



110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • city@westbranchiowa.org

CITY COUNCIL MEETING AGENDA
Monday, May 15, 2017 • 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 May 1, 2017 City Council Meeting.
 - b. Approve claims.
 - c. Approve Class C Liquor License (LC) (Commercial) with Outdoor Service and Sunday Sales Privileges for Cedars Edge Golf Course Inc. West Branch
 - d. Approve Class C Native Wine License (WCN) with Outdoor Service and Sunday Sales Permit for Elmira Winery, Inc. DBA Brick Arch Winery for Summer Camp event.
 - e. Approve street closure for the 700 block of Sullivan Street from 4:00 p.m. on Saturday May 20, 2017 - 12:00 a.m. on Sunday, May 21, 2017 for a block party.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
 - a. Public Hearing on amending the current budget for the fiscal year ending June 30, 2017
 - b. Resolution 1615, amending the current budget for the fiscal year ending June 30, 2017./Move to action
 - c. Resolution 1616, approving Supplemental Agreement No 2 - Phase 3 Right of Way Acquisition Coordination with Veenstra & Kimm on the College Street Bridge Replacement Project./Move to action
 - d. Resolution 1617, Fixing a date of a public hearing to dispose of an interest in real property to Barnhart Properties and Peter Tuttle./Move to action
 - e. Resolution 1618, Allowing the consumption of alcohol on a public street on Saturday June 3, 2017 from 7:00 p.m. - 10 p.m. on the 100 Block of West Main Street for Summer Camp sponsored by West Branch Community Development Group./Move to action
 - f. Resolution 1621, Allowing the consumption of alcohol on a public street from 4:00 p.m. on Saturday May 20, 2017 to 12:00 a.m. on Sunday May 21, 2017 on the 700 block of Sullivan Street for a block party./Move to action
8. City Staff Reports
 - a. Matt Goodale - Brush Pile and Curbside Yard Waste Pickup

Mayor: Roger Laughlin • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson
Interim City Administrator: Nick Shimmin • **Fire Chief:** Kevin Stoolman
Parks & Rec Director: Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale



110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • city@westbranchiowa.org

- b. Melissa Russell - Cubby Park Concession Stand
- 9. Comments from Mayor and Council Members
 - a. Mayor Laughlin - City Administrator Candidate Reception
 - b. Mayor Laughlin - City Administrator Interview Process
 - c. Mayor Laughlin - Code language for pre-existing, non-conforming structures
 - d. Mayor Laughlin - CEDCO Update
- 10. Adjournment

(The following is a synopsis of the minutes of the West Branch City Council meeting. A video recording is available for inspection on the City of West Branch Website at www.westbranchiowa.org/government/council-videos. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Meeting

**May 1, 2017
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: Colton Miller, Mary Beth Stevenson, Tim Shields, and Brian Pierce were present. Jordan Ellyson was absent. Laughlin welcomed the audience and the following City staff: Interim City Administrator Nick Shimmin, Deputy City Clerk Gordon Edgar, Public Works Director Matt Goodale, Police Chief Mike Horihan and Park & Recreation Director Melissa Russell.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve minutes from the April 17, 2017 City Council Meeting.

Approve minutes from the April 18, 2017 City Council Work Session.

Approve Pay Estimate No. 1 in the amount of \$120,345.08 to All American Concrete, Inc. of West Liberty, IA for work completed on the Main Street Sidewalk – Phase 4 project.

Approve Change Order No. 1 in the amount of \$3,600.00 to All American Concrete, Inc. of West Liberty, IA for removal and replacement of a storm water intake on Main Street as part of the Main Street Sidewalk - Phase 4 project.

Approve Pay Estimate No. 7 for \$6,491.35 to Cornerstone Excavating, Inc. of Washington, IA for work completed on the 4th Street Reconstruction project.

Approve claims.

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

EXPENDITURES	5/1/2017	
ALL AMERICAN CONCRETE INC	313 MAIN ST SIDEWALK PH 4	120,345.08
BAKER & TAYLOR INC.	BOOKS	437.92
CEDAR RAPIDS PHOTO COPY IN	COPIER MAINTENANCE	53.27
CORNERSTONE EXCAVATING, IN	306-4TH ST IMPROVEMENTS	6,491.35
CROELL, INC.	CROELL, INC.	619.13
DORSEY & WHITNEY LLP	LEGAL FEES	2,065.00
FEHR GRAHAM	308 PV PARK IMP - DESIGN	31,805.00
HILL, SHERRY	VIDEO RECORDING SERVICE	200.00
IOWA ASSN. MUN. UTILITIES	DUES	668.49
IOWA STATE UNIVERSITY	P & Z WORKSHOP	260.00
JOHN DEERE FINANCIAL	MAINTENANCE SUPPLIES/UNIFORMS	287.06
JOHNSON COUNTY REFUSE INC.	GARBAGE STICKERS	625.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,523.72
LYNCH'S PLUMBING INC	SERVICE CALL	680.00
MENARDS	SUPPLIES	307.47
MUNICIPAL SUPPLY INC.	WATER METERS	1,213.30
OVERDRIVE INC	EBOOKS	225.99
PLAY IT AGAIN SPORTS	YOUTH SPORTS SUPPLIES	696.90
PORT 'O' JONNY INC.	PORTABLE TOILETS-PEDERSEN ST	60.90
QUILL CORP	SUPPLIES	43.46
RICKERTSEN, LISA	CONSULTING SERVICE	200.00
SIMPLEXGRINNELL	SERVICE CALL	735.54
SUMMIT COMPANIES	FIRE EXTINGUISHER SERVICE	1,050.00
SUPPLYWORKS	MISCELLANEOUS SUPPLIES	48.05
TYLER TECHNOLOGIES	OFFICE SUPPLIES	138.00
URBAN AND REGIONAL PLANNING	URBAN AND REGIONAL PLANNING	9,408.00
USA BLUE BOOK	SUPPLIES	717.70
VEENSTRA & KIMM INC.	P&Z CASEY'S TURN LANE CONST IN	10,566.51
VERIZON WIRELESS	VERIZON WIRELESS	738.36
WEST BRANCH FORD	VEHICLE MAINTENANCE	105.00
WINDSTAR LINES INC	CHARTER 7-14-17	500.00
TOTAL		192,816.20

PAID BETWEEN MEETINGS

MEDIACOM	CABLE SERVICE	40.90
OLSON, KEVIN D	LEGAL SERVICES	1,500.00
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER	500.00
UPS	SEWER-SHIPPING	42.06
WALMART	SUPPLIES, DVDS	372.46
BRICK, LESLIE	MILEAGE	25.81
FINANCIAL ADJUSTMENT BUREAU	COLLECTION FEE	(4.20)
US BANK CORPORATE CARD	OFFICE SUPPLIES	15.00
WELLMARK, INC	ADMIN-ANNUAL FLEX CLAIMS	196.20
TOTAL		2,688.23
PAYROLL 4-21-17		45,236.75
GRAND TOTAL EXPENDITURES		240,741.18

FUND TOTALS		
001 GENERAL FUND	36,053.42	
022 CIVIC CENTER	240.09	
031 LIBRARY	7,339.19	
110 ROAD USE TAX	3,001.18	
112 TRUST AND AGENCY	10,942.34	
306 4TH ST IMPROVEMENTS PROJECT	6,491.35	
308 PARK IMP - PEDERSEN VALLEY	34,605.00	
310 COLLEGE STREET BRIDGE	2,785.80	
313 MAIN ST SIDEWALK-PHASE 4	124,166.12	
600 WATER FUND	9,503.21	
610 SEWER FUND	5,111.43	
740 STORM WATER UTILITY	502.05	
GRAND TOTAL	240,741.18	

COMMUNICATIONS/OPEN FORUM

National Park Superintendent Swisher distributed a press release that was issued today for the Music on the Village Green Concerts for the summer of 2017 and spoke briefly about the bands. He also distributed flyers to the Council.

PUBLIC HEARING/NON-CONSENT AGENDA

Resolution 1593, adding West Branch Police Department fees to the West Branch Schedule of Fees/Move to action.

Motion by Stevenson, second by Pierce to approve Resolution 1593. There was discussion on whether to increase fees to more closely approximate allowable rates or leave them as scheduled. The police chief wanted them left as scheduled on the resolution and would review them later. AYES: Stevenson, Pierce, Shields, Miller, Motion carried.

Resolution 1604 approving two agreements with Windstar Lines, Inc. in the amount of \$2,168.00 for transportation related to West Branch Day Camp/Move to action.

Motion by Miller, second by Shields to approve Resolution 1604. Parks and Recreation Director Russell explained the buses were for transportation for “a long trip” that is provided at the end of each week of Day Camp. AYES: Miller, Shields, Stevenson, Pierce. Motion carried.

Resolution 1605 approving a Settlement and Termination Agreement with Procter & Gamble Hair Care LLC/Move to action.

Motion by Miller, second by Pierce to approve Resolution 1605. Attorney Olson explained that this would end the abatement agreement one year early. AYES: Miller, Pierce, Stevenson, Shields. Motion carried.

Resolution 1606, amending the City of West Branch Housing Incentive Program/Move to action.

Motion by Miller, second by Stevenson to approve Resolution 1606. AYES: Miller, Stevenson, Shields, Pierce. Motion carried.

Resolution 1607, setting salaries for seasonal Parks & Recreation employees/Move to action.

Director Russell reviewed the pay schedule established for the umpires and referees. There was discussion on the effect of hiring these people as employees rather than independent contractors as in the past. Motion by Miller, second by Pierce to approve Resolution 1607. AYES: Miller, Pierce, Stevenson, Shields. Motion carried.

Resolution 1608, hiring a part-time laborer as a temporary Public Works employee/Move to action.

Motion by Pierce, second by Miller to approve Resolution 1608. AYES: Pierce, Miller, Shields, Stevenson.
Motion carried.

Melissa Russell – Hoover’s Hometown Days Special Event Permit

Russell spoke about the HHTD plans which include using a Wausau trailer as a stage in front of the Brick Arch Winery, resulting a \$1,200 to \$1,500 cost savings. The pony rides will be moved in front of The Gray Goat. Also, there will be the same street closures as last year.

Erin Morrison-Vincent - Simply Summer Special Event Permit

Vincent explained some of the plans for the Summer Camp Festival. They would like to close part of Main Street from 6 pm to 11pm. She said they were trying to figure out how sell alcohol at the event and will be in contact with Iowa City to see how their new plan for selling alcohol works.

Resolution 1609, approving a road closure on Saturday June 3, 2017 from 6:00PM-11:00PM of the 100 Block of West Main St. for Summer Camp sponsored by West Branch Community Development Group /Move to action

Motion by Miller, second by Shields to approve Resolution 1609. AYES: Miller, Shields, Pierce, Stevenson.
Motion carried.

Resolution 1610, approving a professional services agreement with Fehr-Graham Engineering and Environmental, Inc. for design services as part of the West Branch Park Improvements Project at Pedersen Valley for a total fee not-to-exceed \$6,000/Move to action

Motion by Miller, second by Shields to approve Resolution 1610. AYES: Miller, Shields, Pierce, Stevenson.
Motion carried.

Resolution 1611, to fix a date of meeting for a public hearing on amending the current budget for the fiscal year ending June 30, 2017/Move to action.

Motion by Miller, second by Stevenson to approve Resolution 1611. Finance Officer Edgar explained that the budget had been exceeded when the Acciona settlement payment was made and now had to be amended. AYES: Miller, Stevenson, Pierce, Shields. Motion carried.

Resolution 1612, authorizing an internal advance to the Main Street Sidewalk - Phase 4 Capital Project Fund/Move to action.

Motion by Miller, second by Pierce to approve Resolution 1612. AYES: Miller, Pierce, Stevenson, Shields.
Motion carried.

Resolution 1613, approving the display of four Smart Rural Community designation signs to West Branch community entrances/Move to action.

Motion by Miller, second by Shields to approve Resolution 1613. AYES: Miller, Shields, Pierce, Stevenson.
Motion carried.

Resolution 1614, authorizing the transfer of funds/Move to action.

Motion by Miller, second by Stevenson to approve Resolution 1614. AYES: Miller, Stevenson, Pierce, Shields.
Motion carried.

Nick Shimmin – Preliminary presentation and discussion of new city website

Shimmin presented the new city website he is working on with changeable backgrounds, a news page, a change in the format for presenting council information as well as additional changes. He is also starting to place calendars on the website.

CITY STAFF REPORTS

Interim City Administrator Nick Shimmin – Procedure for adoption of a new employee handbook

Shimmin reported the staff was unsure whether a new employee handbook was something the Council wanted implemented now or if it could be done under the new administrator. The Council felt the handbook was not an urgent concern and could be addressed after a new administrator is on board.

Interim City Administrator Nick Shimmin – City-wide clean-up.

Shimmin reported the clean-up will be May 6 from 7:00am to 11:00am in the Water Street parking lot.

Gordon Edgar- Meeting with Maggie Burger.

Edgar reported he will be meeting with Maggie Burger of Speer Financial to review the City's debt situation. The FY18 budget will be pushing the city close to the 80% capacity of debt limit. The Council felt it would be desirable to defer work on the W Orange Street project until the N 1st Street project is completed.

Matt Goodale – Cookson Subdivision.

Goodale report that Bockenstedt had not installed sidewalks and told him to do so. Goodale said that it would be acceptable to move the sidewalk closer to street to avoid removing mature and recently planted trees. The Council supported that plan.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor - Mayor Laughlin reported that Iowa State has pulled its funding for CCEDCO and he supports closing it down. The mayor also said he wants to work on a sidewalk café policy for selling alcohol in town.

ADJOURNMENT

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

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2016-2017 CITY BUDGET**

The City Council of West Branch in CEDAR & JOHNSON County, Iowa
will meet at the City Council Chambers, 110 N. Poplar Street, West Branch, IA
at 7:00 PM on 5/15/2017
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2017
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property	1,613,993		1,613,993
Less: Uncollected Property Taxes-Levy Year	0		0
Net Current Property Taxes	1,613,993	0	1,613,993
Delinquent Property Taxes	0		0
TIF Revenues	150,000		150,000
Other City Taxes	196,582		196,582
Licenses & Permits	35,788		35,788
Use of Money and Property	3,900		3,900
Intergovernmental	555,257		555,257
Charges for Services	1,024,929		1,024,929
Special Assessments	0		0
Miscellaneous	46,700		46,700
Other Financing Sources	1,385,000	495,000	1,880,000
Transfers In	494,956	530,000	1,024,956
Total Revenues and Other Sources	5,507,105	1,025,000	6,532,105
Expenditures & Other Financing Uses			
Public Safety	701,971		701,971
Public Works	493,386		493,386
Health and Social Services	0		0
Culture and Recreation	644,565		644,565
Community and Economic Development	161,718	510,000	671,718
General Government	255,763	40,000	295,763
Debt Service	507,485	35,000	542,485
Capital Projects	2,292,935	0	2,292,935
Total Government Activities Expenditures	5,057,823	585,000	5,642,823
Business Type / Enterprises	955,197		955,197
Total Gov Activities & Business Expenditures	6,013,020	585,000	6,598,020
Transfers Out	494,956	530,000	1,024,956
Total Expenditures/Transfers Out	6,507,976	1,115,000	7,622,976
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	-1,000,871	-90,000	-1,090,871
Beginning Fund Balance July 1	2,352,380		2,352,380
Ending Fund Balance June 30	1,351,509	-90,000	1,261,509

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

Additional Revenue: Bond proceeds (495,000). Additional expenditures: Comm. and Economic Development = Loan settlement, Advertising and Comprehensive Plan fees; Gen. Government = Salaries and Legal fees; Debt Service = Interest on new loans.

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

RESOLUTION NO. 1615

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR
ENDING JUNE 30, 2017

FY17 Budget Amendment – See State Form

PASSED, APPROVED, AND ADOPTED this 15th day of May, 2017.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, Deputy City Clerk

16-142

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2017 - AMENDMENT #2

To the Auditor of CEDAR & JOHNSON County, Iowa:

The City Council of West Branch in said County/Counties met on 5/15/2017, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. thereupon, the following resolution was introduced.

RESOLUTION No. 1615

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30 2017 (AS AMENDED LAST ON 8/15/2016.)

Be it Resolved by the Council of the City of West Branch

Section 1. Following notice published 5/4/2017

and the public hearing held, 5/15/2017 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property 1	1,613,993	0	1,613,993
Less: Uncollected Property Taxes-Levy Year 2	0	0	0
Net Current Property Taxes 3	1,613,993	0	1,613,993
Delinquent Property Taxes 4	0	0	0
TIF Revenues 5	150,000	0	150,000
Other City Taxes 6	196,582	0	196,582
Licenses & Permits 7	35,788	0	35,788
Use of Money and Property 8	3,900	0	3,900
Intergovernmental 9	555,257	0	555,257
Charges for Services 10	1,024,929	0	1,024,929
Special Assessments 11	0	0	0
Miscellaneous 12	46,700	0	46,700
Other Financing Sources 13	1,385,000	495,000	1,880,000
Transfers In 14	494,956	530,000	1,024,956
Total Revenues and Other Sources 15	5,507,105	1,025,000	6,532,105
Expenditures & Other Financing Uses			
Public Safety 16	701,971	0	701,971
Public Works 17	493,386	0	493,386
Health and Social Services 18	0	0	0
Culture and Recreation 19	644,565	0	644,565
Community and Economic Development 20	161,718	510,000	671,718
General Government 21	255,763	40,000	295,763
Debt Service 22	507,485	35,000	542,485
Capital Projects 23	2,292,935	0	2,292,935
Total Government Activities Expenditures 24	5,057,823	585,000	5,642,823
Business Type / Enterprises 25	955,197	0	955,197
Total Gov Activities & Business Expenditures 26	6,013,020	585,000	6,598,020
Transfers Out 27	494,956	530,000	1,024,956
Total Expenditures/Transfers Out 28	6,507,976	1,115,000	7,622,976
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year 29	-1,000,871	-90,000	-1,090,871
Beginning Fund Balance July 1 30	2,352,380	0	2,352,380
Ending Fund Balance June 30 31	1,351,509	-90,000	1,261,509

Passed this 15th day of May 2017
(Day) (Month/Year)

Signature
City Clerk/Finance Officer

Signature
Mayor

RESOLUTION NO. 1616

RESOLUTION APPROVING SUPPLEMENTAL AGREEMENT NO. 2 – PHASE III RIGHT-OF-WAY ACQUISITION COORDINATION SERVICES ON THE COLLEGE STREET BRIDGE REPLACEMENT PROJECT WITH VEENSTRA & KIMM, INC. FOR THE LUMP SUM OF \$44,436.

WHEREAS, the City of West Branch, Iowa conducted a consultant selection process on the College Street Bridge Replacement Project; and;

WHEREAS, the City of West Branch, Iowa selected Veenstra & Kimm, Inc. to design the Project and Veenstra & Kimm, Inc. and final design of the project has progressed to the state in which it is possible to identify the requirements for temporary construction easements and permanent right-of-way; and

WHEREAS, the City now requires right-of-way coordination services; and

WHEREAS, Veenstra & Kimm, Inc. has prepared a proposal to complete Phase II Right-of-Way Coordination for the lump sum of \$44,436; and

WHEREAS, the Supplemental Agreement No. 2 – Phase III Final Design Services for the College Street Bridge Replacement Project has been reviewed by the city attorney and now requires the approval of the City Council.

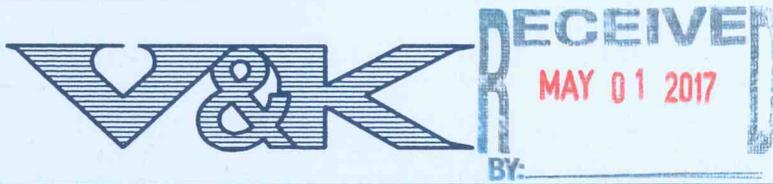
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the aforementioned Supplemental Agreement No. 2 be and the same is hereby approved. Further, the Mayor and City Clerk are directed to execute said Supplemental Agreement No. 2 on behalf of the City.

Passed and approved this 15th day of May, 2017.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, Deputy City Clerk



VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

April 27, 2017

Nick Shimmin
Interim City Administrator
City of West Branch
P.O. Box 218, 110 N. Poplar Street
West Branch, Iowa 52358

WEST BRANCH, IOWA
SUPPLEMENTAL AGREEMENT NO. 2 – PHASE III RIGHT-OF-WAY ACQUISITION
COORDINATION
COLLEGE STREET BRIDGE REPLACEMENT PROJECT
PROJECT NO. BROS-8252(605)--8J-16
FHWA NO. 012380

Preliminary design for the College Street bridge replacement project has been completed and final design has progressed to the state that we are able to identify the requirements for temporary construction easements (TCE) and permanent right-of-way (ROW). This Supplemental Agreement for Phase III Right-of-Way Acquisition Coordination is submitted in accordance with the provisions of our current Professional Services Agreement dated January 28, 2016.

Defining details for a custom 70'-0 x 32'-0 continuous concrete slab bridge and total participating project length of 717.06 feet were presented in our preliminary plans that were submitted on September 23, 2016. Our Phase III services included with the scope of this Supplemental Agreement are defined on the attached updated staff hour estimate. These hours only include time for the work associated with the contributory portion of the project. Hours and tasks to coordinate ROW for the non-participating portion of the pavement along College Street and 2nd Street are not included with this Supplemental Agreement.

A preliminary staff hour estimate that included tasks, hours and cost for Phase III was provided with the documents presented with the original agreement for preliminary design. These hours and costs have been updated based on the final determined TCE and ROW required for the project and the updated estimate is included with this Supplemental Agreement to provide documentation for our lump sum fee. Our updated estimate lists the individuals that we propose to utilize for the work and their current hourly rates. The hourly rates are equal to the employees exact pay rate with an increase for our current

April 27, 2017
Page 2

overhead rate of 113.57% and 11.00% fixed fee. The 11% fixed fee matches the percent used for the preliminary design. The current list of tasks includes all of the items from our original estimate. The net result is a decrease in price from our previously reported estimate for Phase III.

We propose to perform the Phase III Services for the following fee:

Lump Sum = \$44,436.00

All provisions of the original Agreement remain in effect except as modified by previously approved Supplemental Agreement 1 and this Supplemental Agreement No. 2. Please review this proposal and, if it is acceptable, obtain the required signatures on all five copies, forward three copies to Kent Ellis, the Iowa DOT District 6 Local Systems Engineer for his signature, and return one signed and dated copy to us. The final copy is for your records.

If you have any questions or comments concerning this Supplemental Agreement, please contact us at 1-800-241-8000.

VEENSTRA & KIMM, INC.



Lawrence J. Spellerberg, P.E.
Project Manager

600-3
Enclosure

April 27, 2017
Page 3

APPROVED FOR THE CITY OF WEST BRANCH:

Nick Shimmin, Interim City Administrator

Date _____

IOWA DEPARTMENT OF TRANSPORTATION HIGHWAY DIVISION

ACCEPTED FOR FHWA AUTHORIZATION:

Kent L. Ellis, P.E.
District 6 Local Systems Engineer

Date _____

CLIENT:	City of West Branch, Iowa
PROJECT:	College Street Bridge Replacement, FHWA No. 012380, PN. BROS-8252(605)-8J-16

04/27/17

Concept: Custom Continuous Concrete Slab Bridge with Standard Length but Custom Width due to Sidewalk, Aesthetics Barrier Rail, Handrail and Fence.

STAFF HOUR ESTIMATE						
TASK / SHEETS	Engineer I-C Supervisor	Engineer I-C PM	Surv I Surveyor	Tech-III Surveyor	Clerical I	Total
	David Schechinger	Larry Spellerberg	Bob Maddaleno	Travis Paul	Deb Luke	
PHASE III RIGHT-OF-WAY ACQUISITION COORDINATION						
III.A Easement Drawings and Right-of-Way Acquisition Plats						
Review ROW and TCE Needs		5.0	5.0	5.0		15.0
Complete Easement Drawings for Temp. Const. Easement Purchase (9 Total)			15.0	15.0		30.0
Complete ROW Acquisition Plats for ROW Purchase (7 Total)			18.0	18.0		36.0
Set Pins After Acquisition Plats Have Been Filed			20.0	20.0		40.0
III.A Subtotal		5.0	58.0	58.0		121.0
III.B Right-of-Way and Temporary Construction Easement Coordination						
Review Acquisition Plats with City	4.0					4.0
Complete Compensation Estimates (9 Parcels, 6 Owners)	18.0				4.0	22.0
Coordinate to Obtain 3 Appraisal (3 Parcels, 2 Owners)	8.0					8.0
Coordinate to Obtain Title Certificates (7 Total, ROW from 7 Parcels, 4 Owners)	8.0					8.0
Review Proposed Easements and ROW Acquisitions with 8 Owners	23.0					23.0
Complete Warranty Deeds and Other Documents and Coordination for Property Acquisition	40.0				2.0	42.0
III.B Subtotal	101.0				6.0	107.0
Phase III Estimated Hours Subtotal	101.0	5.0	58.0	58.0	6.0	228.0
Hourly Rate	\$157.88	\$139.87	\$108.46	\$68.75	\$82.97	
Phase III Estimated Salary Subtotal	\$15,945.88	\$699.35	\$6,290.68	\$3,987.50	\$497.82	\$27,421.23
III.C Expenses						
Mileage	1 Trip @ 30 m Mles/trip, 2 Trip @ 270 Miles/Trip @ \$0.54/Mile					\$307.80
Estimated Appraisal Fees (2 total, 3 Parcels, 2 Owners)	2 X \$2,000					\$4,000.00
Estimated Title Certificate Fees (7 Total, 4 Owners)	7 X \$600					\$4,200.00
Phase III Estimated Expense Subtotal						\$8,507.80
ESTIMATED PHASE IIISUBTOTAL						\$44,436.83

Staff hour estimate figures provided are grouped into generalized work categories, and are used as a basis for estimating total engineering effort for the project. No guarantee is intended or implied that the staff hours actually expended for individual items, individual tasks, or individual employee categories will be exactly as shown on this staff hour estimate.

The Total Estimated Engineering Cost shown above does not include work tasks which are not part of the Scope of Services contained in the Agreement for Professional Services, such as wetlands mitigation, design for aesthetic features and lighting, and landscaping. It also does not include the Owner's own administrative costs and legal fees.

Parcel/Requirements

0500-13-05-352-024-0 / Temporary Construction Easement	Appraisal	Owner 1
0500-13-05-355-003-0 / Temporary construction Easement	Appraisal Waiver/Compensation Estimate	Owner 2
0500-13-05-352-025-0 / Temporary Construction Easement and Permanent ROW	Appraisal	Owner 3
0500-13-05-356-003-0 / Permanent ROW	Appraisal Waiver/Compensation Estimate	Owner 4
0500-13-05-361-007-0 / Permanent ROW	Appraisal Waiver/Compensation Estimate	Owner 4
0500-13-05-361-001-0 / Permanent ROW	Appraisal Waiver/Compensation Estimate	Owner 4
0500-13-05-361-005-0 / Temporary Construction Easement and Permanent ROW	Appraisal	Owner 3
0490-13-05-353-003-0 / Temporary Construction Easement and Permanent ROW	Appraisal Waiver/Compensation Estimate	Owner 5
0500-13-05-535-005-0 / Temporary Construction Easement and Permanent ROW	Appraisal Waiver/Compensation Estimate	Owner 6
0500-13-05-361-008-0 / Temporary Construction Easement	Appraisal Waiver/Compensation Estimate	Owner 7
0500-13-05-353-010-0 / Temporary Construction Easement	Appraisal Waiver/Compensation Estimate	Owner 8
0500-13-05-353-013-0 / Temporary Construction Easement	Appraisal Waiver/Compensation Estimate	Owner 8

- Appraisals Required for 3 Parcels (2 Owners)
- Appraisal Waiver/Compensation Estimate Required for 9 Parcels (6 Owners)
- Easement Drawings Required for 9 Parcels
- ROW Acquisition Plats Required for 7 Parcels
- Title Certificates Required for Permanent ROW for 7 Parcels (4 Owners)
- Warranty Deeds Required for Permanent ROW for 7 Parcels (4 Owners)

RESOLUTION NO. 1617

ORDERING NOTICE OF PUBLIC HEARING ON INTENT TO VACATE A PORTION OF A STREET AND TO DISPOSE OF AN INTEREST IN REAL PROPERTY TO BARNHART PROPERTIES LLC AND PETER TUTTLE

WHEREAS, said property is of no use by the City and can be returned to the tax rolls; and

WHEREAS, Section 364.7 of the Code of Iowa requires a public hearing prior to the disposal of an interest in real property,

NOW, THEREFORE, It Is Resolved by the Council of the City of West Branch, Iowa, that a public hearing will be held at 7:00 o'clock pm on Monday, June 5, 2017 at City Hall. Further, the Deputy City Clerk is hereby directed to publish a public hearing notice in the West Branch Times as required by law.

Passed and approved this 15th day of May, 2017.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, Deputy City Clerk

RESOLUTION 1618

A RESOLUTION ALLOWING THE CONSUMPTION OF ALCOHOL UPON A PUBLIC STREET WITHIN THE CITY OF WEST BRANCH, IOWA ON SATURDAY JUNE 3, 2017 FROM 7:00 P.M. - 10:00 P.M. ON THE 100 BLOCK OF WEST MAIN STREET FOR SUMMER CAMP SPONSORED BY WEST BRANCH COMMUNITY DEVELOPMENT GROUP

WHEREAS, the West Branch Community Development Group has requested the allowance of alcohol consumption within an enclosed area within the 100 block of West Main Street during the Summer Camp event; and,

WHEREAS, Section 45.02(2) of the Code of Ordinances of the City of West Branch, Iowa prohibits the consumption of alcoholic liquor, wine and beer upon the public streets and highways unless permitted by separate resolution of the City Council; and

WHEREAS, the city staff have reviewed and accepted the Special Event Permit Application for the Summer Camp event; and

WHEREAS, the City Council approved on May 1, 2017 the street closure on the 100 Block of West Main Street for the Summer Camp event; and

WHEREAS, it is now necessary for the City Council to approve said consumption of alcohol on a public street.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of West Branch, Iowa that the aforementioned allowance of alcohol consumption according to the Special Event Permit Application submitted by West Branch Community Development Group on June 3, 2017 from 7:00 p.m. to 10:00 p.m. is hereby approved; and

Passed and approved this 15th day of May 2017.

Roger Laughlin, Mayor

Attest:

Leslie Brick, Deputy City Clerk



A Main Street Iowa Community

May 10, 2017

Request to the City of West Branch for a resolution for Simply Summer Festival 2017

Resolution requested to allow for alcohol to be consumed on Main Street from Poplar Street to Downey Street on Saturday, June 3, 2017 from 6:30 pm – 10 pm during the hours in which the street is closed to traffic and is being used for the purpose of a musical event.

During this time period, patrons may take beer or wine out of a licensed establishment and may consume in the designated musical event area only.

RESOLUTION 1621

A RESOLUTION ALLOWING THE CONSUMPTION OF ALCOHOL ON A PUBLIC STREET WITHIN THE CITY OF WEST BRANCH, IOWA FROM 4:00 P.M. ON SATURDAY MAY 20, 2017 TO 12:00 A.M. ON SUNDAY MAY 21, 2017 ON THE 700 BLOCK OF SULLIVAN STREET FOR A BLOCK PARTY.

WHEREAS, a resident of Sullivan Street has requested the allowance of alcohol consumption on the 700 block of Sullivan Street for a block party; and,

WHEREAS, Section 45.02(2) of the Code of Ordinances of the City of West Branch, Iowa prohibits the consumption of alcoholic liquor, wine and beer upon the public streets and highways unless permitted by separate resolution of the City Council; and

WHEREAS, it is now necessary for the City Council to approve said consumption of alcohol on a public street.

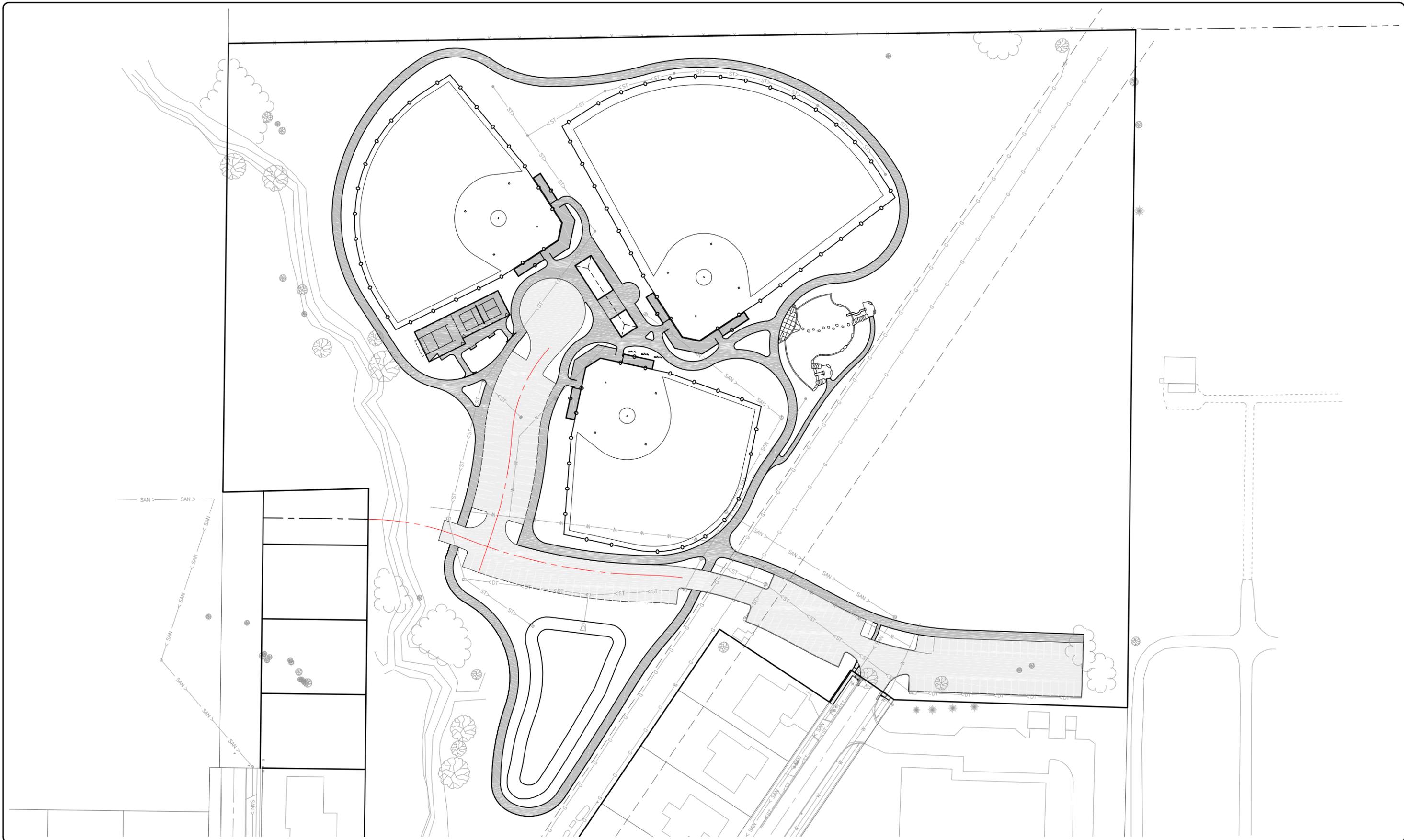
NOW, THEREFORE, BE IT RESOLVED by the Council of the City of West Branch, Iowa that the aforementioned allowance of alcohol consumption on the 700 block of Sullivan Street from 4 p.m. on May 20, 2017 to 12:00 a.m. on May 21, 2017 is hereby approved; and

Passed and approved this 15th day of May 2017.

Roger Laughlin, Mayor

Attest:

Leslie Brick, Deputy City Clerk



FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

ILLINOIS
IOWA
WISCONSIN

OWNER/DEVELOPER:
OWNER/DEVELOPER NAME
OWNER/DEVELOPER STREET ADDRESS
OWNER/DEVELOPER CITY STATE ZIP

PROJECT AND LOCATION:
PROJECT NAME
PROJECT CITY, PROJECT STATE

DRAWN BY: DRAWN BY
APPROVED BY: APPROVED BY
DATE: DATE
SCALE: AS NOTED

REVISIONS		
REV. NO.	DESCRIPTION	DATE

DRAWING:
DRAWING TITLE

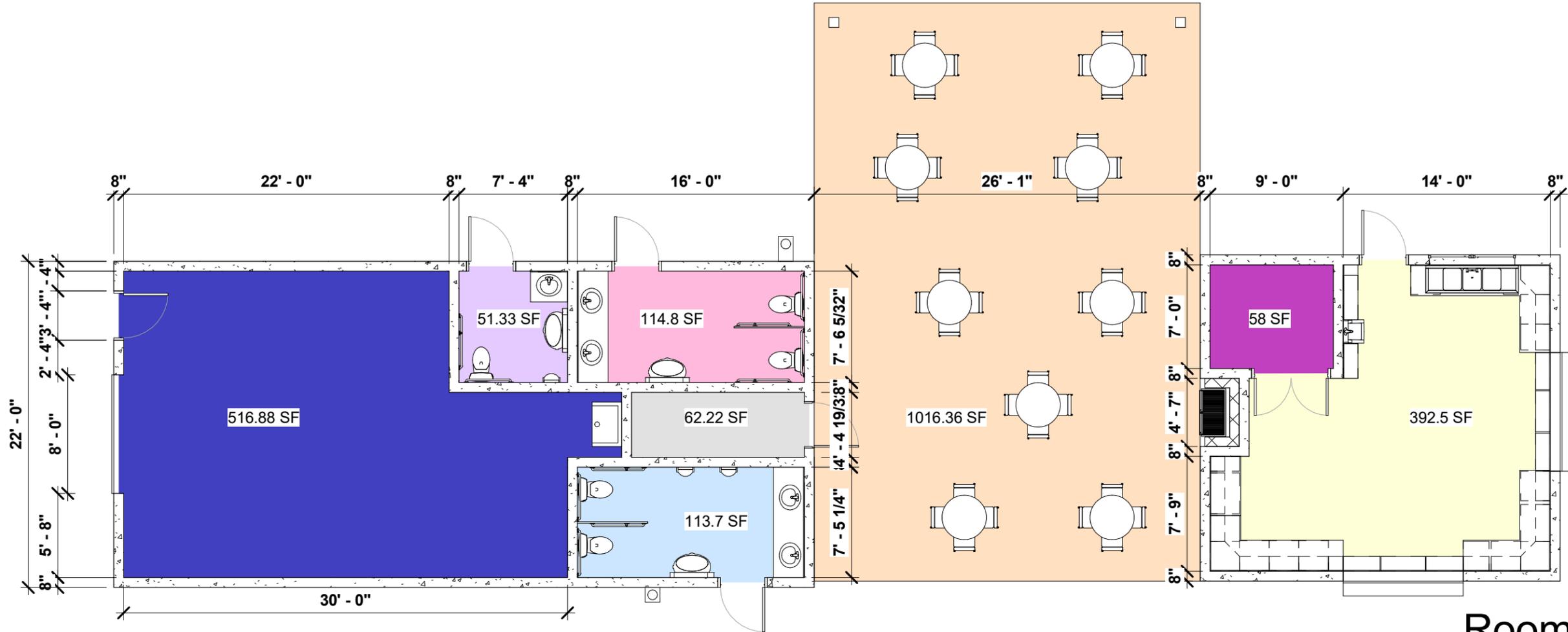
SET TYPE: PRELIMINARY

JOB NUMBER:
PROJECT #

SHEET NUMBER:
#

Issue Date

© 2016
Martin Gardner
Architecture P.C.



OPTION 4
1/8" = 1'-0"

- ### Room Legend
- CONCESSIONS
 - FAMILY RR
 - GARAGE
 - MECHANICAL
 - MEN'S
 - PANTRY
 - SEATING AREA
 - WOMEN'S

PRELIMINARY - NOT FOR CONSTRUCTION

CITY OF WEST BRANCH
PETERSON VALLEY PARK
WEST BRANCH, IOWA



700 11TH ST
SUITE 200
MARION, IOWA
52302
(319) 377-7604
WWW.MARTINGARDNERARCH.COM

11502 390TH ST
STRAWBERRY POINT
IOWA 52076
(563) 933-4712

W004
D0576.01