

**CITY COUNCIL MEETING AGENDA – AMENDED\***

**Monday, April 18, 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 April 4, 2016 City Council Meeting.
  - b. Approve claims.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
  - a. Mayor Roger Laughlin – Recognition of Cornerstone Real Estate Consultants.
  - b. Second Reading of Ordinance 736, re-zoning an approximate 6.02 acre parcel of real property located north of West Main Street from Residence R-1 Single Family District to Residence R-2 Two Family District./Move to action.
  - c. Public Hearing on the proposed amendments to the West Branch Zoning Code on rezoning an approximate 0.44 acre parcel of real property located at 203 North Downey Street from Residence R-3 Multiple Family District to Central Business CB-1 District.
  - d. First Reading of Ordinance 737, re-zoning an approximate 0.44 acre parcel of real property located at 203 North Downey Street from Residence R-3 Multiple Family District to Central Business CB-1 District./Move to action.
  - e. Moved by Councilperson \_\_\_\_\_ that the rule requiring that ordinances must be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended; that the first and second consideration and vote be waived; that the ordinance be placed upon its final passage and that the ordinance do now pass./Move to action.
  - f. Second Reading of Ordinance 737, re-zoning an approximate 0.44 acre parcel of real property located at 203 North Downey Street from Residence R-3 Multiple Family District to Central Business CB-1 District./Move to action.
  - g. Third Reading of Ordinance 737, re-zoning an approximate 0.44 acre parcel of real property located at 203 North Downey Street from Residence R-3 Multiple Family District to Central Business CB-1 District./Move to action.
  - h. Resolution 1446, approving the West Branch United Methodist Church Accessibility Improvement Site Plan./Move to action.

\* City Council Meeting Agenda amended on April 13, 2016 to revise item 7m and add items 7n, 7p, and 10.

**CITY COUNCIL MEETING AGENDA – AMENDED\***

**Monday, April 18, 2016 • 7:00 p.m. (continued)**

**City Council Chambers, 110 North Poplar Street**

*Action may be taken on any agenda item.*

- i. Public Hearing on the proposed amendments to the West Branch Zoning Code on rezoning an approximate 2.34 acre parcel of real property located north of West Main Street from Residence R-1 Single Family District to Residence R-2 Two Family District.
  - j. First Reading of Ordinance 738, re-zoning an approximate 2.34 acre parcel of real property located north of West Main Street from Residence R-1 Single Family District to Residence R-2 Two Family District./Move to action.
  - k. Resolution 1447, ordering notice of public hearing on proposed plans and specifications, proposed form of contract and estimate of cost for construction of the City of West Branch Parks and Recreation Phase I Improvements and the taking of bids therefor./Move to action.
  - l. Resolution 1433, approving a consultant services agreement with Jose Gongora for safety and health consulting services./Move to action.
  - m. Resolution 1448, setting the date for public hearings on proposals to enter into General Obligation Loan Agreements and to borrow money thereunder./Move to action.
  - n. Resolution 1449, approving an engagement letter from Dorsey & Whitney LLP for 2016 General Obligation Corporate Purpose Issue in an amount not to exceed \$13,500./Move to action.
  - o. Discussion of the proposed Amended and Restated West Branch Urban Renewal Plan.
  - p. Resolution 1450, ordering notice of public hearing on proposed plans and specifications, proposed form of contract and estimate of cost for construction of Main Street Intersection and Sidewalk Improvements for the City of West Branch, Iowa, and the taking of bids therefor./Move to action.
8. City Staff Reports
    - a. Public Works Director Matt Goodale – Inflow & Infiltration Phase 2 Point Repairs on 4<sup>th</sup> Street
    - b. Parks & Recreation Director Melissa Russell – Announcement of Main Street Stage entertainment for 2016 Hoover’s Hometown Days Celebration.
  9. Comments from Mayor and Council Members
  10. 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.
  11. Adjournment

\* City Council Meeting Agenda amended on April 13, 2016 to revise item 7m and add items 7n, 7p, and 10.

*(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**

**April 4, 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 Leslie Brick, Finance Officer Gordon Edgar, City Attorney Kevin Olson, Police Chief Mike Horihan, Park & Recreation Director Melissa Russell, Public Works Director Matt Goodale and Fire Chief Kevin Stoolman.

**APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.**

Approve minutes from the March 21, 2016 City Council Meeting.

Approve claims.

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

| EXPENDITURES                 | 4/4/2016                       |                 |
|------------------------------|--------------------------------|-----------------|
| AMAZON                       | BOOKS, VIDEOS, OFFICE SUPPLIES | 587.11          |
| BAKER & TAYLOR INC.          | BOOKS AND VIDEOS               | 944.24          |
| CEDAR RAPIDS PHOTO COPY INC  | PHOTO COPIES                   | 38.70           |
| D&R PEST CONTROL             | PEST CONTROL                   | 70.00           |
| GREAT AMERICAN BUSINESS PROD | PET WASTE BAGS                 | 468.00          |
| HBK ENGINEERING LLC          | A14-0707 PARKS DESIGN PH 1     | 12,309.00       |
| HORIHAN, MIKE                | MISC SUPPLIES                  | 31.50           |
| ICAD GROUP                   | ECON DEV FY 2016 CONTRIBUTION  | 2,750.00        |
| KOCH BROTHERS INC            | COPIES                         | 411.48          |
| LIBERTY COMMUNICATIONS       | TELEPHONE SERVICE              | 1,212.14        |
| MOORE'S WELDING INC          | SIGN POST                      | 52.50           |
| OASIS ELECTRIC LLC           | NEW OUTLET AND EQUIP REPAIR    | 618.13          |
| OLSON, KEVIN D               | LEGAL SERVICES APRIL 2016      | 1,500.00        |
| ORIENTAL TRADING CO. INC     | EASTER EGG HUNT SUPPLIES       | 470.84          |
| OVERDRIVE INC                | EBOOKS AND AUDIO BOOKS         | 998.79          |
| PARKSIDE SERVICE             | INNER TUBE                     | 24.95           |
| PEDEN, SHANELLE M            | VIDEOTAPE P & Z 3-22-16        | 75.00           |
| PITNEY BOWES                 | POSTAGE METER RENTAL           | 120.00          |
| PRO-VISION                   | BODY CAMERAS                   | 1,220.00        |
| QUILL CORP                   | OFFICE SUPPLIES                | 317.18          |
| RUSSELL, MELISSA             | EASTER EGG HUNT SUPPLIES       | 252.23          |
| US BANK EQUIPMENT FINANCE    | COPY RENTAL                    | 59.00           |
| VEENSTRA & KIMM INC.         | PROFESSIONAL ENGINEERING SERV  | 19,381.26       |
| VERIZON WIRELESS             | V WIRELESS 03/14-04/13         | 785.62          |
| WATER SOLUTIONS UNLIMITED    | CHEMICALS                      | <u>2,515.00</u> |
| TOTAL                        |                                | 47,212.67       |
| <br>                         |                                |                 |
| PAYROLL                      | 3/25/2016                      | 45,442.07       |
| <br>                         |                                |                 |
| PAID BETWEEN MEETINGS        |                                |                 |
| CEDAR COUNTY TREASURER       | LIEN PAYMENT                   | 106.68          |
| GUETZKO, MARGARET            | REFUND OF PARK & REC FEE       | 35.00           |
| JOHN DEERE FINANCIAL         | SMALL TOOLS, MAINT SUPPLIES    | 135.96          |
| JOHNSON COUNTY REFUSE        | RECYCLING SERVICE              | 7,429.00        |
| TRUGREEN                     | SERVICE - LIONS FIELD          | 145.00          |
| UPS                          | SHIPPING                       | <u>83.21</u>    |
| TOTAL                        |                                | 7,934.85        |
| <br>                         |                                |                 |
| GRAND TOTAL EXPENDITURES     |                                | 100,589.59      |

|                              |            |
|------------------------------|------------|
| FUND TOTALS                  |            |
| 001 GENERAL FUND             | 49,553.75  |
| 022 CIVIC CENTER             | 43.18      |
| 031 LIBRARY                  | 7,617.38   |
| 110 ROAD USE TAX             | 212.46     |
| 112 TRUST & AGENCY           | 10,323.07  |
| 305 MAIN ST CROSSINGS PROJ   | 11,504.16  |
| 306 4TH ST IMPROVEMENTS PROJ | 3,329.70   |
| 307 MAIN ST INTERSECTION IMP | 1,850.00   |
| 600 WATER FUND               | 9,583.20   |
| 610 SEWER FUND               | 5,903.99   |
| 740 STORM WATER UTILITY      | 668.70     |
| GRAND TOTAL                  | 100,589.59 |

**COMMUNICATIONS/OPEN FORUM – No Comments**

**PUBLIC HEARING/NON-CONSENT AGENDA**

Amy Lynch – West Branch Dog Park Improvements & Dog Park Tags

Lynch informed the Council that there would be some concrete improvements made at the dog park with the remaining funds raised by the Friends of the Dog Park. Lynch also reported that to date, 110 dog park tags have been sold and 70 tags have been renewed.

Rev. Alexis Johnson and Karl Harms, Shive-Hattery Architecture and Engineering - West Branch United Methodist Church Accessibility Project

Rev. Johnson presented the church’s plans for an addition to the entryway of the existing building which would accommodate the installation of an elevator to provide more accessibility to the church. Johnson also advised that a public hearing will be held at a special Planning & Zoning meeting on April 12, 2016. The group is seeking approval for rezoning from R-3 Multiple Family District to CB-1 Central Business District.

Brian Boelk, HBK Engineering, LLC – Presentation of Wapsi Creek Park and Lions Field Site Plans and the bidding process for these improvements.

Boelk provided an update on the Phase 1 Improvements which include Wapsi Creek Park, Lions Field and Beranek Park. Wapsi Creek Park will have a playground installed and sidewalk and parking constructed in the south portion of the park. Lions Field will have a restroom with a paved walkway to the fields constructed on the property. Beranek Park will have permanent lighting installed at the volleyball courts.

Public Hearing on the proposed amendment to the West Branch Zoning Code.

Public Hearing opened at 7:34 p.m. There was no public comment. Public Hearing closed at 7:35 p.m.

First Reading of Ordinance 736, re-zoning an approximate 6.02 acre parcel of real property located near 829 West Main Street from Residence R-1 Single Family District to Residence R-2 Two Family District./Move to action.

Motion by Shields, second by Miller to approve First Reading of Ordinance 736. AYES: Shields, Miller, Stevenson, Pierce, Ellyson. Motion carried.

Public Hearing on proposed plans and specifications, proposed form of contract and estimate of cost for the construction of 4<sup>th</sup> Street Reconstruction for the City of West Branch, Iowa, and the taking of bids therefor.

Public Hearing opened at 7:39 p.m. There were no comments from the public. Public Hearing closed at 7:40 p.m.

Resolution 1435, approving the plans and specifications, proposed form of contract and estimate of cost for the construction of 4<sup>th</sup> Street Reconstruction for the City of West Branch, Iowa and the taking of bids therefor./Move to action

Schechinger summarized the plans for construction on 4<sup>th</sup> Street to include removal of the sealcoat surface and replacement with concrete, curb & gutter, a sidewalk on the west side of the street and water and sewer infrastructure improvements.

Motion by Stevenson, second by Miller to approve Resolution 1435. AYES: Stevenson, Miller, Pierce, Ellyson, Shields. Motion carried.

Resolution 1440, accepting bids and awarding the construction contract for the 4<sup>th</sup> Street Reconstruction Project./Move to action

Schechinger announced that three bids had received for the project. Cornerstone Excavating, Inc. was the low bid at \$756,332.50, second was Eastern Iowa Excavating & Concrete at \$758,712.50, and third, All American Concrete Inc. at \$804,854.90. Although the bids were higher than the engineer's estimates, he felt all were fair and reasonable. The requested phasing on the project may have led to higher costs. Miller made the motion to accept the low bid from Cornerstone Excavating, Inc.

Motion by Miller, second by Shields to approve Resolution 1440. AYES: Miller, Shields, Stevenson, Ellyson Pierce. Motion carried.

Resolution 1441, approving a Memorandum of Understanding & Software Use Policy between the Iowa Department of Transportation and the City of West Branch./Move to action.

Chief Horihan explained that the MOU is a cooperative agreement between the DOT and the City to allow the West Branch Police department to use the MACH client software. The integration of the new technology will improve highway and public safety data, provide capability for communications with and between public safety agencies and enhance employee safety.

Motion by Shields, second by Pierce to approve Resolution 1441. AYES: Shields, Pierce, Ellyson, Stevenson, Miller. Motion carried.

Resolution 1442, approving a consultant services agreement with Jonny Stax Presents, Inc. for a promotions strategy./Move to action.

Muckler stated that the proposal includes the creation a city logo, tagline, story talking points about West Branch and a promotions including earned, paid and social media strategies. He also mentioned that Stax would work with staff and other key members of the community to gather input that would be utilized to complete the deliverables.

Motion by Ellyson, second by Shields to approve Resolution 1442. AYES: Ellyson, Shields, Miller, Stevenson, Pierce. Motion carried.

Resolution 1443, declaring a board and commission training as a public purpose and approving funding for training expenses and dinner for participants./Move to action.

Motion by Pierce, second by Ellyson to approve Resolution 1443. AYES: Pierce, Ellyson, Miller, Shields, Stevenson. Motion carried.

Resolution 1444, approving the Wage Works Flexible Spending Account Renewal for April 1, 2016-March 31, 2017./Move to action.

Motion by Ellyson, second by Pierce to approve Resolution 1444. AYES: Ellyson, Pierce, Stevenson, Miller, Shields. Motion carried.

Resolution 1445, approving an engineering services agreement with Fehr-Graham Engineering and Environmental, Inc. for the West Branch Park Improvements Project at Pedersen Valley for a total fee not-to-exceed \$260,000./Move to action.

Muckler clarified that this amount does not include the Gilbert Street extension or the bridge associated with it. This agreement is for the design and construction of the remainder of the park improvements that would take place at the new park space in Pedersen Valley.

Motion by Stevenson, second by Shields to approve Resolution 1445. AYES: Stevenson, Shields, Miller, Pierce, Ellyson. Motion carried.

**CITY STAFF REPORTS**

Public Works Director Matt Goodale- 4<sup>th</sup> Street Wastewater Infrastructure Improvements

Goodale provided an update on the next phase of point repairs at the intersection of 4<sup>th</sup> and College Street. Repairs will begin on Monday, April 11<sup>th</sup> and completion is expected by Monday, April 18<sup>th</sup>. One lane of traffic will remain open for the majority of the time but may need to close completely at certain points in the repair. Truck traffic will be re-directed to Downey Street. Notices will be hand delivered to affected residents.

**COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Councilperson Mary Beth Stevenson – River Restoration Workshop

Stevenson reported that the workshop was well received and had a large turnout with over thirty people in attendance.

Councilperson Shields commented that he had attended the most recent Park & Recreation meeting and wanted to thank the commission for all of their hard work and was especially for their efforts with the Easter egg hunt. Shields also noted that he attended The Down Under’s soft opening this past weekend and said he had a pleasant experience and encouraged everyone to stop in and support the newest business on Main Street.

**MOTION TO ADJOURN TO EXECUTIVE SESSION**

Motion to adjourn to executive session by Shields, second by Ellyson. AYES: Shields, Ellyson, Stevenson, Pierce, Miller. Motion carried. City Council adjourned to executive session at 8:24 p.m.

**MOTION TO ADJOURN FROM EXECUTIVE SESSION**

Motion to adjourn from executive session by Shields, second by Pierce. Motion carried on a voice vote. City Council adjourned form executive session at 9:15 p.m.

**ADJOURNMENT**

Motion to adjourn regular meeting by Shields, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 9:16 p.m.

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Leslie Brick, Deputy City Clerk

**EXPENDITURES****04/18/16**

|                            |                                |                  |
|----------------------------|--------------------------------|------------------|
| ACTION SEWER & SEPTIC SERV | INSPECTION OF SEWER LINE       | 841.25           |
| ALLIANT ENERGY             | ELEC SERVICE 151 FAWCETT DR    | 9,436.81         |
| BARRON MOTOR SUPPLY        | VEHICLE MAINT SUPPLIES         | 413.35           |
| BP AMOCO                   | EMERGENCY VEHICLE FUEL         | 91.34            |
| CEDAR CO SHERIFF'S OFFICE  | SERVICE OF PROCESS             | 76.56            |
| COSTCO WHOLESALE           | LIBRARY, PARK & REC SUPPLIES   | 83.37            |
| DEWEYS JACK & JILL         | MISC SUPPLIES                  | 52.04            |
| DORSEY & WHITNEY LLP       | LEGAL SERVICE THROUGH 01-31-16 | 16,096.34        |
| GOODALE, MATTHEW           | MILEAGE FOR TRAINING           | 220.72           |
| INTERNATIONAL INST OF MUNI | MEMBERSHIP DUES LB             | 120.00           |
| IOWA ASSN. MUN. UTILITIES  | SAFETY MANUAL                  | 86.80            |
| IOWA ONE CALL              | UTILITY LOCATION SERVICE       | 44.10            |
| IOWA STATE UNIVERSITY, TRE | FIRE SERVICE TRAINING          | 100.00           |
| JOHNSON COUNTY REFUSE INC. | RECYCLING MAR2016              | 3,714.50         |
| KINGDOM GRAPHICS LLC       | UPDATE FLUSHING BANNER         | 10.00            |
| LINN COUNTY R.E.C.         | STREETS - UTILITIES            | 138.00           |
| LYNCH'S EXCAVATING INC     | REMOVE VALVE 4TH & ORANGE      | 2,137.40         |
| MIDWEST JANITORIAL SERVICE | JANITORIAL SERVICE             | 781.26           |
| MRS APPRAISALS LLC         | APPRAISAL                      | 2,500.00         |
| OVERDRIVE INC              | BOOKS                          | 176.98           |
| PARKSIDE SERVICE           | TIRE REPAIR                    | 107.95           |
| PEDEN, SHANELLE M          | VIDEOTAPE-ANIM CONTROL 4-12-16 | 150.00           |
| PITNEY BOWES INC           | POSTAGE METER RENTAL           | 208.50           |
| PLEASANT VALLEY NURSERY    | ARBORVITAE TREES               | 3,200.00         |
| PORT 'O' JONNY INC.        | PORTABLE TOILET SERVICE        | 94.60            |
| PRAXAIR DISTRIBUTION INC   | MEDICAL SUPPLIES               | 244.23           |
| QUILL CORP                 | OFFICE SUPPLIES                | 115.49           |
| RACOM CORPORATION          | EQUIPMENT INSTALLATION         | 600.00           |
| RADIO STATION KCJJ-AM      | ADVERTISING                    | 100.00           |
| REPUBLIC SERVICES OF IOWA  | DOCUMENT DESTRUCTION SERVICE   | 43.00            |
| RICKERTSEN, LISA           | CONSUTLING SERVICES            | 175.00           |
| RIVER PRODUCTS COMPANY INC | ROCK FOR STREET REPAIR         | 490.83           |
| SCHLITZ, MICHAEL           | REIMBURSEMENT SEWER BACKUP     | 1,108.77         |
| STATE HYGIENIC LAB         | WATER TESTING                  | 75.00            |
| TIPTON CONSERVATIVE        | LIBRARY-SUBSCRIPTION           | 37.00            |
| US BANK CORPORATE CARD     | VARIOUS EXPENSES               | 2,685.88         |
| US BANK EQUIPMENT FINANCE  | ADMIN COPIER LEASE             | 241.80           |
| USA BLUE BOOK              | CHEMICALS & SUPPLIES           | 492.90           |
| VEENSTRA & KIMM INC.       | COLL ST BRIDGE PRLIM - ENG     | 4,696.24         |
| WALMART COMMUNITY/GEMB     | BOOKS, DVDS, SUPPLIES          | 425.14           |
| WEST BRANCH REPAIRS        | BATTERIES FOR SPEED SIGNS      | 1,261.03         |
| WEST BRANCH TIMES          | PUBLIC NOTICES                 | 1,495.81         |
| WEX BANK                   | VEHICLE FUEL                   | 1,058.35         |
| <b>TOTAL</b>               |                                | <b>56,228.34</b> |

**PAYROLL****4/8/2016****36,320.87****PAID BETWEEN MEETINGS**

|                             |                          |          |
|-----------------------------|--------------------------|----------|
| COMMUNITY STATE BANK        | LETTER OF CREDIT FEE     | 7,500.00 |
| CROELL REDI-MIX INC         | SEWER SYSTEM REPAIR      | 4,102.63 |
| CULLIGAN WATER TECHNOLOGIES | WATER SOFTENER SERVICE   | 38.65    |
| DREAMHOST WEBHOSTING        | WEB SITE HOSTING         | 405.55   |
| FARMERS SUPPLY SALES INC    | EQUIPMENT REPAIR PARTS   | 30.89    |
| PLUNKETT'S PEST CONTROL     | TOWN HALL - PEST CONTROL | 25.96    |

|                                 |                       |                   |
|---------------------------------|-----------------------|-------------------|
| UPS                             | SHIPPING              | 54.79             |
| <b>TOTAL</b>                    |                       | <b>12,158.47</b>  |
| <b>GRAND TOTAL EXPENDITURES</b> |                       | <b>104,707.68</b> |
| <b>FUND TOTALS</b>              |                       |                   |
| 001                             | GENERAL FUND          | 62,155.12         |
| 112                             | TRUST & AGENCY        | 3,838.47          |
| 022                             | CIVIC CENTER          | 387.31            |
| 031                             | LIBRARY               | 6,048.18          |
| 110                             | ROAD USE TAX          | 6,769.35          |
| 310                             | COLLEGE STREET BRIDGE | 2,211.70          |
| 600                             | WATER FUND            | 13,360.82         |
| 610                             | SEWER FUND            | 12,932.73         |
| <b>GRAND TOTAL</b>              |                       | <b>104,707.68</b> |

| DEPARTMENT                             | FUND                     | VENDOR NAME                            | DESCRIPTION                | AMOUNT             |
|--|--------------------------|--|----------------------------|--------------------|
| POLICE OPERATION                       | GENERAL FUND             | CEDAR CO SHERIFF'S OFFICE              | SERVICE OF PROCESS         | 76.56              |
|  |                          | RACOM CORPORATION                      | EQUIPMENT INSTALLATION     | 600.00             |
|  |                          | WEST BRANCH REPAIRS                    | BATTERIES FOR SPEED SIGNS  | 251.90             |
|  |                          | QUILL CORP                             | OFFICE SUPPLIES            | 91.51              |
|  |                          | WEX BANK                               | VEHICLE FUEL               | 653.97             |
|  |                          | US BANK CORPORATE CARD                 | VARIOUS EXPENSES           | 129.98             |
|  |                          | ALLIANT ENERGY                         | UTILITY SERVICE            | 295.00             |
|  |                          | MIDWEST JANITORIAL SERVICE INC         | JANITORIAL SERVICE         | 44.64              |
|  |                          | TOTAL:                                 |                            | 2,143.56           |
|  |                          | FIRE OPERATION                         | GENERAL FUND               | PARKSIDE SERVICE   |
|  | TIRE REPAIR              |  |                            | 35.00              |
|  | TIRE REPAIR              |  |                            | 34.00              |
| BP AMOCO                               | EMERGENCY VEHICLE FUEL   |  |                            | 91.34              |
| WEST BRANCH REPAIRS                    | BATTERIES & INSTALLATION |  |                            | 233.90             |
| IOWA STATE UNIVERSITY, TREASURER'S OFF | FIRE SERVICE TRAINING    |  |                            | 100.00             |
| PRAXAIR DISTRIBUTION INC               | MEDICAL SUPPLIES         |  |                            | 244.23             |
| ALLIANT ENERGY                         | UTILITY SERVICE          |  |                            | 884.99             |
| BARRON MOTOR SUPPLY                    | SUPPLIES                 |  |                            | 2.16               |
| TOTAL:                                 |                          |  |                            | 1,664.57           |
| STREET LIGHTING                        | GENERAL FUND             |  |                            | LINN COUNTY R.E.C. |
|  |                          | ALLIANT ENERGY                         | UTILITY SERVICE            | 2,243.64           |
|  |                          |  | UTILITY SERVICE            | 252.04             |
|  |                          | TOTAL:                                 |                            | 2,633.68           |
| PARK & RECREATION                      | GENERAL FUND             | DEWEYS JACK & JILL                     | MISC SUPPLIES              | 10.76              |
|  |                          |  | MISC SUPPLIES              | 5.77               |
|  |                          | WEST BRANCH TIMES                      | PUBLIC NOTICES             | 145.00             |
|  |                          | PORT 'O' JONNY INC.                    | PORTABLE TOILET SERVICE    | 94.60              |
|  |                          | COSTCO WHOLESALE                       | LIBRARY, PARK & REC SUPPLI | 23.94              |
|  |                          | ALLIANT ENERGY                         | P & REC 219 E GREEN ST     | 13.17              |
|  |                          |  | ELEC SERVICE LIONS FIELD   | 20.31              |
|  |                          |  | UTILITY SERVICE            | 20.25              |
|  |                          | TOTAL:                                 |                            | 333.80             |
| CEMETERY                               | GENERAL FUND             | WEST BRANCH TIMES                      | PUBLIC NOTICES             | 126.00             |
|  |                          | WEST BRANCH REPAIRS                    | VEHICLE REPAIRS            | 775.23             |
|  |                          | BARRON MOTOR SUPPLY                    | VEHICLE MAINT SUPPLIES     | 21.52              |
|  |                          | TOTAL:                                 |                            | 922.75             |
| COMM & CULTURAL DEVEL                  | GENERAL FUND             | US BANK CORPORATE CARD                 | VARIOUS EXPENSES           | 2,000.00           |
|  |                          | TOTAL:                                 |                            | 2,000.00           |
| MAYOR AND COUNCIL                      | GENERAL FUND             | US BANK CORPORATE CARD                 | VARIOUS EXPENSES           | 75.00              |
|  |                          | TOTAL:                                 |                            | 75.00              |
| CLERK & TREASURER                      | GENERAL FUND             | REPUBLIC SERVICES OF IOWA              | DOCUMENT DESTRUCTION SERVI | 43.00              |
|  |                          | QUILL CORP                             | OFFICE SUPPLIES            | 23.98              |
|  |                          | US BANK CORPORATE CARD                 | VARIOUS EXPENSES           | 135.00             |
|  |                          |  | VARIOUS EXPENSES           | 345.90             |
|  |                          | INTERNATIONAL INST OF MUNICIPAL CLERKS | MEMBERSHIP DUES LB         | 120.00             |
|  |                          | RICKERTSEN, LISA                       | CONSUTLING SERVICES        | 175.00             |
|  |                          | ALLIANT ENERGY                         | UTILITY SERVICE            | 497.89             |
|  |                          |  | UTILITY SERVICE            | 254.94             |
|  |                          | US BANK EQUIPMENT FINANCE              | ADMIN COPIER LEASE         | 241.80             |

| DEPARTMENT         | FUND               | VENDOR NAME                    | DESCRIPTION                | AMOUNT    |
|--------------------|--------------------|--------------------------------|----------------------------|-----------|
|                    |                    | PITNEY BOWES INC               | POSTAGE METER RENTAL       | 208.50    |
|                    |                    | MIDWEST JANITORIAL SERVICE INC | JANITORIAL SERVICE         | 80.36     |
|                    |                    |                                | TOTAL:                     | 2,126.37  |
| LEGAL SERVICES     | GENERAL FUND       | WEST BRANCH TIMES              | PUBLIC NOTICES             | 1,140.81  |
|                    |                    | DORSEY & WHITNEY LLP           | LEGAL SERVICE THROUGH 01-3 | 10,760.61 |
|                    |                    |                                | LEGAL SERVICE THROUGH 02-2 | 5,335.73  |
|                    |                    | RADIO STATION KCJJ-AM          | ADVERTISING                | 100.00    |
|                    |                    |                                | TOTAL:                     | 17,337.15 |
| SOLID WASTE        | GENERAL FUND       | JOHNSON COUNTY REFUSE INC.     | RECYCLING MAR2016          | 3,714.50  |
|                    |                    |                                | TOTAL:                     | 3,714.50  |
| LOCAL CABLE ACCESS | GENERAL FUND       | PEDEN, SHANELLE M              | VIDEOTAPE-ANIM CONTROL 4-1 | 75.00     |
|                    |                    |                                | VIDEOTAPE-P & Z 4-12-16    | 75.00     |
|                    |                    | ALLIANT ENERGY                 | UTILITY SERVICE            | 100.00    |
|                    |                    |                                | TOTAL:                     | 250.00    |
| COMMISSION         | GENERAL FUND       | MRS APPRAISALS LLC             | APPRAISAL                  | 2,500.00  |
|                    |                    |                                | TOTAL:                     | 2,500.00  |
| TOWN HALL          | CIVIC CENTER       | DEWEYS JACK & JILL             | MISC SUPPLIES              | 8.67      |
|                    |                    | MIDWEST JANITORIAL SERVICE INC | JANITORIAL SERVICE         | 352.68    |
|                    |                    |                                | TOTAL:                     | 361.35    |
| LIBRARY            | LIBRARY            | DEWEYS JACK & JILL             | MISC SUPPLIES              | 8.58      |
|                    |                    | OVERDRIVE INC                  | BOOKS                      | 176.98    |
|                    |                    | WALMART COMMUNITY/GEMB         | BOOKS, DVDS, SUPPLIES      | 290.36    |
|                    |                    |                                | BOOKS, DVDS, SUPPLIES      | 134.78    |
|                    |                    | COSTCO WHOLESALE               | LIBRARY, PARK & REC SUPPLI | 59.43     |
|                    |                    | TIPTON CONSERVATIVE            | LIBRARY-SUBSCRIPTION       | 37.00     |
|                    |                    | ALLIANT ENERGY                 | UTILITY SERVICE            | 456.59    |
|                    |                    | MIDWEST JANITORIAL SERVICE INC | JANITORIAL SERVICE         | 303.58    |
|                    |                    |                                | TOTAL:                     | 1,467.30  |
| ROADS & STREETS    | ROAD USE TAX       | WEST BRANCH TIMES              | PUBLIC NOTICES             | 84.00     |
|                    |                    | RIVER PRODUCTS COMPANY INC     | ROCK FOR STREET REPAIR     | 490.83    |
|                    |                    | PLEASANT VALLEY NURSERY        | ARBORVITAE TREES           | 3,200.00  |
|                    |                    | WEX BANK                       | VEHICLE FUEL               | 134.79    |
|                    |                    | VEENSTRA & KIMM INC.           | COLL ST BRIDGE PRLIM - ENG | 2,484.54  |
|                    |                    | ALLIANT ENERGY                 | UTILITY SERVICE            | 306.92    |
|                    |                    | BARRON MOTOR SUPPLY            | SUPPLIES                   | 68.27     |
|                    |                    |                                | TOTAL:                     | 6,769.35  |
| INVALID DEPARTMENT | COLLEGE STREET BRI | VEENSTRA & KIMM INC.           | 310 COLL ST BRIDGE REP - E | 2,211.70  |
|                    |                    |                                | TOTAL:                     | 2,211.70  |
| WATER OPERATING    | WATER FUND         | IOWA ONE CALL                  | UTILITY LOCATION SERVICE   | 22.05     |
|                    |                    | LYNCH'S EXCAVATING INC         | REMOVE VALVE 4TH & ORANGE  | 2,137.40  |
|                    |                    | STATE HYGIENIC LAB             | WATER TESTING              | 75.00     |
|                    |                    | WEX BANK                       | VEHICLE FUEL               | 134.80    |
|                    |                    | ALLIANT ENERGY                 | ELEC SERVICE 151 FAWCETT D | 76.67     |
|                    |                    |                                | UTILITY SERVICE            | 2,372.07  |
|                    |                    | BARRON MOTOR SUPPLY            | SUPPLIES                   | 19.09     |
|                    |                    | KINGDOM GRAPHICS LLC           | UPDATE FLUSHING BANNER     | 10.00     |
|                    |                    | GOODALE, MATTHEW               | MILEAGE FOR TRAINING       | 110.36    |

| DEPARTMENT      | FUND       | VENDOR NAME                         | DESCRIPTION                | AMOUNT   |
|-----------------|------------|-------------------------------------|----------------------------|----------|
|                 |            | USA BLUE BOOK                       | CHEMICALS & SUPPLIES       | 492.90   |
|                 |            |                                     | TOTAL:                     | 5,450.34 |
| SEWER OPERATING | SEWER FUND | DEWEYS JACK & JILL                  | MISC SUPPLIES              | 18.26    |
|                 |            | IOWA ONE CALL                       | UTILITY LOCATION SERVICE   | 22.05    |
|                 |            | IOWA ASSN. MUN. UTILITIES           | SAFETY MANUAL              | 86.80    |
|                 |            | WEX BANK                            | VEHICLE FUEL               | 134.79   |
|                 |            | ALLIANT ENERGY                      | UTILITY SERVICE            | 1,642.33 |
|                 |            | SCHLITZ, MICHAEL                    | REIMBURSEMENT SEWER BACKUP | 1,108.77 |
|                 |            | BARRON MOTOR SUPPLY                 | SUPPLIES                   | 302.31   |
|                 |            | ACTION SEWER & SEPTIC SERVICES INC. | INSPECTION OF SEWER LINE   | 841.25   |
|                 |            | GOODALE, MATTHEW                    | MILEAGE FOR TRAINING       | 110.36   |
|                 |            |                                     | TOTAL:                     | 4,266.92 |

===== FUND TOTALS =====

|       |                       |           |
|-------|-----------------------|-----------|
| 001   | GENERAL FUND          | 35,701.38 |
| 022   | CIVIC CENTER          | 361.35    |
| 031   | LIBRARY               | 1,467.30  |
| 110   | ROAD USE TAX          | 6,769.35  |
| 310   | COLLEGE STREET BRIDGE | 2,211.70  |
| 600   | WATER FUND            | 5,450.34  |
| 610   | SEWER FUND            | 4,266.92  |
| ----- |                       |           |
|       | GRAND TOTAL:          | 56,228.34 |
| ----- |                       |           |

TOTAL PAGES: 3



April 2016



# Newsletter



A Main Street Community



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](http://www.MainStreetWestBranch.org)  
 Email: [mainstreetwb@lcom.net](mailto:mainstreetwb@lcom.net) – or –  
[westbranchmainstreet@gmail.com](mailto:westbranchmainstreet@gmail.com)



**Kevin Rogers**  
Executive Director

Spring is here and I couldn't be more excited! While it might not be too visible at the moment, there's a lot happening within the hallowed halls of Main Street West Branch.



- Our website has been enhanced and expanded and soon, similar focus will be placed on our community's Mobile App.
- Work has commenced on developing a comprehensive interactive community *Business Directory* which will include enhanced district mapping.
- Three of the four Main Street Committees have new leadership and are moving forward with excitement and renewed energy.
- We've commenced with building a Community Volunteer registry.

This is just the tip of the iceberg (so to speak)!



*Did you know?*

- Fourteen (14) buildings within the Main Street core are listed on the National Registry of Historic Places?
- West Branch is home to one of thirteen (13) Presidential Libraries-Museums in operation in the United States?
- West Branch is home to one of two National Parks in the State of Iowa?



9 a.m. to 11 a.m. the first Saturday of each month through May -- event space behind Heritage Merchants



**KITES OVER**

**HOOVER PARK**

APRIL 23 - 10 AM - 3 PM  
 RAIN DATE: APRIL 24

For more information visit:

<http://www.hoover.archives.gov/programs/kitesoverhoover.html>

**Saturday, May 14**

Join 19 of West Branch's businesses for a day of shopping, specials, good food, and FUN!



For a complete list of participating businesses go to:  
<https://www.facebook.com/events/239347026409801/>



**Monday, August 15, 2016**

**Main Street West Branch**

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



**Thank You**

Dave Quinlan for clearing the winter/holiday décor from the Main Street urns! Bruce Jeffries for helping distribute the new Business Directory Survey.

COMMUNITY



# MAIN STREET Sweep

Saturday, May 21, 2016  
9 a.m. – Noon

**Welcoming, Walkable, & Safe**  
Three factors of a vibrant downtown!

Join Main Street West Branch, area businesses, and the Boy Scouts of America in making West Branch's Historic Main Street District a more welcoming place where residents and visitors alike like to come and spend time.



Jobs and tasks available  
for all ages!

# SPRING



<http://www.mainstreetwestbranch.org>

- Take a new look at our enhanced website!!
- The expanded Community Events Calendar
- Plus MUCH, MUCH MORE!

And in the next 6-8 months watch for the new Interactive Community Business Directory.

*\*If there is an event that you would like MSWB to consider placing in our community calendar, please send the date(s) and a brief description of the event to: [mainstreetwestbranch@gmail.com](mailto:mainstreetwestbranch@gmail.com). Please include contact information and the telephone number of the requester.*

## Featured business of the month

BUILDING LOCAL BUSINESS



109 East Main Street • West Branch • 319.643.3344  
311 Cedar Street • Tipton • 563.886.2679

Teresa Horton, Broker/Owner  
Ken (REALTOR) & Helen Fawcett (Broker/REALTOR)



With a strong focus on real estate in Cedar, Johnson, and Linn Counties, Teresa Horton, owner of Cornerstone Real Estate Consultants says, "We are here and have a vested interest in the community, in the area." Ken Fawcett: "We're excited to have the presence in West Branch (that we have had since 2006)."

Teresa Horton purchased Jan Dendinger Real Estate (established in 1997) in 2005, and Ken and Helen Fawcett became the REALTORS of the West Branch office in 2006. In 2012 the name changed to Cornerstone Real Estate Consultants. Ken is a lifelong resident of West Branch and Helen has been a resident of West Branch for 45 years.

Between Teresa, Ken, and Helen, the three of them have more than 36 years experience in the area real estate industry.

Teresa, Ken, and Helen also are members of the Iowa City and Cedar Rapids MLS (Multiple Listing Service). The Multiple Listing Service is like a warehouse for real estate listings, that is updated real-time. Belonging to these respective MLS Associations is important, because at any given point in time Teresa, Ken, and Helen know what real estate is available and what is/has been sold.

Before Ken departed for his "other job – farming" (the morning I sat down with the three of them), he pointed out that Helen was instrumental in sealing the properties deals that brought the Brick Arch Winery to Main Street, the property where the new Casey's will soon open, and the Main Street property that has become Presidential Motors.

Having local brokers and REALTORS that understand local real estate markets and that have a vested interest in the community, is a vital asset to West Branch.

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277  
Return to: Matt Muckler, City Administrator/Clerk, P.O. Box 218, West Branch, Iowa 52358 (319) 643-5888

### ORDINANCE NO. 736

#### **AN ORDINANCE RE-ZONING AN APPROXIMATE 6.02 ACRE PARCEL OF REAL PROPERTY LOCATED NEAR 829 WEST MAIN STREET FROM RESIDENCE R-1 SINGLE FAMILY DISTRICT TO RESIDENCE R-2 TWO FAMILY DISTRICT.**

WHEREAS, Lynch Plumbing, Inc. has petitioned the City of West Branch for a zoning district amendment for an approximate 6.02-acre parcel located north of West Main Street, said parcel being legally described as Lot 1 of Lot "A", West Branch, Cedar County, Iowa, in accordance of the Plat thereof recorded in Plat Book G, at page 223, in the records of the Cedar County Recorder's Office, containing 6.02 acres, and subject to easements and restrictions of record. This is a tract of land at 829 W. Main Street; and

WHEREAS, Lynch Plumbing, Inc. has requested that the Parcel be rezoned to be located in a Residence R-2 Two Family District, in place of a Residence R-1 Single Family District; and

WHEREAS, the West Branch Planning and Zoning Commission has recommended the City Council approve said rezoning request; and

WHEREAS, a public hearing has been held on said request pursuant to published notice thereof.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of West Branch, Iowa :

Section 1. That the zoning map for the City of West Branch is hereby amended to show the Parcel being located in a Residence R-2 Two Family District in place of a Residence R-1 Single Family District.

Section 2. This ordinance shall be in full force and effect from and after its publication as required by law.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. If any section, provision or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any part, section, or provision thereof not adjudged invalid or unconstitutional.

Passed and approved this 18th day of April, 2016.

Read First Time: April 4, 2016  
Read Second Time: April 18, 2016  
Read Third Time:

---

Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Matt Muckler, City Administrator/Clerk

## NOTICE OF PUBLIC HEARING

### NOTICE OF PUBLIC HEARING ON THE PROPOSED AMENDMENT TO THE WEST BRANCH ZONING CODE.

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the West Branch Planning and Zoning Commission in the Council Chambers at City Hall at 110 N. Poplar Street at 7:30 o'clock P.M. on, Tuesday, April 12, 2016. The public hearing will discuss the proposed rezoning of the following described parcel, located at 203 N. Downey Street in West Branch, Iowa from Residence R-3 Multiple Family District to Central Business CB-1 District:

That part of Lots 5, 6, 11, 12 and a portion of the vacated alley all in Block 35 of the Town of Cameron now West Branch, Cedar County, Iowa being more particularly described as follows: Commencing as a point of reference at the Southeast corner of said Lot 12; thence South 89°05'06" West 97.20 feet along the North right-of-way line of Green Street (assumed bearing for this description only) to the point of beginning; thence continuing South 89°05'06" West 162.38 feet along said North right-of-way line to a point of intersection with the East line of Downey Street; thence North 0°56'52" West 94.00 feet along the East right-of-way line of Downey Street to the Northwest corner of the South 17 feet of said Lot 6; thence North 89°05'06" East 99.87 feet along the North line of the South 17 feet of said Lot 6; thence North 0°52'22" West 60.00 feet along the West line of the East 22 feet of said Lot 6 to a point of intersection with the South right-of-way line of a alley; thence North 89°05'06" East 62.30 feet along said South right-of-way line; thence South 1°00'03" East 154.00 feet to the point of beginning and containing 0.44 acre more or less.

All interested persons are invited to attend this meeting and be heard on the aforementioned proposed adoption of the amendment. Further information regarding same may be obtained by contacting the West Branch City Clerk.

## NOTICE OF PUBLIC HEARING

### NOTICE OF PUBLIC HEARING ON THE PROPOSED AMENDMENT TO THE WEST BRANCH ZONING CODE.

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the West Branch City Council meeting in the Council Chambers at City Hall at 110 N. Poplar Street at 7:00 o'clock P.M. on, Monday, April 18, 2016. The public hearing will discuss the proposed rezoning of the following described parcel, located at 203 N. Downey Street in West Branch, Iowa from Residence R-3 Multiple Family District to Central Business CB-1 District:

That part of Lots 5, 6, 11, 12 and a portion of the vacated alley all in Block 35 of the Town of Cameron now West Branch, Cedar County, Iowa being more particularly described as follows: Commencing as a point of reference at the Southeast corner of said Lot 12; thence South 89°05'06" West 97.20 feet along the North right-of-way line of Green Street (assumed bearing for this description only) to the point of beginning; thence continuing South 89°05'06" West 162.38 feet along said North right-of-way line to a point of intersection with the East line of Downey Street; thence North 0°56'52" West 94.00 feet along the East right-of-way line of Downey Street to the Northwest corner of the South 17 feet of said Lot 6; thence North 89°05'06" East 99.87 feet along the North line of the South 17 feet of said Lot 6; thence North 0°52'22" West 60.00 feet along the West line of the East 22 feet of said Lot 6 to a point of intersection with the South right-of-way line of a alley; thence North 89°05'06" East 62.30 feet along said South right-of-way line; thence South 1°00'03" East 154.00 feet to the point of beginning and containing 0.44 acre more or less.

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Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277  
Return to: Matt Muckler, City Administrator/Clerk, P.O. Box 218, West Branch, Iowa 52358 (319) 643-5888

### **ORDINANCE NO. 737**

#### **AN ORDINANCE RE-ZONING AN APPROXIMATE 0.44 ACRE PARCEL OF REAL PROPERTY LOCATED AT 203 NORTH DOWNEY STREET FROM RESIDENCE R-3 MULTIPLE FAMILY DISTRICT TO CENTRAL BUSINESS CB-1 DISTRICT.**

WHEREAS, the First United Methodist Church of West Branch has petitioned the City of West Branch for a zoning district amendment for an approximate 0.44-acre parcel located at 203 N. Downey Street, said parcel being legally described as That part of Lots 5, 6, 11, 12 and a portion of the vacated alley all in Block 35 of the Town of Cameron now West Branch, Cedar County, Iowa being more particularly described as follows: Commencing as a point of reference at the Southeast corner of said Lot 12; thence South 89°05'06" West 97.20 feet along the North right-of-way line of Green Street (assumed bearing for this description only) to the point of beginning; thence continuing South 89°05'06" West 162.38 feet along said North right-of-way line to a point of intersection with the East line of Downey Street; thence North 0°56'52" West 94.00 feet along the East right-of-way line of Downey Street to the Northwest corner of the South 17 feet of said Lot 6; thence North 89°05'06" East 99.87 feet along the North line of the South 17 feet of said Lot 6; thence North 0°52'22" West 60.00 feet along the West line of the East 22 feet of said Lot 6 to a point of intersection with the South right-of-way line of a alley; thence North 89°05'06" East 62.30 feet along said South right-of-way line; thence South 1°00'03" East 154.00 feet to the point of beginning and containing 0.44 acre more or less; and

WHEREAS, The First United Methodist Church of West Branch has requested that the Parcel be rezoned to be located in a Central Business CB-1 District, in place of a Residence R-3 Multiple Family District; and

WHEREAS, the West Branch Planning and Zoning Commission has considered and voted on a recommendation to the City Council on the disposition of said rezoning request; and

WHEREAS, a public hearing has been held on said request pursuant to published notice thereof.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of West Branch,  
Iowa :

Section 1. That the zoning map for the City of West Branch is hereby amended to show the Parcel being located in a Central Business CB-1 District in place of a Residence R-3 Multiple Family District.

Section 2. This ordinance shall be in full force and effect from and after its publication as required by law.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. If any section, provision or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any part, section, or provision thereof not adjudged invalid or unconstitutional.

Passed and approved this 18th day of April, 2016.

Read First Time: April 18, 2016

Read Second Time:

Read Third Time:

---

Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Matt Muckler, City Administrator/Clerk

#### Item 7d – The Waiver Rule

A Council member may move the final passage of an ordinance, with waiver of first or second consideration of the ordinance or waiver or both, by reciting the following motion.

"Moved by (insert the moving Council member's name) that the rule requiring that ordinances must be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended; that the first and second consideration and vote be waived; that the ordinance be placed upon its final passage and that the ordinance do now pass."

or may move waiver by reference to the language of this section to be known as "the waiver rule".

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277  
Return to: Matt Muckler, City Administrator/Clerk, P.O. Box 218, West Branch, Iowa 52358 (319) 643-5888

### **ORDINANCE NO. 737**

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WHEREAS, The First United Methodist Church of West Branch has requested that the Parcel be rezoned to be located in a Central Business CB-1 District, in place of a Residence R-3 Multiple Family District; and

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WHEREAS, a public hearing has been held on said request pursuant to published notice thereof.

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Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

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Passed and approved this 18th day of April, 2016.

Read First Time: April 18, 2016  
Read Second Time: April 18, 2016  
Read Third Time:

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Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Matt Muckler, City Administrator/Clerk

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277  
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Passed and approved this 18th day of April, 2016.

Read First Time: April 18, 2016  
Read Second Time: April 18, 2016  
Read Third Time: April 18, 2016

---

Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Matt Muckler, City Administrator/Clerk



Book J Page 165

MELISSA HELMOLD, RECORDER  
CEDAR COUNTY IOWA

# PLAT OF SURVEY AUDITOR'S PARCEL 'M' & 'N'

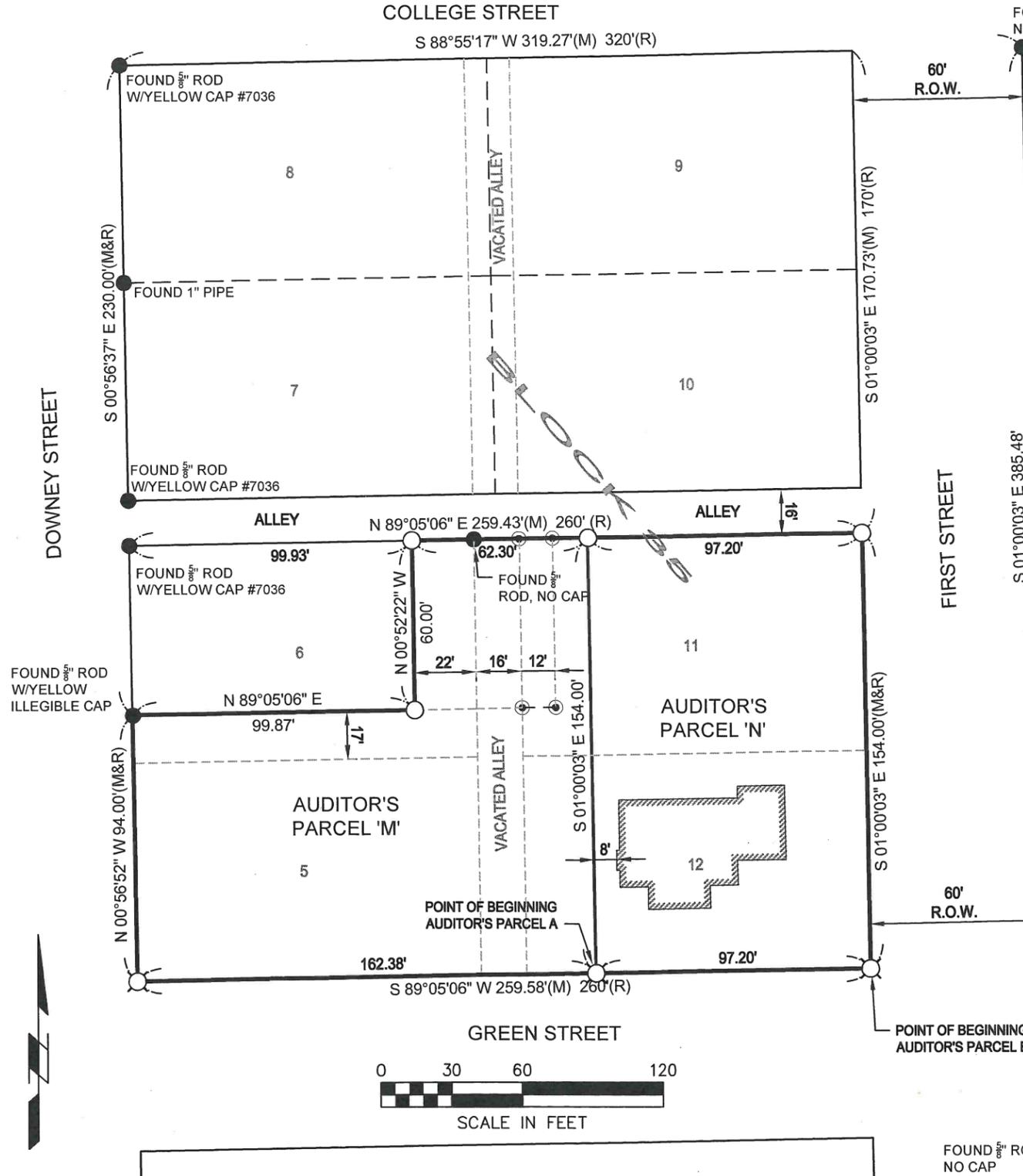
A PART OF BLOCK 35, TOWN OF CAMERON NOW WEST BRANCH  
LOCATED IN THE SW 1/4 SECTION 5, TOWNSHIP 79 NORTH, RANGE 4 WEST OF THE 5TH P.M.  
WEST BRANCH, CEDAR COUNTY, IOWA

DESIGNATED  
by  
CEDAR COUNTY AUDITOR  
PARCEL M + N  
DATE 3-16-16  
INITIAL JC

THIS SPACE RESERVED FOR RECORDER'S USE

- LEGEND**
- IRON ROD WITH YELLOW CAP #12531
  - ⊗ CUT "X" IN CONCRETE
  - FOUND PROPERTY CORNER AS NOTED
  - ⊙ FOUND 1-3/4" PIPE IN CONCRETE

Document 2016 709 Pages 1  
Date 3/16/2016 Time 2:26:21PM  
Rec Amt \$7.00



### DESCRIPTION - AUDITOR'S PARCEL 'M'

That part of Lots 5, 6, 11, 12 and a portion of the vacated alley all in Block 35 of the Town of Cameron now West Branch, Cedar County, Iowa being more particularly described as follows:

Commencing as a point of reference at the Southeast corner of said Lot 12;

thence South 89°05'06" West 97.20 feet along the North right-of-way line of Green Street (assumed bearing for this description only) to the point of beginning;

thence continuing South 89°05'06" West 162.38 feet along said North right-of-way line to a point of intersection with the East line of Downey Street;

thence North 0°56'52" West 94.00 feet along the East right-of-way line of Downey Street to the Northwest corner of the South 17 feet of said Lot 6;

thence North 89°05'06" East 99.87 feet along the North line of the South 17 feet of said Lot 6;

thence North 0°52'22" West 60.00 feet along the West line of the East 22 feet of said Lot 6 to a point of intersection with the South right-of-way line of an alley;

thence North 89°05'06" East 62.30 feet along said South right-of-way line;

thence South 1°00'03" East 154.00 feet to the point of beginning and containing 0.44 acre more or less.

### DESCRIPTION - AUDITOR'S PARCEL 'N'

That part of Lots 11 & 12 of Block 35 of the Town of Cameron now West Branch, Cedar County, Iowa being more particularly described as follows:

Beginning at the Southeast corner of said Lot 12;

thence South 89°05'06" West 97.20 feet along the North right-of-way line of Green Street (assumed bearing for this description only);

thence North 1°00'03" East 154.00 feet to a point of intersection with the South right-of-way line of an alley;

thence North 89°05'06" East 97.20 feet along said South right-of-way line to a point of intersection with the West right-of-way line of First Street;

thence South 1°00'03" East 154.00 feet along said West right-of-way line to the point of beginning and containing 0.34 acre more or less.

ONLY THESE COPIES OF THIS DOCUMENT SIGNED AND DATED IN CONTRASTING INK COLOR ARE TO BE CONSIDERED CERTIFIED OFFICIAL COPIES PER IOWA ADMINISTRATION CODE 193C-6.1(5)

PROPRIETOR:  
THE FIRST UNITED METHODIST  
CHURCH OF WEST BRANCH

SURVEY REQUESTED BY:  
THE CITY OF WEST BRANCH

SURVEY PREPARED BY:  
SHIVE-HATTERY, INC.  
2839 NORTHGATE DR.  
IOWA CITY, IA 52245  
(319) 354-3040



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE: \_\_\_\_\_  
NAME: JONATHON BAILEY  
DATE: 3/16/16 LICENSE NUMBER: 12531  
MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2016  
PAGES, SHEETS OR DIVISIONS COVERED BY THIS SEAL: B1.1

PLAT OF SURVEY - AUDITOR'S PARCEL 'M' & 'N'  
A PART OF BLOCK 35, TOWN OF CAMERON NOW WEST BRANCH  
WEST BRANCH, CEDAR COUNTY, IOWA

|          |         |            |          |
|----------|---------|------------|----------|
| DATE     | 3/16/16 | SCALE      | AS NOTED |
| DRAWN    | WTH     | FIELD BOOK | 1121     |
| APPROVED | JSB     | REVISION   |          |

PROJECT NO.  
114263-0

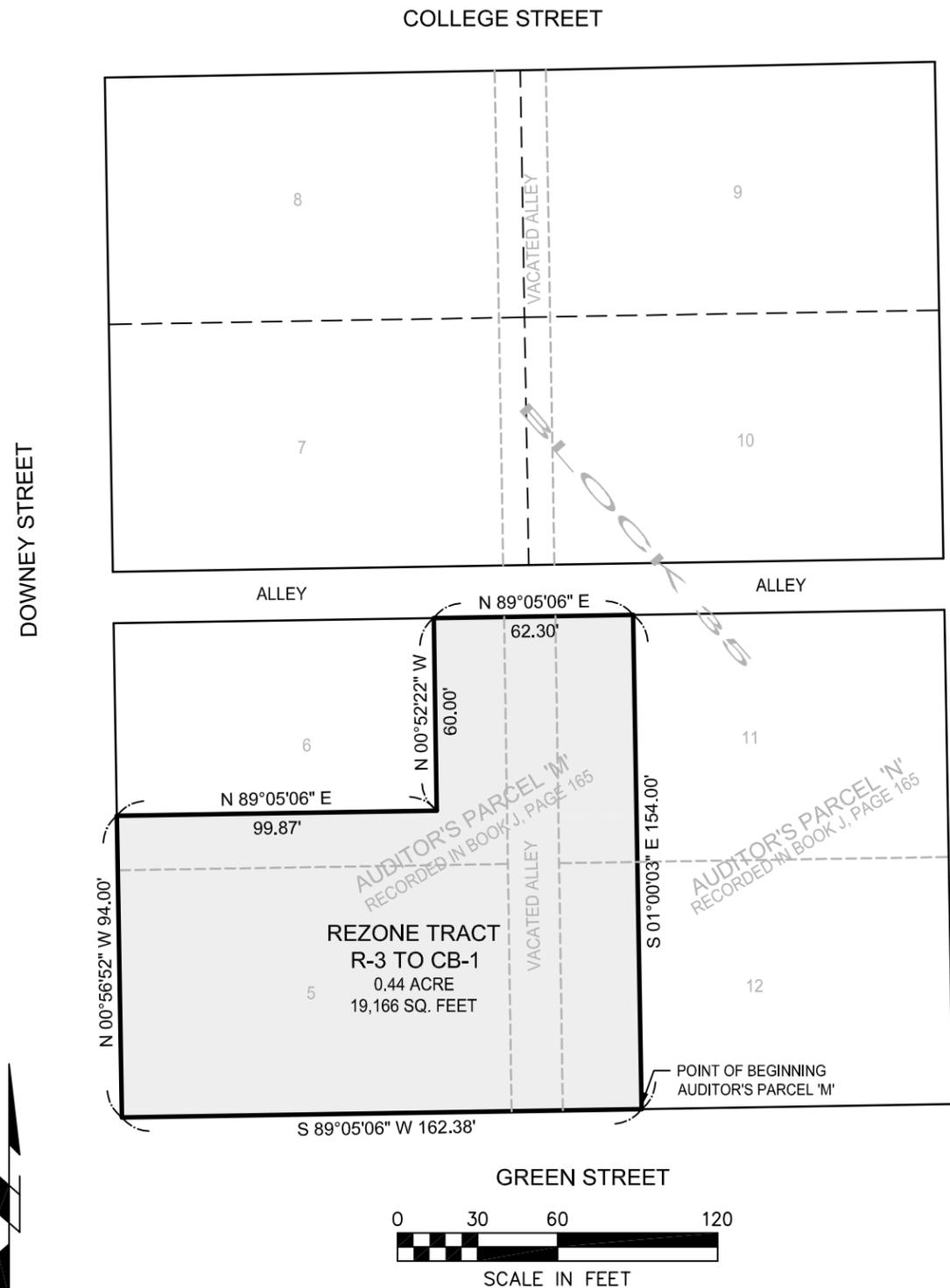
SHEET NO.  
**B1.1**

**SHIVE-HATTERY**  
ARCHITECTURE + ENGINEERING  
Iowa | Illinois | Indiana | Missouri  
<http://www.shive-hattery.com>

Last Modified: Mar. 16, 16 - 11:36

# REZONING EXHIBIT AUDITOR'S PARCEL 'M'

A PART OF BLOCK 35, TOWN OF CAMERON NOW WEST BRANCH  
LOCATED IN THE SW ¼ SECTION 5, TOWNSHIP 79 NORTH, RANGE 4 WEST OF THE 5TH P.M.  
WEST BRANCH, CEDAR COUNTY, IOWA



PROPRIETOR:  
THE FIRST UNITED METHODIST  
CHURCH OF WEST BRANCH

SURVEY PREPARED BY:  
SHIVE-HATTERY, INC.  
2839 NORTHGATE DR.  
IOWA CITY, IA 52245  
(319) 354-3040



LOCATION MAP  
NOT TO SCALE

**REZONE TRACT FROM R-3 TO CB-1**

**DESCRIPTION - AUDITOR'S PARCEL 'M'**

That part of Lots 5, 6, 11, 12 and a portion of the vacated alley all in Block 35 of the Town of Cameron now West Branch, Cedar County, Iowa being more particularly described as follows:

- Commencing as a point of reference at the Southeast corner of said Lot 12;
- thence South 89°05'06" West 97.20 feet along the North right-of-way line of Green Street (assumed bearing for this description only) to the point of beginning;
- thence continuing South 89°05'06" West 162.38 feet along said North right-of-way line to a point of intersection with the East line of Downey Street;
- thence North 0°56'52" West 94.00 feet along the East right-of-way line of Downey Street to the Northwest corner of the South 17 feet of said Lot 6;
- thence North 89°05'06" East 99.87 feet along the North line of the South 17 feet of said Lot 6;
- thence North 0°52'22" West 60.00 feet along the West line of the East 22 feet of said Lot 6 to a point of intersection with the South right-of-way line of a alley;
- thence North 89°05'06" East 62.30 feet along said South right-of-way line;
- thence South 1°00'03" East 154.00 feet to the point of beginning and containing 0.44 acre more or less.

REZONING EXHIBIT  
A PART OF BLOCK 35, TOWN OF CAMERON NOW WEST BRANCH  
WEST BRANCH, CEDAR COUNTY, IOWA

PROJECT NO.  
114263-0

SHEET NO.  
**B1.2**

|          |         |            |   |
|----------|---------|------------|---|
| DATE     | 3/22/16 | SCALE      | AS NOTED  |
| DRAWN    | WITH    | FIELD BOOK | 1121  |
| APPROVED | USB     | REVISION   | Beginning Auditor's Parcel 'A' to 'M' (3/25/16) |

**SHIVE-HATTERY**  
ARCHITECTURE + ENGINEERING  
Iowa | Illinois | Indiana | Missouri  
<http://www.shive-hattery.com>

User: NLPARKMS Drawing: F:\PROJECTS\11142030\Deliverables\survey\zoning exhibit.dwg, P 1.1  
Last Modified: Mar. 25, 16 - 09:47

RESOLUTION NO. 1446

RESOLUTION APPROVING THE WEST BRANCH UNITED METHODIST CHURCH ACCESSIBILITY IMPROVEMENT SITE PLAN.

WHEREAS, the West Branch United Methodist Church has heretofore submitted a proposed Site Plan to construct accessibility improvements at 203 North Downey Street in the City of West Branch, Iowa (the “Project”); and

WHEREAS, said Site Plan has heretofore been reviewed by City Staff, including the City Engineer; and

WHEREAS, the Site Plan has been found to conform to West Branch Code of Ordinances; and

WHEREAS, the City of West Branch Planning and Zoning Commission has reviewed the Site Plan and recommended its approval to the West Branch City Council; and

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

NOW, THEREFORE, be it resolved by the City Council of the City of West Branch, Cedar County, Iowa, that the aforementioned Site Plan for the Project be and the same are hereby accepted and approved.

\* \* \* \* \*

Passed and approved this 18th day of April, 2016.

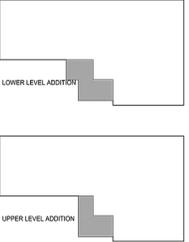
\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Matt Muckler, City Administrator/Clerk

**WEST BRANCH  
UNITED METHODIST CHURCH  
ACCESSIBILITY IMPROVEMENT**

203 North Downey Street, P.O. Box 750,  
West Branch, IA 52358



**KEY PLAN**

REVISED DESCRIPTION OF AUDITOR'S PARCEL M 32416

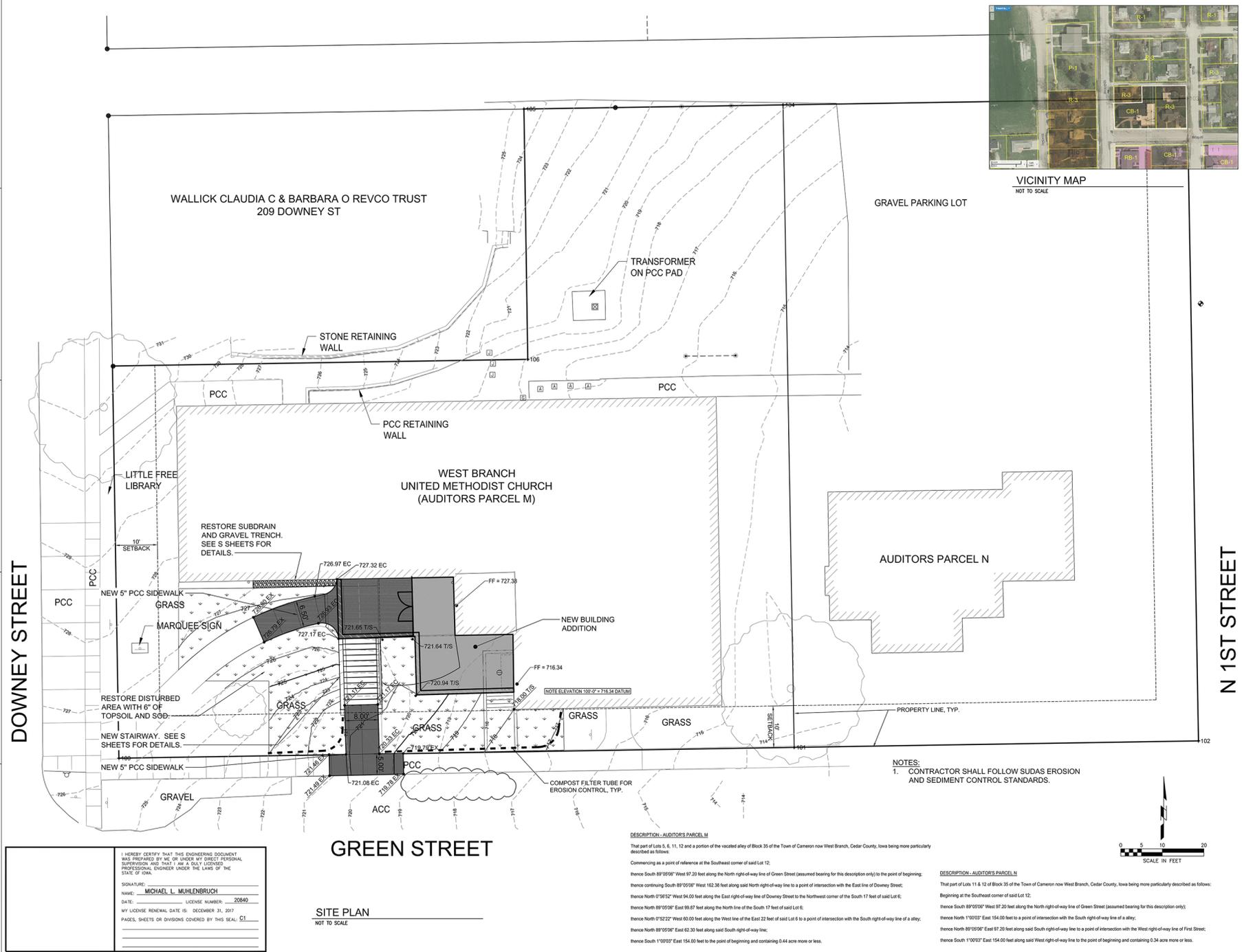
|            |                     |
|------------|---------------------|
| DRAWN      | MLM                 |
| APPROVED   | MLM                 |
| ISSUED FOR | SITE PLAN SUBMITTAL |
| DATE       | March 14, 2016      |
| FIELD BOOK |                     |

PROJECT NO.: 1142630

**SITE PLAN**



VICINITY MAP  
NOT TO SCALE



**NOTES:**  
1. CONTRACTOR SHALL FOLLOW SUDAS EROSION AND SEDIMENT CONTROL STANDARDS.

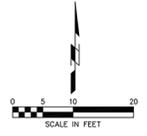
**DESCRIPTION - AUDITOR'S PARCEL M**  
That part of Lots 5, 6, 11, 12 and a portion of the vacated alley of Block 35 of the Town of Cameron now West Branch, Cedar County, Iowa being more particularly described as follows:  
Commencing as a point of reference at the Southeast corner of said Lot 12:  
thence South 89°05'00" West 97.20 feet along the North right-of-way line of Green Street (assumed bearing for this description only) to the point of beginning;  
thence continuing South 89°05'00" West 162.38 feet along said North right-of-way line to a point of intersection with the East line of Downey Street;  
thence North 0°56'52" West 94.00 feet along the East right-of-way line of Downey Street to the Northwest corner of the South 17 feet of said Lot 6;  
thence North 89°05'00" East 99.87 feet along the North line of the East 17 feet of said Lot 6;  
thence North 0°52'22" West 60.00 feet along the West line of the East 22 feet of said Lot 6 to a point of intersection with the South right-of-way line of a alley;  
thence North 89°05'00" East 62.30 feet along said South right-of-way line;  
thence South 1°00'00" East 154.00 feet to the point of beginning and containing 0.44 acre more or less.

**DESCRIPTION - AUDITOR'S PARCEL N**  
That part of Lots 11 & 12 of Block 35 of the Town of Cameron now West Branch, Cedar County, Iowa being more particularly described as follows:  
Beginning at the Southeast corner of said Lot 12:  
thence South 89°05'00" West 97.20 feet along the North right-of-way line of Green Street (assumed bearing for this description only);  
thence North 1°00'00" East 154.00 feet to a point of intersection with the South right-of-way line of a alley;  
thence North 89°05'00" East 97.20 feet along said South right-of-way line to a point of intersection with the West right-of-way line of First Street;  
thence South 1°00'00" East 154.00 feet along said West right-of-way line to the point of beginning and containing 0.34 acre more or less.

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE: MICHAEL L. MUEHLBRUCH  
DATE: \_\_\_\_\_ LICENSE NUMBER: 20840  
MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2017  
PAGES, SHEETS OR DIVISIONS COVERED BY THIS SEAL: C1

**SITE PLAN**  
NOT TO SCALE



## NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON THE PROPOSED AMENDMENT TO THE WEST BRANCH ZONING CODE.

YOU ARE HEARBY NOTIFIED that a public hearing will be held by the West Branch City Council in the Council Chambers at City Hall at 110 N. Poplar Street at 7:00 P.M., on Monday, April 18, 2016. The public hearing will discuss the proposed rezoning of the following described parcel located in the Meadows Subdivision: Portions of Auditor Parcel G. Rezoning Parcel #2: R-1 to R-2

DESCRIPTION - REZONING TRACT #2 (R-1 TO R-2) - Commencing at the Northeast Corner of Auditor Parcel "G", in accordance with the Plat thereof recorded in Plat Book I, at Page 103 of the Records of the Cedar County Recorder's Office; Thence S86°46'30"W, along the North Line of said Auditor Parcel "G", 491.76 feet; Thence S03°13'30"E, 346.74 feet, to the POINT OF BEGINNING; Thence S19°24'18"E, 144.18 feet; thence Southwesterly, 163.12 feet, along a 980.00 foot radius curve, concave Southeasterly, whose 162.93 foot chord bears S65°49'36"W; Thence S61°03'30"W, 1.70 feet; Thence Northwesterly, 39.27 feet, along a 25.00 foot radius curve, concave Northeasterly, whose 35.36 foot chord bears N73°56'30"W; thence S61°03'30"W, 60.00 feet; thence S28°56'30"E, 17.22 feet; Thence S61°03'30"W, 197.17 feet; thence N32°15'55"W, 241.50 feet; thence N61°03'30"E, 271.17 feet; Thence S28°56'30"E, 23.66 feet; Thence N61°03'30"E, 68.43 feet; Thence S88°48'26"E, 80.24 feet; Thence S15°39'23"E, 32.45 feet; Thence N77°42'45"E, 86.21 feet, to the POINT OF BEGINNING. Said Rezoning Tract #2 contains 2.34 Acres (101,904 square feet), and is subject to easements and restrictions of record.

All interested persons are invited to attend this meeting and be heard on the aforementioned proposed adoption of the amendment. Further information regarding same may be obtained by contacting the West Branch City Clerk.

/s/ \_\_\_\_\_

Matt Muckler, City Administrator/Clerk

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277  
Return to: Matt Muckler, City Administrator/Clerk, P.O. Box 218, West Branch, Iowa 52358 (319) 643-5888

### ORDINANCE NO. 738

#### **AN ORDINANCE RE-ZONING AN APPROXIMATE 2.34 ACRE PARCEL OF REAL PROPERTY LOCATED NORTH OF WEST MAIN STREET FROM RESIDENCE R-1 SINGLE FAMILY DISTRICT TO RESIDENCE R-2 TWO FAMILY DISTRICT.**

WHEREAS, KLM Investments, Inc. has petitioned the City of West Branch for a zoning district amendment for an approximate 2.34-acre parcel located in the Meadows Subdivision, said parcel being legally described as Commencing at the Northeast Corner of Auditor Parcel "G", in accordance with the Plat thereof recorded in Plat Book I, at Page 103 of the Records of the Cedar County Recorder's Office; Thence S86°46'30"W, along the North Line of said Auditor Parcel "G", 491.76 feet; Thence S03°13'30"E, 346.74 feet, to the POINT OF BEGINNING; Thence S19°24'18"E, 144.18 feet; thence Southwesterly, 163.12 feet, along a 980.00 foot radius curve, concave Southeasterly, whose 162.93 foot chord bears S65°49'36"W; Thence S61°03'30"W, 1.70 feet; Thence Northwesterly, 39.27 feet, along a 25.00 foot radius curve, concave Northeasterly, whose 35.36 foot chord bears N73°56'30"W; thence S61°03'30"W, 60.00 feet; thence S28°56'30"E, 17.22 feet; Thence S61°03'30"W, 197.17 feet; thence N32°15'55"W, 241.50 feet; thence N61°03'30"E, 271.17 feet; Thence S28°56'30"E, 23.66 feet; Thence N61°03'30"E, 68.43 feet; Thence S88°48'26"E, 80.24 feet; Thence S15°39'23"E, 32.45 feet; Thence N77°42'45"E, 86.21 feet, to the POINT OF BEGINNING. Said Rezoning Tract #2 contains 2.34 Acres (101,904 square feet), and is subject to easements and restrictions of record.; and

WHEREAS, KLM Investments, Inc. has requested that the Parcel be rezoned to be located in a Residence R-2 Two Family District, in place of a Residence R-1 Single Family District; and

WHEREAS, the West Branch Planning and Zoning Commission has considered and voted on a recommendation to the City Council on the disposition of said rezoning request; and

WHEREAS, a public hearing has been held on said request pursuant to published notice thereof.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of West Branch, Iowa :

Section 1. That the zoning map for the City of West Branch is hereby amended to show the Parcel being located in a Residence R-2 Two Family District in place of a Residence R-1 Single Family District.

Section 2. This ordinance shall be in full force and effect from and after its publication as required by law.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. If any section, provision or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any part, section, or provision thereof not adjudged invalid or unconstitutional.

Passed and approved this 18th day of April, 2016.

Read First Time: April 18, 2016  
Read Second Time:  
Read Third Time:

---

Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Matt Muckler, City Administrator/Clerk



RESOLUTION NO. 1447

ORDERING NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF PARKS AND RECREATION PHASE I IMPROVEMENTS FOR THE CITY OF WEST BRANCH, IOWA, AND THE TAKING OF BIDS THEREFOR

WHEREAS, the City Council intends to complete the Parks and Recreation Phase I Improvements as part of the West Branch Park Improvements Project.

NOW, THEREFORE, It Is Resolved by the Council of the City of West Branch, Iowa, that the City Clerk is hereby directed to give notice in substantially the following form:

NOTICE OF HEARING AND LETTING

**NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF THE CITY OF WEST BRANCH PARKS AND RECREATION PHASE I IMPROVEMENTS, AND THE TAKING OF BIDS THEREFOR**

Notice is hereby given that the City Council of West Branch, Iowa will meet in the Council Chambers at the City Library, 110 North Poplar Street, West Branch, Iowa, on the 2<sup>ND</sup> day of May, 2016 at 7:00 p.m. at which time a hearing will be held and said Council proposes to adopt plans, specifications, form of contract and estimate of cost for the construction of the City of West Branch Parks and Recreation Phase I Improvements for Beranek Park, Wapsi Creek Park and Lions Field and work incidental thereto for said City.

Sealed proposals will be received by the City Clerk of the City of West Branch, Iowa, at City Hall, 110 North Poplar Street, West Branch, Iowa, until 2:00 p.m. on the 16<sup>th</sup> day of May, 2016, for the construction of the City of West Branch Parks and Recreation Phase I Improvements for Beranek Park, Wapsi Creek Park and Lions Field as described in the plans and specifications therefor, now on file in the office of the City Clerk. Proposals will be opened and the amount of the bids announced by the City Clerk at the time and date specified above. Proposals will be acted upon by said City at the May 16, 2016 City Council Meeting or at such later time and place as then may be fixed.

The location of the work to be done and the kinds and sizes of materials proposed to be used are as follows:

PARKS AND RECREATION PHASE I IMPROVEMENTS

There are three (3) parks within the City of West Branch that are included in the Phase I Improvements. These parks include: Beranek Park, Wapsi Park and Lions Field.

Beranek Park: LED lighting will be installed at both volleyball courts along with associated new electrical service and any necessary site restoration with the installation.

Wapsi Park: The existing gravel parking lot will be replaced with 754 square yards of 6" PCC pavement. Installation only of a playground system, four bay swing structure including two (2) belt swings, one (1) infant swing and one (1) ADA swing, an accelerator swing unit. 129 cubic yards of playground mulch to be supplied and installed. 257 square yards of 4" PCC trail pavement that will border the playground area and along the north side of the parking lot. Includes grading, seeding, labor and playground installation.

Lion's Field: Installation of a kit restroom facility on the Northeast end of the parking lot along Pedersen Street. From the elevation of the proposed restroom the finished grading to be 4:1 slope until it matches the existing grade. There will be a 140' ADA ramp constructed that will start at the concrete pad for the restrooms and end at the soccer field. Includes installation, grading, seeding and labor.

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of West Branch, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

At said hearing, the City Council will consider the proposed plans, specifications, form of contract and estimate of cost for the project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications and form of contract or to the estimate cost of said improvements made by any interested party.

All proposals and bids in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for receiving bids. All proposals shall be made on official bidding blanks furnished by the City, and any alternations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to five percent (5%) of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of five percent (5%) of the bid.

The bid security should be made payable to the CITY OF WEST BRANCH, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form bound in the specifications.

## Notice of Hearing and Letting

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa Statutes.

The City Council reserves the right to reject any or all bids and to waive informalities or technicalities in any bid and to accept the bid which it deems to be in the best interest of the City. The Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of Hearing and Letting.

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor, and shall guarantee the work against faulty workmanship and materials for a period of four (4) years after its completion and acceptance by the City Council.

The work under the contract shall commence within ten (10) days after date set forth in written Notice to Proceed. All work shall be completed, subject to any extensions of time which may be granted by the City Council, by October 28, 2016.

Liquidated damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.

Payment to the Contractor for said improvements will be made in cash derived from the proceeds of the issuance and sale of such bonds and/or from such cash funds of the City as may be legally used for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed and payments made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared on the last day of each month by the Contractor, subject to the approval of the Engineer, who will certify to the City for payment each approved estimate on or before the tenth (10th) day of the following month. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion of the work and its acceptance by the Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety-five percent (95%) of the contract price of the contract. Final payment of the remaining five percent (5%) will be made not less than thirty-one (31) days after completion and acceptance by resolution of the City Council of the completed contract, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The City will issue a sales tax exemption certificate applicable for all materials purchased for the project. Plans and specifications governing the construction of the proposed improvements, and also the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference and the proposed contract shall be executed in compliance there with.

Copies of said plans and specifications are now on file at the office of HBK Engineering, LLC., for examination by bidders. Copies may be obtained from HBK ENGINEERING, LLC., 509 S. Gilbert Street, Iowa City, Iowa 52240. Contact Adrienne Bricker at 319-338-7557 or email [abricker@hbkengineering.com](mailto:abricker@hbkengineering.com).

This notice is given by order of the Council of the City of WEST BRANCH, Iowa.

CITY OF WEST BRANCH, IOWA

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator

\* \* \* \* \*

Passed and approved this 18th day of April, 2016.

---

Roger Laughlin, Mayor

ATTEST:

---

Matt Muckler, City Administrator/Clerk

# CITY OF WEST BRANCH

## PARKS AND RECREATION PHASE I IMPROVEMENTS

### BERANEK PARK, WAPSI PARK, LIONS FIELD - WEST BRANCH, IA



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
COVER PAGE

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
OF LABOR  
REGISTRATION  
NO. 00527328  
WWW.HBKENGINEERING.COM

SUB-CONSULTANTS:

CITY ENGINEER:  
**VEENSTRA & KIMM**

OWNER:  
**WEST BRANCH PARKS  
& RECREATION  
201 E. MAIN STREET  
WEST BRANCH, IA 52358**

FOLDER NAME:  
**14-0707**

DATE CREATED:  
**01-25-2016**

| DRAWING LOG |            |    |    |
|-------------|------------|----|----|
| DATE        | ISSUED FOR | DB | CB |
|             | DESIGN     |    |    |
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|             |            |    |    |
|             |            |    |    |

PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C0.01**

### INDEX OF SHEETS

| SHEET               | TITLE                                       |
|---------------------|---|
| C0.01               | COVER SHEET                                 |
| C0.02               | GENERAL NOTES                               |
| C0.03               | SWPPP PLAN                                  |
| <b>BERANEK PARK</b> |   |
| C1.01               | SOUTH COURT LIGHTING PLAN                   |
| C1.02               | NORTH COURT LIGHTING PLAN                   |
| <b>WAPSI PARK</b>   |   |
| C2.01               | EXISTING CONDITIONS                         |
| C2.02               | PARKING LOT PLAN                            |
| C2.03               | PLAYGROUND PLAN                             |
| C2.04               | RESTROOM PLAN                               |
| <b>LION'S FIELD</b> |   |
| C3.01               | RESTROOM / ADA ACCESS / RETAINING WALL PLAN |
| <b>GENERAL</b>      |   |
| C4.01               | DETAILS                                     |



LOCATION MAP  
NOT TO SCALE

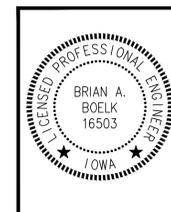
### CONTACTS

|                         |  |
|-------------------------|--|
| UTILITY LOCATING CREW   | "ONE CALL"<br>Phone: 1-800/292-8989                          |
| PUBLIC WORKS DEPARTMENT | Attn: MATT GOODALE<br>Phone: 319-643-5888                    |
| PARKS DIRECTOR          | Attn: MELISSA RUSSELL<br>Phone: (319) 643-4212               |
| CITY ADMINISTRATOR      | Attn: MATT MUCKLER<br>Phone: (319) 643-5888                  |
| MAYOR                   | Attn: ROGER LAUGHLIN<br>Phone: (319) 643-5888                |
| EMERGENCY               | Attn: WEST BRANCH POLICE DEPARTMENT<br>Phone: (319) 643-2222 |

### PROJECT INFORMATION

SCOPE OF WORK:  
ENGINEERING, PLANNING AND SITE DESIGN FOR LION'S FIELD, WAPSI PARK AND BERANEK PARK IN WEST BRANCH, IA.

PROJECT SHALL BE CONSTRUCTED TO IOWA CITY AREA STANDARDS AND SPECIFICATIONS FOR PUBLIC IMPROVEMENTS.

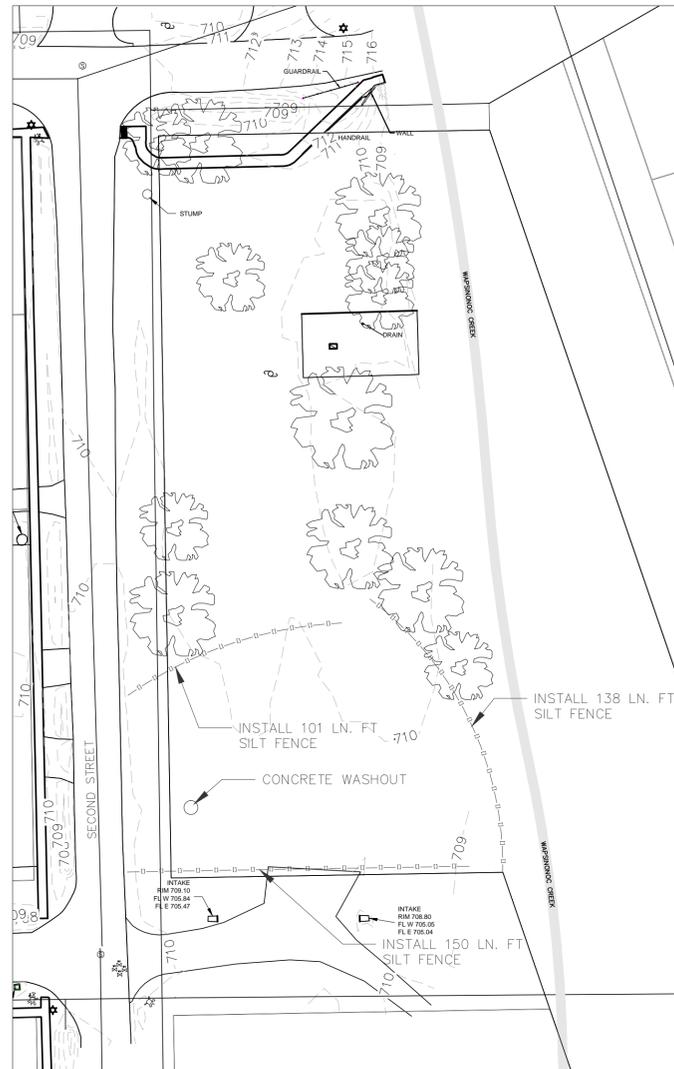
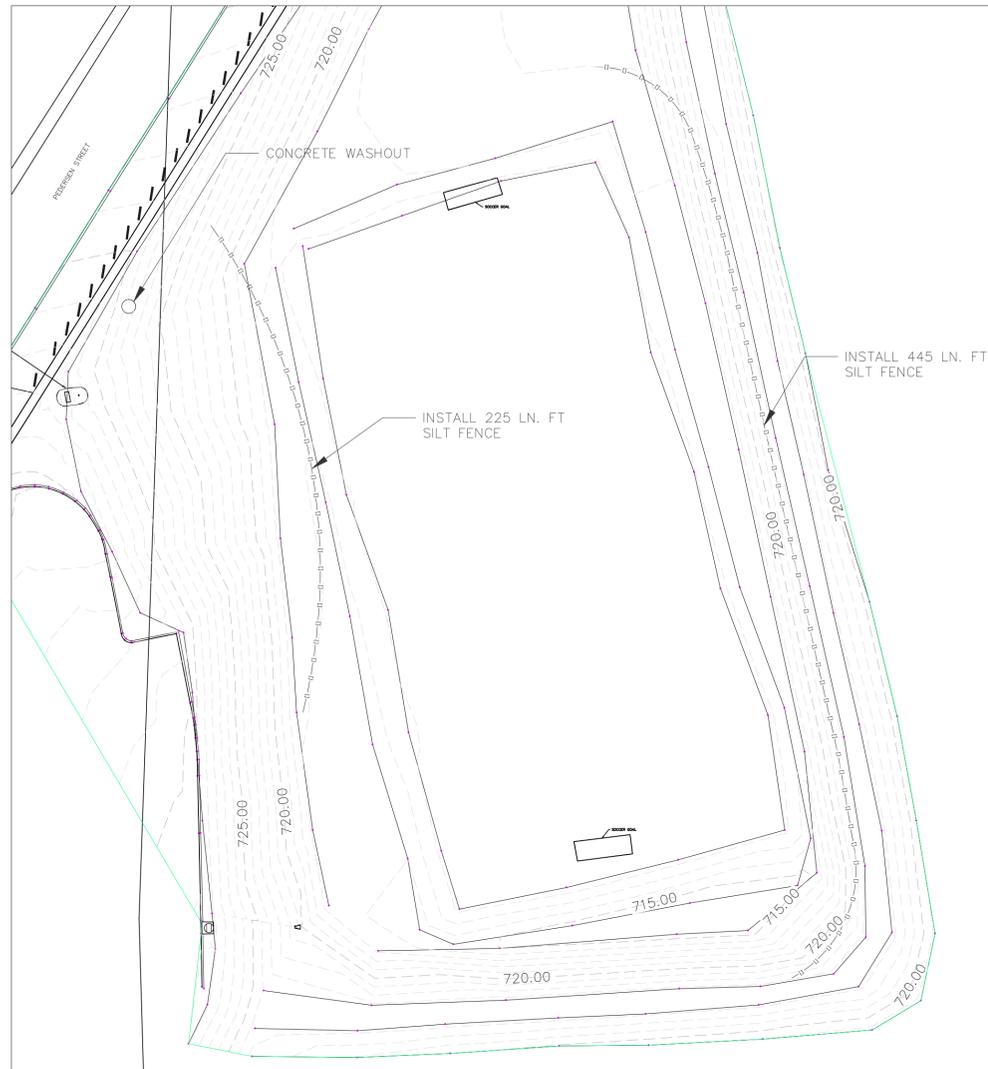


I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.  
Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Brian A. Boelk, P.E.  
HBK Engineering, LLC  
Iowa Registration No. 16503  
My licensed renewal date is December 31, 2016  
Pages or sheets covered by this seal: \_\_\_\_\_



\* FOR PLOTTING 11x17 DWG USE 2:1 SCALE AND PDF SCALE BY 50%





LION'S FIELD

WAPSI PARK

POLLUTION PREVENTION PLAN

All contractors / subcontractors shall conduct their operations in a manner that minimizes erosion and prevents sediments from leaving the project limits for the proposed renovations at both Lion's Field and Wapsi Park. The prime contractor shall be responsible for compliance and implementation of the Pollution Prevention Plan (PPP) for their entire contract. This responsibility shall be further shared with subcontractors whose work is a source of potential pollution as defined in this PPP.

1. SITE DESCRIPTION

This Pollution Prevention Plan (PPP) is for the renovations of both Lion's Field and Wapsi Park in West Branch, IA. This project includes clearing and grubbing, pavement removal and replacement, removal of storm sewer, installation of storm sewer pipe and structures, and final grading and seeding.

This PPP covers approximately ??? acres with an estimated ??? acres being disturbed. The portion of the PPP covered by this contract has more than one acre disturbed; thus, an IDNR general permit No. 2 has been obtained and shall be followed. ????????

Refer to the project plans for locations of typical slopes, ditch grades, and major structural and non-structural controls. A copy of these plans will be on file at West Branch City Hall. Until the proposed detention basin is constructed on-site, runoff from this project will flow towards the storm-sewer system on Miller Avenue and eventually into Iowa River.

POTENTIAL SOURCES OF POLLUTION:

Site sources of pollution generated as a result of this work relate to silts and sediment that may be transported as a result of a storm event. However, this PPP provides conveyance for other (non-project related) operations. These other operations have storm water runoff, the regulation of which is beyond the control of this PPP. Potentially this runoff can contain various pollutants related to site-specific land uses. Examples are:

Commercial and Industrial Activities:

Runoff from commercial, industrial, and commerce land use may contain constituents associated with the specific operation. Such operations are subject to potential leaks and spills that could be commingled with runoff from the facility. Pollutants associated with commercial and industrial activities are not readily available since they are typically proprietary.

2. CONTROLS

At locations where runoff can move offsite, silt fence shall be placed along the perimeter of the areas to be disturbed prior to beginning grading, excavation or clearing and grubbing operations. Vegetation in areas not needed for construction shall be preserved. Use silt fence as ditch checks and to protect intakes. Temporary stabilizing seeding shall be completed as the disturbed areas are constructed. If construction activity is not planned to occur in a disturbed area for at least 21 days, the area shall be stabilized by temporary seeding or mulching within 14 days. Other stabilizing methods shall be used outside the seeding period.

This work shall be done in accordance with Section 2602 of the Standard Specification. If the work involved is not applicable to any contract items, the work shall be paid for according to Article 1109.03 paragraph B.

As the work progresses, additional erosion control items may be required as determined by the engineer after field investigation. These may be items such as silt fence ditch checks, mulch and other appropriate measures, which shall be installed by the contractor as directed by the engineer. The contractor will complete the construction with the establishment of permanent perennial vegetation on all disturbed areas.

3. OTHER CONTROLS

Contractor disposal of unused construction materials and construction material wastes shall comply with applicable state and local waste disposal, sanitary sewer, or septic system regulations. In the event of a conflict with other governmental laws, rules and regulations, the more restrictive laws, rules or regulations shall apply.

APPROVED STATE OR LOCAL PLANS:

During the course of this construction, it is possible that situations will arise where unknown materials will be encountered. When such situations are encountered, they will be handled according to all federal, state, and local regulations in effect at the time.

4. MAINTENANCE

The contractor is required to maintain all temporary erosion control measures in proper working order, including cleaning, repairing or replacing them throughout the contract period. Cleaning of silt control devices shall begin when the features have lost 50% of their capacity.

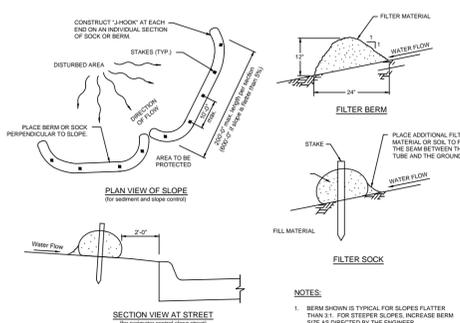
The contractor is required to clean adjacent parking lots and/or streets of soil deposited by construction traffic as required to prevent soil runoff and fugitive dust.

5. INSPECTIONS

Inspections shall be made jointly by the contractor and the contracting authority every seven calendar days. The contractor shall immediately begin corrective action on all deficiencies found. The findings of this inspection shall be recorded in the project diary. This PPP may be revised based on the findings of the inspection. The contractor shall implement all revisions. All corrective actions shall be completed within 3 calendar days of the inspection.

6. NON-STORM DISCHARGES

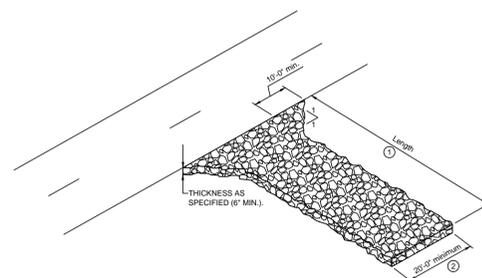
Non-storm discharge includes subsurface drains (i.e. longitudinal and standard sub-drains), slope drains and bridge end drains. The velocity of the discharge from these features may be controlled by the use of patio blocks, Class A stone or erosion stone.



NOTES:

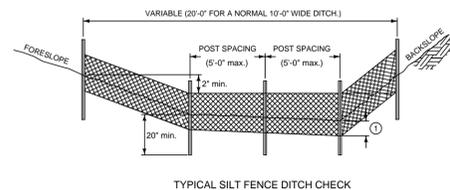
1. BERM SHOWN IS TYPICAL FOR SLOPES FLATTER THAN 3:1. FOR STEEPER SLOPES, INCREASE BERM SIZE AS DIRECTED BY THE ENGINEER.
2. PLACE BERM FLANKS UP TO THE SLOPE PERPENDICULAR TO THE SLOPE AT LOCATIONS SPECIFIED IN THE CONTRACT DOCUMENTS.
3. FILTER SOCK DIAMETER AS SPECIFIED IN THE CONTRACT DOCUMENTS.

1 FILTER SOCK NTS



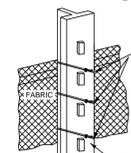
1. ENTRANCE LENGTH: 50 FOOT MINIMUM (30 FOOT FOR SINGLE FAMILY RESIDENTIAL), OR AS SPECIFIED IN THE CONTRACT DOCUMENTS. LENGTH OF ENTRANCE MAY BE INCREASED IF SEDIMENT TRACK-OUT OCCURS.

2 ROCK CONSTRUCTION ACCESS NTS



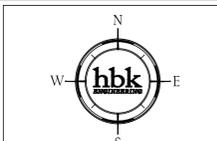
TYPICAL SILT FENCE DITCH CHECK

1. INSERT 12 INCHES OF FABRIC A MINIMUM OF 6 INCHES DEEP (FABRIC MAY BE FOLDED BELOW THE GROUND LINE).



ATTACHMENT TO POST

3 SILT FENCE DITCH CHECK NTS



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
**SWPPP**

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
OF LABOR  
REGISTRATION  
NO. 00527328  
WWW.HBKENGINEERING.COM

SUB-CONSULTANTS:

CITY ENGINEER:  
**CITY ENGINEER  
VEENSTRA & KIMM**

OWNER:  
**WEST BRANCH PARKS  
& RECREATION  
201 E. MAIN STREET  
WEST BRANCH, IA 52358**

FOLDER NAME:  
**14-0707**

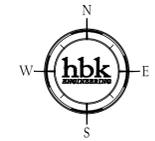
DATE CREATED:  
**01-25-2016**

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PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C0.03**



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
**BERANEK PARK  
SOUTH COURT  
LIGHTING PLAN**

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
OF LABOR  
REGISTRATION  
NO. 00527328  
WWW.HBKENGINEERING.COM

SUB-CONSULTANTS:

CITY ENGINEER:  
**CITY ENGINEER  
VEENSTRA & KIMM**

OWNER:  
**WEST BRANCH PARKS  
& RECREATION  
201 E. MAIN STREET  
WEST BRANCH, IA 52358**

FOLDER NAME:  
**14-0707**

DATE CREATED:  
**01-25-2016**

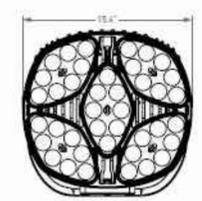
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PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C1.01**

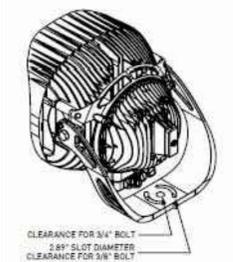
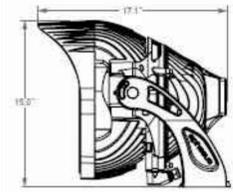
TECHLINE ALL-FIELD 750 SPORT LED



The All Field Series is the ideal solution for professional caliber outdoor sports lighting with features designed with municipal, high school, collegiate and semi-professional outdoor sports venues in mind. Offering versatility for any outdoor sport including football, soccer, baseball, lacrosse and field hockey, the All Field light delivers maintenance-free, professional sports lighting with a great return on investment.

Features at a glance:

- Custom-engineered optics direct light precisely where needed while minimizing glare.
- Multiple control options available for operational flexibility and fan experience effects.
- Rugged, weather-tight design ensures durability even in harsh environments.
- Versatile mounting bracket is designed for ease of installation in new or retrofit situations.
- Telemetry to monitor health and status of each light is enabled through Bluetooth Low Energy capabilities.
- Ultra-low EMI noise generation eliminates interference with surrounding electrical systems.
- Solid-state design means no moving parts and nothing to wear out or replace, providing maintenance-free operation for hundreds of thousands of hours.



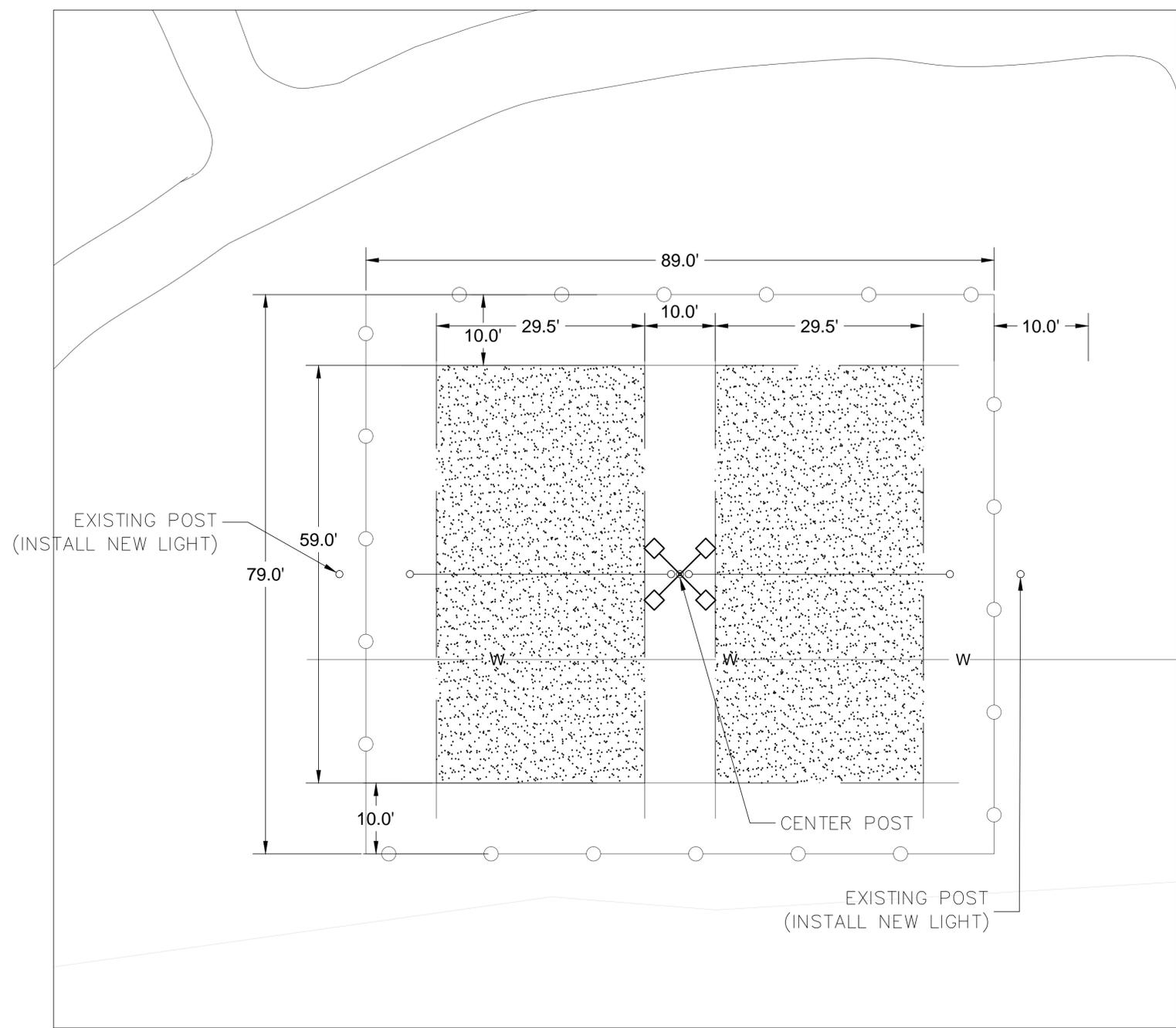
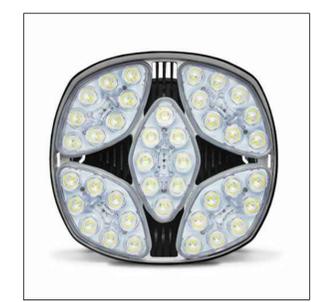
CLEARANCE FOR 3/4" BOLT  
3/8" SLOT DIAMETER  
CLEARANCE FOR 3/8" BOLT

|                      | ALL FIELD 550   | ALL FIELD 750   |
|----------------------|-----------------|-----------------|
| Lumen Output         | > 61,000        | > 83,000        |
| System Watts         | 550             | 750             |
| Input Voltage        | 240VAC - 480VAC | 240VAC - 480VAC |
| L70 Hours            | > 150,000       | > 150,000       |
| Operating Temp Range | -40°C to 55°C   | -40°C to 55°C   |
| IP Rating            | IP66            | IP66            |
| NEMA Rating          | NEMA 4X         | NEMA 4X         |
| Approximate Weight*  | 45 lbs.         | 45 lbs.         |

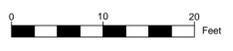
| ORDERING OPTIONS                       |                                 |   |
|--|---------------------------------|---|
| Model                                  | Optics                          | Controls  |
| <input type="checkbox"/> All Field 550 | <input type="checkbox"/> NEMA 2 | <input type="checkbox"/> On/Off                           |
| <input type="checkbox"/> All Field 750 | <input type="checkbox"/> NEMA 3 | <input type="checkbox"/> AirMesh (basic wireless control) |
|  | <input type="checkbox"/> NEMA 4 |   |
|  | <input type="checkbox"/> NEMA 5 |   |

Notes:  
1. The specifications listed were obtained under optimal testing conditions. Changes in options, features and conditions may result in slightly different performance specifications among fixtures.  
2. Weight may vary depending on mounting bracket selection.

Pure power is required to ensure proper function and lifetime of Ephesus fixtures. Prior to installation, an analysis should be performed to verify site power meets these requirements.  
→ High frequency voltage should be below -40dB or .01V between 2KHz and 100KHz  
→ High frequency current should be below -50dB or .019A between 2KHz and 100KHz  
If the power does not meet these criteria, waveform correction technology should be used to condition the power. Surge protection alone is not adequate. Ephesus will not be liable for damage to fixtures due to poor power quality. Contact Ephesus for more information.

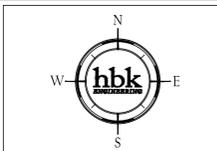
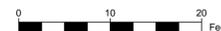


SOUTH COURT PLAN





**NORTH COURT PLAN**



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
**BERANEK PARK  
NORTH COURT  
LIGHTING PLAN**

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
OF LABOR  
REGISTRATION  
NO. 00527328  
WWW.HBKENGINEERING.COM

SUB-CONSULTANTS:

CITY ENGINEER:  
**CITY ENGINEER  
VEENSTRA & KIMM**

OWNER:  
**WEST BRANCH PARKS  
& RECREATION  
201 E. MAIN STREET  
WEST BRANCH, IA 52358**

FOLDER NAME:  
**14-0707**

DATE CREATED:  
**01-25-2016**

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PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C1.02**



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
**WAPSI PARK  
EXISTING CONDITIONS**

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
OF LABOR  
REGISTRATION  
NO. 00527328  
WWW.HBKENGINEERING.COM

SUB-CONSULTANTS:

CITY ENGINEER:  
**CITY ENGINEER  
VEENSTRA & KIMM**

OWNER:  
**WEST BRANCH PARKS  
& RECREATION  
201 E. MAIN STREET  
WEST BRANCH, IA 52358**

FOLDER NAME:  
**14-0707**

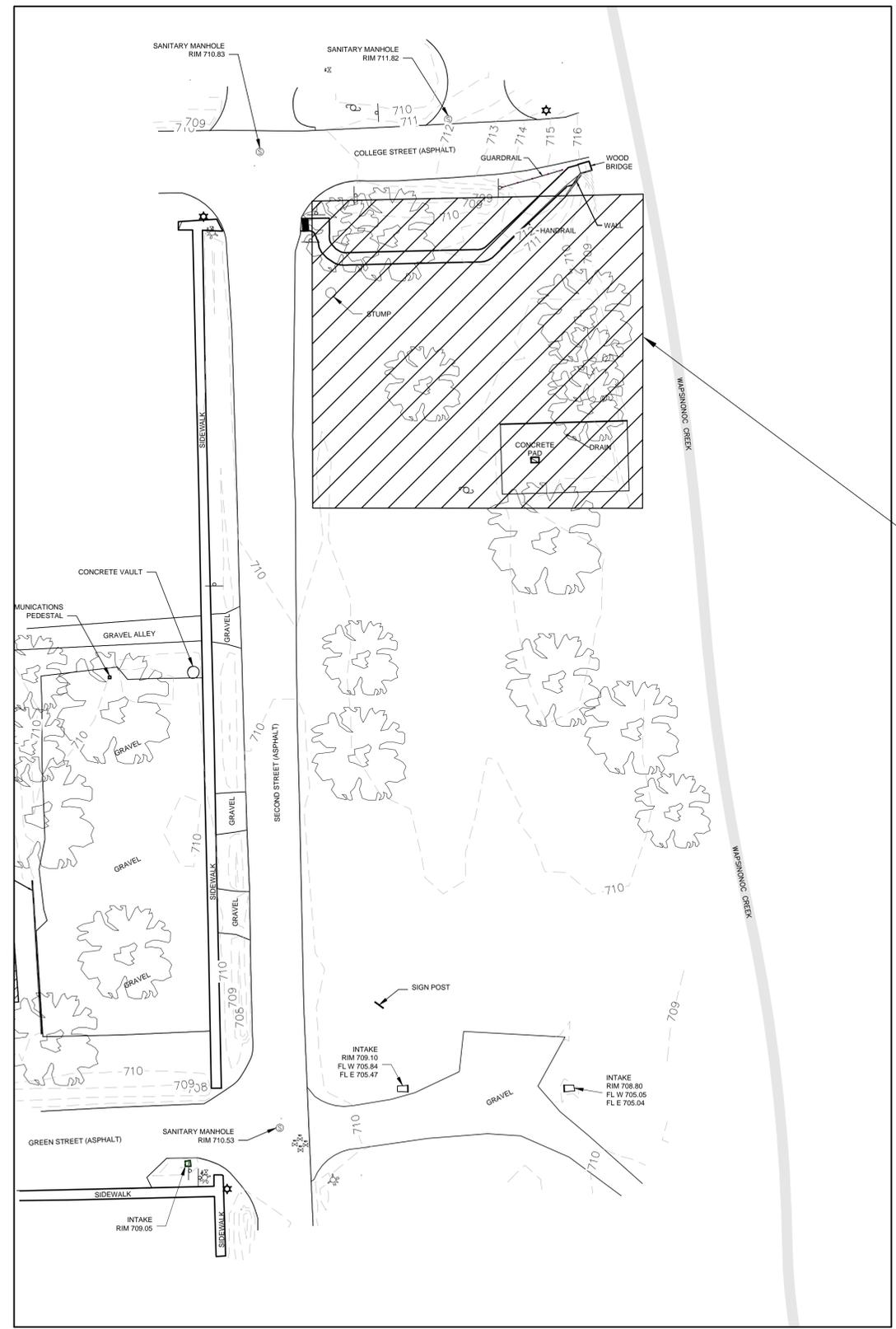
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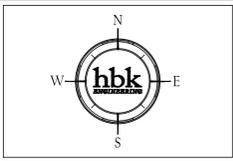
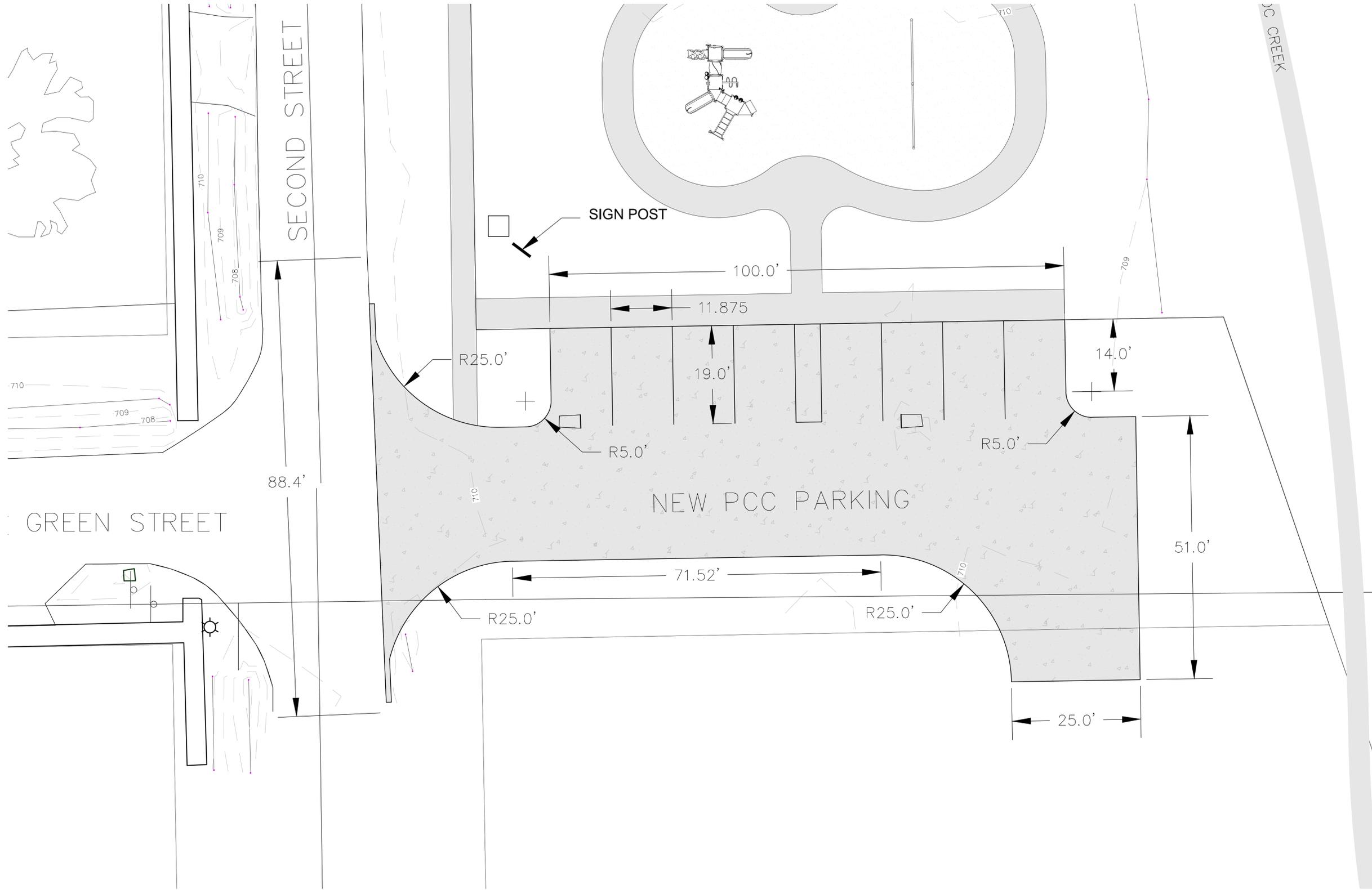
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PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C2.01**



PROPOSED STAGING AREA FOR  
COLLEGE STREET BRIDGE PROJECT



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
**WAPSI PARK  
PARKING LOT**

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
OF LABOR  
REGISTRATION  
NO. 00527328  
WWW.HBKENGINEERING.COM

SUB-CONSULTANTS:

CITY ENGINEER:  
**CITY ENGINEER  
VEENSTRA & KIMM**

OWNER:  
**WEST BRANCH PARKS  
& RECREATION  
201 E. MAIN STREET  
WEST BRANCH, IA 52358**

FOLDER NAME:  
**14-0707**

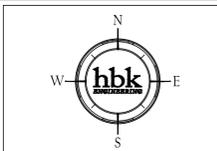
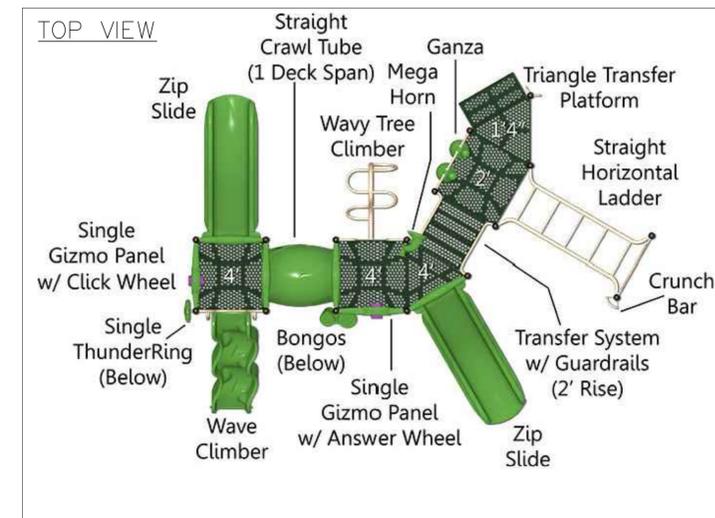
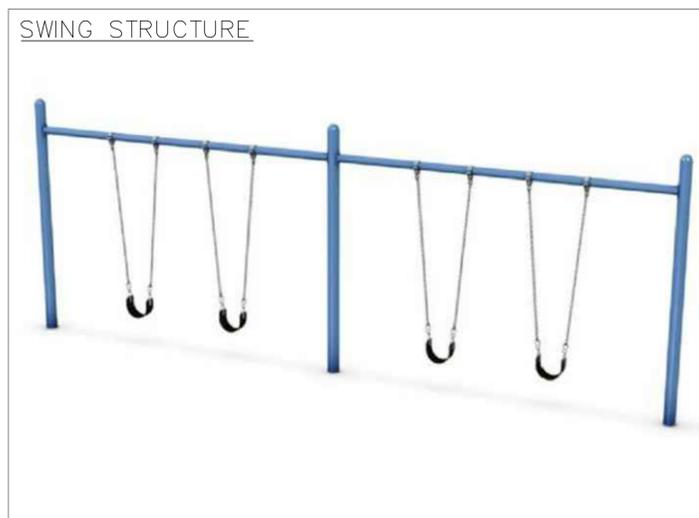
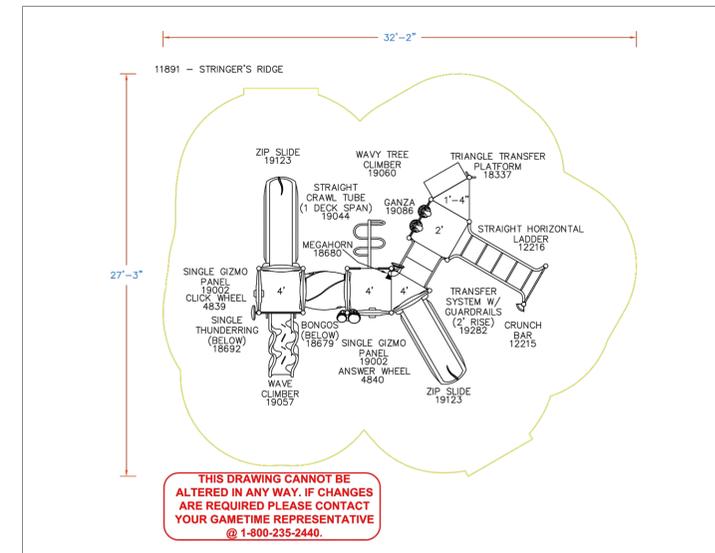
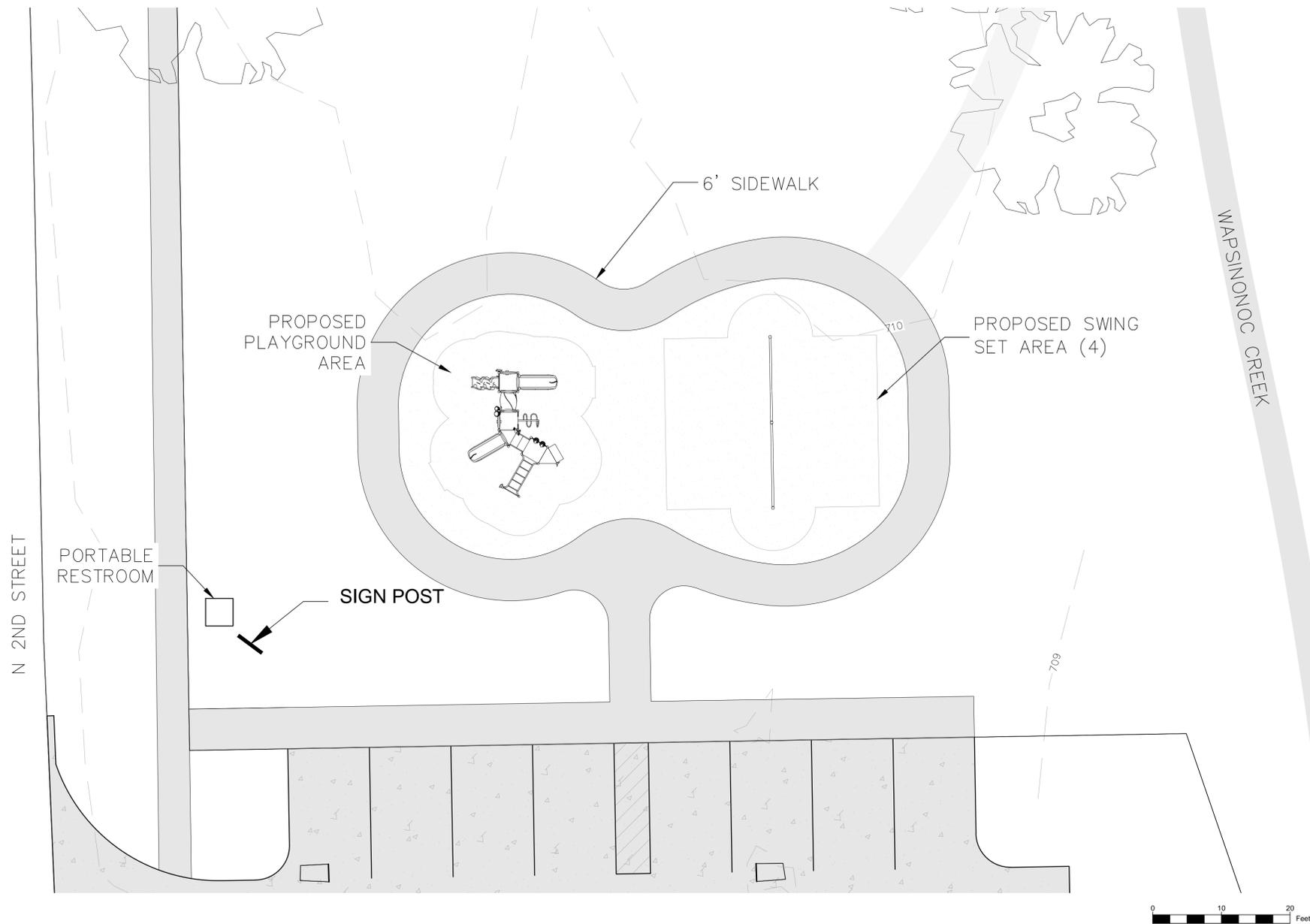
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PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C2.02**



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
**WAPSI PARK  
PLAYGROUND**

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
OF LABOR  
REGISTRATION  
NO. 00527328  
WWW.HBKENGINEERING.COM

SUB-CONSULTANTS:

CITY ENGINEER:  
**VEENSTRA & KIMM**

OWNER:  
**WEST BRANCH PARKS  
& RECREATION  
201 E. MAIN STREET  
WEST BRANCH, IA 52358**

FOLDER NAME:  
**14-0707**

DATE CREATED:  
**01-25-2016**

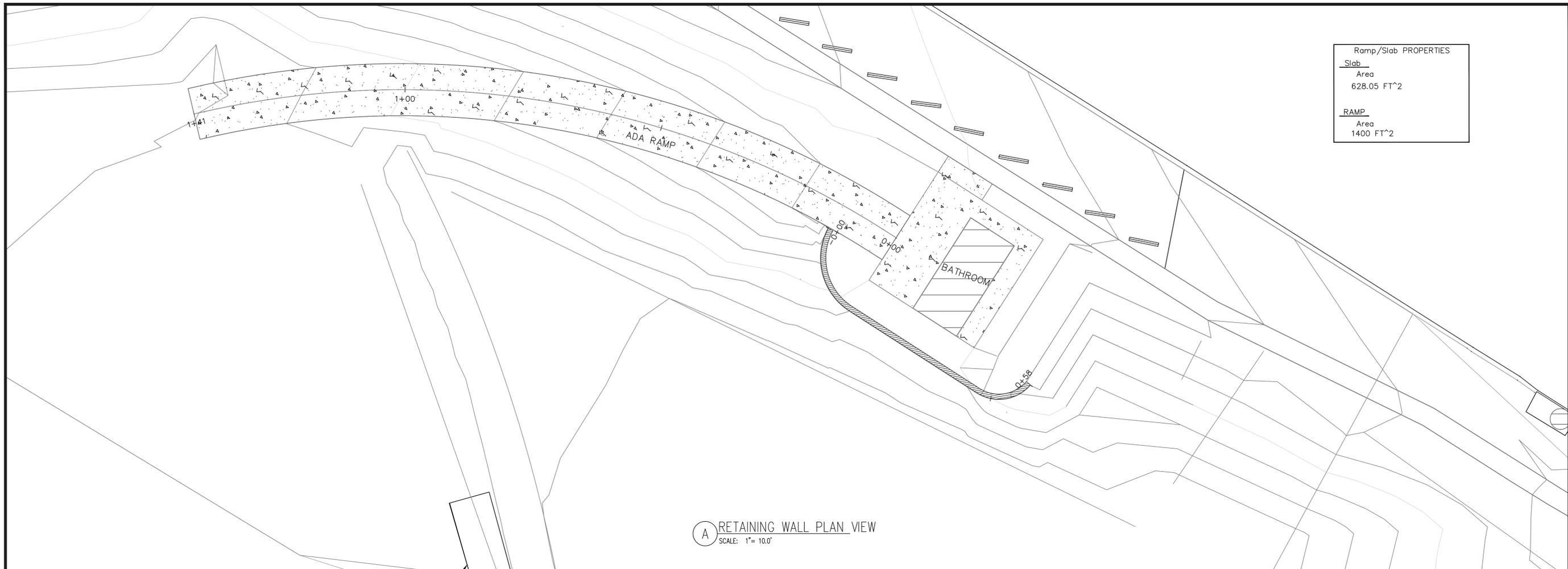
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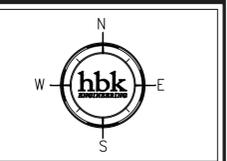
PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C2.03**





|                      |                                |
|----------------------|--------------------------------|
| Ramp/Slab PROPERTIES |                                |
| Slab                 | Area<br>628.05 FT <sup>2</sup> |
| RAMP                 | Area<br>1400 FT <sup>2</sup>   |



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
**LION'S FIELD  
RESTROOM'S  
ADA RAMP  
RETAINING WALL**

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
OF LABOR  
REGISTRATION  
NO. 00527328  
WWW.HBKENGINEERING.COM

SUB-CONSULTANTS:

CITY ENGINEER:  
**CITY ENGINEER  
VEENSTRA & KIMM**

OWNER:  
**WEST BRANCH PARKS  
& RECREATION  
201 E. MAIN STREET  
WEST BRANCH, IA 52358**

FOLDER NAME:  
**14-0707**

DATE CREATED:  
**01-25-2016**

**DRAWING LOG**

| DATE | ISSUED FOR | DB | CB |
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|      | DESIGN     |    |    |
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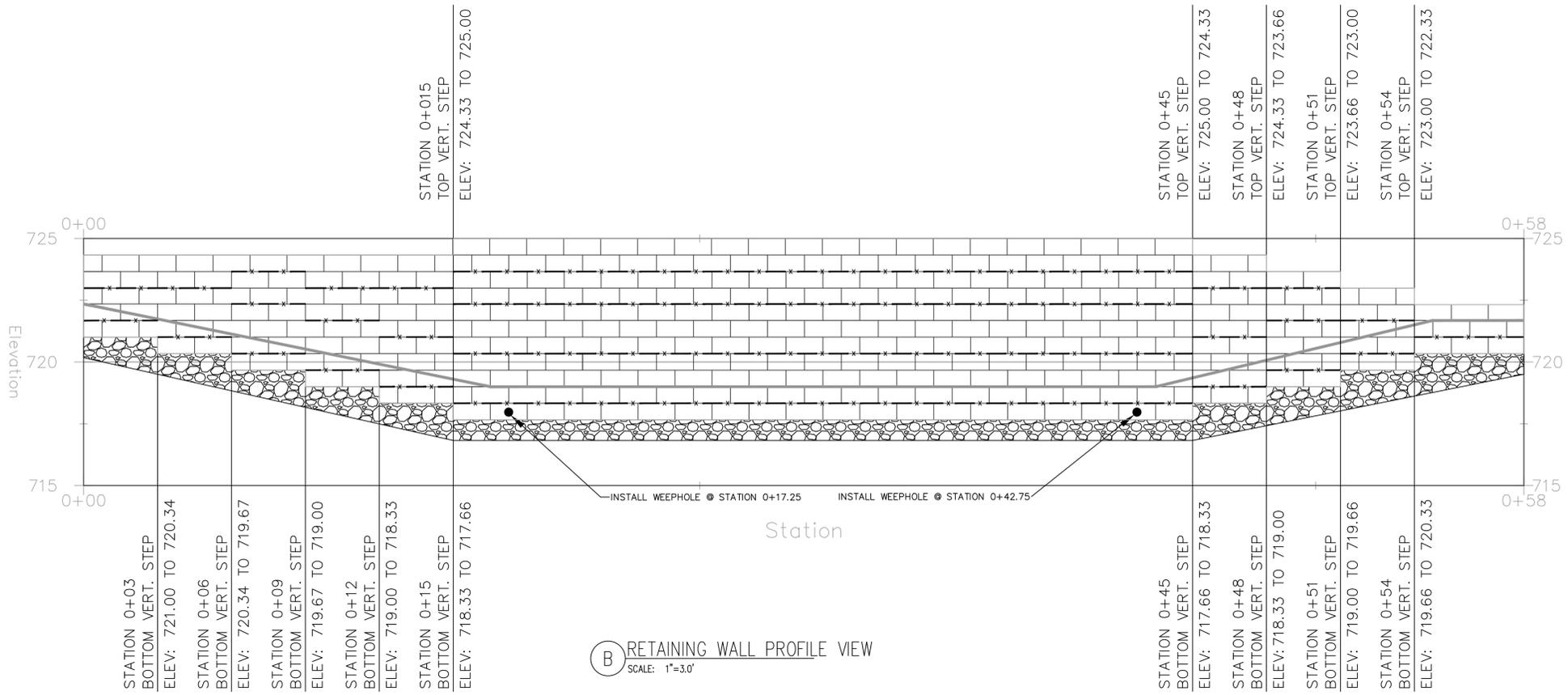
PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C3.01**

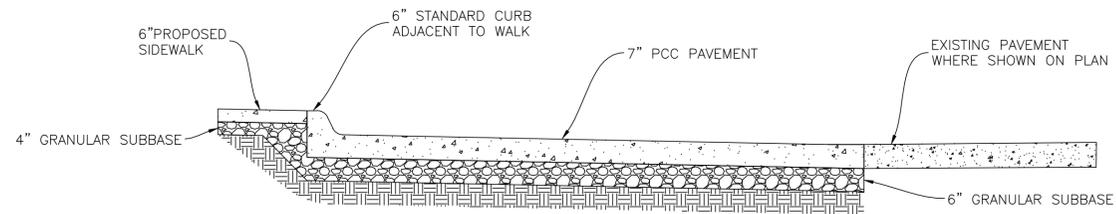
**A** RETAINING WALL PLAN VIEW  
SCALE: 1"=10.0'

- LEGEND**
- GEOGRID REINFORCEMENT
  - PROPOSED GROUND LEVEL
  - FACE OF KEYSTONE WALL
  - LEVELING PAD (CONCRETE OR AGGREGATE)

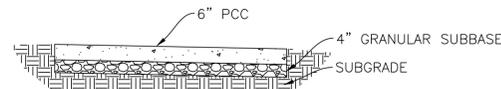
|                        |                       |
|------------------------|-----------------------|
| <b>WALL PROPERTIES</b> |                       |
| MAX. HEIGHT:           | 7'-3"                 |
| MIN. HEIGHT:           | 2'-0"                 |
| FACE AREA:             | 340.8 FT <sup>2</sup> |



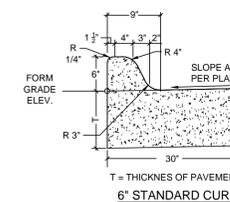
**B** RETAINING WALL PROFILE VIEW  
SCALE: 1"=3.0'



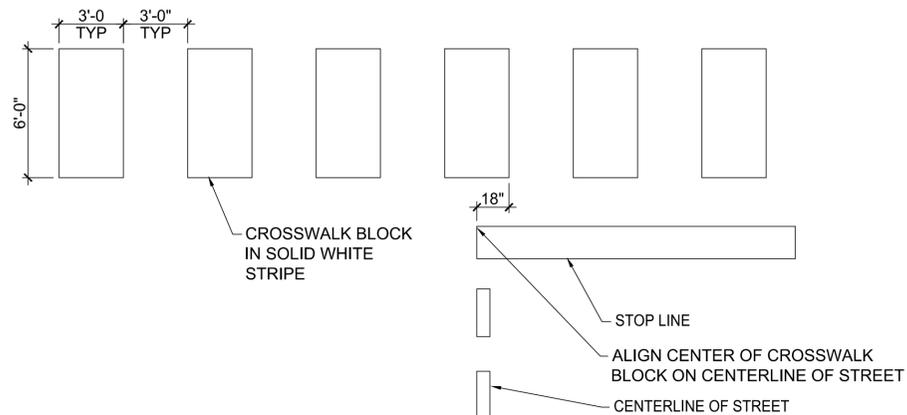
1 PARKING LOT TYPICAL SECTION  
NTS



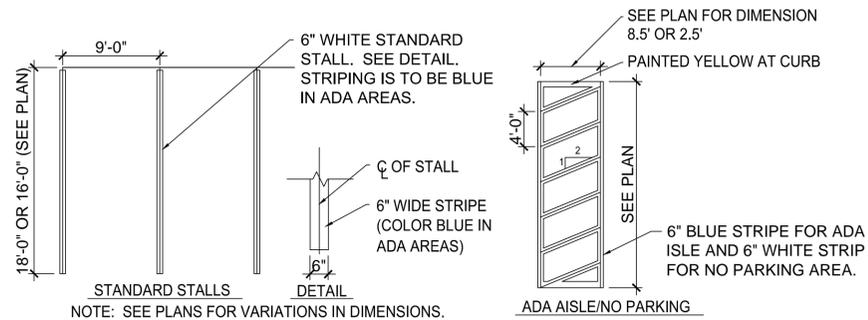
2 SIDEWALK TYPICAL SECTION  
NTS



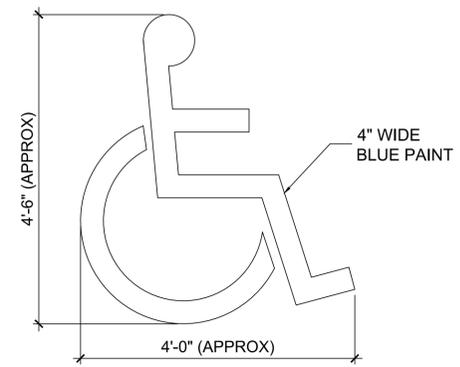
3 PCC CURB DETAILS  
NTS



4 CONTINENTAL CROSSWALK DETAIL  
NTS

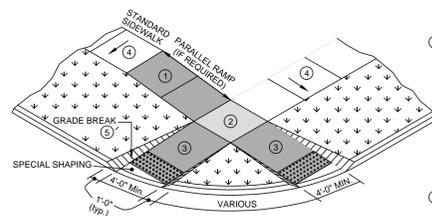


5 STANDARD STALL STRIPING  
NTS



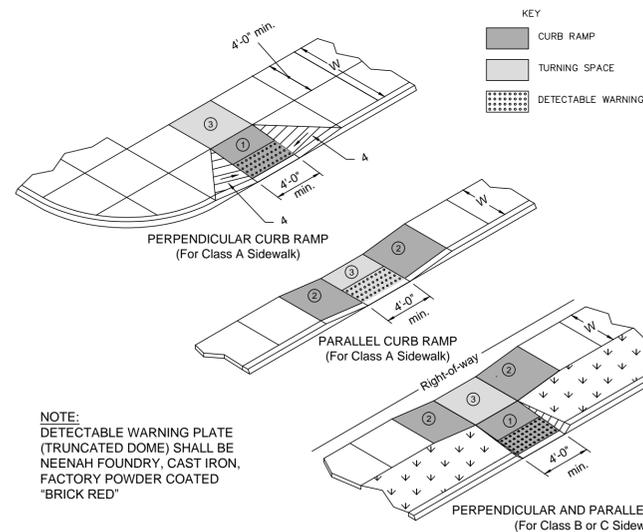
6 HANDICAPPED PARKING SYMBOL  
NTS

NOTE: ALL ELEVATIONS ARE TOP OF SLAB UNLESS NOTED OTHERWISE.



- 1 PARALLEL CURB RAMP: IF NORMAL SIDEWALK ELEVATION CANNOT BE ACHIEVED WITH THE PERPENDICULAR RAMP BETWEEN THE STREET AND LANDING DUE TO LIMITED RAMP LENGTH, PROVIDE A PARALLEL RAMP TO MAKE UP THE ELEVATION DIFFERENCE BETWEEN THE LANDING AND THE STANDARD SIDEWALK. THE LENGTH OF THE PARALLEL RAMP IS NOT REQUIRED TO EXCEED 15 FEET, REGARDLESS OF THE RESULTING SLOPE. DO NOT EXCEED 8.3% SLOPE FOR PARALLEL RAMPS SHORTER THAN 15 FEET.
- 2 TURNING SPACE: TARGET SLOPE OF 1.5% WITH MAXIMUM SLOPE PERPENDICULAR TO THE TRAVEL DIRECTIONS OF 2.0%. MINIMUM 4 FEET BY 4 FEET.
- 3 PERPENDICULAR CURB RAMP: TARGET RUNNING SLOPE OF 6.25% WITH MAXIMUM RUNNING SLOPE OF 8.3%.
- 4 TARGET CROSS SLOPE OF 1.5% WITH A MAXIMUM CROSS SLOPE OF 2.0%.
- 5 MATCH PEDESTRIAN STREET CROSSING CROSS SLOPE OR FLATTER.

7 ADA SIDEWALK RAMP  
NTS

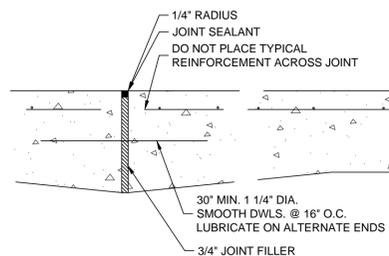


NOTE: DETECTABLE WARNING PLATE (TRUNCATED DOME) SHALL BE NEENAH FOUNDRY, CAST IRON, FACTORY POWDER COATED "BRICK RED"

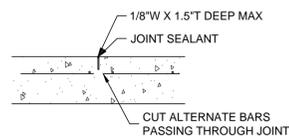
8 ADA SIDEWALK RAMPS  
NTS



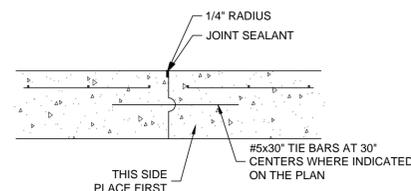
9 HANDICAPPED PARKING SIGN  
NTS



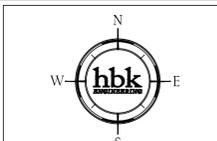
10 EXPANSION JOINT  
NTS



11 CONTRACTION JOINT  
NTS



12 CONSTRUCTION JOINT  
NTS



PROJECT NUMBER:  
**14-0707**

PROJECT NAME:  
**WEST BRANCH PARKS  
PHASE I IMPROVEMENTS**

TITLE:  
**DETAILS**

ENGINEER:  
**hbk  
ENGINEERING**  
HBK ENGINEERING, LLC  
509 S. GILBERT ST.  
IOWA CITY, IA 52240  
PHONE: (319) 338-7557  
FAX: (319) 358-2937  
IOWA DEPARTMENT  
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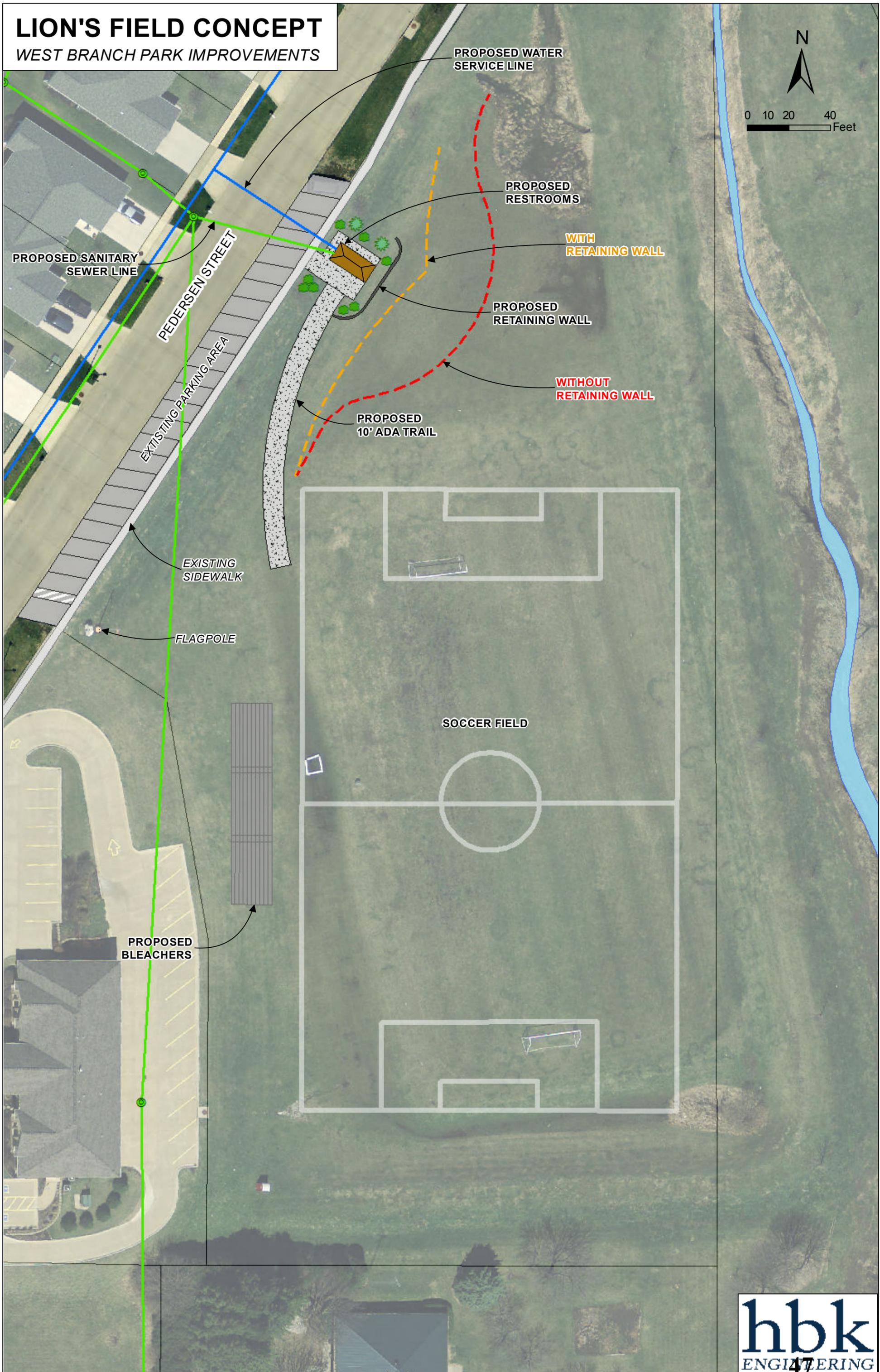
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PROJECT MANAGER:  
**BRIAN A. BOELK**

SHEET:  
**C4.01**

# LION'S FIELD CONCEPT

## WEST BRANCH PARK IMPROVEMENTS



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 18th day of April, 2016.

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Matt Muckler, City Administrator/Clerk

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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.

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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

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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

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**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

## 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 and assist in the implementation of safety improvements at all City facilities.
  - f. Within a two-year period, develop a safety manual specifically (per

the schedule outlined in subsection j) customized to meet the needs of the City which would include chapters on the following areas:

- i. Safety and Health (OSHA)
  - ii. Blood borne Disease Control (OSHA)
  - iii. Disaster Recovery Plan
  - iv. Emergency Action Plan (OSHA)
  - v. Fire Prevention Program
  - vi. Hazard Communication (OSHA, RCRA, SARA, including state right-to-know)
  - vii. Hearing Protection Program (OSHA)
  - viii. Lockout/Tagout (OSHA's Hazardous Energy Control)
  - ix. Personal Protective Equipment (OSHA)
  - x. Safety protocols and check-off lists described in subsection (k).
- g. Provide monthly written safety updates to city administrator for inclusion in Weekly Council Updates.
  - h. Provide anonymous survey to all safety committee members to measure safety program effectiveness.
  - i. Attend one Council Meeting each quarter and provide a report to Council on project progress.
  - j. Completion of two chapters and 20% (5) of the safety protocols and check-off lists per quarter.
  - k. Safety protocols and check-off lists on the following areas:
    - Winter Walking Surfaces
    - Eye Safety
    - Foot Protection
    - Head Protection
    - Stepladder Safety
    - Eye Strain
    - Cold & Flu Prevention
    - Portable Heater Safety
    - Radon Awareness
    - Preventing Silicosis
    - Bench Grinder Safety
    - Inflating Heavy Equipment Tires Safely
    - Heat Stress
    - Acclimating to Heat or Cold
    - Machine Guarding
    - Extension Cord Inspection
    - Chisel Safety
    - Chainsaw Safety
    - Compressed Air Systems Piping
    - Solvent Safety
    - Operation of equipment/machinery
    - Winter Driving
    - PRCS Evaluation
    - Alternate Entry Procedures for PRCS
    - Flushing hydrants
    - Safe operation of city vehicles

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. Indemnification. 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

MINUTES TO SET DATE FOR  
HEARINGS ON ENTERING INTO  
GENERAL OBLIGATION LOAN  
AGREEMENTS

439235-10

West Branch, Iowa

April 18, 2016

The City Council of the City of West Branch, Iowa, met on April 18, 2016, at \_\_\_\_\_  
o'clock \_\_.m., at the \_\_\_\_\_, West Branch, Iowa. The Mayor presided and  
the roll was called showing the following members of the City Council present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

Council Member \_\_\_\_\_ introduced the resolution hereinafter next set  
out and moved its adoption, seconded by Council Member \_\_\_\_\_; and after  
due consideration thereof by the City Council, the Mayor put the question upon the adoption of  
the said resolution and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

••••

At the conclusion of the meeting and upon motion and vote, the City Council adjourned.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

RESOLUTION NO. 1448

Resolution setting the date for public hearings on proposals to enter into General Obligation Loan Agreements and to borrow money thereunder

WHEREAS, the City of West Branch (the “City”), in the Counties of Cedar and Johnson, State of Iowa, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City now proposes to enter into a General Obligation Loan Agreement (the “Essential Purpose Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$500,000 for the purpose of paying the costs, to that extent, of constructing street, storm water drainage, sidewalk, water system and sanitary sewer system improvements and installing street signage and signalization (collectively, the “Essential Projects”), and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Essential Purpose Loan Agreement and to give notice thereof as required by such law; and

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City also proposes to enter into a General Obligation Loan Agreement (the “General Purpose Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$400,000 for the purpose of paying the costs, to that extent, of land acquisition and site preparation for economic development and in-fill redevelopment projects (the “General Purpose Project”), and it is now necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the General Purpose Loan Agreement and to give notice thereof as required by such law, including notice of the right to petition for an election on such proposal; and

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City heretofore proposed to enter into a loan agreement (the “Park Project Loan Payment”) and to borrow money thereunder in an amount not exceeding \$4,000,000 to provide funds to pay the cost, to that extent, of undertaking the West Branch Park Improvements Project, including ball diamonds; volleyball courts; lighting improvements; playground equipment; concessions, restroom and shelter facilities; recreation trails; landscaping; parking lots; and the installation of related public infrastructure improvements, and pursuant to law and duly published notice, has held a successful election on said proposal on November 3, 2015; and

WHEREAS, pursuant to law and the successful election on the Park Project Loan Agreement, the City now intends to use a portion of its borrowing authority thereunder to enter into an initial loan agreement (the “Initial Park Project Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$500,000 to pay the cost, to that extent, of funding the initial costs of the West Branch Park Improvement Project (the “Park Project”) (collectively hereinafter the Essential Purpose Projects, the General Purpose Project and the Park Project are referred to as the “Projects”); and

WHEREAS, the City retains the right to enter into the Park Project Loan Agreement, or derivatives thereof, and to thereby exercise its remaining authority to borrow up to \$3,500,000 thereunder;

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

Section 1. The City Council shall meet on May 16, 2016, at the \_\_\_\_\_, West Branch, Iowa, at \_\_\_\_\_ o'clock \_\_.m., at which time and place hearings will be held to enter into the Essential Purpose Loan Agreement and the General Purpose Loan Agreement, and proceedings will be instituted and action taken to combine and enter into the Essential Purpose Loan Agreement, the General Purpose Loan Agreement and the Park Loan Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Essential Purpose Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once and not less than 4 and not more than 20 days before the date selected for the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO  
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY  
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$500,000

(GENERAL OBLIGATION)

The City Council of the City of West Branch, Iowa, will meet on May 16, 2016, at the \_\_\_\_\_, West Branch, Iowa, at \_\_\_\_\_ o'clock \_\_.m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$500,000 for the purpose of paying the costs, to that extent, of constructing street, storm water drainage, sidewalk, water system and sanitary sewer system improvements and installing street signage and signalization.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of West Branch, Iowa.

Matt Muckler  
City Clerk

Section 3. The City Clerk is hereby directed to give notice of the proposed action on the General Purpose Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once and not less than 10 and not more than 20 days before the date selected for the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form.

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO  
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY  
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$400,000

(GENERAL OBLIGATION)

The City Council of the City of West Branch, Iowa, will meet on May 16, 2016, at the \_\_\_\_\_, West Branch, Iowa, at \_\_\_\_\_ o'clock \_\_.m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$400,000 for the purpose of paying the costs, to that extent, of land acquisition and site preparation for economic development and in-fill redevelopment projects.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

The maximum rate of interest which may be payable under the Loan Agreement is 7% per annum.

At any time before the date fixed for taking action to enter into the Loan Agreement, a petition may be filed with the City Clerk of the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City, pursuant to the provisions of Section 384.26 of the Code of Iowa.

By order of the City Council of the City of West Branch, Iowa.

Matt Muckler  
City Clerk

Section 4. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Projects which are reasonably estimated to cost approximately \$1,400,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Projects have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved April 18, 2016.

---

Mayor

Attest:

---

City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
COUNTIES OF CEDAR AND JOHNSON           SS:  
CITY OF WEST BRANCH

I, the undersigned, City Clerk of the City of West Branch, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for hearings on the City's proposals to take action in connection with certain loan agreements, as referred to therein.

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
City Clerk

**ORGANIZATION CERTIFICATE:**

STATE OF IOWA  
COUNTIES OF CEDAR AND JOHNSON           SS:  
CITY OF WEST BRANCH

I, the undersigned Acting City Clerk, do hereby certify that the City of West Branch is organized and operating under the provisions of Title IX of the Code of Iowa and that the City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

- \_\_\_\_\_, Mayor
- \_\_\_\_\_, City Administrator/City Clerk
- \_\_\_\_\_, Council Member/Mayor Pro Tem
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
City Clerk

**PUBLICATION CERTIFICATE:**

STATE OF IOWA  
COUNTIES OF CEDAR AND JOHNSON           SS:  
CITY OF WEST BRANCH

I, the undersigned, City Clerk of the City of West Branch, do hereby certify that pursuant to the resolution of the City Council fixing a date of meeting at which it is proposed to take action to enter into certain loan agreements, the notices, of which the printed slips attached to the publisher's affidavits hereto attached are true and complete copies, were published on the dates and in the newspapers specified in such affidavits, which newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
City Clerk

**(Attach here the publisher's original affidavits with clippings of the notices, as published.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavits and have verified that the notices were published on the dates indicated in the affidavits but please return all other completed pages to us as soon as they are available.)**

April 13, 2016

**Via Email**

Matt Muckler  
City Administrator/City Hall  
West Branch, Iowa

Re: General Obligation Loan Agreements  
Our File No. 439235-10

Dear Matt:

We have prepared and attach proceedings to allow the City to act at the April 18, 2016 City Council meeting to set May 16, 2016 as the date for the hearings on the General Obligation Loan Agreements.

The documents attached include the following items:

1. Minutes of the City Council meeting, followed by the resolution fixing the date, time and place of the meeting at which it is proposed to hold the hearings and take action to enter into the Loan Agreements. The forms of notices of hearing are set out in Sections 2 and 3 of the resolution. Please print extra copies of the notices for delivery to the publisher. Please insert the time and place of the hearings in both the resolution and the notices.
2. Attestation Certificate with respect to the validity of the transcript.
3. Organization Certificate.
4. Publication Certificate with respect to publication of the notices, to which must be attached the publisher's affidavits of publication with the clippings of the notices as published.

The notice covering the hearing on the Essential Purpose Loan Agreement must be published at least once not less than 4 and not more than 20 days before the meeting date set for the hearing in a legal newspaper which has a general circulation in the City. The last date on which this notice can be effectively published is May 12, 2016.

The notice covering the hearing on the General Purpose Loan Agreement must be published at least once not less than 10 nor more than 20 days before the meeting date set for the hearing, in a legal newspaper which has a general circulation in the City. The last date on which this notice may be effectively published is May 6, 2016.

As soon as the notices appear in the newspaper, please have copies faxed to our office at (515) 283-1060.

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Please return one fully executed copy of all of the completed pages in these proceedings as soon as possible.

If you have any questions, please contact Rebecca Donaldson or me.

Best regards,

John P. Danos

Attachments

cc: Maggie Burger  
Kevin Olson

**ESTIMATED PROJECT COSTS**  
**City of West Branch, Cedar County, Iowa**  
**\$1,000,000 General Obligation Tax Exempt Bonds**  
**\$400,000 General Obligation Taxable Bonds**

Series 2016A  
 Series 2016B



|                                       |                 |
|---------------------------------------|-----------------|
|                                       | Estimated       |
| 1 Total moneys available for projects | \$ 1,358,400.00 |

|  |                        |
|--|------------------------|
| <b>Total New Money minus Est. Cost Of Issuance</b> | <b>\$ 1,358,400.00</b> |
|--|------------------------|

|  |           |
|--|-----------|
| 2 Estimated Cost of Issuance Series 2016A        | 14,900.00 |
| 3 Estimated Cost of Issuance Series 2016B        | 15,500.00 |
| 4 Underwriter Discount Series 2016A ( .8% Max.)  | 8,000.00  |
| 5 Underwriter Discount Series 2016B ( .8% Max. ) | 3,200.00  |

|                 |   |
|-----------------|---|
| 6 Miscellaneous | - |
|-----------------|---|

|                         |                 |
|-------------------------|-----------------|
| Total Project Cost..... | \$ 1,400,000.00 |
|-------------------------|-----------------|

|            |   |
|------------|---|
| Less: Cash | - |
|------------|---|

|  |                        |
|--|------------------------|
| <b>Total Bond Sale Series 2016A.....</b> | <b>\$ 1,000,000.00</b> |
| <b>Total Bond Sale Series 2016B.....</b> | <b>\$ 400,000.00</b>   |

**ESTIMATED COSTS OF ISSUANCE**  
**City of West Branch, Cedar County, Iowa**  
**\$1,000,000 General Obligation Corporate Purpose Tax Exempt Bonds**

|                     |
|---------------------|
| <b>Series 2016A</b> |
|---------------------|

|   | \$        | Estimated Cost   |
|---|-----------|------------------|
| 1 Speer Financial, Inc. (Professional Services) .....             | \$        | 5,200.00         |
| 2 Speer Auction.....  |           | 0.00             |
| 3 Final Official Statement Printing and Distribution.....         |           | 350.00           |
| 4 Copies, Postage and Delivery (Est.).....                        |           | 300.00           |
| 5 Good Faith Wire Fee.....  |           | 300.00           |
| <b>Total Billed by Speer</b>                                      | \$        | <b>6,150.00</b>  |
| 6 Bond Counsel - Dorsey & Whitney LLP (Est.).....                 | \$        | 8,000.00         |
| 7 Bond Counsel - Dorsey & Whitney LLP Urban Ren. Work (Est.)..... |           | 0.00             |
| 8 Rating Agency.....  |           | 0.00             |
| 9 Registrar/Paying Agent (setup and 1st year).....                |           | 750.00           |
| 10 Verification Agent.....  |           | 0.00             |
| 11 Parity Certificate.....  |           | 0.00             |
| 12 Escrow Agent.....  |           | 0.00             |
| 13 Registrar/Paying Agent - Redemption Fee.....                   |           | 0.00             |
| 14 DTC/CUSIP Expense (Negotiated Deals).....                      |           | 0.00             |
| 15 Misc./Contingency.....   |           | 0.00             |
| <b>Total Direct Pay by the</b>                                    | \$        | <b>8,750.00</b>  |
| <b>16 Underwriter Discount (8/10 of 1%Max).....</b>               |           | <b>8,000.00</b>  |
| <b>Total Estimated Cost of Issuance.....</b>                      | <b>\$</b> | <b>22,900.00</b> |
| <b>Total without underwriter's discount.....</b>                  | <b>\$</b> | <b>14,900.00</b> |

SPEER FINANCIAL, INC.

13-Apr-16

**PRELIMINARY - SUBJECT TO CHANGE**

**ESTIMATED COSTS OF ISSUANCE**  
**City of West Branch, Cedar County, Iowa**  
**\$400,000 General Obligation Corporate Purpose Taxable Bonds**  
**Mixed Use Development**

|                     |
|---------------------|
| <b>Series 2016B</b> |
|---------------------|

|   | \$ | Estimated Cost   |
|---|----|------------------|
| 1 Speer Financial, Inc. (Professional Services) .....         | \$ | 3,900.00         |
| 2 Speer Auction.....  |    | 0.00             |
| 3 Final Official Statement Printing and Distribution.....     |    | 350.00           |
| 4 Copies, Postage and Delivery (Est.).....                    |    | 200.00           |
| 5 Good Faith Wire Fee.....                                    |    | 300.00           |
| <b>Total Billed by Speer</b>                                  | \$ | <b>4,750.00</b>  |
| 6 Bond Counsel - Dorsey & Whitney LLP (Est.).....             | \$ | 5,000.00         |
| 7 Bond Counsel - Dorsey & Whitney LLP Urban Ren. Work (Est.). |    | 5,000.00         |
| 8 Rating Agency.....  |    | 0.00             |
| 9 Registrar/Paying Agent (setup and 1st year).....            |    | 750.00           |
| 10 Verification Agent.....                                    |    | 0.00             |
| 11 Parity Certificate.....                                    |    | 0.00             |
| 12 Escrow Agent.....  |    | 0.00             |
| 13 Registrar/Paying Agent - Redemption Fee.....               |    | 0.00             |
| 14 DTC/CUSIP Expense (Negotiated Deals).....                  |    | 0.00             |
| 15 Misc./Contingency.....                                     |    | 0.00             |
| <b>Total Direct Pay by the</b>                                | \$ | <b>10,750.00</b> |
| <b>16 Underwriter Discount (8/10 of 1%Max).....</b>           |    | <b>3,200.00</b>  |
| <b>Total Estimated Cost of Issuance.....</b>                  | \$ | <b>18,700.00</b> |
| <b>Total without underwriter's discount.....</b>              | \$ | <b>15,500.00</b> |

SPEER FINANCIAL, INC.

13-Apr-16

**PRELIMINARY - SUBJECT TO CHANGE**

RESOLUTION NO. 1449

RESOLUTION APPROVING AN ENGAGEMENT LETTER FROM DORSEY & WHITNEY LLP FOR 2016 GENERAL OBLIGATION CORPORATE PURPOSE ISSUE IN AN AMOUNT NOT TO EXCEED \$13,500

WHEREAS, the West Branch City Council would like to continue funding the City of West Branch Capital Improvements Plan, the West Branch Park Improvements Project and in-fill redevelopment projects; and

WHEREAS, it is now necessary to approve the terms of an engagement letter from Dorsey & Whitney LLP in order to move forward with the issuance of the general obligation corporate purpose bonds.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the terms contained within the engagement letter from Dorsey & Whitney LLP for 2016 general obligation corporate purpose issue in an amount not to exceed \$13,500 is hereby approved.

Passed and approved this 18th day of April, 2016.

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Matt Muckler, City Administrator/Clerk

April 13, 2016

**VIA E-MAIL**

Matt Muckler  
City Administrator/City Hall  
110 N Poplar Street, Box 218  
West Branch, IA 52358

Re: West Branch, Iowa  
2016 General Obligation Corporate Purpose Issue

Dear Matt:

I am writing to explain our role as Bond Counsel for the City's proposed General Obligation borrowing to fund (1) the construction of street, storm water drainage, sidewalk, water system and sanitary sewer system improvements, (2) land acquisition and site preparation for economic development and in-fill redevelopment projects, and (3) the construction of improvements to certain municipal parks. It is our understanding that the City will issue both a tax exempt (the "Tax Exempt Bonds") and taxable (the "Taxable Bonds") series of general obligation bonds (collectively, the "Bonds") in the approximate aggregate principal amount of \$1,400,000 into the municipal bond market, with Speer Financial, Inc. serving as Municipal Financial Advisor (the "Financial Advisor").

As Bond Counsel, it is our responsibility to provide legal representation to the City with respect to the authorization of the issuance of the Bonds. In serving the City as Bond Counsel, we will prepare appropriate resolutions, notices, agreements, filings and certificates, consult with the Financial Advisor, and undertake such additional duties as we deem necessary to help the City through this transaction. At closing of the issuance of the Bonds, assuming the proper conditions are in place, we will deliver our opinion that (1) the Bonds are valid and binding general obligations of the City, and (2) with respect to the Tax Exempt Bonds, the interest paid on such bonds will be excluded from gross income for federal income tax purposes.

In performing our services as Bond Counsel, our sole client in this matter will be the City of West Branch. We will not represent any other party in this financing and it is mutually understood that the services to be provided by us as described herein are solely for the benefit of the City of West Branch.

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It is important to note that we have not been engaged to serve as “Disclosure Counsel” to the City, which would cover in-depth legal work with respect to securities law regulations related to the Bonds and the official statement which will be drafted to facilitate their sale. This means that while we will review and comment on the portions of the official statement that are pertinent to our role as Bond Counsel (particularly tax related matters, state law authority related matters and collateralization related matters), we will not engage in a due diligence process to (i) investigate the accuracy of financial data contained therein or (ii) to discover any bond holder risks that are unknown to us. Furthermore, we will not be giving a legal opinion with respect to any aspects of the official statement. **[Please be aware that we are available to provide these additional services should the City desire to expand the scope of our representation. Please let me know if you would like to discuss this.]**

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake, (iii) the time we anticipate devoting to the project, and (iv) the responsibilities we assume, we estimate that our fees and expenses for legal services as Bond Counsel and as Disclosure Counsel will not exceed \$13,500:

After this arrangement is approved on behalf of the City, please have this letter executed in the space below and either fax an executed copy of this letter to our office at (515) 283-1060 or scan and email an executed copy to [lemke.susan@dorsey.com](mailto:lemke.susan@dorsey.com). If you have questions, please call me.

We look forward to working with you. Thank you for the opportunity to serve the City.

Best regards,



John P. Danos

JPD/sl

Page 3

I understand and agree to the arrangements stated above.

**CITY OF WEST BRANCH, IOWA**

**BY:** \_\_\_\_\_  
          **Mayor**

**Date:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_  
          **City Clerk**

**Date:** \_\_\_\_\_

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319)351-2277  
Return to: City of West Branch, PO Box 218, West Branch, Iowa 52358 (319) 643-5888

**West Branch Urban Renewal Plan**  
**Amended and Restated**  
**City of West Branch, Iowa**

Prepared by the City of West Branch  
May, 2016

## **TABLE OF CONTENTS**

- I. Introduction
- II. Urban Renewal Plan Objectives
- III. District Boundaries
- IV. Public Purpose Activities
- V. Development Area
- VI. Urban Renewal Actions
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- VIII. State and Local Requirements
- IX. Duration of the Approved Urban Renewal Plan Amendment
- X. Severability
- XI. Amendment of the Approved Urban Renewal Area
- XII. Attachments

## I. INTRODUCTION

The purpose of the West Branch Urban Renewal Plan (“the Plan”) is to encourage the continued stability and vitality of the economic well being of the City of West Branch through economic development.

The primary goals of the plan are to stimulate, through public action and commitments, private investments and developments within the area, including, but not limited; commercial, industrial and retail activities and surrounding municipal facilities. In order to achieve the objectives of the West Branch Urban Renewal Plan, the City of West Branch will undertake the urban renewal actions specified in this Plan, pursuant to the powers granted to it under chapter 403 of the Iowa Code, Urban Renewal Law, and Chapter 15A of the Iowa Code.

## II. URBAN RENEWAL PLAN OBJECTIVES

The overall goal of the West Branch Urban Renewal Plan, as amended from time to time, is to encourage economic development by providing infrastructure improvements to accommodate development of commercial and industrial uses in the City of West Branch.

The following objectives have been established for this Urban Renewal Area:

- A. To preserve and create an environment within the area which will protect the health, safety and general welfare of the residents of West Branch.
- B. To provide a safe and efficient circulation system for both vehicles and pedestrian linkages.
- C. To encourage attractive, convenient, and suitable development.
- D. To ensure that the area is adequately served with public utilities and streets; including storm and sanitary sewers, water, power, gas and telephone.
- E. To facilitate the development and maintenance of open spaces, park spaces, and recreational facilities and opportunities for its citizens and the businesses located in said Urban Renewal Area.

### III. DISTRICT BOUNDARIES

#### 1989 West Branch Urban Renewal Area

##### Tract A:

The West 259.00 feet of a parcel of land in the north ½ of the SW ¼ of Section 8, Township 79 North, Range 4 West of the 5<sup>th</sup> P.M. in Cedar County, Iowa as recorded in Plat Book 5, page 320 in the Auditor's Office of Cedar County, Iowa, except the south 40.00 feet thereof more particularly described as follows: Commencing at a point of reference at the southwest corner of the north ½ of the SW ¼ of Section 8; thence north 90°00' 00" E, 50.00 feet along the south line of said north ½ to a found 5/8" iron pin at a point of intersection with the easterly right-of-way line with County Road "D"; thence N 0°33' 00" W, 304.00 feet along the easterly right-of-way line to an iron pin being the point of beginning of Parcel "A"; thence N 90°00' 00" E, 259.00 feet to an iron pin; thence N 0°33' 00" W, 585.25 feet to an iron pin along the southerly right-of-way line of Interstate 80; thence S 74°51' 00" W, 215.9 feet along the southerly right-of-way line to an iron rail; thence S 24°43' 00" W, 118.90 feet along said southerly right-of-way line to an iron rail along the easterly right-of-way line of County Road "D"; thence S 0°33' 0" E, 421.00 feet to the point of beginning, and also

##### Tract B:

Also a parcel of land in the SE corner of said recorded plat in Plat Bok 5, page 320 more particularly described as follows: Commencing at a point of reference at the SW corner of the north ½ of the SW ¼ of Section 8, Township 79 North, Range 4 West of the 5<sup>th</sup> P.M. in Cedar County, Iowa; thence N 90° 00' 00" E, 50.00 feet along the south line of said north ½ to a found 5/8" iron pin at the point of intersection with the easterly right-of-way line of County Road "D"; thence N 0°33' 00" W, 264.00 feet along said easterly right-of-way line to a found 5/8" iron pin; thence N 90° 00' 00" E, 453.19 feet to an iron pin being the point of beginning of Parcel "B"; thence N 90° 00' 00" E, 465.98 feet to a found 5/8" iron pin; thence N 31 21' 00" W, 270.20 feet to an iron pin; thence S 54°39' 30" W, 398.92 feet to the point of beginning, subject to easements and restrictions of record.

##### Tract C:

A tract of land located in the SW ¼ and the SW ¼ of Section 8, Township 79 North, Range 4 West of the 5<sup>th</sup> P.M., Cedar County, Iowa, and more particularly described as follows: Commencing at the southwest corner of the SE ¼ of said Section 8; thence N 00°21' West (assumed bearing 1805.0 feet on the west line of the SE ¼ of said Section 8) to the point of beginning of the tract herein described; thence N 90°00' West 1717.4 feet; thence North 00°33' West 380.00 feet; thence S 74°51'W, 350.0 feet; thence N 00°33'W, 213.5 feet to the intersection with the southerly right-of-way of Interstate 80; thence N 74°51' East 668.1 feet along said southerly right-of-way line; thence N 81°36'E, 228.5 feet along said southerly right-of-way; thence N 88°47' East 1122.8 feet along said southerly right-of-way; thence S 36°10' East 107.6 feet to a point on the east line of the SW ¼ of said Section 8 and a point 50 feet radially distant westerly of the centerline of the C.R.I. & P. Railroad, said point being on the westerly right-of-way of said Railroad and the beginning of an 11,904.3 foot radius non-tangent curve whose center bears N 53°04' 17" E; thence southerly along

said curve and said right-of-way through a central angle of 04° 00' 11" an arc distance of 831.71 feet; thence N 90° 00' W, 518.6 feet to the point of beginning. Said tract contains 33.1 acres.

Tract D:

Commencing at the SW corner of the north ½ of the SW ¼ of Section 8, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa, thence in an easterly direction along the south line of the north ½ of the SW ¼ of said Section 8 a distance of 50 feet to a point on the east right-of-way line of County Road "D" and the point of beginning of the tract herein described; thence continuing in an easterly direction along the said south line of the north half of the SW ¼ of said Section 8, a distance of 1,119.17 feet to a point; thence in a northerly direction along a line which is parallel with the west line of the north ½ of the SW ¼ of said Section 8, a distance of 264.00 feet to a point; thence in a westerly direction along a line parallel with the south line of the north ½ of the SW ¼ of said Section 8, a distance of 1,119.17 feet to a point on the east right-of-way line of County Road "D"; thence in a southerly direction along said east right-of-way line of County Road "D" a distance of 264.00 feet to the point of beginning, containing 6 acres more or less, subject to zoning, easements of record, if any, public roads, and real estate taxes for 1971 and succeeding years.

**1994 Amendment to West Branch Urban Renewal Area**

Part A:

Deleted by this Amended and Restated Urban Renewal Plan.

Part B:

All of the right-of-way of Main Street within the City of West Branch to the east of the westerly boundary of Cedar Addition Part Two;

Part C:

All of the right-of-way of North Second Street between Main and College Street; all of the right-of-way of College Street between North Second Street and North Fourth Street;

Part D:

All property located in an area bounded on the south by a line extended of west of the northern right-of-way boundary of Orange Street to the Hoover Trail; bounded to the west and including the former Railroad right-of-way, Hoover Trail and the eastern right-of-way line of Downey Street, bounded to the north by the West Branch Corporate Limits and bounded to the east and including all of the right-of-way of North Fourth Street north of College Street; these properties described as follows:

Sidwell Parcel Numbers 13-05-100-001; 13-05-100-004; 13-05-302-003; 13-05-302-004, 13-05-302-005, 13-05-302-006; 13-05-302-007; 13-05-302-008; 13-05-302-009 and Sidwell Parcel Numbers 13-05-353-001 Hawkeye Land Co.; 13-05-335-027 Hoover Trail, Inc.; 13-05-352-013 Hoover Trail, Inc.; 13-05-352-015 Private Owner; 13-05-302-001 Former RR, owner unknown; 13-05-302-002 Former RR, owner unknown; 13-05-301-004 Hoover Trail, Inc.; and an unnumbered parcel running parallel to Parcel 13-05-301-004 on its east side and part of the former railroad properties.

Part E

All of the City of West Branch right-of-way of Poplar Street south of Main Street.

Part F:

All of the City of West Branch right-of-way of both Downey Street north of the northwest corner of Lacina Subdivision connecting to and including Parkside Drive north to Main Street.

Part G:

All of the property of the City of West Branch Sewage Treatment Lagoon site described as Parcel No. 13-08-400-005.

**2002 Amendment to the West Branch Urban Renewal Area**

The NW ¼ of the NW ¼ of Section 17, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa; the NE ¼ of the NW ¼ of Section 17, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa; the SW ¼ of the NE ¼ of Section 17, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa; and the North sixty (60) acres in the south ½ of the NW ¼ of Section 17, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa.

**2014 Amendment to the West Branch Urban Renewal Area**

The right of way of West Main Street from the corporate limits easterly to the existing boundary of said Urban Renewal Area; and

The right-of-way of Cedar-Johnson Road from its intersection with West Main Street northerly to the corporate limits of the City; and

The NW1/4 of the SE 1/4 of Section 6, Township 79 North, Range 4 West of the 5th P.M., West Branch, Cedar County, Iowa, except the following:

1. The east 300.17 feet of the north 1161.51 feet thereof; and
2. That part of Pedersen Valley, Part Two, Addition to West Branch, Cedar County, Iowa, located therein; and
3. That part of Pedersen Valley, Part Four, Addition to West Branch, Cedar County, Iowa, located therein; and
4. Commencing at the NE corner of said Pedersen Valley, Part Four, Addition to West Branch, Cedar County, Iowa, thence South 88°40'44"W, 166.43 feet along the North line of said Pedersen Valley, Part Four, to the west line of the SE 1/4 of said Section 6, thence North 01° 17'36"W, 313.89 feet, thence N 86°39'40"E, 166.38 feet, thence S 01°19'16"E, 319.75 feet to the point of beginning,

Said parcels now being referred to as the "May 2014 Parcels."

#### **IV. PUBLIC PURPOSE ACTIVITIES**

To meet the objectives of the Plan Amendment, the City of West Branch is prepared to initiate and support development through the following public purpose activities:

- Pre-development planning, including feasibility analysis and engineering, and consulting;
- Installation, construction and reconstruction of streets, utilities (including water, sanitary sewer systems and storm sewer systems), parking facilities, park spaces, open spaces, recreational trails and facilities, and other public improvements, including but not limited to the streetscape improvements;
- Site preparation, including planning, design, and engineering;
- Environmental Assessment and remediation and related purposes;
- Acquisition, sale or lease of real property for development purposes;
- Provide financial assistance for eligible public and private development and development efforts;
- Library;
- Community Center.

All public purpose activities shall meet the development restrictions and limitations placed upon it by the Plan.

## V. DEVELOPMENT AREA

Land Use Development and Redevelopment Requirements:

The intent of the West Branch Urban Area is to promote the development and redevelopment of quality commercial and industrial uses in the Area.

### Land Use and Zoning

The Zoning Map for the City of West Branch is attached hereto as Attachment "B". The major land use categories in the Urban Renewal Areas are public, industrial and commercial uses.

### I-2 Industrial Zoning District.

- A. Permitted Uses. Any uses allowed in an I-1 Industrial Zoning District
- B. Special Exception Uses. The following uses are allowed by Special Exception from the Zoning Board of Adjustment. These uses are manufacturing, fabricating and processing which has not previously been listed provided the proposed use will not constitute a fire hazard or emit objectionable smoke, noise, vibration, odor or dust.

### HCI – Highway Commercial Industrial District.

- A. Permitted Uses.
  - 1. Tow Truck service business and impound lots, with restrictions
  - 2. Uses allowed in a B-2 District
  - 3. Uses allowed in an I-1 District
- B. The signage for the District shall be governed by Section 306B of the Code of Iowa.
- C. The regulations of the B-2 District shall apply for B-2 uses, except no rear or side yards are required.
- D. The regulations of the I-1 District shall apply for I-1 uses, except no rear or side yards are required.

### Planning and Design Criteria

Except as specifically contemplated above, the bulk standards, parking requirements and signage restrictions established within the City of West Branch's Zoning Ordinance for applicable zoning districts shall apply to all development and redevelopment activities. Specific design standards applicable to the West Branch Development Area may also be developed to ensure compatible development of the area.

The planning criteria to be used to guide the physical development of the West Branch Development Area are those standards and guidelines contained within the City of West Branch's Zoning Ordinance, the West Branch Community Plan and other local, state, and federal codes and ordinances

## VI. URBAN RENEWAL PROJECTS

The urban renewal powers to be exercised to achieve the objectives of the plan include, without limitation, provision of public improvements and facilities, dedication of public right of way, the establishment and enforcement of controls, standards and restrictions on land use, building and signage, arrangement of financing and any other activity pertaining to planning and implementing an urban renewal project authorized under the Urban Renewal Law of the State of Iowa.

### . Proposed Activities

1. Improvement, installation, construction and reconstruction of curbs and gutters, sidewalks, landscaping, lighting, signage, water mains, storm sewer mains and detention facilities, and sanitary sewer mains within the area.
2. Acquisition of property for public improvements and private development and redevelopment.
3. Demolition and clearance of improvements not compatible with or necessary for future public, commercial, and or industrial redevelopment.
4. Disposition of any property acquired in the Urban Renewal Area, including without limitation, sale and initial leasing or retention by the City itself, at such property's fair market value.
5. Building and maintenance of recreational facilities and other public improvements, including, but not limited to, open spaces, park spaces, a community center, library, athletic fields, parking facilities and landscaping.

The following projects will be paid for using monies generated from the tax increment pursuant to Chapter 403 of the Code of Iowa:

- 1) Procter & Gamble Hair Care, LLC, Phases 2 and 3 (abatment only)
- 2) Water Tower #2 (\$481,373)
- 3) Casey's Marketing Company TIF Rebate Agreement (~~\$425,000~~, ~~(\$512,709.25)~~)
- 4) South Downey Road Improvements Project (\$1,500,000)
- 5) Parkside Drive Road Improvements Project (~~\$200,000~~, ~~(\$118,708,000)~~)
- 6) Tidewater Drive Road Improvements Project (\$200,000)
- 7) Pedersen Valley Park and Recreation & Library Complex (\$2,300,000). The City purchased 18.6 acres of land in Pedersen Valley for the purpose of providing community members with a community park, called for in the West Branch Comprehensive Plan, amended April 1, 2013. This project will construct athletic fields, concession stand, restrooms, trails and community center for a total cost of \$7,000,000. The TIF contribution will be capped at \$2,300,000. TIF revenues would only be

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appropriated for the street and utility portions of the project to include water, sewer and stormwater. No TIF funds will be used on any public buildings, ball fields or trails.

The City is proposing to use incremental property tax revenues to pay for approximately 33% of the Project, and proposed to use monies from the Local Option Sales Tax and a Bond Referendum to fund the additional pieces. This project is only feasible if the city uses tax increment revenues to fund a portion of the Project. The LOST will generate \$1,700,000. To fund the rest with GO Bond revenues would raise the City's property taxes by 25.75%, which is not feasible. The TIF revenues are the final piece of funding. If the bond referendum or LOST does not pass through city voters, the TIF funding will still be capped at \$2,300,000, which means the entire project does not get constructed.

- 8) Fawcett Drive Road Improvements Project (\$1,000,000)
- 9) Slach's Commercial Subdivision Project (\$1,000,000)
- 10) Tidewater Rebate Agreement (\$100,000)
- 11) Acciona legal fees and administrative costs ~~(\$100,000)~~ <sup>(\$250,000)</sup>
- 12) Johnson-Cedar Road ~~(\$1,000,000)~~ <sup>(\$2,500,000)</sup>
- 13) ~~4<sup>th</sup> Street Reconstruction Phase 2 (\$750,000)~~
- 14) ~~Downtown East Redevelopment Project (\$400,000)~~

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#### B. Standards and restrictions

All development in the urban renewal area will comply with existing zoning, subdivision and building code ordinances.

#### C. Special Financing Activities

To meet the objectives of this Amended and Restated Urban Renewal Plan and to encourage the development of the Urban Renewal Area and private investment therein, the City of West Branch is prepared to provide financial assistance to qualified industries and businesses through the making of loans or grants under chapter 15A of the Iowa Code and through the use of tax increment financing under 403 of the Iowa Code.

##### 1. Chapter 15A Loan or Grants

The City of West Branch has determined that the making of loans or grants of public funds to industries and businesses within the Urban Renewal Area may be necessary to aid in the planning, undertaking, and carrying out of the urban renewal projects authorized under this Urban Renewal Plan within the meaning of Section 384.24(3) of the Iowa Code.

##### 2. Tax Increment Financing

The City of West Branch is prepared to utilize tax increment financing as a means of financing the development costs associated with the development

of the Urban Renewal Area. Bonds or notes may be issued by the City under the authority of section 403.9 of the Iowa Code (tax increment revenue bonds), section 384.24A (loan agreements), or section 384.24(3)(q) and Section 403.12 (general obligation bonds) and tax increment reimbursement may be sought for, among other things, the following costs (if and to the extent incurred by the city):

- A. The construction of public improvements, such as streets and bridges, sanitary sewers, storm sewers, water mains, sidewalks, or streetscape in the Urban Renewal Area;
  - B. Acquisition and preparation of land for development and redevelopment by private developers and the City;
  - C. Acquisition and development of open spaces and park spaces for the benefit of the citizens of West Branch;
  - D. The making of loans or grants to industries and businesses under 15A of the Iowa Code, including debt service payments on any bonds or notes issued to finance such loans or grants; and
  - E. Providing the local matching share for CEBA, RISE, IEDA or other state and federal grants and loans.
3. Attachment A (Urban Renewal Areas), Attachment B (Current Zoning), and Attachment C (List of Obligations) of the West Branch Urban Renewal Plan are hereby amended to be included to the existing exhibits to the Urban Renewal Development Area.

All other provisions of the West Branch Urban Renewal Plan, as amended, shall remain in full force and effect as provided therein.

## VII. FINANCING ACTIVITIES

The City of West Branch intends to utilize the various financing tools to finance physical improvements within the Urban Renewal Area. These include:

### A. Tax Increment Financing

Under Section 403.19 of the Iowa Code, urban renewal areas may utilize the tax increment mechanism (TIF) to finance the costs of public improvements associated with redevelopment projects. Upon creation of a tax increment district, the assessment base is frozen and the same amount of the tax revenue collected just prior to the creation of the district is segregated in a separate fund for the benefit of each taxing jurisdiction. The increased taxes generated by any development that takes place in the tax increment district after the TIF establishment date is placed in a special fund to pay the indebtedness incurred by the City in furtherance of an urban renewal project. Once such indebtedness is retired, the taxing jurisdiction may collect its proportionate share of the increased tax revenue generated from the district.

### B. General Obligation Bonds

Under Sections 384.23-384.36 of the Iowa Code, the City has the authority to issue and sell G.O. bonds for the specified essential and general corporate purposes, including the acquisition and construction of certain public improvements within the Urban Renewal Area. Such bonds are payable from the levy of taxes on all taxable property within the City of West Branch.

### C. Proposed Amount of Indebtedness

At this time the extent of improvements and new development within the Urban Renewal Area is only generally known. At such, the amount and duration of use of the tax increment revenues for public improvements and or private improvements can only be estimated. The actual use and amount of tax increment revenues to be used by the City of district activities will be determined at the time specific development is proposed.

It is anticipated that the maximum amount of indebtedness, including principal, interest and City advances, which will qualify for tax increment revenue reimbursement during the duration of this Plan, including acquisition, public improvements and private development assistance, will not exceed \$5,000,000.00.

At the time of adoption of the Plan, the City of West Branch's current general obligation debt is \$3,798,132 (a list of general obligations is found on Attachment C) and the applicable constitutional debt limit is \$9,174,616.

## **VIII. STATE AND LOCAL REQUIREMENTS**

The City of West Branch in the adoption of this AMENDED AND RESTATED URBAN RENEWAL PLAN and its supporting documents has complied with all provisions necessary to conform to state and local law.

## **IX. DURATION OF THE APPROVED URBAN RENEWAL PLAN**

This Amended and Restated West Branch Urban Renewal Plan and West Branch Urban Renewal Areas shall remain in full force and effect and will continue until such time that the City of West Branch has received full reimbursement from all incremental taxes of its advances, principal, and interest payable on all Tax Increment Financing or general obligations issues to carry out the objectives and projects of the area.

## **X. SEVERABILITY**

In the event that one or more provisions contained in this Plan shall be held for any reason to be invalid, illegal, unauthorized, or unenforceable in any respect, such invalidity, illegality, unauthorized, or unenforceability shall not effect any other provision of this Plan and this Plan shall be construed and implemented as if such provision had never been contained herein.

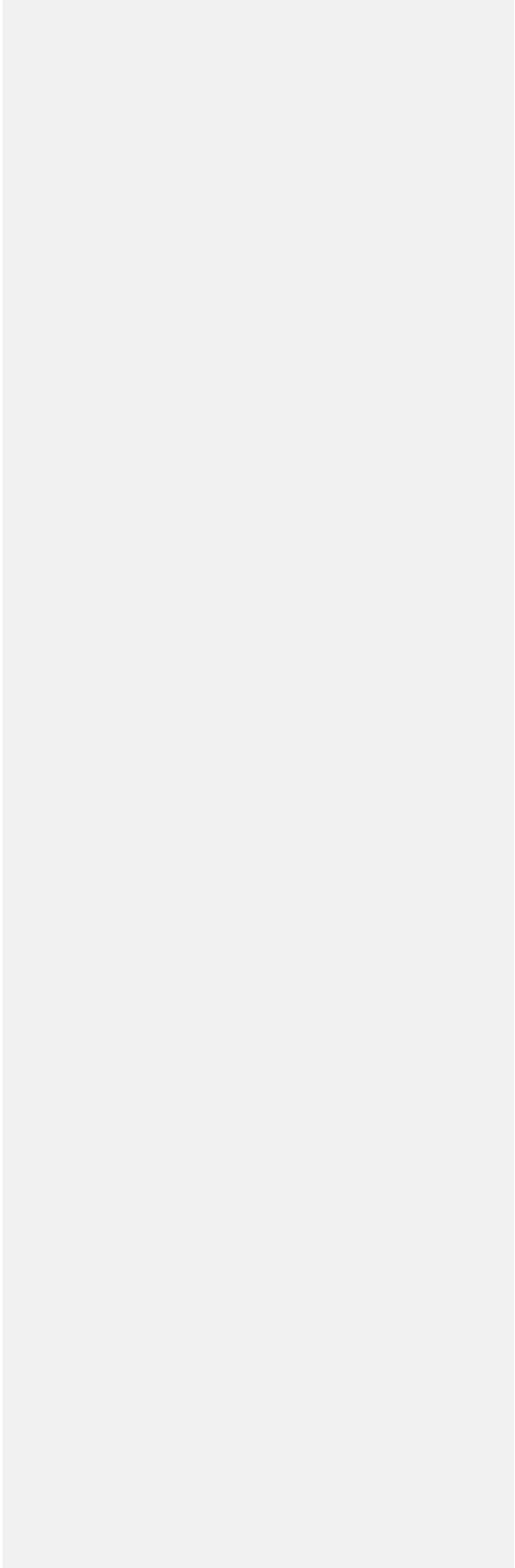
## **XI. AMENDMENT OF THE APPROVED URBAN RENEWAL PLAN**

This Plan may be amended by the City Council from time to time to respond to development opportunities. Any such amendment shall be completed in accordance with Chapter 403 of the Iowa Code, Urban Renewal Law.

## **XII. ATTACHMENTS**

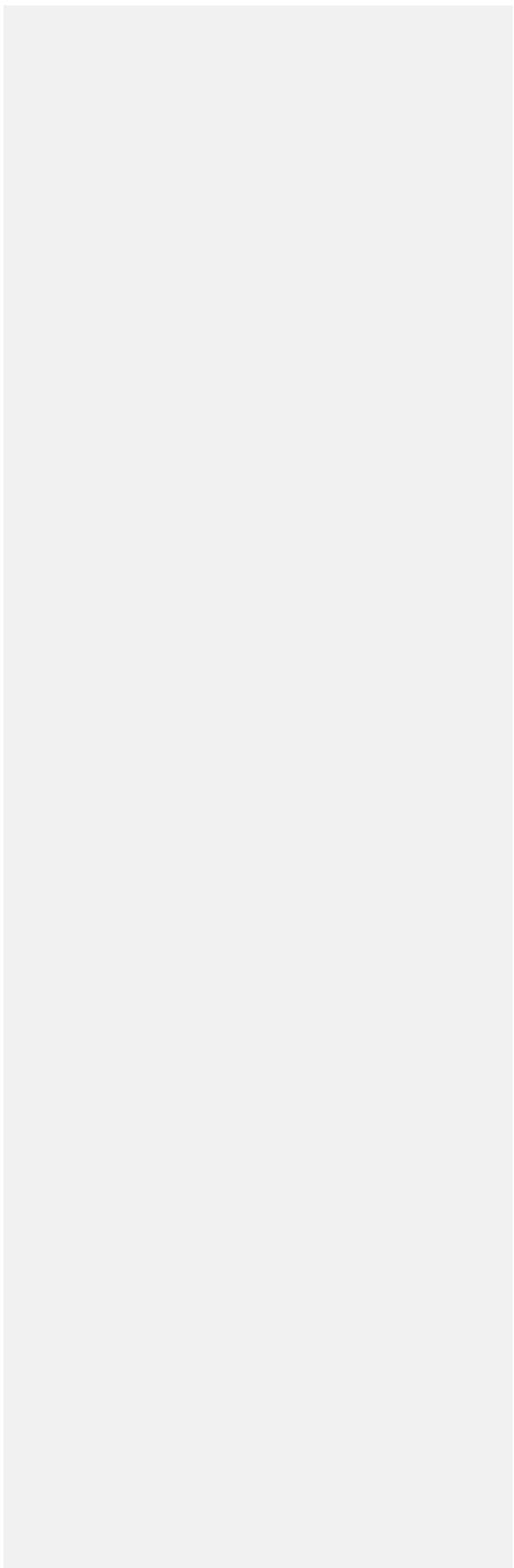
- A. Urban Renewal District Location Map
- B. Zoning Map
- C. List of Obligations

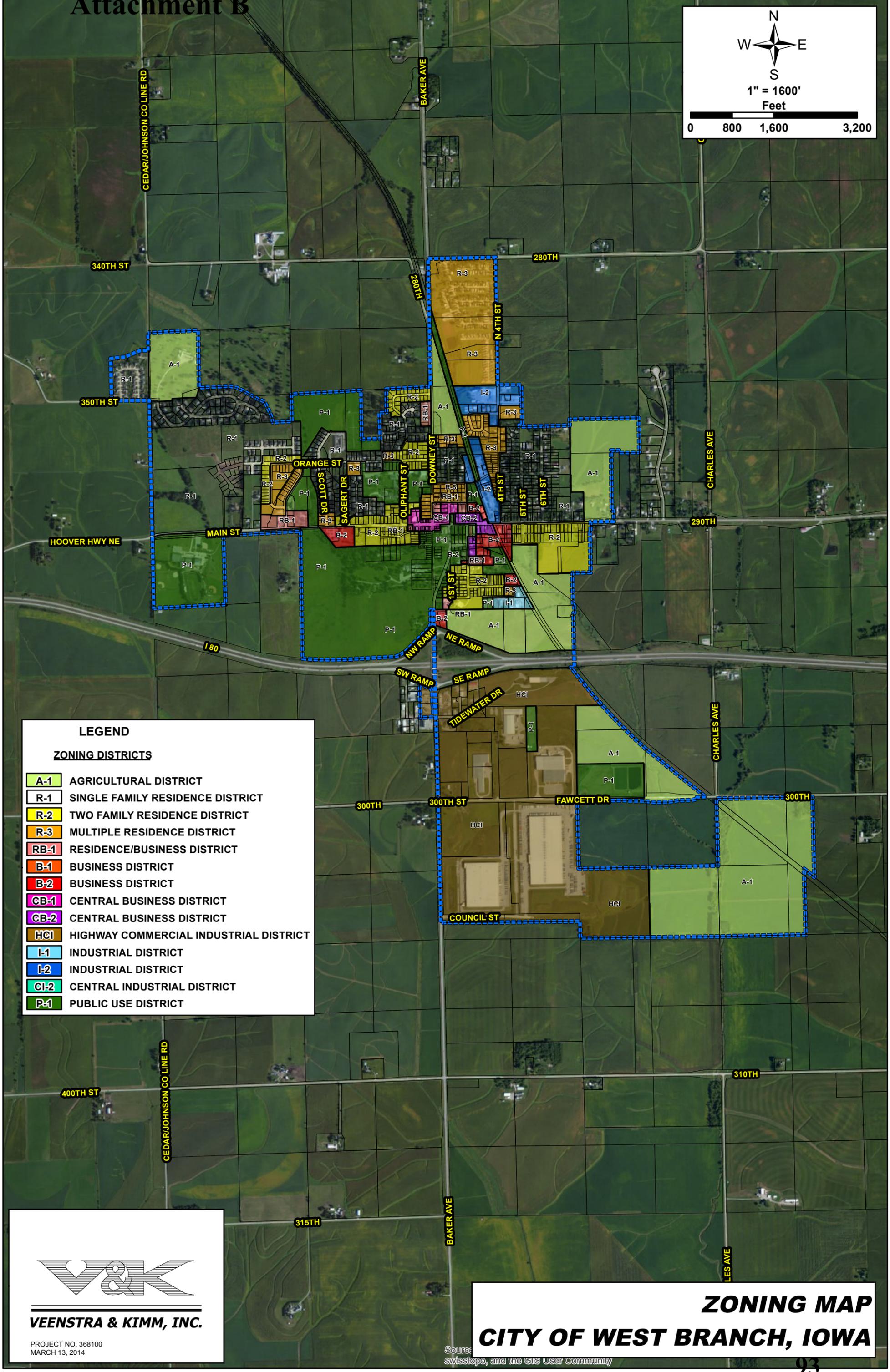
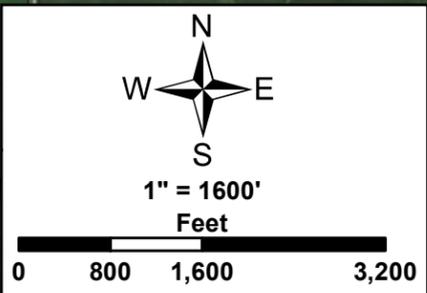
**ATTACHMENT A – URBAN RENEWAL AREA MAPS**





**ATTACHMENT B – WEST BRANCH ZONING MAP**





| LEGEND  |  |
|---|--|
| ZONING DISTRICTS  |  |
| <span style="background-color: #90EE90; border: 1px solid black; padding: 2px;">A-1</span>  | AGRICULTURAL DISTRICT                  |
| <span style="background-color: #F0F0F0; border: 1px solid black; padding: 2px;">R-1</span>  | SINGLE FAMILY RESIDENCE DISTRICT       |
| <span style="background-color: #FFFF00; border: 1px solid black; padding: 2px;">R-2</span>  | TWO FAMILY RESIDENCE DISTRICT          |
| <span style="background-color: #FFD700; border: 1px solid black; padding: 2px;">R-3</span>  | MULTIPLE RESIDENCE DISTRICT            |
| <span style="background-color: #FFB6C1; border: 1px solid black; padding: 2px;">RB-1</span> | RESIDENCE/BUSINESS DISTRICT            |
| <span style="background-color: #FF8C00; border: 1px solid black; padding: 2px;">B-1</span>  | BUSINESS DISTRICT                      |
| <span style="background-color: #FF0000; border: 1px solid black; padding: 2px;">B-2</span>  | BUSINESS DISTRICT                      |
| <span style="background-color: #FF69B4; border: 1px solid black; padding: 2px;">CB-1</span> | CENTRAL BUSINESS DISTRICT              |
| <span style="background-color: #800080; border: 1px solid black; padding: 2px;">CB-2</span> | CENTRAL BUSINESS DISTRICT              |
| <span style="background-color: #A0522D; border: 1px solid black; padding: 2px;">HCl</span>  | HIGHWAY COMMERCIAL INDUSTRIAL DISTRICT |
| <span style="background-color: #ADD8E6; border: 1px solid black; padding: 2px;">I-1</span>  | INDUSTRIAL DISTRICT                    |
| <span style="background-color: #4169E1; border: 1px solid black; padding: 2px;">I-2</span>  | INDUSTRIAL DISTRICT                    |
| <span style="background-color: #00CED1; border: 1px solid black; padding: 2px;">CI-2</span> | CENTRAL INDUSTRIAL DISTRICT            |
| <span style="background-color: #3CB371; border: 1px solid black; padding: 2px;">P-1</span>  | PUBLIC USE DISTRICT                    |

**VEENSTRA & KIMM, INC.**

PROJECT NO. 368100  
MARCH 13, 2014

## ZONING MAP CITY OF WEST BRANCH, IOWA

Source: swisstopo, and the GIS User Community

## ATTACHMENT C – LIST OF OBLIGATIONS

### Debt Limit.

The amount of general obligation debt a political subdivision of the State of Iowa can incur is controlled by the constitutional debt limit, which is an amount equal to 5% of the actual taxable value of property within the corporate limits, taken from the last County tax list. The issuer's debt limit, based upon said valuation, amounts to the following:

|   |                        |
|---|------------------------|
| 100% Valuation by Individual<br>Levy Authority as of 1/1/2012 | \$ 183,492,329<br>X 5% |
| Statutory Debt Limit  | \$ 9,174,616           |
| General Obligation Bonds                                      | \$ 2,624,432           |
| Water Revenue Bonds   | \$ 673,000             |
| Loan Agreement – Streetsweeper/Skid                           | \$ 149,364             |
| Loan Agreement – Lawsuit Settlement                           | \$ 156,855             |
| Loan Agreement – Fire Station Expansion                       | \$ 194,481             |
| Total debt subject to limit                                   | \$ 3,125,132           |
| Percentage of debt limit consumed                             | 34.1%                  |

RESOLUTION NO. 1450

ORDERING NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF MAIN STREET INTERSECTION AND SIDEWALK IMPROVEMENTS FOR THE CITY OF WEST BRANCH, IOWA, AND THE TAKING OF BIDS THEREFOR

WHEREAS, the City Council intends to complete the Main Street Intersection and Sidewalk Improvements Project as part of the City of West Branch, Iowa Capital Improvements Plan.

NOW, THEREFORE, It Is Resolved by the Council of the City of West Branch, Iowa, that the City Clerk is hereby directed to give notice in substantially the following form:

## NOTICE OF HEARING AND LETTING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF MAIN STREET INTERSECTION AND SIDEWALK IMPROVEMENTS FOR THE CITY OF WEST BRANCH, IOWA, AND THE TAKING OF BIDS THEREFOR

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Notice is hereby given that the City Council of West Branch, Iowa will meet in the Council Chambers at the City Library, 110 North Poplar Street, West Branch, Iowa, on the 2<sup>nd</sup> day of May, 2016 at 7:00 p.m. at which time a hearing will be held and said Council proposes to adopt plans, specifications, form of contract and estimate of cost for the construction of the Main Street Intersection and Sidewalk Improvements and work incidental thereto for said City.

Sealed proposals will be received by the City Clerk of the City of West Branch, Iowa, at City Hall, 110 North Poplar Street, West Branch, Iowa, until 2:00 p.m. on the 12<sup>th</sup> day of May, 2016, for the construction of Main Street Intersection and Sidewalk Improvements as described in the plans and specifications therefor, now on file in the office of the City Clerk. Proposals will be opened and the amount of the bids announced by the City Clerk at the time and date specified above. Proposals will be acted upon by said City at the May 16<sup>th</sup> City Council Meeting or at such later time and place as then may be fixed.

The location of the work to be done and the kinds and sizes of materials proposed to be used are as follows:

### MAIN STREET INTERSECTION AND SIDEWALK IMPROVEMENTS

Construct Main Street Intersection and Sidewalk Improvements including all labor, equipment, and materials necessary for approximately 707 square yards of pavement and sidewalk removal, 426 square yards of 6" PCC sidewalk, HMA sidewalk, 195 square yards of 7" PCC pavement, 38 linear feet of storm sewer, pavement markings, retaining walls, fixture adjustments, hydrant relocation, excavation, traffic control, seeding, and associated work.

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of West

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Branch, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

At said hearing, the City Council will consider the proposed plans, specifications, form of contract and estimate of cost for the project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications and form of contract or to the estimate cost of said improvements made by any interested party.

All proposals and bids in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for receiving bids. All proposals shall be made on official bidding blanks furnished by the City, and any alternations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to five percent (5%) of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of five percent (5%) of the bid.

The bid security should be made payable to the CITY OF WEST BRANCH, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form bound in the specifications.

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa Statutes.

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The City Council reserves the right to reject any or all bids and to waive informalities or technicalities in any bid and to accept the bid which it deems to be in the best interest of the City.

The Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of Hearing and Letting.

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor, and shall guarantee the work against faulty workmanship and materials for a period of four (4) years after its completion and acceptance by the City Council.

The work under the contract shall commence within ten (10) days after date set forth in written Notice to Proceed. All work shall be completed by July 15, 2016, subject to any extensions of time which may be granted by the City Council.

Liquidated damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.

Payment to the Contractor for said improvements will be made in cash derived from the proceeds of the issuance and sale of such bonds and/or from such cash funds of the City as may be legally used for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed and payments made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared on the last day of each month by the Contractor, subject to the approval of the Engineer, who will certify to the City for payment each approved estimate on or before the tenth (10th) day of the following month. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion

of the work and its acceptance by the Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety-five percent (95%) of the contract price of the contract. Final payment of the remaining five percent (5%) will be made not less than thirty-one (31) days after completion and acceptance by resolution of the City Council of the completed contract, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The City will issue a sales tax exemption certificate applicable for all materials purchased for the project.

Plans and specifications governing the construction of the proposed improvements, and also the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference and the proposed contract shall be executed in compliance therewith.

Copies of said plans and specifications are now on file in the office of the City Clerk, for examination by bidders. Copies may be obtained from TECHNIGRAPHICS, 415 Highland Avenue, Suite 100, Iowa City, Iowa 52240. Contact Jill Chambers at 319-354-5950 or email [jillc@rapidsrepro.com](mailto:jillc@rapidsrepro.com). A refundable deposit of \$30 is required. Please make checks to Veenstra & Kimm, Inc. Mail said deposit checks to Technigraphics, 415 Highland Avenue, Suite 100, Iowa City, Iowa 52240, Attn: Jill Chambers. Upon receiving deposit check, plans and specifications will be mailed out. When plans and specifications are returned in good condition within 14 days of the award date of the project, deposit checks will be returned.

This notice is given by order of the Council of the City of WEST BRANCH, Iowa.

CITY OF WEST BRANCH, IOWA

Roger Laughlin, Mayor

ATTEST:

Matt Muckler, City Administrator

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Passed and approved this 18th day of April, 2016.

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Roger Laughlin, Mayor

ATTEST:

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Matt Muckler, City Administrator/Clerk

# **SCHEDULE FOR**

## ***MAIN STREET INTERSECTION AND SIDEWALK IMPROVEMENTS***

### ***WEST BRANCH, IOWA***

|                 |   |
|-----------------|---|
| APRIL 18, 2016: | Council sets Public Hearing Date and Bid Date |
| APRIL 21, 2016: | Publish Notice of Hearing and Letting         |
| APRIL 21, 2016: | Plans and Specifications Available            |
| MAY 2, 2016:    | Public Hearing                                |
| MAY 12, 2016:   | Receive Bids for Project                      |
| MAY 16, 2016:   | Award Contract                                |
| JUNE 6, 2016:   | Notice to Proceed                             |
| JULY 15, 2016:  | Completion Date                               |

