Fill out completely, sign and return

CONTRACT:

Name: CITY OF WEST BRANCH Location: WEST BRANCH IOWA
Event Date: AUG 06, 2016 Address: PO BOX 218
Occasion: HERBERT HOOVER HOMETOWN DAYS City: WEST BRANCH Zip: 52358
Time Frame: 4:00 PM - 8:00 PM Phone: 319-643-5888

Fee agreed upon is: **\$150 per hour**

How did you hear about us? _____

Payment in full due: **4 weeks before event**

Non refundable deposit is: **\$200**

PACKAGE INCLUDES:

Unlimited pictures, onsite attendant, photos emailed to you, prop box, unlimited photos B&W or color prints, logo, choice of background.

This is a contract between Hawkeye Photo Booths, LLC and Customer to provide Photo Booth Services pursuant to the above listed parameters. The Performance Fee is to be paid in full by Customer no later than the end time stated above. By signing this contract the customer agrees that on the date of the event it shall be liable for any damage/theft to the equipment, gear, or injury to Hawkeye Photo Booths, LLC, their agents or employees. Customer recognizes this document as a legal and binding contract in the State of Iowa. Customer agrees to defend, indemnify, and hold harmless Hawkeye Photo Booths, LLC their agents and employees from and against any claims arising from Hawkeye Photo Booths, LLC performance under this agreement. All images taken by Hawkeye Photo Booths, LLC become property of Hawkeye Photo Booths, LLC and unless written in this contract can be used for promotional material. The photo booth will arrive 1/2 hour prior to contracted start time. If you need it there earlier in the day the cost is \$25 (\$125 max) for every preceding hour. Cancellation of an event will result in the following: forfeit of deposit.

Box 218, 110 No. Poplar WEST BRANCH IA 52358
Address City State Zip
Roger Laughlin 2-12-16
Signature Date Phone Email
MAYOR - ROGER LAUGHLIN

COMMUNITY SHOWCASE RENTAL
Coralville Parks and Recreation Department
1506 8th Street, Coralville, Iowa 52241
Phone (319) 248-1750; Fax (319) 248-1899
sprochaska@ci.coralville.ia.us



Date November 23, 2015

Individual or Organization Hoover Library Association Group Representative Melissa Russell

Address
PO Box 218 West Branch, IA 52358

643-4212 Day 930-0393 Cell Saturday, August 6, 2016
Day Phone / Evening Phone Date Requested

For the purpose of Music Concert Event start and end time (# of people performing)
Set up by 11:00 a.m. Friday,

Contact person at the site Melissa Russell

Showcase delivered on Friday August 5th by 11:00am. Showcase removed Monday, August 8th by 9:00 a.m. or before. Location in the National Park facing the museum. The exact positioning is something the NPS will need to delegate.

Yes Power available (110 volt outlets, distance)

Large Staging needed (size and layout)

No Public address system (complete with microphone and stands)

Special Needs: Showcase will be set up in the Library parking lot.

Should the showcase need to be pulled or towed out of an area due to the placement on a non-hard surface and become stuck, the costs will be assessed to the person/s renting the showcase.

I accept responsibility for care of the showcase and its accessories and agree to pay for any damages or loss. I agree to assume responsibility for the rental organization and performance group's adherence to regulations and policy set forth.

Boggs Russell P.O. Box 218 319-330-8942
Signature (MAYOR) Address WEST BRANCH, IA Phone
52358

Base Fee \$500

Deposit Due N/A
(1/3 of Base Fee due with contract)

Hourly Fee \$75 (3 hours of set up/tear down included in base fee) Additional hour estimate:

Mileage N/A

Balance Due – will be billed after the event

Total Estimate \$500

Date Paid



Valued Customer,

I am writing to inform you of the new rates that have been set for the Community Showcase. The new rates are as follows:

<u>Stage Size:</u>	<u>Base Fee:</u>	<u>Estimated Set Up Time:</u>
Small (36x13)	\$375	1.5 hours – depending on site
Medium (36x21)	\$450	2 hours – depending on site
Large (36x25)	\$500	2.5 hours – depending on site

Base fee includes 1.5 hour set up time and 1.5 hour takedown time.

Any additional set up and teardown time is billed at \$60/hour weekdays and \$75/hour weekends.

A non-refundable deposit of 1/3 of the base fee is required at the time of reservation.

The last increase in Showcase rates took place in 2012. The new rates will be effective immediately.

Thank you for your understanding.

Sincerely,

Scott Prochaska
Recreation Superintendent

**Parks and Recreation
Department**
1506 8th Street
Coralville, IA 52241
PHONE 319-248-1750
FAX 319-248-1899
www.coralville.org

TERMS AND CONDITIONS OF RENTAL CONTRACT

(1) For good and valuable consideration, you and Big Ten Rentals, Inc. agree as follows: As used in this Contract, "Page 1" refers to the first page or "face" of this Contract; "Contract" means Page 1 together with these Terms and Conditions of Rental Contract; "Rented Item(s)" or "Item(s)" means the Items rented or sold to you, as identified on Page 1 (including any "Instructions" provided per the terms of Section 5 below); "Customer," "Lessee," "you" and "your" mean the customer or "Lessee" identified on Page 1, and "BTR," "Lessor," "we," "us" and "our" mean Big Ten Rentals Incorporated, an Iowa corporation d/b/a "Big Ten Rentals, Inc." "Contract" means Page 1 together with these Terms and Conditions of Rental Contract;

(2) You agree to rent the Rented Item(s) from BTR for the period(s) specified on Page 1 (the "Term"), and to pay our stated rental rate(s) (the "Rent"), together with any other charges accruing hereunder, without proration, reduction or setoff, until all Rented Item(s) is/are returned to and accepted by BTR. Except only as otherwise specifically agreed in writing by BTR, all rental rates are for normal use of the Rented Item(s) on: (a) a single-shift basis during the Term, not exceeding 8 hours per day, 40 hours per week, and/or 160 hours per 4-week period with respect to equipment and tools, and (b) a single-day/single-event basis with respect to party and special events-related items (e.g., tents, inflatables, tables, chairs, and other special events items). The Rent will be increased for overtime, overuse and late returns, as well as misuse. No allowance will be made for weekends, holidays, time in transit or any other period of nonuse. We have estimated the Rent based on your estimate of the length of the Term (the "Estimated Rent"). You agree: (a) to pay BTR: (i) the Estimated Rent, together with any deposit specified on Page 1 (or if none, 35% of the Estimated Rent) at least 8 days prior to commencement of the Term (the "Prepayment"); and (ii) any additional amounts coming due hereunder upon demand; and (b) that: (i) BTR may deduct any amount you owe us on any Prepayment; (ii) no interest will accrue on any Prepayment; (iii) no Prepayment will be deemed a limit of your liability hereunder; and (iv) all Prepayments are **NON-REFUNDABLE** unless otherwise specifically agreed by BTR in writing. Anything remaining with, in or on any Rented Item(s) upon return will, at our option, be deemed surrendered and abandoned, and will become the property of BTR.

(3) You will ensure that each Item is used safely and only: (a) for its intended purpose(s); (b) within its rated capacity; (c) at the address set forth on Page 1 (the "Site"); (d) by properly qualified, certified, and if required, licensed, operators; and (e) otherwise in full compliance with the Instructions, as well as all applicable laws, rules and regulations, at all times. You will not, nor will you permit anyone else to: (i) abuse, misuse, overuse, remove, conceal, repair, modify, damage or destroy any Rented Item; (ii) violate any applicable policy of insurance or warranty; or (iii) take possession of or exercise control over any Rented Item without our prior consent, granted, conditioned or withheld in our sole discretion.

(4) Upon your execution of this Contract (or upon later delivery of the Item(s), unless you immediately reject it/them), you represent, warrant, acknowledge and agree that: (a) each Item: (i) is in good repair and operating condition, free of defects, and is in all ways acceptable to you; (ii) is appropriate for your purposes; and (iii) was selected solely by you, not based on any recommendation by BTR; and (b) you: (i) have received, read and understood all training, instructions, user manuals, maintenance requirements, and other information, if any (including all applicable EPA, OSHA, NFPA, ASSE, and/or ANSI Standards) regarding the proper and safe transportation, installation, fueling, use, maintenance and storage of such Item(s), (collectively, "Instructions"); (ii) will fully comply with the same (including EPA Tier 4 regulations); (iii) have been made aware of the need to use all recommended and required safety equipment; (iv) will use each Item only for its intended purpose, in a reasonable and safe manner; (v) will give any required notice(s) to governmental authorities; (vi) will timely obtain all necessary licenses, authorizations and approvals; (vii) will ensure all underground utilities are clearly marked before driving stakes or using any Item(s) to disturb the ground surface (call 811 or 800-292-8989, or go to <www.iowaneccall.org>, at least 48 hours in advance); (viii) will immediately cease using any Item that breaks down, malfunctions or proves defective (a "Malfunction"); (ix) will create and post in a conspicuous place an OSHA-compliant **EVACUATION PLAN** for all rented tents; and (x) will ensure that all others comply with this Section.

(5) You will protect each Rented Item at all times, keep it safely and securely stored and locked when not in use, and return it to BTR on time, clean and otherwise in good order, condition and repair, properly serviced and maintained, and if applicable, full of the appropriate fuel, fluid and lubricants. If you fail to do so, you will pay BTR: (a) Rent for each succeeding full rental period until all Rented Item(s) have been returned or replaced as required; and (b) any and all costs and expenses, both direct and indirect, BTR may incur in connection with your failure to do so.

(6) If we agree to deliver and/or retrieve any Item(s), you will: (a) pay our regular charge(s) for such service(s), and for time spent awaiting access to the Site; (b) be present for delivery and retrieval; and (c) ensure our personnel have timely and adequate access to the Site. We will not be responsible for delay(s) caused by the acts or omissions of any other parties, including providers of other equipment or services ("Other Providers") for which you hereby release and agree to indemnify and hold harmless BTR. If you are not present upon delivery and/or retrieval of any Item(s), you agree to accept the statements of our representatives regarding the same (including status, condition and quantities).

(7) Certain (typically special events) Items may be delivered on pallets, or in crates, cartons or boxes, and may be stacked, bagged, racked, folded, rolled and/or strapped ("Packed"). Upon return, you will ensure that all such Rented Items are properly Packed. YOU AGREE NOT TO PACK ANY RENTED ITEM UNLESS IT IS COMPLETELY DRY. PACKING WET OR DAMP RENTED ITEMS MAY RESULT IN MOLD OR MILDEW, FOR WHICH YOU WILL BE LIABLE.

(8) In the event of a Malfunction, you will immediately notify BTR, and provided the Malfunction did not result from your breach of this Contract, we will, at our option: (a) repair the subject Rented Item; (b) provide you with a comparable item as soon as possible; or (c) return the unused portion of the Rent and cancel this Contract. The foregoing remedy is **EXCLUSIVE**. BTR will have no other obligation(s) regarding Malfunctions, all of which you hereby waive.

(9) BTR owns and will retain title to all Rented Items at all times. Your only right with respect to such Item(s) is to use it/them in full compliance with this Contract during the Term. You will not permit the taking or existence of any lien, claim or encumbrance on any Rented Item.

(10) You may not transfer, sublease or assign any Rented Item(s) or this Contract without BTR's prior written consent. BTR may sell and/or assign all or any part of its interests in the Rented Item(s) and/or this Contract, in which event, you will attorn to the assignee, and such assignee shall not be responsible for, any pre-existing obligations or liabilities of BTR.

(11) You will maintain all insurance BTR deems necessary, including (unless we waive it), at least: (a) commercial general liability insurance with minimum limits of \$1,000,000 USD per occurrence; and (b) "all-risk" or inland marine insurance (or the equivalent), covering all loss of, and damage to, the Rented Item(s) (including while in transit) for the full (new) replacement value thereof; (c) Hired Auto liability insurance with limits of not less than \$1,000,000 USD per occurrence; and (d) host liquor liability insurance. All such policies shall be primary; shall name BTR as an additional insured and loss payee; shall be primary and non-contributory, and shall waive subrogation against BTR.

(12) If and only if, you have elected to purchase the Optional Damage Waiver (set forth on Page 1, if available) and paid the Damage Waiver Fee prior to commencement of the Term, you will have no liability to BTR for physical damage to covered Rented Item(s), except that you will remain liable in all events for: (a) loss or damage caused in whole or in part by: (i) your breach of any provision of this Contract; (ii) theft or other failure to return Rented Item(s); (iii) misuse and/or abuse; (iv) vandalism and malicious mischief, (v) use of alcohol or drugs; and (b) all repair/replacement costs exceeding \$500 with respect to rented trailers. **DAMAGE WAIVER IS NOT INSURANCE. NOR IS IT A WARRANTY.** Your insurance will continue to apply for our benefit and will remain primary (we will be subrogated to your rights under such policy). You agree to assign to BTR all of your rights thereunder and to take all actions necessary to assist us in recovering from your insurer for all damages covered by Damage Waiver.

(13) **WARNINGS:** (A) TENTS, INFLATABLES, LAWN & GARDEN EQUIPMENT, LIFTS, SAWS, PRESSURE WASHERS, SEWER SNAKES, AND EQUIPMENT USED FOR LIFTING, LOADING, HAMMERING, STAPLING, CUTTING, BORING, CHIPPING EDGING, SANDING, GRINDING, COMPACTING, DIGGING, NAILING, WELDING, SPRAYING, HEATING, COOKING, TOWING, AND/OR HAULING IS/ARE **INHERENTLY DANGEROUS** AND SHOULD BE USED, MOVED, MAINTAINED AND REPAIRED WITH GREAT CARE ONLY BY PROPERLY QUALIFIED, INSTRUCTED, AND IF APPLICABLE, LICENSED, INDIVIDUALS; AND (B) TENTS, INFLATABLES, AND OTHER TEMPORARY STRUCTURES MAY MOVE, LEAK, COLLAPSE, OVERTURN OR CATCH FIRE, PARTICULARLY DURING HAZARDOUS WEATHER (e.g., rain, snow, sleet, hail and winds over 25 mph). If hazardous weather occurs or threatens, you will: (a) cause all persons to discontinue using and EVACUATE the Rented Item(s); (b) protect such Item(s); and (c) permit BTR to delay delivery, installation AND/OR USE of, or dismantle and/or retrieve ANY of SUCH Item(s) (without obligating us to do so). TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, **YOU ASSUME ALL RISKS ASSOCIATED WITH THE RENTED ITEM(S).**

(14) BTR IS NOT THE MANUFACTURER OR DESIGNER OF ANY OF THE RENTED ITEM(S). ALL SUCH ITEMS ARE PROVIDED **"AS-IS"**. ACCORDINGLY, EXCEPT ONLY TO THE EXTENT OTHERWISE REQUIRED BY APPLICABLE LAW, **BTR MAKES NO WARRANTY**, EXPRESS OR IMPLIED (INCLUDING ANY WARRANTY OF MERCHANTABILITY, SUITABILITY, FITNESS FOR A PARTICULAR PURPOSE, FUNCTION, DESIGN, CAPACITY, FREEDOM FROM DEFECTS OR WORKMANLIKE PERFORMANCE) REGARDING ANY ITEM(S) OR SERVICE(S) PROVIDED BY OR AT THE DIRECTION OF BTR, NOR DOES BTR MAKE ANY WARRANTY AGAINST INTERFERENCE OR INFRINGEMENT, ALL OF WHICH YOU WAIVE. NO DESCRIPTIONS OR ADVERTISEMENTS BY BTR CONSTITUTE REPRESENTATIONS OR WARRANTIES BY BTR TO THE MAXIMUM EXTENT PERMITTED UNDER LAW. YOU: (A) ASSUME ALL RISK OF INJURY, LOSS, DAMAGE, DESTRUCTION AND ENVIRONMENTAL CONTAMINATION OF, TO, AND/OR ARISING IN CONNECTION WITH ALL ITEM(S) AND SERVICE(S) REFERENCED HEREIN, INCLUDING WITHOUT LIMITATION, ANY AND ALL LIABILITIES, CLAIMS AND DAMAGES ARISING FROM OR IN CONNECTION WITH THE PROVISION, SELECTION, INSPECTION, DESIGN, MANUFACTURE, USE, LOADING, UNLOADING, TRANSPORTATION, DEMONSTRATION, STORAGE, MAINTENANCE, REPAIR AND/OR RETAKING OF ANY SUCH ITEM(S) OR SERVICE(S), WHETHER OR NOT YOUR FAULT; AND (B) YOU HEREBY RELEASE AND DISCHARGE BTR FROM AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS BTR AND ITS OFFICERS, DIRECTORS, AGENTS, EMPLOYEES, OWNERS, REPRESENTATIVES, INSURERS, SUBROGEEES, SUCCESSORS AND ASSIGNS, FROM AND AGAINST ANY AND ALL LIABILITIES, CLAIMS, DAMAGES, LOSSES, COSTS AND EXPENSES (INCLUDING WITHOUT LIMITATION, ATTORNEYS' FEES) ARISING FROM OR ASSOCIATED WITH ANY AND/OR ALL OF SUCH ITEM(S) AND/OR SERVICES. You waive all rights, remedies, claims, damages and seloffs conferred upon you under applicable law (including the Uniform Commercial Code), as well as all incidental, consequential, special, and punitive damages, against BTR. Your duties hereunder are UNCONDITIONAL.

(15) This Contract, and any Addenda BTR provides, represent the entire agreement between you and BTR, superseding all other agreements and representations (including BTR's website and advertising). The terms of this Contract are severable. If any provision hereof is deemed invalid or unenforceable by any court of competent jurisdiction, such provision will be deleted, and the remainder of this Contract will remain valid and in full force and effect. Time is of the essence. BTR may, without notice or liability to you, inspect any Rented Item(s) at any time. If any performance required of BTR is rendered impractical as a result of any act or omission of any Other Provider(s) or any "Act of God" (e.g., any fact or circumstance beyond BTR's reasonable control), BTR will be excused from such performance. You waive all statutes of limitations regarding BTR's rights and remedies. All amounts due from you hereunder but not timely paid will bear interest at the highest rate permitted under applicable law until paid. You grant to BTR a perpetual, paid-up, royalty-free license to create, edit, display, and distribute photos and videos of the Rented Item(s) at your event, publicly or privately, as we deem appropriate. You authorize BTR to submit all amounts coming due hereunder for payment on your debit or credit card and hereby waive all claims to the contrary. You agree to pay BTR the maximum lawful charge for any check you write which is returned unpaid. This Contract cannot be further amended or extended except in a writing signed by both you and BTR. BTR's maximum liability in connection with this Contract is limited to the amount(s) actually paid by you hereunder. You will pay: (a) BTR's attorneys' fees and other costs of enforcing this Contract, and (b) all taxes (including all sales and use taxes), fines, fees, assessments and other charges related to each Item. Neither BTR's exercise, nor its failure or delay in the exercise, of any rights or remedies will constitute an election of remedies or a waiver of any right or remedy BTR may have.

(16) Any Item(s) sold to you ("Sale Items"), as provided on Page 1 are provided **"AS-IS"** and **"WITH ALL FAULTS"**, and are subject to the terms of this Contract (modified as necessary to apply to sales). All Item(s) not specifically identified as Sale Items on Page 1 will be deemed to be "Rented Item(s)."

(17) If you or any guarantor: (a) fail to fully and timely comply with this Contract; (b) provide any incorrect or misleading information to us; (c) become insolvent; or (d) die or cease conducting business, or if any Rented Item(s) shall be lost, damaged or destroyed during the Term (subject, however, to Section 12 hereof), you will be in default, whereupon, to the maximum extent permitted under applicable law, BTR may without notice or liability to you: (i) terminate your rental; (ii) seek relief from any automatic stay; (iii) recover, lock or disable the Rented Item(s) without being guilty of trespass or other transgression (for which you hereby indemnify and hold harmless BTR); (iv) perform your obligations on your behalf, without being obligated to do so; (v) purchase replacement Item(s) as necessary; (vi) recover from you and/or any guarantor our associated direct and indirect damages, costs and expenses (including Rent for the remainder of the Term and attorneys' fees); and/or (vii) pursue any other rights and/or remedies available hereunder, at law or in equity.

(18) This Contract allocates to you the risk of injury, loss of, or damage to, persons or property arising in connection with the Item(s), and that allocation is reflected in a reduced Rent (or purchase price, as applicable). This Contract will be deemed to apply not only to all Item(s) identified on Page 1, but also to all other items you obtain from BTR at any time in the future (except only as otherwise agreed by BTR). This Contract (a) has been carefully and thoroughly reviewed, and specifically negotiated by each the parties hereto (each waiving any and all claims regarding its enforcement or authorship, including without limitation, any preference in its interpretation or enforcement, as well as any right to claim it constitutes an "adhesion contract"); and (b) shall be interpreted under the laws of the State of Iowa. Proper venue for any and all legal proceedings commenced in connection herewith shall lie solely and exclusively in the federal and state courts located in or nearest to Johnson County, Iowa, and you hereby consent and submit to such jurisdiction and venue. Digital, electronic, photocopied or facsimiled signatures on this Contract will be enforceable as originals.

(19) WARNING: FAILURE TO RETURN RENTED ITEM(S) CAN, IN CERTAIN CIRCUMSTANCES, BE CONSIDERED THEFT, RESULTING CIVIL PENALTY(IES) AND/OR CRIMINAL PROSECUTION. See Iowa Code §714.1, et seq.

1820 BOYRUM STREET
IOWA CITY, IA 52240
www.bigtenrentals.com
319-337-7368 Phone
319-351-1221 Fax

Status: Quote

Quote #: q2872

Event Beg: Sat 8/ 6/2016 8:00AM
Event End: Sat 8/ 6/2016 5:00PM
Operator: Adolfo Encarnacion

Customer #: 16675

City of West Branch

319-643-7100 Phone

Main Street
PO Box 786
WEST BRANCH, IA 52358

Job Descr: Hoover Home Town Festival

**DELIVERY/PU DATES ARE NOT CONFIRMED. **

Ordered By: Melissa Russell

Salesman: Adolfo 319-621-7912 sales2@bigtenrentals.com

Delivery and Pickup

Delivery: Sat 8/ 6/2016

Contact: Melissa Russell

Pickup Date: Sat 8/ 6/2016

Phone: 319-930-0393

Location: Corner of Main St and Downey

Used at Address: 103 N. Downey ; WEST BRANCH, IA 52358

Delivery Notes: Street being closed at 5AM. Would like everything set up by 8am. Both need to be down after 5pm on Sat.
Matt Goodale is our contact on site 319-325-8213.

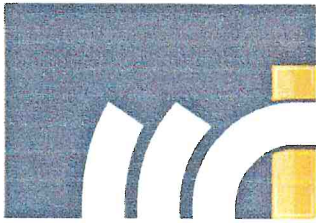
Qty	Key	Items	Replacement Cost	Status	Event End Date	Price
Stage for Band						
		8'x20'x3'				
1	ST-Pkg8x20	Staging Package 8x20	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$240.00
		1day \$240.00 1week \$0.00				
1	Package Start	****Package Start*****	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$0.00
5	ST-Sec 4x8	Staging Secoa 4x8 Alum Frame Black P	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$0.00
		1day \$56.00 1week \$56.00				
1	Note StageOutsid	Note: Stage to be Erected Outdoors	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$0.00
		Will we need to cart the equipment to a backyard, or over a lawn or up stairs?: on street				
		What is the height at front/Center?: 36'				
1	Note StageHt63	Note: Ht between 36"-56". Dual Structure	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$0.00
3	Linen SktB13x48	Stage Skirt Black Pleated 13'x48"& Clips	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$39.00
		1day \$13.00 1week \$13.00				
		Skirting is calculated to cover the front and both sides. Please inform your salesperson if you would like back skirted.				
3	TB-700-00	Linen - Skirt Clips Unit of 13	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$0.00
1	ST-Step5	Stairs - Adjustable 36"-54" with railing	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$50.00
		1day \$50.00 1week \$150.00 4weeks \$600.00				
		Each set of stairs requires (2) Large "C" clamps with attached wooden blocks.				
3	ST-Sec Rail 8	Stage Secoa Railing Aluminum 8'	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$75.00
		1day \$25.00				
1	ST-Sec Rail 4	Stage Secoa Railing Aluminum 4'	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$25.00
		1day \$25.00				
Tent						
1	T3-20x40-1pc	Frame Top 20x40 Twin Tube	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$399.00
		1day \$399.00 1week \$399.00 4weeks \$997.50				
6	Weight H20-55	Water Barrel 55 gallon w/ ratchet straps	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$60.00
		1day \$10.00				
		Does the customer have a water source nearby?: yes				
		Customer must have a water source NEARBY.				
150	Ch-Black	Chair - Black Plastic Folding	\$0.00 each	Rental	Sat 8/ 6/2016 5:00PM	\$150.00
		1day \$0.95				
		NOTE: Please re-stack chairs as delivered.				
		Rental price does not include set-up or take-down.				
1	Labor AfterHrs	Setup & Strike - After Hours Charges	\$0.00 each	Retail		\$300.00
		Requesting set up by 8am				
1	Labor Misc	Labor	\$0.00 each	Retail		\$150.00
		Tent and Stage				
1	J52358	Delivery / Pickup	\$125.00 each	Delivery		\$125.00

Quote valid for 30 days. THIS DOES NOT RESERVE YOUR ITEMS. ITEMS ARE RESERVED TO CUSTOMERS ON A FIRST COME FIRST SERVE BASIS.

Rental:	\$1,038.00
Damage Waiver:	\$88.80
Sales:	\$450.00
Delivery Charge:	\$125.00
Subtotal:	\$1,701.80
Cedar:	\$0.00
Total:	\$1,701.80
Paid:	\$0.00
Amount Due:	\$1,701.80

Signature: _____

City of West Branch



MIDWEST
INFLATABLES
Extreme Entertainment

ENTERTAINMENT CONTRACT / INVOICE

Midwest Inflatables, LLC

P.O. Box 1749

Ames, IA 50010

515.450.6478

info@midwestinflatables.com

Contract Date

February 4th, 2016

Invoice Number

2016034

LESSEE INFORMATION

Lessee Name: City of West Branch – Hoover's Hometown Days

Lessee Address: P.O. Box 460, West Branch, Iowa 52358

Lessee Contact: Rebecca (Becky) Knoche 319.643.2633, bknoche@wbpl.org

Alternate Contact: N/A

Event Location: Village Green (Corner of Parkside Drive and Main Street) West Branch, Iowa 52358

LESSOR INFORMATION

Midwest Inflatables, LLC

P.O. Box 1749, Ames, Iowa 50010

Lessor Contact:

Jeremy Boekelman 515.450.6478

jeremy@midwestinflatables.com

Event / Type of Event	Event Hours	Event Start Date	Event End Date	Set-Up Date	Tear-down Date
Hoover's Hometown Days (City Festival)	11:00 AM – 3:00 PM	August 6 th , 2016	August 6 th , 2016	August 6 th , 2016	August 6 th , 2016

Services Provided	Quantity	Rate	Amount
Airbrush Tattoos	2 Airbrush Artists (4 hours)	\$125.00 per artist per hour	\$1,000.00
Payment Information		Package Price	\$12,000.00
Please make checks payable to: Midwest Inflatables, LLC – PO Box 1749, Ames, IA 50010		Delivery and Set-up	Included
		Subtotal	\$1,000.00
		Sales Tax	Tax Exempt
		Total	\$1,000.00
		Retainer with Contract	N/A
		Balance Due at Event	\$1,000.00

The person signing this entertainment contract on behalf of Lessee must be at least 18 years of age. I have read and verified that all the information is correct.

Print Name: _____

Signature: _____

Date: _____

Jeremy Boekelman

Midwest Inflatables, LLC

Signature: _____

Date: 2-4-2016



ENTERTAINMENT CONTRACT FOR MAGICIAN RICK EUGENE

1653 GEORGE WASHINGTON BLVD., APT. #5

DAVENPORT, IOWA 52804

(563) 823-1471 • (309) 945-3414 CELL

City of West Branch
Name of Company/Organization

Village Green
Address of Show

8/6/2016
Show Date(s)

11am - 2:00pm
Performance Time(s)

Becky Knoche
Contact Person

Becky Knoche
Contact Person

319-643-2633
Phone Number

319-430-2246
Cell Number

FEES

Fee for performance \$300.00

Payment of one half of fee due upon signing of contract - final balance due day of performance.

If performance is cancelled by client balance of payment is due within 10 days of cancellation.

Unless other arrangements are made with Rick Eugene • No refunds due to cancellations from client.

Performance Requirements

Upon signing and dating this contract each party is committed to its fulfillment.

Signature

Date

Signature

OTHER ENTERTAINERS MAY BE BOOKED THROUGH RICK EUGENE.

Clowns, jugglers, stilt walkers, balloon workers, face painters,

D.J.s, hypnotist, ventriloquist, close-up or stage magicians.

Gratuity accepted not mandatory.

RESOLUTION NO. 1433

A RESOLUTION APPROVING A CONSULTANT AGREEMENT WITH JOSE GONGORA FOR SAFETY AND HEALTH CONSULTING SERVICES

WHEREAS, the City is interested in contracting with Jose Gongora for safety and health consulting services; and

WHEREAS, the City has knowledge of Jose Gongora's previous experience with safety and health services; and

WHEREAS, the City has a desire to enter into an agreement to engage Jose Gongora as an independent contractor to perform safety and health consulting services on an "as-needed" basis; and

WHEREAS, Jose Gongora and city staff have prepared an agreement which includes the provision of safety and health services, including the facilitation of at least one City Safety Committee Meeting each month; and

WHEREAS, it is now necessary for the City Council to approve said agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the City Council approves a consultant agreement with Jose Gongora for safety and health consulting services.

Passed and approved this 7th day of March, 2016.

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

CONSULTING SERVICES AGREEMENT

THIS AGREEMENT entered into by and between the City of West Branch, Iowa (hereafter "City") and Mr. Jose Góngora, a resident of Cedar County, IA (hereafter "Góngora").

WHEREAS, Góngora has experience providing Safety and Health Consulting services (the "Services"); and

WHEREAS, the City desires to engage the services of Góngora to provide said Services; and

WHEREAS, the parties desire to enter into an agreement to engage Góngora as an independent contractor to perform the Services.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Independent Contractor. Góngora expressly agrees that this Agreement does not create any rights as an employee of City, and that City is engaging Góngora as an independent contractor to provide the Services to the City on an "as-needed" basis.
2. Safety and Health Consulting Services. The services shall include, but not be limited to the following activities:
 - a. Assist the City in the formation of a City Safety Committee, which will include city staff representation from each city department, including administration.
 - b. Facilitate at least one City Safety Committee Meeting each month.
 - c. Incorporate into these meetings best safety practices and training from partner organizations such as the Iowa Association of Municipal Utilities (IAMU) and the Iowa Municipalities Workers' Compensation Association (IMWCA).
 - d. Conduct mock United States Department of Labor Occupational Safety and Health Administration (OSHA) walk-throughs of every city facility with appropriate city staff every six months.
 - e. Provide advice on safety improvements at all City facilities.
 - f. Develop safety protocols and check-off lists for specific activities performed by city staff, i.e. flushing hydrants, using chainsaws, operating machinery, driving city vehicles, etc.
 - g. Assist city staff in development of a safety manual specifically customized to meet the needs of the City of West Branch.

3. Compensation for Services. The City shall compensate Góngora for the Services as follows:
 - a. The City shall pay Góngora the sum of \$50 per hour for providing Safety and Health consulting services, said sum to include all applicable mileage.
 - b. Monthly compensation paid under the agreement will not exceed \$1,000.
 - c. The compensation paid under the agreement will not exceed \$24,000 unless approved by future resolution of the City Council.
 - d. The City shall pay Góngora after the second regularly scheduled City Council meeting upon submission of an invoice for the Services to the Finance Officer.
4. Use of City building and equipment. Góngora, upon request of the City Administrator, shall be allowed to access City Hall and the City equipment during regularly scheduled business hours or after hour as needed.
5. Insurance. The City shall provide liability insurance to Góngora under the City's policy.
6. Termination. Góngora or the City may terminate this Agreement by providing 30 days written notice to the other party.
7. Idemnification. That in consideration of the mutual covenants of the parties and for value received, Góngora agrees to indemnify and save harmless, City and its officers, employees, agents, and their successors, assigns and personal representatives from any claim, action, liability, loss, damage, or suit arising from the Services provided herein.
8. Form 1099. As required by law, the City will issue Góngora a Form 1099 showing the amount paid to Góngora as an independent contractor during each calendar year this Agreement is in place.

Dated this _____ day of _____, 2016

José A. Góngora

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

S U M M A R Y O F Q U A L I F I C A T I O N S

I am an accomplished Environmental, Safety, Security, and Human Resources Professional who possess extensive experience in leading multi-sites, in both union and non-union settings with international sites experience in manufacturing (Ag equipment, plastic injection molding, apparel, video/DVD, metal and tile) distribution, manufacturing, food industry, warehousing, and consulting services.

E D U C A T I O N A N D C E R T I F I C A T I O N S

2012	OSHA 30 Hour Training
2010	Hazmat/Hazwoper Train the Trainer / PSM Instructor / Rural Health- University of Iowa
2008	Master's in Business Administration (University of Phoenix) - Conferred 11/2008 First Aid/CPR Instructor
2007	OSHA Special Government Employee for VPP
2007	BSB/M (University of Phoenix) – Conferred – 7/2007
2006	Corporate Safety Management Certification (ASSE)
2006	Train the Trainer (NSC)
2004	Human Resources Management Certificate (University of Phoenix) – Conferred 2/2002

E X P E R I E N C E

Kinze Manufacturing

10/2011 - Present

Environmental, Health, Safety and Security Sr. Manager

Responsible for Environmental, Health, Safety, and Security (EHS&S) functions for a farming equipment manufacturing company with 975+ employees. Responsibilities include leading EHS efforts for manufacturing operations, warehousing, construction and satellite locations. Develop and deliver EHS&S strategy and procedures. Ensure compliance with regulatory requirements, collect, collates and report EHS&S data to management and senior leadership team.

Accomplishments:

- Implementation of Manager/supervisor inspection/accountability system
- Reduced the number of recordable injuries by 45%
- Implemented Behavior Based Safety Observation Program and reduced related injuries by 60%
- Reduced workers' compensation average per claim from \$5,400 to \$1,100 – savings of over \$485,000
- Implemented Accident Investigation Process and Lessons Learned systems
- Implementing Environmental tracking system to meet EPA/DNR compliance
- Culture change agent, removing the old ways, and creating a safer environment
- Developed and implemented storm water, emergency preparedness and chemical management programs
- Conducted Engineering controls to reduce the number of Hearing Conservation Participants
- Developed workers' compensation return to work program and matrix
- Created Ergonomic, Environmental, and Safety Metrics with leading and lagging indicators
- Developed material handling safety program for warehouse operations
- Implemented safety programs for new European facility
- Implemented Personal Protective Equipment Vending Machine Program with savings of \$375,000

West Liberty Foods**1/2010 – 10/2011****Director of Corporate Safety**

Responsible for Safety and Health functions for a multi-location Food Manufacturing company with 2500+ employees. Responsibilities include safety compliance, accident prevention, training and development, loss prevention, program development and implementation, facility inspections, air monitoring, process safety management for hazardous materials, ergonomics, waste analysis, and workers' compensation management.

Accomplishments:

- Implemented Emergency Response Team for Hazardous Chemicals
- Implemented a return to work program
- Reduced the number of recordable injuries by 54%
- Implemented monthly calendar, newsletter, and centralized safety committees
- Reduced incident rate from 9.62% to 4.49% resulting in savings of \$1,700,000 in workers' compensation costs to the company
- Implemented new hire orientation program
- Centralized safety supplies
- Eliminated excessive OSHA penalties resulting in over \$34,000 in savings
- Implemented Process Safety Program audit system and Iowa OSHA Voluntary Protection Program
- Completed Process Hazard Analysis for three locations
- Created Process Safety Management Corporate Committee to ensure compliance with all elements

Dal-Tile / Mohawk**6/2006 – 12/2009****Environmental, Health, and Safety Manager**

Responsible for Environmental, Health, and Safety functions for a ceramic manufacturing facility with 350 regular benefited employees. Responsibilities include safety compliance, training and development, loss prevention, program development and implementation, facility inspections, air monitoring, hearing conservation, ergonomics, waste analysis, and workers' compensation management. Other duties: Oversee OSHA VPP Implementation, EPA & TCEQ compliance (TRI Two, Title V, Annual Deviation Reports, TRI Form, & Visible Emissions), Onsite IT support, member of the Key Elements Audit team for Mexico and all U.S. Operations. Assist HR Manager with employee relation issues, investigation, training and payroll.

Accomplishments:

- Implemented OSHA's Voluntary Protection Program and was recognized by OSHA as a Star Excellence Site 2008 within 2 years
- Recognized as a Star site 2008
- Implemented monthly calendar, newsletter, and centralized safety committees
- Reduced incident rate from 3.95% to .49% resulting in savings of \$185,000 in workers' compensation costs to the company
- Created and implemented new LCD employee communication system to improve communication
- Implemented Behavior Based Safety program
- Implemented NFPA 70E
- No TCEQ Air or Waste citations
- Implemented Injury/Illness Prevention Program

Tyson Foods**6/2005 – 6/2006****Safety & Security Manager**

Responsible for safety and security functions for a food processing facility with 435 regular employees. Responsibilities included Safety compliance, training and development, loss prevention and workers' compensation program administration and management. EPA & TCEQ compliance (TRI Two, Title V, Annual Deviation Reports, TRI Form, PSM monthly reports & Visible Emissions).

Accomplishments:

- Implemented focused case management to prevent lost time and minimize expenses (self-insured), with successful results
- Enhanced employee training to computer-based programs to reduce overtime
- Achieved Excellence in Safety Award from Tyson (Best recordable rate)
- Achieved best DART rate out of 39 Tyson facilities

MEDIACOPY/Infodisc

11/1998 – 6/2005

Human Resource / Environmental, Health & Safety/Security Director

Closed 6/2005

Responsible for HSE functions for an international, multi-location DVD Manufacturing and Distribution company with over 2,500+ employees in El Paso, Texas; Reno, Nevada (unionized); Louisville, Kentucky; Los Angeles, California; Juarez, San Leandro & Los Angeles, California (unionized); Mexico and Ontario, Canada. Other functions included; employee relations, staffing, benefits administration, training, compensation, and security.

Accomplishments:

- Established EHS and Human Resources operations in Toronto, Canada and Juarez, Mexico.
- Setup warehousing over 1,000,000 sq. ft facilities and distribution center with over 500,000 sq. ft.
- Lowered Experience Modification rating for Mediacopy from 3.72% to .87% within 5 years.
- Successfully managed facility workforce reduction process

Levi Strauss & Co.

1/1986 – 11/1998

Environmental, Health & Safety Specialist

Closed 1998

Responsible for safety and security functions for multi-location apparel manufacturing company with 1100+ employees located in El Paso, Texas. Responsible for safety compliance, training, risk & loss prevention, and EHS program development and implementation. In addition, I was also responsible for workers' compensation management, facility inspections, and process safety management.

Accomplishments:

- Reduced workers' compensation costs from \$1.5 million to \$350,000 (within 5 years)
- Reduced amount of property theft, effecting substantial savings for the company
- Changed company safety culture

P R O F E S S I O N A L M E M B E R S H I P S

American Society of Safety Engineers (past president – Paso del Norte Chapter) / Hawkeye Chapter

National Fire Protection Association

National Safety Council

Society for Human Resource Management

WBFD Certified Firefighter I

RESOLUTION NO. 1434

RESOLUTION APPROVING ANNUAL INSURANCE RENEWALS WITH WELLMARK
BLUE CROSS BLUE SHIELD OF IOWA FOR HEALTH AND DENTAL INSURANCE.

WHEREAS, the City of West Branch, Iowa received insurance renewal quotations from Wellmark Blue Cross Blue Shield of Iowa for health and dental insurance; and

WHEREAS, after reviewing the insurance renewal quotations, the City Council has decided to accept the quotations, effective April 1, 2016.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the insurance renewals with Wellmark Blue Cross Blue Shield of Iowa are hereby approved.

Passed and approved this 7th day of March, 2016.

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

Account Key: 20241
Effective Date: 04/01/2016
Representative: Jennifer Rice (Direct)
Group Number: 35246-0000

CITY OF WEST BRANCH



Wellmark Blue Cross Blue Shield of Iowa
Wellmark Health Plan of Iowa, Inc.

Independent Licensees of the Blue Cross and
Blue Shield Association

Notice of Renewal Rates

Health Benefits 1 Current

Benefit Code:	JKE/QPT - Alliance Select		
Deductible:	\$250/\$500		<u>04/01/2015</u>
Coinsurance:	10% IN 20% OUT	Single Coverage:	\$565.10
OPM:	\$1000/\$2000	Family Coverage:	\$1,412.78
Preventive:	Yes		
OV Copay:	N/A		
ER Copay:	N/A		
RX Description:	\$10/\$25/\$40		

Health Benefits 1 Renewal

Benefit Code:	JKE/QPT - Alliance Select			GF
Deductible:	\$250/\$500			<u>04/01/2016</u>
Coinsurance:	10% IN 20% OUT	Single Coverage:	\$527.81	
OPM:	\$1000/\$2000	Family Coverage:	\$1,319.49	
Preventive:	Yes			
OV Copay:	N/A			
ER Copay:	N/A			
RX Description:	\$10/\$25/\$40	% of Change:	-6.60%	

Dental Benefits 1 Current

Benefit Code:	204		
Deductible:	\$25/\$75		<u>04/01/2015</u>
Diag and Prev:	20%	Single Coverage:	\$25.26
Rout and Restore:	50%	Family Coverage:	\$86.01
Major Restorative:	50%		
Annual Max/Person:	\$1500		
Orthodontics:	50%		

Dental Benefits 1 Renewal

Benefit Code:	204		
Deductible:	\$25/\$75		<u>04/01/2016</u>
Diag and Prev:	20%	Single Coverage:	\$27.18
Rout and Restore:	50%	Family Coverage:	\$92.55
Major Restorative:	50%		
Annual Max/Person:	\$1500		
Orthodontics:	50%		