



**PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING SCHEDULED TO CONVENE AT 6:00 P.M. MONDAY NOVEMBER 19, 2018 IN THE CITY COUNCIL CHAMBERS, 110 NORTH POPLAR STREET, WEST BRANCH, IOWA.**

<b>Mayor</b>	<b>Roger Laughlin</b>	<a href="mailto:mayor@westbranchiowa.org">mayor@westbranchiowa.org</a>
<b>Mayor Pro Tem</b>	<b>Colton Miller</b>	<a href="mailto:mcolton@rocketmail.com">mcolton@rocketmail.com</a>
<b>Council Member</b>	<b>Jordan Ellyson</b>	<a href="mailto:Jordanellyson@gmail.com">Jordanellyson@gmail.com</a>
<b>Council Member</b>	<b>Brian Pierce</b>	<a href="mailto:brianapierce@outlook.com">brianapierce@outlook.com</a>
<b>Council Member</b>	<b>Jodee Stoolman</b>	<a href="mailto:j.stoolmanwbcc@yahoo.com">j.stoolmanwbcc@yahoo.com</a>
<b>Council Member</b>	<b>Nick Goodweiler</b>	<a href="mailto:nickgoodweilerwbcc@gmail.com">nickgoodweilerwbcc@gmail.com</a>
<b>City Administrator</b>	<b>Redmond Jones II</b>	<a href="mailto:rionesii@westbranchiowa.org">rionesii@westbranchiowa.org</a>
<b>City Attorney</b>	<b>Kevin Olson</b>	<a href="mailto:kevinolsonlaw@gmail.com">kevinolsonlaw@gmail.com</a>
<b>Deputy City Clerk</b>	<b>Leslie Brick</b>	<a href="mailto:leslie@westbranchiowa.org">leslie@westbranchiowa.org</a>

**Please note:** *Most written communications to or from government officials regarding government business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.*

**AGENDA**

- A. Call to Order**
- B. Roll Call**
- C. City Council Goal Setting Session**
- D. Adjourn Goal Setting Session** *CITY COUNCIL Meeting will start immediately following the Goal Setting Session, located in the City Council Chambers*
- E. Call to Order**
- F. Opening Ceremonies**
  - 1. Pledge of Allegiance
  - 2. Welcome
- G. Roll Call**
- H. Guest Speaker, Presentations and Proclamations**
  - 1. **Larry Burger, Vice President with Speer Financial, Inc. – Tax Increment Finance Report** – This report is delivered on an annual basis to keep the Mayor and Council up to date on the debt outstanding with the City. This report changes annually by the amount of debt paid back, taken out of the change in City valuation. The

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remaining parts of the report help identify for City Administration what their TIF needs are in the next fiscal year and beyond based on their obligations

2. **GIS Implementation from Midland** – Midland GIS, Implemented a Geographic Information System focused on correcting current problems in locating existing infrastructure and will be the basis for developing successful long term planning for investing for improvements, maintenance, and expansion management.
3. **The West Branch Public Library Annual Report** is required to give an annual report to the city council including information on the condition of the library, number of items added, number circulated, amount of fines collected, and report of expenditure.

#### **I. Public Comment**

*Anyone wishing to address the City Council may come forward when invited; please state your name and address for the record. Public comments are typically limited to three minutes, and written comments may be submitted to the Deputy City Clerk. Special instructions for public comments will be provided at the meeting if a public hearing or quasi-judicial matter is scheduled on the agenda.*

#### **J. Approve Agenda / Consent Agenda / Move to Action**

*Routine items and items not anticipated to be controversial are placed on the Consent Agenda to expedite the meeting. If a Council member, staff member or member of the Public wishes to discuss any item on the Consent Agenda, they can request the item be removed from the Consent Agenda for discussion. The remaining items on the Consent Agenda will be voted on with one motion being made for all items on the Consent Agenda*

1. **Motion to Approve** Meeting Minutes for City Council Meeting November 5, 2018.
2. **Motion to Approve** the “Down Under located at 102 W. Main Street” Liquor License Renewal.
3. **Motion to Approve** the Fire Department Officers for 2018-2019.
4. **Motion to Approve** the Claims Report.

#### **K. Public Hearing / Non-Consent Agenda**

1. **Public Hearing:** On the Proposed Amendment to the West Branch Zoning Code. For the Consideration of Rezoning for the Meadows, Part 4.
2. **First Reading, Ordinance 760** – Rezoning that Certain Parcel of Real Property Located at the Meadows, Part 4 from R-1 Residence District to R-1 and R-2 Residence Districts.
3. **Public Hearing:** On the Proposed Amendment to the West Branch Zoning Code. For the Consideration on the matter of Rezoning – Loethen Ridge Estates.
4. **First Reading, Ordinance 761** – Rezoning that Certain Parcel of Real Property Located at the Meadows, Part 4 from R-1 Residence District to R-1 and R-2 Residence District.
5. **Public Hearing:** Regarding the Consideration of Rezoning as requested by Cedar’s Edge Golf Course.

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6. **First Reading, Ordinance 762** – Rezoning that Certain Parcel of Real Property Located at Cedar’s Edge Golf Course from A-1 Agricultural District to R-1 and R-2 Residence Districts.
7. **Resolution 1764** – Approving Annual Insurance Renewals with Wellmark Blue Cross Blue Shield of Iowa for health and dental insurance.
8. **Discussion Item:** Regarding level of “Tax Rebate” support for Little Lights Project.
9. **Resolution 1748** – Consider Approving the Request of Acciona Windpower North America, LLC to Rebate a Portion of Tax Increment Revenues.
10. **Resolution 1749** – A Consideration to Approve the Request of Casey’s Marketing Company to Rebate a Portion of Tax Increment Revenues.
11. **Resolution 1752** – Obligating Funds from the Urban Renewal Tax Revenue Fund for the Payment of Annual Appropriation Tax Increment Financed Obligations in Fiscal Year 2020.
12. **Resolution 1765** - Approving Change Order #6 For Cubby Park Improvements “Not To Exceed” \$19,650.00 Unless Frost Is Found To Be Four Inches Deep Then Cost Will Be Enhanced By Time And Materials.

**L. Reports**

1. City Administrator’s Report
2. City Attorney Report
3. Other Staff Hearsays

**M. Comments from Mayor and Council Members**

**N. Adjournment**

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**REQUEST TO GIVE PRESENTATION TO CITY COUNCIL**

<b>MEETING DATE:</b> November 19, 2018
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<b>Presentation Item:</b>	<b>Larry Burger, Vice President with Speer Financial, Inc. – Tax Increment Finance Report.</b>
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Redmond Jones II, City Administrator
<b>DATE:</b>	November 14, 2018

**BACKGROUND:**

This report is delivered on an annual basis to keep the Mayor and Council up to date on the debt outstanding with the City. This report changes annually by the amount of debt paid back, taken out of the change in City valuation. The remaining parts of the report help identify for City Administration what their TIF needs are in the next fiscal year and beyond based on their obligations.

<b>STAFF RECOMMENDATION:</b> Receive the Presentation
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<b>REVIEWED BY CITY ADMINISTRATOR:</b>
<b>COUNCIL ACTION:</b>
<b>MOTION BY:</b>
<b>SECOND BY:</b>

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# City of West Branch, Cedar County, IA

## General Obligation Debt

Date	Fiscal Year	2013		2013		2013		2015		2016A		2016B		PY
		Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
01-Oct-2018	2019	\$ 175,000.00	17,545.00	\$ 40,257.00	4,025.70	\$ 85,000.00	8,500.00	\$ 85,000.00	8,500.00	\$ 85,000.00	8,500.00	\$ 40,000.00	4,000.00	19
01-June-2019	2020	170,000.00	16,737.50	11,416.00	1,141.60	85,000.00	8,500.00	85,000.00	8,500.00	85,000.00	8,500.00	45,000.00	4,500.00	20
01-Dec-2020	2021	175,000.00	17,500.00			80,000.00	8,000.00	80,000.00	8,000.00	80,000.00	8,000.00	50,000.00	5,000.00	21
01-June-2021	2022	175,000.00	17,450.00			90,000.00	9,000.00	90,000.00	9,000.00	90,000.00	9,000.00	50,000.00	5,000.00	22
01-Dec-2022	2023	180,000.00	18,000.00			90,000.00	9,000.00	90,000.00	9,000.00	90,000.00	9,000.00	50,000.00	5,000.00	23
01-June-2023	2024	185,000.00	18,500.00			95,000.00	9,500.00	95,000.00	9,500.00	95,000.00	9,500.00	50,000.00	5,000.00	24
01-Dec-2024	2025	190,000.00	19,000.00			100,000.00	10,000.00	100,000.00	10,000.00	100,000.00	10,000.00	50,000.00	5,000.00	25
01-June-2025	2026	80,000.00	8,000.00							95,000.00	9,500.00	55,000.00	5,500.00	26
01-Dec-2026	2027	80,000.00	8,000.00							100,000.00	10,000.00	55,000.00	5,500.00	27
01-June-2027	2028	80,000.00	8,000.00							100,000.00	10,000.00	55,000.00	5,500.00	28
01-Dec-2028	2029	85,000.00	8,500.00											29
01-June-2029	2030	85,000.00	8,500.00											30
01-Dec-2030	2031	90,000.00	9,000.00											31
01-June-2031	2032	95,000.00	9,500.00											32
		\$ 1,835,000.00	2,101,955.00	\$ 51,673.00	5,167.30	\$ 430,000.00	43,000.00	\$ 687,650.00	68,765.00	\$ 915,000.00	91,500.00	\$ 1,008,812.50	100,881.25	\$ 441,467.50

# City of West Branch, Cedar County, IA

## General Obligation Debt

FY	2017		2017		Total Principal & Interest	Less Sewer Revenue	Less Water Revenue	Less LOBT Revenue (2105A)	Less LOBT Revenue (2071)	Less TLF Revenue	Total Property Taxes
	Issued 5/2017 "Callable" Principal	2017 TIC - 2.5339% Principal	Issued 12/5/2017 TIC - 2.5339% Principal	2017 TIC - 2.5339% Interest							
18	\$ 89,000.00	\$ 340,000.00	\$ 340,000.00	\$ 90,000.00	\$ 950,175.75	\$ 88,071.00	\$ 111,715.00	\$ 22,000.00	\$ 182,775.00	\$ 394,140.00	\$ 248,083.75
				47,239.25	87,191.25				186,475.00		216,142.75
20	\$ 89,000.00	\$ 340,000.00	\$ 340,000.00	\$ 387,205.25	\$ 923,807.25	\$ 87,860.00	\$ 115,815.00	\$ 22,803.00	\$ 181,175.00	\$ 377,801.00	\$ 205,159.24
				423,839.25	923,811.25	92,047.50	114,302.50	22,546.78	197,775.00	379,088.48	209,991.75
21	\$ 89,000.00	\$ 365,000.00	\$ 365,000.00	\$ 405,339.25	\$ 940,242.50	\$ 91,087.50	\$ 112,832.50	\$ 23,440.00	\$ 204,175.00	\$ 376,572.50	\$ 205,836.75
				36,088.25	90,487.50	90,965.00	118,205.00	25,195.13	215,375.00	360,940.00	249,668.75
22	\$ 89,000.00	\$ 400,000.00	\$ 400,000.00	\$ 432,839.25	\$ 893,155.00	\$ 93,782.50	\$ 114,335.00	\$ 22,824.00	\$ 215,375.00	\$ 370,771.50	\$ 252,101.24
				32,699.25	890,457.00	93,782.50	114,335.00	22,824.00	318,250.00	332,771.38	252,101.24
23	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
24	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
25	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
26	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
27	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
28	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
29	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
30	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
31	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
32	\$ 89,000.00	\$ 405,000.00	\$ 405,000.00	\$ 441,568.25	\$ 895,155.00	\$ 92,425.00	\$ 117,300.00	\$ 23,912.38	\$ 233,250.00	\$ 332,771.38	\$ 165,670.00
				22,873.75	895,155.00	92,425.00	117,300.00	23,912.38	318,250.00	332,771.38	165,670.00
	\$ 485,000.00	\$ 543,262.50	\$ 4,840,000.00	\$ 4,781,375.00	\$ 9,616,195.50	\$ 1,299,850.00	\$ 882,305.00	\$ 232,026.91	\$ 1,086,000.00	\$ 3,543,325.36	\$ 2,332,884.22

# City of West Branch, Cedar County, IA

## Revenue Debt

\*Does not count against the City's debt capacity

Date	Fiscal Year	2005			2007			Total Principal	Total Principal & Interest	Less Water Revenue	Total Property Taxes	FY
		Rate Ref: 12/1/2015	\$860,000 SRF Water Rev	Issued: 5/5/2007	\$83,000 SRF Water Rev	TIC - 2.00%	TIC - 3.25%					
		"Callable" Principal	Principal & Interest	"Callable" Principal	Principal & Interest							
01-Dec-2018	2019	\$ 46,000.00	\$ 3,552.50	\$ 4,000.00	\$ 570.00	\$ 50,000.00	\$ 4,122.50	\$ 59,355.00	-	19		
01-Dec-2019	2020	47,000.00	3,150.00	4,000.00	510.00	51,000.00	3,660.00	55,645.00	-	20		
01-Dec-2020	2021	48,000.00	2,738.75	5,000.00	450.00	53,000.00	3,188.75	59,135.00	-	21		
01-Dec-2021	2022	50,000.00	2,318.75	5,000.00	375.00	55,000.00	2,693.75	61,112.50	-	22		
01-Dec-2022	2023	51,000.00	1,881.25	5,000.00	300.00	56,000.00	2,181.25	60,950.00	-	23		
01-Dec-2023	2024	53,000.00	1,435.00	5,000.00	225.00	58,000.00	1,660.00	61,767.50	-	24		
01-Dec-2024	2025	55,000.00	971.25	5,000.00	150.00	60,000.00	1,121.25	62,545.00	-	25		
01-Dec-2025	2026	56,000.00	490.00	5,000.00	75.00	61,000.00	565.00	62,282.50	-	26		
		\$ 406,000.00	\$ 443,800.00	\$ 38,000.00	\$ 42,652.50	\$ 444,000.00	\$ 486,452.50	\$ 486,452.50	\$ -			

## City of West Branch, Cedar County County, Iowa

### T.I.F. Rebate Obligations

		Casey's Marketing Company *Annual Appropriation NTE: \$561,348.65			Total	Total
Date	Fiscal Year	Incremental Value	100% Rebate	FY	Taxable Value	Rebate
01-Dec-2018						
01-June-2019	2019	\$ 922,509	\$ 25,154.00	19	\$ 922,509	\$ 25,154.00
01-Dec-2019						
01-June-2020	2020	922,509	26,709.51	20	922,509	26,709.51
01-Dec-2020						
01-June-2021	2021	922,509	26,709.51	21	922,509	26,709.51
01-Dec-2021						
01-June-2022	2022	922,509	26,709.51	22	922,509	26,709.51
01-Dec-2022						
01-June-2023	2023	922,509	26,709.51	23	922,509	26,709.51
01-Dec-2023						
01-June-2024	2024	922,509	26,709.51	24	922,509	26,709.51
01-Dec-2024						
01-June-2025	2025	922,509	26,709.51	25	922,509	26,709.51
01-Dec-2025						
01-June-2026	2026	922,509	26,709.51	26	922,509	26,709.51
01-Dec-2026						
01-June-2027	2027	922,509	26,709.51	27	922,509	26,709.51
01-Dec-2027						
01-June-2028	2028	922,509	26,709.51	28	922,509	26,709.51
01-Dec-2028						
01-June-2029	2029	922,509	26,709.51	29	922,509	26,709.51
01-Dec-2029						
01-June-2030	2030	922,509	26,709.51	30	922,509	26,709.51
01-Dec-2030						
01-June-2031	2031	922,509	26,709.51	31	922,509	26,709.51
01-Dec-2031						
01-June-2032	2032	922,509	26,709.51	32	922,509	26,709.51
01-Dec-2032						
01-June-2033	2033	922,509	26,709.51	33	922,509	26,709.51
01-Dec-2033						
01-June-2034	2034	922,509	26,709.51	34	922,509	26,709.51
01-Dec-2034						
01-June-2035	2035	922,509	26,709.51	35	922,509	26,709.51
01-Dec-2035						
01-June-2036	2036	922,509	26,709.51	36	922,509	26,709.51
01-Dec-2036						
01-June-2037	2037	922,509	26,709.51	37	922,509	26,709.51
01-Dec-2037						
01-June-2038	2038	922,509	26,709.51	38	922,509	26,709.51

\$ 532,634.69

\$ 532,634.69



City of West Branch, Cedar County, Iowa

TIF Revenue Abatement

Date	Fiscal Year	2013 \$2,730,000 GO Corp Purp & Ref Bond Issued: 3/5/2013		2016A \$270,000 GO CP Bonds Issued 7/19/2016		2016B \$400,000 Tax GO UR Bond Issued 7/19/2016		FY
		Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	
01-Dec-2018	19	\$ 37,987.00	\$ 37,987.00	\$ 22,950.00	\$ 2,024.66	\$ 45,000.00	\$ 4,122.50	19
01-Dec-2019	20	37,987.00	37,987.00	22,950.00	1,909.91	45,000.00	3,773.75	20
01-Dec-2020	21	37,987.00	37,987.00	22,950.00	1,760.74	50,000.00	3,425.00	21
01-Dec-2021	22	37,987.00	37,987.00	24,300.00	1,611.56	50,000.00	2,950.00	22
01-Dec-2022	23	37,987.00	37,987.00	24,300.00	1,429.31	50,000.00	2,475.00	23
01-Dec-2023	24	37,987.00	37,987.00	24,300.00	1,247.06	50,000.00	1,925.00	24
01-Dec-2024	25			25,650.00	1,034.44	55,000.00	1,375.00	25
01-Dec-2025	26			25,650.00	810.00	55,000.00	687.50	26
01-Dec-2026	27			27,000.00	563.50			27
01-Dec-2027	28			27,000.00	27,553.50			28
01-Dec-2028	29				283.50			29
01-Dec-2029	30				27,283.50			30
01-Dec-2030	31							31
01-Dec-2031	32							32
01-Dec-2032	33							33
01-Dec-2033	34							34
01-Dec-2034	35							35
01-Dec-2035	36							36
01-Dec-2036	37							37
01-Dec-2037	38							38
		\$ 189,935.00	\$ 189,935.00	\$ 247,050.00	\$ 272,379.36	\$ 400,000.00	\$ 441,467.50	

City of West Branch, Cedar County, Iowa

TIF Revenue Abatement

FY	2017 \$495,000 Judgement Settlement Issued 6/2017		2017 \$1,695,000 GO Corp. Purp. Bonds Issued 6/2017		Transfer To General Obligation Debt Service Principal & Interest	Interfund Loan Dorsey & Whitney Legal Fees (Acciona)	Tax Increment Financing Rebate Agreements	Total T. I. F. Taxes	
	Principal	Principal & Interest	Principal	Principal & Interest				Fiscal Year	Certify December 1st
19	\$ 99,000.00	\$ 8,043.75	\$ 105,000.00	\$ 22,813.75	\$ 384,146.32	\$ 39,080.91	\$ 25,154.00	\$ 448,381.23	19
20	99,000.00	6,435.00	105,000.00	21,883.75	377,901.82		26,709.51	404,611.33	20
21	99,000.00	103,826.25	105,000.00	125,813.75	376,588.48		26,709.51	403,297.99	21
22	99,000.00	3,217.50	110,000.00	18,783.75	376,372.62		26,709.51	403,082.13	22
23	99,000.00	1,608.75	110,000.00	18,683.75	369,640.62		26,709.51	396,350.13	23
24		100,808.75	115,000.00	17,583.75	230,771.62		26,709.51	257,481.13	24
25			115,000.00	16,126.25	232,721.38		26,709.51	259,430.89	25
26			120,000.00	14,688.75	233,022.50		26,709.51	259,732.01	26
27			125,000.00	13,038.75	179,184.50		26,709.51	205,894.01	27
28			130,000.00	11,163.75	179,894.50		26,709.51	206,604.01	28
29			130,000.00	9,213.75	148,427.50		26,709.51	175,137.01	29
30			135,000.00	7,188.75	149,397.50		26,709.51	176,107.01	30
31			140,000.00	5,005.00	150,010.00		26,709.51	176,719.51	31
32			150,000.00	2,625.00	155,250.00		26,709.51	181,959.51	32
33							26,709.51	26,709.51	33
34							26,709.51	26,709.51	34
35							26,709.51	26,709.51	35
36							26,709.51	26,709.51	36
37							26,709.51	26,709.51	37
38							26,709.51	26,709.51	38
	\$ 495,000.00	\$ 543,262.50	\$ 1,695,000.00	\$ 2,096,285.00	\$ 3,543,329.36	\$ 39,080.91	\$ 532,634.69	\$ 4,115,044.96	

# City of West Branch, Cedar County, Iowa

## General Obligation Debt Capacity

Column:	#1	#2	#3	#4	#5	#6
Assessed Valuation(100%)/GO Bond Capacity	FY 17-18 1/1/2016	FY 18-19 1/1/2017	FY 19-20 1/1/2018	FY 20-21 1/1/2019	FY 21-22 1/1/2020	FY 22-23 1/1/2021
<b>Property Valuation @ (100%)(Actual/Projected)</b>	\$202,291,560	\$216,865,596	\$222,287,236	\$227,844,417	\$233,540,527	\$239,379,040

**Statutory GO Debt Limit @ 5% of 100% Value**      \$10,114,578      \$10,843,280      \$11,114,362      \$11,392,221      \$11,677,026      \$11,968,952

### Bonds Outstanding (Beginning Fiscal Year)

GO Bonds (Outstanding - Maturities)	\$ 4,700,757.00	\$ 8,366,673.00	\$ 7,507,416.00	\$ 6,672,000.00	\$ 5,828,000.00	\$ 4,959,000.00
TIF Revenue Bonds Outstanding (Principal Only)						
TIF Rebate Agreements (Annual Appropriations)		25,154.00	26,709.51	26,709.51	26,709.51	26,709.51
Other Debt Outstanding (Principal Only)						

### Bonds Paid (During Fiscal Year)

GO Debt (Principal Only) (Paid)	\$ 534,084.00	\$ 859,257.00	\$ 835,416.00	\$ 844,000.00	\$ 869,000.00	\$ 884,000.00
GO Debt Refunded (Principal Only) (Paid)						
TIF Rebate Agreements (Paid) (Annual Appropriation)		\$ 25,154.00	26,709.51	26,709.51	26,709.51	26,709.51
Other Debt (Principal Only) (Paid)						

### Bonds Issued (During Fiscal Year)

GO Bonds (Principal Only) (Issued)	\$ 4,200,000.00					
TIF Rebate Agreements (Annual Appropriations)						
TIF Rebate Agreements (Issued)						
Other Debt (Principal Only) (Issued)						

**Remaining GO Debt Capacity (Not Obligated)**      \$1,747,905      \$3,335,864      \$4,442,362      \$5,564,221      \$6,718,026      \$7,893,952

**Percent of Capacity Remaining**      17.28%      30.76%      39.97%      48.84%      57.53%      65.95%

GO Contingency Reserve (% of GO Capacity)      20%      \$2,022,916      \$2,168,656      \$2,222,872      \$2,278,444      \$2,335,405      \$2,393,790

**Total GO Capacity - Less Contingency Reserve**      (\$275,011)      \$1,167,208      \$2,219,489      \$3,285,777      \$4,382,621      \$5,500,162

**Percent of Capacity Remaining**      -2.72%      10.76%      19.97%      28.84%      37.53%      45.95%

Percent Increase for Property Valuation Projection      7.204%      2.500%      2.500%      2.500%      2.500%      2.500%



# City of West Branch, Cedar County, Iowa

## T. I. F. Debt Report

Original TIF District

Frozen Base Value -- \$5,899,963

Column:	#1	#2	#3	#4	#5
Fiscal Year	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
County Assessor's Value as of	1/1/2016	1/1/2017	1/1/2018	1/1/2019	1/1/2020

TIF Value Existing

TIF Captured Value (Commercial Property @ 100%)	\$49,569,808	\$53,067,554	\$54,128,905	\$55,211,483	\$56,315,713
Commercial Property Rollback %	90.000%	90.000%	90.000%	90.000%	90.000%
TIF Captured Value (Commercial Property Rollback Value)	\$44,612,827	\$47,760,799	\$48,716,015	\$49,690,335	\$50,684,142
TIF Industrial Property @ 100%	\$12,761,547	\$11,922,959	\$12,161,418	\$12,404,647	\$12,652,739
Industrial Property Rollback %	90.000%	90.000%	90.000%	90.000%	90.000%
TIF Captured Value (Industrial Property Rollback Value)	\$11,485,392	\$10,730,663	\$10,945,276	\$11,164,182	\$11,387,466
TIF Personal Property/Agricultural @ 100%	\$98,507	\$86,662	\$88,395	\$90,163	\$91,966
TIF Captured Value (Residential Property 100 % Value)	\$10,615,960	\$11,465,907	\$11,695,225	\$11,929,130	\$12,167,712
Residential Property Rollback %	56.9391%	55.6209%	55.6209%	55.6209%	55.6209%
TIF Captured Value (Residential Property Rollback Value)	\$6,044,632	\$6,377,441	\$6,504,989	\$6,635,089	\$6,767,791
TIF Captured Value (Multi-Residential Property 100 % Value)	\$1,224,513	\$1,241,838	\$1,241,838	\$1,241,838	\$1,241,838
Multi-Residential Property Rollback %	82.5000%	78.7500%	75.0000%	71.2500%	67.5000%
TIF Captured Value (Multi-Residential Property Rollback Value)	\$1,010,223	\$977,947	\$931,379	\$884,810	\$838,241
<b>Total TIF Property Value (Taxable)</b>	<b>\$63,251,582</b>	<b>\$65,933,512</b>	<b>\$67,186,054</b>	<b>\$68,464,579</b>	<b>\$69,769,605</b>
Rate/Thousand	\$28.710	\$27.267	\$27.267	\$27.267	\$27.267
Total TIF Revenue (Taxable Value x Rate/Thousand)	<b>\$ 1,815,945.32</b>	<b>\$ 1,797,790.60</b>	<b>\$ 1,831,943.33</b>	<b>\$ 1,866,804.50</b>	<b>\$ 1,902,388.29</b>
Total TIF Dollars	\$ 1,815,945.32	\$ 1,797,790.60	\$ 1,831,943.33	\$ 1,866,804.50	\$ 1,902,388.29
Current / Future Debt Service Requirements GO Obligations	\$ 111,952.88	\$ 384,146.32	\$ 377,901.82	\$ 376,588.48	\$ 376,372.62
Current / Future TIF Rebate Obligations	\$ 25,154.00	\$ 26,709.51	\$ 26,709.51	\$ 26,709.51	\$ 26,709.51
Current / Future Interfund Loans	\$ 87,303.00	\$ 39,080.91			
<b>UNCLAIMED T.I.F. DOLLARS</b>	<b>\$ 1,616,689.44</b>	<b>\$ 1,349,409.37</b>	<b>\$ 1,428,645.34</b>	<b>\$ 1,463,722.37</b>	<b>\$ 1,506,038.16</b>

TIF Value Future Growth-Building Completed In Calendar Year:

	2016	2017	2018	2019	2020
Commercial Property (100%)	\$0	\$0	\$0	\$0	\$0
Industrial Property (100%)	\$0	\$0	\$0	\$0	\$0
Agricultural Property (100%)	\$0	\$0	\$0	\$0	\$0
Housing Units Constructed/Year	0	0	0	0	0
Housing Unit Value/Unit	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Housing Units Constructed 100% Value	\$0	\$0	\$0	\$0	\$0
Total Future Value	\$0	\$0	\$0	\$0	\$0
Valuation Growth Factor	4.240%	2.000%	2.000%	2.000%	2.000%



# City of West Branch, Cedar County, Iowa

## T. I. F. Debt Report

### Procter & Gamble - Phase II

Frozen Base Value - \$0

\* TIF District Expires in 2028, FY 2017 last year of Abatement

District #16180

Column:	#1	#2	#3	#4	#5
Fiscal Year	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
County Assessor's Value as of	1/1/2014	1/1/2015	1/1/2016	1/1/2017	1/1/2018

#### TIF Value Existing

TIF Captured Value (Commercial Property @ 100%)	\$0	90.000%	\$0	90.000%	\$0	90.000%	\$0	90.000%	\$0
Commercial Property Rollback %	90.000%		90.000%		90.000%		90.000%		90.000%
TIF Captured Value (Commercial Property Rollback Value)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TIF Industrial Property @ 100%	\$0	90.000%	\$0	90.000%	\$0	90.000%	\$0	90.000%	\$0
Industrial Property Rollback %	90.000%		90.000%		90.000%		90.000%		90.000%
TIF Captured Value (Industrial Property Rollback Value)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TIF Personal Property/Agricultural @ 100%	\$0		\$0		\$0		\$0		\$0
TIF Captured Value (Residential Property 100 % Value)	\$0		\$0		\$0		\$0		\$0
Residential Property Rollback %	55.73335%		58.9391%		55.6209%		55.6209%		55.6209%
TIF Captured Value (Residential Property Rollback Value)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

#### Total TIF Property Value (Taxable)

Rate/Thousand	\$28.512	\$0	\$28.747	\$28.710	\$27.267	\$27.267
Total TIF Revenue (Taxable Value x Rate/Thousand)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#### Total TIF Dollars

Current / Future Debt Service Requirements GO Obligations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current / Future TIF Rebate Obligations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current / Future Interfund Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#### UNCLAIMED T.I.F. DOLLARS

	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
--	------	------	------	------	------	------

#### TIF Value Future Growth-Building Completed in Calendar Year:

	2014	2015	2016	2017	2018
Commercial Property (100%)	\$0	\$0	\$0	\$0	\$0
Industrial Property (100%)	\$0	\$0	\$0	\$0	\$0
Agricultural Property (100%)	\$0	\$0	\$0	\$0	\$0
Housing Units Constructed/Year	0	0	0	0	0
Housing Unit Value/Unit	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Housing Units Constructed 100% Value	\$0	\$0	\$0	\$0	\$0
Total Future Value	\$0	\$0	\$0	\$0	\$0
Valuation Growth Factor	0.000%	0.000%	0.000%	0.000%	0.000%

SPEER FINANCIAL, INC.

November 15, 2018

# City of West Branch, Cedar County, Iowa

## T. I. F. Debt Report

### Procter & Gamble - Phase III

Page 1

Frozen Base Value -

\* TIF District Expires in 2029, FY 2017 last year of Abatement

District #16172

Column:	#1	#2	#3	#4	#5
Fiscal Year	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
County Assessor's Value as of	1/1/2014	1/1/2015	1/1/2016	1/1/2017	1/1/2018

#### TIF Value Existing

TIF Captured Value (Commercial Property @ 100%)	\$0	90.000%	90.000%	90.000%	90.000%
Commercial Property Rollback %	90.000%	\$0	\$0	\$0	\$0
TIF Captured Value (Commercial Property Rollback Value)	\$0	\$0	\$0	\$0	\$0
TIF Industrial Property @ 100%	\$0	90.000%	90.000%	90.000%	90.000%
Industrial Property Rollback %	90.000%	\$0	\$0	\$0	\$0
TIF Captured Value (Industrial Property Rollback Value)	\$0	\$0	\$0	\$0	\$0
TIF Personal Property/Agricultural @ 100%	\$0	\$0	\$0	\$0	\$0
TIF Captured Value (Residential Property 100 % Value)	\$0	\$0	\$0	\$0	\$0
Residential Property Rollback %	55.7335%	55.6259%	55.9391%	55.6209%	55.6209%
TIF Captured Value (Residential Property Rollback Value)	\$0	\$0	\$0	\$0	\$0

#### Total TIF Property Value (Taxable)

Rate/Thousand	\$28.512	\$29.747	\$28.710	\$27.267	\$27.267
Total TIF Revenue (Taxable Value x Rate/Thousand)	\$ -	\$ -	\$ -	\$ -	\$ -

#### Total TIF Dollars with Backfill

Current / Future Debt Service Requirements GO Obligations	\$ -	\$ -	\$ -	\$ -	\$ -
Current / Future TIF Rebate Obligations					
Current / Future Interfund Loans					

#### UNCLAIMED T.I.F. DOLLARS

	\$ -	\$ -	\$ -	\$ -	\$ -
--	------	------	------	------	------

#### TIF Value Future Growth-Building Completed in Calendar Year:

	2014	2015	2016	2017	2018
Commercial Property (100%)	\$0	\$0	\$0	\$0	\$0
Industrial Property (100%)	\$0	\$0	\$0	\$0	\$0
Agricultural Property (100%)	\$0	\$0	\$0	\$0	\$0
Housing Units Constructed/Year	0	0	0	0	0
Housing Unit Value/Unit	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Housing Units Constructed 100% Value	\$0	\$0	\$0	\$0	\$0
Total Future Value	\$0	\$0	\$0	\$0	\$0
Valuation Growth Factor	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%

SPEER FINANCIAL, INC.

November 15, 2018





**REQUEST TO GIVE PRESENTATION TO CITY COUNCIL**

<b>MEETING DATE:</b>	November 19, 2018
<b>Presentation Item:</b>	<b>Midland GIS – Project Closeout Presentation.</b>
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Matt Goodale, Public Works Director
<b>DATE:</b>	November 14, 2018

**BACKGROUND:**

Identified by City Council in its “2018-2019 Goal Setting” as a Top priority. Geographic Information Systems (GIS) was thought to address System focused on correcting current problems in locating existing infrastructure and will be the basis for developing successful long term planning for investing for improvements, maintenance, and expansion management. GIS programs are only as successful as the method used to maintain them and we believe every client should have a reliable, easy to use GIS. That is why we provide Integrity™, powered by Geo cortex®, our web-based software solution to access, edit, maintain, and analyze your GIS data. Built on Esri Technology, this intuitive program has built-in workflows to support daily operations and asset management. The best part, Integrity™ is easy to use and allows users to access their GIS data on any computer or mobile device, anytime, anywhere.

We understand that one size does not fit all. Our team of consulting professionals assess internal processes, audit current GIS data and software architecture. At Midland GIS, we focus our design on maximizing investment, correcting current problems, and developing a successful long term plan for implementation and management processes in your organization. Our consulting expertise includes; data analysis, system design, needs assessment, geodatabase design, GIS implementation and management process analysis.

I will cover the basic functionality of the website, and show how easy it is to navigate thru the website. Some of the main features will be the county parcel information that is accessible for staff. I will show the accuracy of the water, and sanitary sewer and the attributes. I will also talk about the editing function but not edit anything in the system since it is live.

<b>STAFF RECOMMENDATION:</b>	Receive the Presentation
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

*"Turning Vision into Reality is our Business"*



## REQUEST TO GIVE PRESENTATION TO CITY COUNCIL

<b>MEETING DATE:</b>	November 19, 2018
<b>Presentation Item:</b>	<b>Presentation of West Branch Public Library Annual Report and Strategic Plan goals.</b>
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Nick Shimmin, Library Director
<b>DATE:</b>	November 14, 2018

### **BACKGROUND:**

The West Branch Public Library is required to give an annual report to the city council including information on the condition of the library, number of items added, number circulated, amount of fines collected, and report of expenditure. To this end, an Annual Report document is created and given as part of a presentation to the city council. The document should be included on subsequent pages.

One of the bigger parts of the year is the creation of a new Strategic Plan, the goals of which I would like to present as part of this presentation.

<b>STAFF RECOMMENDATION:</b>	Receive the Presentation
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

*"Turning Vision into Reality is our Business"*

# ANNUAL REPORT

West Branch Public Library Annual Report for Fiscal Year 2018

October 2018

## Welcome

Welcome to the Annual Report of the West Branch Public Library for 2017. This report looks to highlight important things within the library that occurred during the 2018 fiscal year which ran from July 2017 through June 2018.

The library looked this year heavily to improve the worn areas of the library looking to ensure that our users find the building clean, welcoming, and modern. During the year, the libraries restrooms was the first location to be rennovated this year, clearing up rusty partitions as well as worn tile and paint. New tile was installed, the partitions and walls were painted, diaper changing stations were added, and new countertops were installed. The new look of the restrooms are definitely far mor inviting and clean!

The library also conducted some rennovation in the way of repainting the community room, adding a closet to hide clutter, and laying the groundwork for new carpet to be installed late this summer

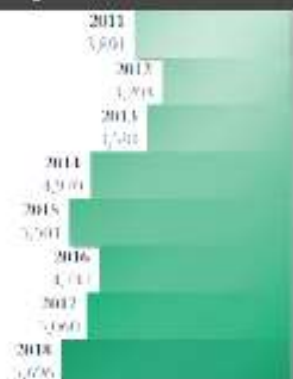
Over the past few years, the library has made a number of changes to help modernize the building to better meet the needs of our community as a place for the community to gather and learn. The information to the right on the use of the community room and library computers do not seem to have changed much. Underneath this, though, is the increase in overall time of use rather than the individual use. The library community room was used an additional 120 hours this year and the computers almost 700 additional hours over the prior year's use.

As the library moves forward through a new strategic plan created this year, the library looks further to be a place where the community can gather and learn.

Community Room Use, 2011 - 2018



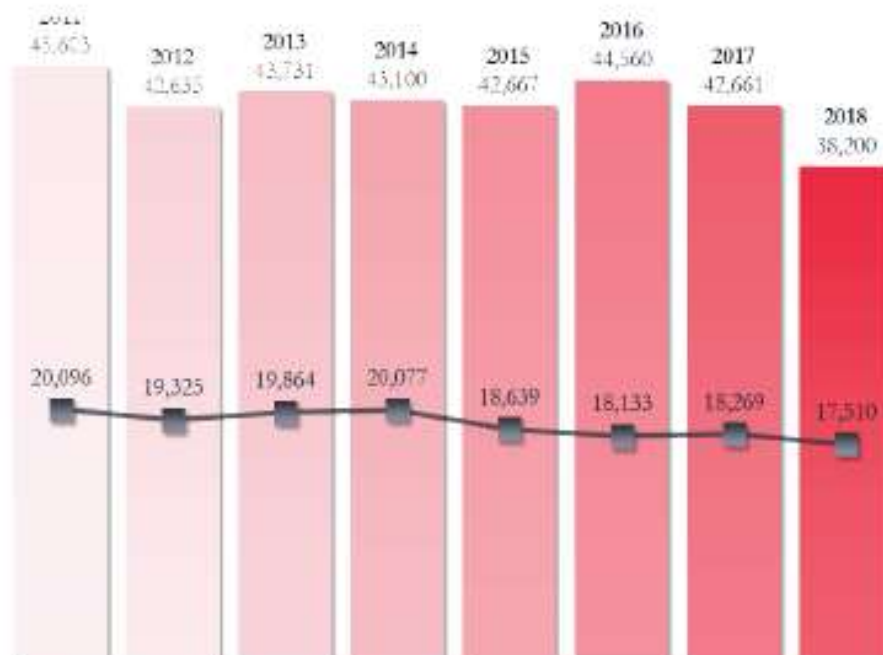
Computer Uses, 2011 - 2018



## In the Report

Welcome	1
Circulation & Collection Size	2
Ebooks	2
Summer Library Program	3
Programming	3
Financial Information	4
Library Visits	4
About this Report	4

A visit from author Carrie LaScur and drying eggs with as much mess as possible!

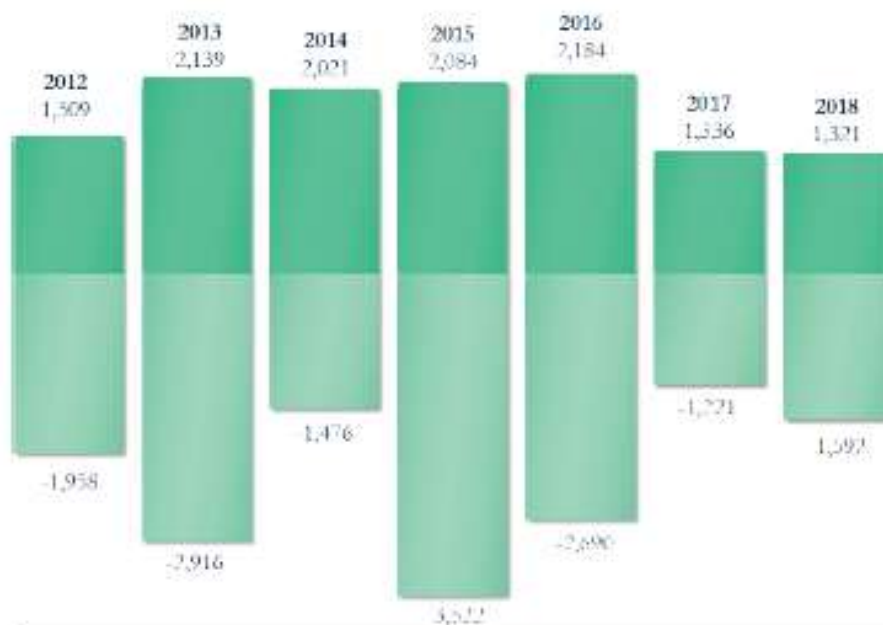


Total Circulation (bars) & Total Collection Size (line), 2011 -2018

### Circulation & Collection Size

2018 saw one of the first major changes in circulation within the past 10 years. The rise of streaming services have strongly impacted the use of visual media use within the library. Circulation is still, however, a very strong point for the West Branch library. A community of our size typically averages around 28,000 items per year, 10,000 less than that of the WBPL.

Note that the collection here is purely in physical items found within the library. Library users also have access to the electronic collection now which includes over 45,000 items which provides for a wider collection and constant access.



Numbers of items added and removed from the collection, 2012-2018

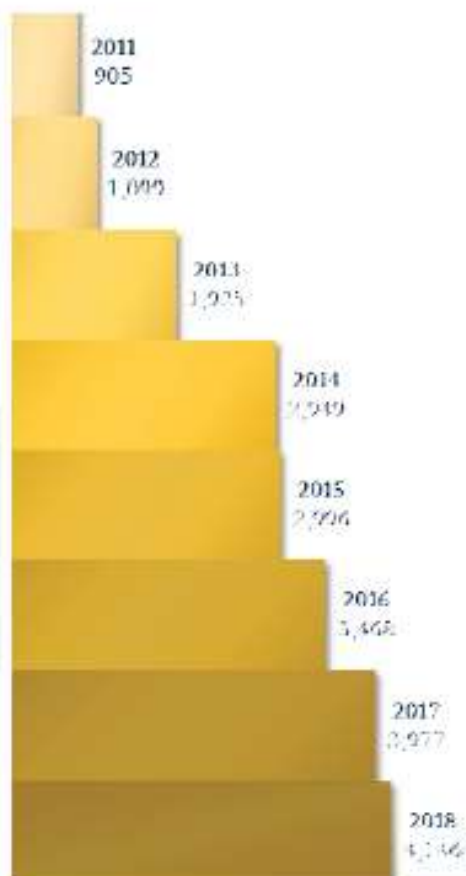
### Ebooks

Bridges, the library's electronic book and audiobook service, continues to increase in popularity. In 2018, the use of ebooks and electronic audio books increased by 4% over the prior year up to 4,146 uses this year, continuing the rise in use each year.

Use of electronic audiobooks, especially, have been of interest to our community this year as they discover the joy of listening to audiobooks through their smartphones as they drive, do chores around the house, mow the lawn, or kick back and relax.

This coming year, Bridges will have a trial of electronic magazines for the community to sample!

Note that the use of electronic items does not appear to have a direct relation to the amount of library visitors.



eBook & eAudiobook use, 2011 - 2018

## Summer Library Program

The 2018 Summer Library Program set out to remind us all that Libraries Rock!



Special guests in 2017 included the musical stylings of The Dulcimer Guy and Macaroni Soup; a special musical instrument petting zoo where youth could try out many different instruments; and visits from the animals of Blank Park Zoo, Cedar county Conservation, and the Groust Museum!

The library continued this year with learning incentives for many different learning tasks including visiting historic places, cooking, playing musical instruments, and, of course, reading. It is often our favorite time of year with so many people visiting for programs and to win prizes!

The library had a wonderful registration again with 405 people registered to participate in learning incentives.

We hope to see you in 2019 for A Universe of Stories, the summer themed around space, science, and of course, stories!



Summer Registrations, 2011 - 2017



The Blank Park Zoo brought some rockin' animals for summer!

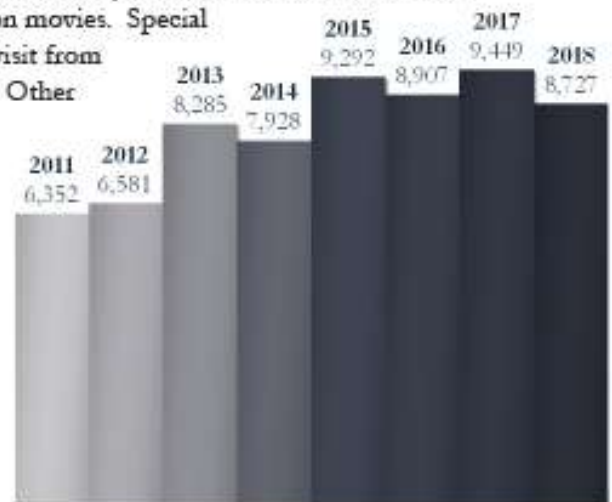
## Programming

Library Programs and events continue to be one of the community's, as well as the library's, favorite services. Attendance remains very high for a community of our size with a huge turnout of 8,727 people. As a comparison, a community of our size would expect around 2,000 participants.

Library programming took many different forms in 2018 from storytimes to afternoon movies. Special highlights included a visit from author Carrie LaSeur. Other programs included:

Wii Wednesdays, Teen events, book discussions, movie nights for adults, and special community events for Christmas Past and Halloween.

We have many new and exciting ideas for 2018 and we hop to see you there!

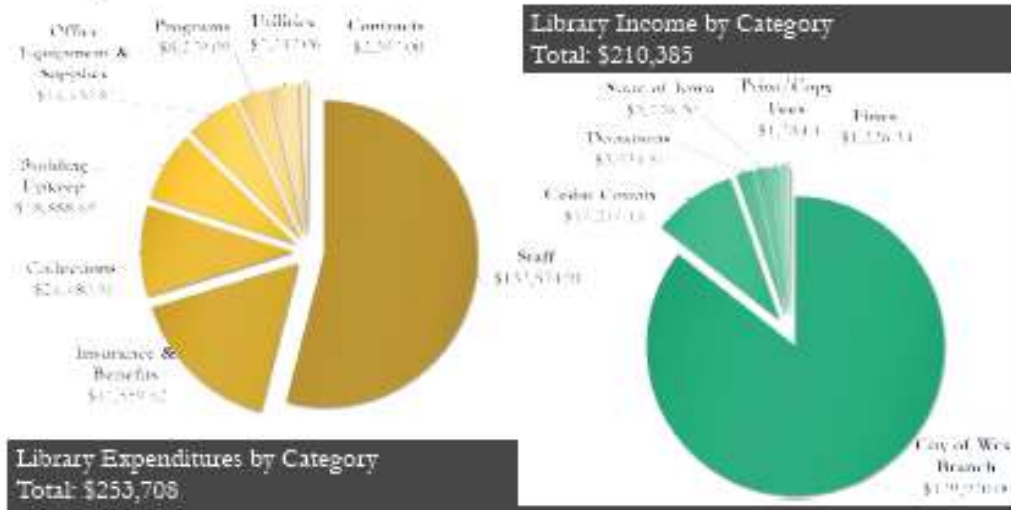


Programming attendance, 2011 - 2018

## Financial Information

As mentioned in the opening, the library this year had a strong focus on trying to improve the library facilities to ensure they are clean, welcoming, and modern. As such, the only major change in library finances was an increase in the amount spent on building upkeep to make those changes.

As always, since not all items listed in the expenditures section are accounted for through income into the library account, the income and expenditures are not intended to be equal amounts.



## Library Visits

As can be seen in the graph below, overall library visits have not varied considerably in some time. Changes in programming attendance, circulation, community room use, and electronic books have not seemed to cause any noticeable change to the number of people who walk through the door.

Naturally, the library definitely gets a boost in visits through its proximity to the elementary in middle schools, though those populations are likely to change based on the particular youth in the upper elementary and middle school classes.



## About this Report

The library's annual report has been prepared by  
 Nick Shimmin  
 Library Director  
 PO Box 460  
 West Branch, IA 52358

(319)643-2633

staff@wbpl.org

visit us on the web at  
 wbpl.org

The library would like to thank all of the people that make the West Branch Public Library possible:

### Library Board of Trustees

- Monica Tylee
- Chuck Varnum
- Cary Wiesner
- Michael Sexton
- Kristin Nalan
- Jaque Gutwein
- Karina Krall

### Friends of the Library Board

- Sarah Hetrick
- Jennie Embree
- Liz Hernandez
- Shari Heick
- Lisa Nelson
- Kim Linn

### Staff

- Nick Shimmin
- Rebecca Knoche
- Jessica Schafer
- Isolda Page
- Katrina Korsmo

## MISSION STATEMENT

The mission statement of the West Branch Public Library is as follows:

*The West Branch Public Library is committed to being a welcoming environment where members of the community can connect to resources, learning opportunities, and one another.*

The Mission Statement of the library is the primary goal of the library. All goals and objectives provided here within try to meet and ensure success of the mission.

## OVERVIEW

The overview of the Strategic Plan is referential listing of Community Service Responses, Library Board Goals, and staff objectives.

## SATISFY CURIOSITY / MAKE INFORMED DECISIONS

**Goal 1: Residents receive information and resources about financial literacy.**

- OBJECTIVE 1. By 2020, the library will provide at least four annual programs for a variety of library user age groups on financial literacy using community resources.
- OBJECTIVE 2. By June 2019, aspects of financial literacy will be incorporated into the implementation of the youth summer library program.

**Goal 2: All Residents find fulfillment through programs and resources at the library.**

- OBJECTIVE 1. A teen advisory group will be created by January 2019
- OBJECTIVE 2. Programming for seniors will be implemented by January 2019
- OBJECTIVE 3. By June 2019, the library will expand after-hours programming by experimenting with a variety of topics/programming and work to discover the needs of this target group.
- OBJECTIVE 4. The library will investigate interactive youth services webpage by September 2019.

## KNOW YOUR COMMUNITY / BE AN INFORMED CITIZEN

**Goal 1: Newcomers and other residents in the community are informed about community services and resources.**

- OBJECTIVE 1. The library will partner with city social media outlets by July 2020
- OBJECTIVE 2. By July 2020, the library will create and utilize a library YouTube channel to provide community information.
- OBJECTIVE 3. The library will partner with the Parks & Recreation Department in the implementation of a semi-annual community newsletter by July 2019.

**Goal 2: Citizens look to the library for current, non-biased information on community issues.**

- OBJECTIVE 1. The library will ask for accurate information (and post) from champions of issues and provide to the public, voting information including where, how, and when voting is available.

**Goal 3: The library helps create and promote a positive image of the community**

- OBJECTIVE 1. The library will become more involved with the Community Development Group by July 2019

## **VISIT A COMFORTABLE PLACE**

### **Goal 1: Citizens find upgraded, inviting spaces at the library**

- OBJECTIVE 1. The library will explore potential for a new facility by 2021
- OBJECTIVE 2. The library will replace the cabinet doors in the children's area by January 2019
- OBJECTIVE 3. The library will investigate repurposing the quiet room to make it more attractive to teen and small meeting use by January 2020.
- OBJECTIVE 4. The library will add an express computer terminal by March 2019
- OBJECTIVE 5. Computer waiting time will be addressed by March 2019

### **Goal 2: Patrons experience positive interactions and a barrier free environment at the library**

- OBJECTIVE 1. By 2019, the library staff will evaluate the success of going fine-free.
- OBJECTIVE 2. The concept of fine-free at the library will be promoted and a banner added at city hall by November 2018.
- OBJECTIVE 3. Signage will be added near Downey St. to direct people to Poplar for parking and accessible access by September 2020.
- OBJECTIVE 4. Services to care providers will be explored by library staff by June 2019

### **Goal 3: Library users enjoy outdoor amenities through sustainable green spaces**

- OBJECTIVE 1. A seating space will be created near the front of the building, trees trimmed down, banners used, and outdoor internet use considered by 2020.
- OBJECTIVE 2. In the preceding space, cover will be provided by 2020.
- OBJECTIVE 3. Partnerships with schools and other community organizations will be explored by 2021
- OBJECTIVE 4. A community garden will be explored in regards to possible local partnerships by 2021.



*(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](http://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

November 5, 2018  
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: Council members: Colton Miller, Jordan Ellyson, Brian Pierce, Jodee Stoolman and Nick Goodweiler were present. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy City Clerk Leslie Brick, Finance Officer Gordon Edgar, Public Works Director Matt Goodale, Park & Recreation Director Melissa Russell, Library Director Nick Shimmin, Police Chief Mike Horihan, Fire Chief Kevin Stoolman, City Attorney Kevin Olson and City Engineer Dave Schechinger.

#### **GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS**

Russell gave an update on Christmas Past 2018 planning. She said this year's event will be held on December 7<sup>th</sup> and 8<sup>th</sup> and would include much of the same activities as in past years. Russell said the only issue at the time was the lighting of the Christmas tree in the Village Green due to wet ground conditions.

#### **PUBLIC COMMENT**

There was no public comment.

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

Motion to approve meeting minutes for City Council meeting October 15, 2018.

Motion to approve the appointment of Jim Farmer as the Cedar County Representative for the West Branch Library Board.

Resolution 1755 – Hiring Nevin Tucker as a Water / Wastewater Operator for the City of West Branch, Iowa, and setting the salary for the position for Fiscal Year 2018-2019.

Resolution 1754 – approving West Branch Community School District High School Concession Stand Site Plan.

Resolution 1760 –approving the contribution of \$3,000 to the Community Development Group (CDG) for the purpose of horse drawn carriage rides during the Christmas Past Festival.

Motion to approve the Claims Report.

#### **November Claims Paid**

EXPENDITURES	11/5/2018	
ACTION SEWER & SEPTIC SERV	TELEWISE SEWER LINE	1,243.75
BAKER & TAYLOR INC.	BOOKS	286.69
BARNHART'S CUSTOM SERVICES	STREET LIGHT REPAIR	350.00
CAJ ENTERPRISES INC	BERANEK PARK SHELTER	91.35
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	23.20
CY'S TREE SERVICE	TREE TRIMMING	4,940.00
D&R PEST CONTROL	PEST CONTROL	70.00
HD CLINE COMPANY	REPAIR PARTS	273.84
HOLIDAY INN DES MOINES AIR	LODGING	201.60
IMWCA	IMWCA	2,024.00
IOWA ONE CALL	LOCATION SERVICE	72.00
IOWA PRISON INDUSTRIES	FURNITURE	1,512.00
JOHNSON COUNTY REFUSE INC.	RECYCLING SEP 2018	4,250.15
JULIA HIME	VIDEOGRAPY SERVICES	150.00
KIRKWOOD COMM. COLLEGE	TUITION-WASTEWATER GR 3/4	150.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,274.78
LYNCH'S PLUMBING INC	VACUUM OUT CURB STOP	150.00
MEDIACOM	CABLE SERVICE	41.90
OASIS ELECTRIC LLC	SERVICE CALL-LIBRARY	157.34
OVERDRIVE INC	AUDIOBOOKS	624.77
PARKSIDE SERVICE	TIRE REPAIR	26.17

PLUNKETT'S PEST CONTROL IN	PEST CONTROL-CITY OFFICE	95.18
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	970.00
QUILL CORP	OFFICE SUPPLIES	147.57
RESTORATION PRO 24 LLC	EMERGENCY CLEANING SERVICE	3,721.81
RIVER PRODUCTS COMPANY INC	BERANEK PARK SHELTER	68.73
SPRINGDALE AGENCY	INSURANCE	85.00
THOMAS HEATING & AIR LLC	FURNACE REPAIR	450.00
WEST BRANCH COMMUNITY SCHOOL	BUS SERVICE	2,706.18
WEST BRANCH FIREFIGHTERS	SUPPLIES, TRAINING, TRAVEL	404.36
WEST BRANCH FORD	VEHICLE REPAIR	228.47
TOTAL		26,790.84

PAYROLL	10/19/2018	53,411.32
PAYROLL (SICK TIME PAYOUT)	10/25/2018	1,718.26
PAYROLL	11/2/2018	41,019.03

PAID BETWEEN MEETINGS

BOCWAY INVESTMENTS LLC	BUILDING INCENTIVE PAYMENT	1,314.07
BP AMOCO	VEHICLE FUEL	815.63
BUSINESS RADIO SALES	SUPPLIES	38.29
CJ COOPER & ASSOCIATES	DRUG TESTING	69.30
KIWANIS	MEMBERSHIP DUES	100.00
KNOCHE, REBECCA	VIDEOGRAPHY SERVICES	150.00
LYNCH, RYAN OR LINDSEY	BUILDING INCENTIVE PAYMENT	1,102.07
BOWMAN, MATT	RENTAL REFUND	100.00
UPS	SHIPPING	20.92
US BANK CORPORATE CARD	TRAINING, TRAVEL EXPENSES, SUPPLIES	1,500.06
VEENSTRA & KIMM	WASTEWATER TREATMENT-FACILITY STUDY	7,701.45
WALMART	SUPPLIES	245.09
WEST BRANCH TIMES	ADVERTISING/LEGAL PUBLICATIONS	1,198.79
WEX BANK	VEHICLE FUEL	1,244.31
AMAZON	BOOKS & PROGRAM SUPPLIES	367.96
LESLIE BRICK	MILEAGE & TRAVEL EXPENSE	194.62
GALAXY CLEANING SERVICES	CLEANING SERVICE	546.00
REDMOND JONES II	TRAVEL EXPENSES	912.39
VERIZON WIRELESS	WIRELESS SERVICE	833.13
TOTAL		18,454.08

GRAND TOTAL EXPENDITURES 141,393.53

FUND TOTALS

001 GENERAL FUND	62,774.16
022 CIVIC CENTER	253.04
031 LIBRARY	14,494.09
036 TORT LIABILITY	2,005.41
110 ROAD USE TAX	9,947.72
112 TRUST AND AGENCY	18,089.59
600 WATER FUND	12,704.23
610 SEWER FUND	20,546.54
740 STORM WATER UTILITY	578.75
GRAND TOTAL	141,393.53

Motion by Goodweiler, second by Pierce to approve agenda/consent agenda items. AYES: Goodweiler, Pierce, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

**PUBLIC HEARING / NON-CONSENT AGENDA**

Resolution 1756 – Authorizing the City Administrator to accept a \$10,000 “money back guarantee” wastewater treatment proposal from Baldrige Environmental, Inc. and an additional not to exceed amount of \$4,000 for a city owned shed to house the wastewater treatment unit. /Move to action.

Todd Baldrige, Baldrige Environmental explained his company’s method for treating wastewater by using bacteria enzymes from mangroves roots from Thailand and depositing them into the lagoons. The bacteria multiplies very quickly and ‘eats’ the sludge from the lagoons where large amounts of ammonia and E.coli are produced. By reducing the sludge, ammonia and E.coli levels will decrease to almost untraceable. Baldrige

said he worked with Wayland, Iowa who uses his solution and they have been very satisfied with their results. Baldridge added that he is a new resident in West Branch and felt compelled to help the City save a lot of money. Council member Miller, as part of the wastewater task force met with Baldridge and felt confident in the expected results.

Motion by Miller, second by Ellyson to approve Resolution 1756. AYES: Miller, Ellyson, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Public Hearing: To dispose of real property known as “Outlot A” to Lynch Heights.

Laughlin opened the public hearing at 7:22 p.m. and hearing no comments, closed the public hearing at 7:23 p.m.

Resolution 1757 – Selling property known as “Outlot A” to Lynch Heights. /Move to action.

Laughlin explained that Outlot A was part of the subdivision park space requirement of the developer to provide to the City. However after further consideration by staff, the property was deemed as not desirable for public use. Lynch approached the City and asked to purchase Outlot A back to sell to an adjacent property owner who was interested in purchasing the property. Laughlin stated that the proceeds from this sale would be put toward other park projects.

Motion by Goodweiler, second by Pierce to approve Resolution 1757. AYES: Goodweiler, Pierce, Ellyson, Miller, Stoolman. NAYS: None. Motion carried.

Public Hearing: Disposal of real property known as Lot A of Lot 4, Rummells Commercial Subdivision, West Branch, Iowa.

Laughlin opened the public hearing at 7:26 pm and hearing no comments, closed the public hearing at 7:27 p.m.

Resolution 1758 – Approving the Disposal of certain real property to Croell Redi-Mix, Inc. /Move to action.

Olson explained that this is a revised resolution amending Resolution 1696, correcting the property known as Lot B, of Lot 4 Rummells Commercial Subdivision to Lot A, Lot 4 of Rummells Commercial Subdivision.

Motion by Pierce, second by Goodweiler to approve Resolution 1758. AYES: Pierce, Goodweiler, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

Motion to set a date for a Public Hearing: for the Notice of Rezoning requested by Cedar’s Edge Golf Course. /Move to action.

Motion to set a date for a Public Hearing: for the Notice of Rezoning requested for Loethen Ridge Estates. /Move to action.

Motion to set a date for a Public Hearing: for the Notice of Rezoning, requested by KLM for Meadows, Phase 4. /Move to action.

Laughlin requested to combine the motion to set a date for the public hearings into one combined motion and set November 19, 2018 for those hearings.

Motion by Miller, second by Stoolman. AYES: Miller, Stoolman, Pierce, Goodweiler, Ellyson. NAYS: None. Motion carried.

Discussion: Regarding level of “Tax Rebate” support for Little Lights Project.

Laughlin introduced the tax rebate proposal ranging from 7% to 20% of the estimated 1.5 million dollar project. Laughlin said he was in favor of a 10% rebate and asked the Council their opinion. Finance Officer Gordon Edgar asked to address the Council. Edgar said he was not in favor of the rebate and asked the Council to consider the needs of the residents before offering a tax rebate to a private business. Edgar expressed his concern with the City having adequate funds available for projects such as the College Street Bridge, water main upgrades for the east side of town, a potential need for a new sewer plant and five, one million dollar debt payments over the next five years for current debt. Edgar stated that businesses should want to come to West Branch and be a part of the city, not take from it. The Council expressed mixed feelings on the subject. Pierce disagreed with Edgar’s comments and felt that the current situation wasn’t creating any tax dollars, so rebating what the City doesn’t currently get does not affect the bottom line. Goodweiler asked what the amount of rebate would actually be, but those exact numbers were not available. Miller asked Morris-Vincent what she was looking for and she responded that 10% would be nice, but said she would like more. Laughlin again asked for a consensus from the

Council on the 10% rebate option. Laughlin, Pierce and Goodweiler were okay with 10%, but Ellyson, Miller and Stoolman would like more information before deciding.

Resolution 1759 – Amending Resolution 1461 to adjust the public contribution by the amount of an additional \$2,772 for public improvement in Meadows Sub-division. /Move to action.

Jones explained that the prior resolution 1461 was based on engineer's estimates and approved by the City Council previously. The completed project costs were higher than expected and the difference was requested by KLM, Inc. who paid for the repair. Laughlin agreed with the extra costs but said there was still grading issues that needed to be completed before the amount was reimbursed. Brad Larson said the issued would be checked out and resolved as quickly as possible.

Motion by Miller, second by Goodweiler to approve Resolution 1759. AYES: Miller, Goodweiler, Stoolman, Pierce, Ellyson. NAYS: None. Motion carried.

Discussion Item: Regarding authorizing \$3,500 for the expense of design for an Electric Vehicle Charging Station.

Laughlin said he received an engineer's estimate for designing the electric vehicle charging station for \$3500.00. Laughlin said he felt it was a little high and the engineer agreed to design it for \$3000.00. Laughlin said the site for the charging station would be located in the Enlow parking lot. Laughlin said the cost to the city would be approximately \$3.00 per vehicle. Goodweiler said he didn't feel that this was a priority for West Branch and was not willing to support the expense. Other council members agreed and decided to table the request indefinitely.

Resolution 1753 – Approving Little Lights Site Plan for Community / Event Center at Cedar's Edge Golf Course. / Move to action.

Brian Boelk, Axiom Consultants presented the revised site plan to the Council that now shows the Little Lights Event Center as a free standing building that will be constructed on a separate plot owned by Little Lights (Lot 26). Boelk said that once this plan was developed, it was determined that event centers were not listed as a permitted use in the A-1 District. Because of this, a Special Exception was asked of the Zoning Board of Adjustment and approved on October 23, 2018. Boelk said the golf course club house would share a parking lot with Little Lights and a storm water detention basin (wet bottom) would be constructed to the east of the two buildings in the county portion of the golf course.

Motion by Pierce, second by Goodweiler to approve Resolution 1753. AYES: Pierce, Goodweiler, Miller, Stoolman, Ellyson. NAYS: None. Motion carried.

Resolution 1761 – Accepting the proposal and approving an agreement with “Swift and Swift LLC.” for Nuisance Abatement Services relating to 203 E. Green Street and other properties as deemed appropriate. /Move to action.

Jones said he contacted four vendors to provide nuisance property clean-up activities and received proposals from two. Swift & Swift presented the lower cost option for providing the services. Jones also said he was working on developing a more streamlined nuisance process to be able to address issues more quickly.

Motion by Goodweiler, second by Stoolman to approve Resolution 1761. AYES: Goodweiler, Stoolman, Ellyson, Miller, Pierce. NAYS: None. Motion carried.

Resolution 1751 – Approving the submission of the City of West Branch FY 2017-2018 Annual Urban Renewal Report. /Move to action.

Motion by Pierce, second by Miller to approve Resolution 1751. AYES: Pierce, Miller, Stoolman, Goodweiler, Ellyson. NAYS: None. Motion carried.

Resolution 1748 – Consider approving the request of Acciona Windpower North America, LLC to rebate a portion of Tax Increment Revenues. /Move to action.

Miller questioned the wording of the resolution and felt it was misleading and requested clarification. It was determined the wording of the resolution should be worded to accept the request from Acciona for considering the tax rebate and the Council would vote accordingly. This resolution will be brought back to the next meeting with revisions.

Motion by Miller, second by Ellyson to table Resolution 1748. AYES: Miller, Ellyson, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1749 – A consideration to approve the request of Casey’s Marketing Company to rebate a portion of Tax Increment Revenues. /Move to action.

No action was taken on this resolution as the City Attorney had not heard from Casey’s on the City Council’s proposal.

Motion by Goodweiler, second by Ellyson to table Resolution 1749. AYES: Goodweiler, Ellyson, Miller, Stoolman, Pierce. NAYS: None. Motion carried.

Resolution 1750 – Authorizing an internal advance to the College Street and 2<sup>nd</sup> Street Improvements Project Capital Fund. /Move to action.

Motion by Ellyson, second by Miller to approve Resolution 1750. AYES: Ellyson, Miller, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1752 – Obligating funds from the Urban Renewal Tax Revenue Fund for the payment of annual appropriation Tax Increment Financed Obligations in Fiscal Year 2020. /Move to action.

City Attorney Olson said this resolution would need to be tabled due to the tabling of Resolutions 1748 and 1749.

Motion by Miller, second by Ellyson to table Resolution 1752. AYES: Miller, Ellyson, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1762 – Approving partial pay estimate #7 in the amount of \$113,936.67 to Needham Excavating Inc. for the Cubby Park Improvements Project. /Move to action.

Motion by Goodweiler, second by Pierce to approve Resolution 1762. AYES: Goodweiler, Pierce, Miller, Ellyson, Stoolman. NAYS: None. Motion carried.

Resolution 1763 – Approving change order #5 for a date extension for the Cubby Park Improvements Project. /Move to action.

Motion by Goodweiler, second by Pierce to approve Resolution 1763. AYES: Goodweiler, Pierce, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

**CITY ADMINISTRATOR REPORT**

Jones shared two renderings from IDOT for the trail tunnel under I-80 that will be constructed as part of their lane widening project. Both renderings included a limestone wall and fencing, however one option was to include faces of Herbert & Lou Hoover with the trail name etched in the stone. The Council concluded they liked the Hoover Trail name, but not the faces to be included.

Jones also reminded the Council that the annual goal setting would be scheduled for November 19th. The Council requested the goal session be prior to the regular meeting and set 6:00 p.m. for the session.

**CITY ATTORNEY REPORT**

No additional report.

**STAFF REPORTS**

Brick asked if the Council would consider changing to the new cart service provided by Johnson County Refuse. She said other surrounding cities have moved to the new system and said she would request additional information from the service provider on pricing. Brick also said that pet registrations could now be done through the city’s website and will advertised to encourage more registrations.

**COMMENTS FROM MAYOR AND COUNCIL MEMBER**

No additional comments.

**ADJOURNMENT**

Motion to adjourn by Miller, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 9:19 p.m.

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Roger Laughlin, Mayor

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



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Motion to Approve</b> the "Down Under located at 102 W. Main Street" Liquor License Renewal.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	November 14, 2018

### BACKGROUND:

Approve Class C Liquor License (LC) (Commercial) with Brew Pub and Sunday Sales privileges for The Down Under, located at 102 W. Main Street.

Renewal is effective December 1, 2018.

<b>STAFF RECOMMENDATION:</b>	Approve Motion – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

*"Turning Vision into Reality is our Business"*



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Motion to Approve</b> to Approve Fire Department Officers for 2018-2019.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	November 15, 2018

### **BACKGROUND:**

The West Branch Fire Department annually votes for Officers on a variety of positions for the upcoming year. On Wednesday, November 14, 2018 the attached list represents the elected Officers to the West Branch Fire Department.

<b>STAFF RECOMMENDATION:</b>	Approve Motion – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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## WEST BRANCH FIRE & RESCUE

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P.O. Box 218 105 S. Second Street West Branch, IA 52358

Phone 319-643-2110 Fax 319-643-3293

Emergencies Dial 911

### 2018-2019 Officers

Chief- Kevin Stoolman

1<sup>st</sup> Assistant- Mike Kusick

2<sup>nd</sup> Assistant- Tanya Havlik Smith

President- Jose Gongora

Secretary- Rae Ann Hosier

Treasurer- Chad Schutte

Training Officer- Neil Gerot

Trustee 1<sup>st</sup> Year- Ryan Jennings

Trustee 2<sup>nd</sup> Year- Andy Hosier

Trustee 3<sup>rd</sup> Year- Trent Hanson

Medical Officer- Sandy Heick

Assistant Medical Officer- Mikayla Hunter

### Scene Captains

1. Matt Tisinger    2. Ben Barrett

3. Logan Cilek    4. Ben Litscher

### 191- Captains

1. Ben Barrett    2. Logan Cilek

192 Captain- Matt Tisinger

195- Captain / Cub Cadet- Ben Litscher

196- Captain – Craig Cochran/Levi Kleinmeyer

197- Captain – Nevin Tucker

199- Captain – Jace Gongora

Cleaning- 3 Department Members Each Month



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 19, 2018
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<b>AGENDA ITEM:</b>	<b>Motion to Approve</b> the Claims Report
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Gordon Edgar, Finance Director
<b>DATE:</b>	November 14, 2018

**BACKGROUND:**

These are routine expenditures that include such items as payroll, budget expenditures, and other financial items that relate to council approved items and/or other day to day operational disclosures.

<b>STAFF RECOMMENDATION:</b> Approve Claims Report – Move to Action
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<b>REVIEWED BY CITY ADMINISTRATOR:</b>
<b>COUNCIL ACTION:</b>
<b>MOTION BY:</b>
<b>SECOND BY:</b>

*"Turning Vision into Reality is our Business"*

**EXPENDITURES**

11/19/2018

ALLIANT ENERGY	SERVICE-WATERTOWER	8,997.56
ALPHA GRAPHICS	BUSINESS CARDS	71.76
BAKER & TAYLOR INC.	BOOKS	991.66
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	511.23
BEAN & BEAN	GRAVE OPENING	550.00
CEDAR COUNTY COOPERATIVE	FUEL - PUBLIC WORKS	1,972.06
CEDAR COUNTY PUBLIC HEALTH	FLU SHOTS	90.00
CEDAR COUNTY RECORDER	RECORDING FEES	42.00
DEARBORN NATIONAL INSURANCE	CREDIT - HOLLAND	60.50
DEWEYS JACK & JILL	MAINTENANCE SUPPLIES	36.42
DOORS INC	BUILDING REPAIR	4,006.00
ELITE HOLDING COMPANY	SUPPLIES	302.86
FARMERS SUPPLY SALES INC	REPAIR PARTS	186.39
FEHR GRAHAM	308-CONSTRUCTION SERVICE	6,675.50
FRED'S FEED & SUPPLY LLC	SUPPLIES	169.36
HAWKINS INC	CHEMICALS - AZONE	518.30
HEIMAN FIRE EQUIPMENT	MINOR EQUIPMENT	2,085.95
INTERSTATE ALL BATTERY CENTER	BATTERY	22.30
IOWA STATE UNIVERSITY, TREASURER	TRAINING	25.00
JOHNSON COUNTY MUTUAL AID	JOHNSON COUNTY MUTUAL AID ASSO	95.00
JOHNSON COUNTY REFUSE INC.	RECYCLING OCT 2018	3,909.25
KELLY TREE FARM LLC	TREES FOR CUBBY PARK	9,072.00
LINN COUNTY R.E.C.	SIREN & LIGHTS	154.60
MISCELLANEOUS VENDOR	DEBORAH BENNETT:UTILITY REFUND	6.00
MUNICIPAL SUPPLY INC.	WATER METER ACCESSORIES	247.00
OASIS ELECTRIC LLC	MAINTENANCE SERVICE-GAZEBO	1,511.94
OLSON, KEVIN D	LEGAL SERVICES-NOVEMBER, 2018	1,500.00
PDT SERVICES	REPAIR SERVICE	236.08
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER	500.00
PORT 'O' JONNY INC.	SERVICE-WAPSI PARK	180.00
PRESS-CITIZEN MEDIA	HELP WANTED AD	208.34
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	816.00
QUILL CORP	OFFICE SUPPLIES	37.81
RIVER PRODUCTS COMPANY INC	ROADSTONE	213.02
SHIMMIN, NICK	PROGRAM SUPPLIES	25.93
STATE HYGIENIC LAB	LAB ANALYSIS	26.00
SUPPLYWORKS	BUILDING MAINTENANCE SUPPLIES	59.03
TOYNES IA. FIRE TRK.SERV	MAINTENANCE SERVICE	1,007.00
TREASURER STATE OF IOWA	UNCLAIMED UTILITY REFUNDS	13.03
US BANK CORPORATE CARD	TRAINING & SUPPLIES	528.45
US BANK EQUIPMENT FINANCE	COPIER LEASE-LIBRARY	106.25
USA TODAY	SUBSCRIPT 12-01-18 / 11-30-19	340.70
VEENSTRA & KIMM INC.	ZONING MAP UPDATES	182.50
VEENSTRA & KIMM INC.	WB GOLF COURSE DEVELOPMENT REVIEW	344.00
VEENSTRA & KIMM INC.	I-80 WIDENING COORDINATION	876.35
VEENSTRA & KIMM INC.	RESIDENTIAL LOT SITE PLAN REVIEW	430.00
VEENSTRA & KIMM INC.	WASTEWATER TREATMENT PLANT FAC STUDY	3,032.52
VEENSTRA & KIMM INC.	HS CONCESSION AND PRESS BOX SITE PLAN	790.35
VEENSTRA & KIMM INC.	LOETHEN RIDGE SUBDIV PRELIM PLAT REVIEW	344.00
WALMART COMMUNITY/RFCSLLC	DVDS AND PROGRAM SUPPLIES	277.79

WELLMARK	HEALTH INSURANCE	14,515.30
WEST BRANCH ANIMAL CLINIC	BOARDING IMPOUNDED ANIMALS	135.00
WEST BRANCH FIREFIGHTERS	REFRIGERATOR	350.00
WEST BRANCH REPAIRS	REPAIR SERVICE	355.03
WEST BRANCH TIMES	LEGAL NOTICES & ADVERTISING	924.43
WEX BANK	WEX BANK	1,460.53
<b>TOTAL</b>		<b>72,126.08</b>
<b>PAYROLL</b>		<b>11/16/2018 52,913.15</b>
<b>PAID BETWEEN MEETINGS</b>		
KRISTEN MCKILLIP	UTILITY REFUND	64.95
LEAH COATES	UTILITY REFUND	44.11
NEEDHAM EXCAVATING INC	308 PV PARK CONSTRUCTION	113,936.67
BEAUTIFUL LAND PRODUCTS	UTILITY REFUND	5.44
CEDAR COUNTY SHERIFF'S OFFICE	EASEMENT	215.00
<b>TOTAL</b>		<b>114,266.17</b>
<b>GRAND TOTAL EXPENDITURES</b>		<b>239,305.40</b>
<b>FUND TOTALS</b>		
001 GENERAL FUND		47,046.89
022 CIVIC CENTER		443.39
031 LIBRARY		7,738.22
110 ROAD USE TAX		5,778.22
112 TRUST AND AGENCY		21,638.37
308 PARK IMP - PEDERSEN VALLEY		129,684.17
310 COLLEGE ST BRIDGE		215.00
600 WATER FUND		12,957.98
610 SEWER FUND		13,803.16
<b>GRAND TOTAL</b>		<b>239,305.40</b>

**REVENUE-FISCAL YEAR 2019  
FUND**

**OCTOBER**

001 GENERAL FUND	326,364.98
022 CIVIC CENTER	5,959.23
031 LIBRARY	100,175.48
036 TORT LIABILITY	16,410.09
110 ROAD USE TAX	20,824.68
112 TRUST & AGENCY	102,831.82
119 EMERGENCY TAX FUND	12,943.59
121 LOCAL OPTION SALES TAX	16,776.32
125 TIF	130,111.11
226 DEBT SERVICE	108,097.71
500 CEMETERY PERPETUAL FUND	600.49
502 KROUTH INTEREST FUND	0.18
600 WATER FUND	45,598.85
610 SEWER FUND	33,485.60
740 STORM WATER UTILITY	5,215.73
<b>TOTAL</b>	<b>925,395.86</b>

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT			
NON-DEPARTMENTAL	GENERAL FUND	WELLMARK	DENTAL INSURANCE	61.13			
			DENTAL INSURANCE	61.13			
			HEALTH INSURANCE	687.04			
			HEALTH INSURANCE	687.04			
			LIFE INSURANCE EMPLOYEE	8.00			
			LIFE INSURANCE EMPLOYEE	8.00			
			TOTAL:	1,512.34			
			POLICE OPERATION	GENERAL FUND	WEST BRANCH TIMES OASIS ELECTRIC LLC WEX BANK ALLIANT ENERGY	ADVERTISING	25.00
						OUTLET FOR CAMERA	314.90
						VEHICLE FUEL	988.19
SERVICES	192.76						
TOTAL:	1,520.85						
FIRE OPERATION	GENERAL FUND	WEST BRANCH FIREFIGHTERS HEIMAN FIRE EQUIPMENT TOYNES IA, FIRE TRK. SERV PDT SERVICES WEST BRANCH REPAIRS IOWA STATE UNIVERSITY, TREASURER'S OFF CEDAR COUNTY COOPERATIVE JOHNSON COUNTY MUTUAL AID ASSOCIATION CEDAR COUNTY PUBLIC HEALTH ALLIANT ENERGY BARRON MOTOR SUPPLY DOORS INC				REFRIGERATOR	350.00
						MINOR EQUIPMENT	1,936.85
						SUPPLIES	149.10
						MAINTENANCE SERVICE	1,007.00
						REPAIR SERVICE	236.08
			REPAIR SERVICE	355.03			
			TRAINING	25.00			
			FIRE TRUCK FUEL	957.64			
			JOHNSON COUNTY MUTUAL AID	95.00			
			FLD SHOTS	90.00			
SERVICES	578.29						
MAINTENANCE SUPPLIES	10.46						
BUILDING REPAIR	4,006.00						
TOTAL:	9,796.45						
MINIMAL CONTROL	GENERAL FUND	WEST BRANCH ANIMAL CLINIC	BOARDING IMPOUNDED ANIMALS	135.00			
			TOTAL:	135.00			
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C. OASIS ELECTRIC LLC ALLIANT ENERGY	SIREN & LIGHTS	154.60			
			ST LIGHT REPAIR	864.80			
			SERVICES	2,141.37			
			SERVICES	156.81			
TOTAL:	3,317.58						
PARK & RECREATION	GENERAL FUND	DEWEYS JACK & JILL PORT 'O' JONNY INC. ALLIANT ENERGY	MAINTENANCE SUPPLIES	17.48			
			SERVICE-WAPSI PARK	90.00			
			UTILITIES-LIONS FIELD	30.23			
			LIGHTS 219 E GREEN	12.27			
TOTAL:	34.77						
CEMETERY	GENERAL FUND	PORT 'O' JONNY INC. FRED'S FEED & SUPPLY LLC WEX BANK BEAN & BEAN	SERVICE-CEMETERY	90.00			
			SUPPLIES	144.99			
			VEHICLE FUEL	97.33			
			GRAVE OPENING	550.00			
TOTAL:	882.32						
COMM & CULTURAL DEVEL	GENERAL FUND	OASIS ELECTRIC LLC US BANK CORPORATE CARD ALLIANT ENERGY	MAINTENANCE SERVICE-GAZEBO	332.24			
			TRAINING & SUPPLIES	180.93			
			HHTD UTILITY SERVICE	43.96			
			TOTAL:	557.13			

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ECONOMIC DEVELOPMENT	GENERAL FUND	WEST BRANCH TIMES	ADVERTISING	150.00
			TOTAL:	150.00
CLERK & TREASURER	GENERAL FUND	QUILL CORP	OFFICE SUPPLIES	37.81
		US BANK CORPORATE CARD	TRAINING & SUPPLIES	90.00
			TRAINING & SUPPLIES	169.24
			TRAINING & SUPPLIES	88.40
		FITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	166.00
		ALLIANT ENERGY	SERVICES	249.75
			TOTAL:	800.20
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL PUBLICATIONS	620.43
		CEDAR COUNTY RECORDER	RECORDING FEES	42.00
		OLSON, KEVIN D	LEGAL SERVICES-NOVEMBER, 2	1,500.00
			TOTAL:	2,162.43
SOLID WASTE	GENERAL FUND	WEST BRANCH TIMES	ADVERTISING	30.00
		JOHNSON COUNTY REFUSE INC.	RECYCLING OCT 2018	3,909.25
			TOTAL:	3,939.25
LOCAL CABLE ACCESS	GENERAL FUND	ALLIANT ENERGY	SERVICES	100.00
			TOTAL:	100.00
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	ZONING MAP UPDATES	182.50
			WB GOLF COURSE DEV REVIEW	344.00
			RESIDENTIAL SITE PLAN REVI	430.00
			HS CONCESSION & PB SITE PL	790.35
			LOSTHEN RIDGE PLAT REVIEW	344.00
			TOTAL:	2,090.85
TOWN HALL	CIVIC CENTER	ALLIANT ENERGY	SERVICES	443.39
			TOTAL:	443.39
LIBRARY	LIBRARY	WALMART COMMUNITY/RFCSLLC	DVDS AND PROGRAM SUPPLIES	32.18
			DVDS AND PROGRAM SUPPLIES	198.44
			DVDS AND PROGRAM SUPPLIES	47.17
			PROGRAM SUPPLIES	25.93
		SHIMMIN, NICK	SUBSCRIPT 12-01-18 / 11-30	340.70
		USA TODAY	BOOKS	334.60
		BAKER & TAYLOR INC.	BOOKS	305.06
			BOOKS	352.00
		US BANK CORPORATE CARD	TRAINING & SUPPLIES	65.00
			TRAINING & SUPPLIES	28.90
			TRAINING & SUPPLIES	1.99
		ALLIANT ENERGY	SERVICES	481.44
		ALPHA GRAPHICS	BUSINESS CARDS	71.76
		SUPPLYWORKS	BUILDING MAINTENANCE SUPPL	59.03
		US BANK EQUIPMENT FINANCE	COPIER LEASE-LIBRARY	106.25
			TOTAL:	2,450.45
NON-DEPARTMENTAL	ROAD USE TAX	WELLMARK	DENTAL INSURANCE	8.49
			DENTAL INSURANCE	8.49
			HEALTH INSURANCE	132.11
			HEALTH INSURANCE	132.11
			TOTAL:	281.20

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ROADS & STREETS	ROAD USE TAX	RIVER PRODUCTS COMPANY INC	ROADSTONE	213.02
		FRED'S FEED & SUPPLY LLC	SUPPLIES	24.37
		FARMERS SUPPLY SALES INC	REPAIR PARTS-LEAF VAC	214.54
			REPAIR PARTS	28.15-
			FUEL - PUBLIC WORKS	1,014.42
			VEHICLE FUEL	123.75
			TRAINING & SUPPLIES	100.00-
			I-80 WIDENING COORDINATION	876.35
			SERVICES	31.42
			MAINTENANCE SUPPLIES	500.77
		SUPPLIES	302.86	
		TOTAL:	3,173.35	
POLICE OPERATIONS	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	3,875.50
			DENTAL INSURANCE	180.96
			LIFE INSURANCE	14.24
		TOTAL:	4,070.70	
ROADS & STREETS	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	687.02
			DENTAL INSURANCE	39.59
			LIFE INSURANCE	2.69
		TOTAL:	729.30	
LIBRARY	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	1,409.26
			DENTAL INSURANCE	56.50
			SHIMMIN ADJUSTMENT	732.88
			LIFE INSURANCE	9.61
		TOTAL:	2,208.25	
PARK & RECREATION	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	704.63
			DENTAL INSURANCE	62.23
			LIFE INSURANCE	3.56
		TOTAL:	770.42	
CEMETERY	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	651.78
			DENTAL INSURANCE	32.79
			LIFE INSURANCE	3.21
		TOTAL:	687.78	
CLERK & TREASURER	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	369.94
			DENTAL INSURANCE	29.97
			LIFE INSURANCE	2.49
		TOTAL:	402.40	
LOCAL CABLE ACCESS	TRUST AND AGENCY	DEARBORN NATIONAL INSURANCE	LIFE INSURANCE	1.07
			TOTAL:	1.07
INVALID DEPARTMENT	PARK IMP - PEDERSE FEHR GRAHAM		308-CONSTRUCTION SERVICE	5,785.50
			309 PV PARK-ADD'L SERVICE	890.00
			TREES FOR CUBBY PARK	9,072.00
		TOTAL:	15,747.50	
NON-DEPARTMENTAL	WATER FUND	WELLMARK	DENTAL INSURANCE	17.83
			DENTAL INSURANCE	17.83
			HEALTH INSURANCE	277.45
			HEALTH INSURANCE	277.45

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
WATER OPERATING	WATER FUND		TOTAL:	590.56
			MAINTENANCE SUPPLIES	9.79
			WATER METER ACCESSORIES	247.00
			LAB ANALYSIS	26.00
			ADVERTISING	49.50
			HEALTH INSURANCE	1,470.94
			DENTAL INSURANCE	76.65
			LIFE INSURANCE	5.97
			CREDIT - HOLLAND	3.56
			UNCLAIMED UTILITY REFUNDS	13.03
			CHEMICALS - AZONE	516.30
			LAB ANALYSIS	816.00
			VEHICLE FUEL	123.75
			BATTERY	22.30
			TRAINING & SUPPLIES	3.99
			HELP WANTED AD	104.17
			REFRESH POSTAGE	167.00
			SERVICE-WATER/OWER	109.52
			SERVICES	1,876.20
			DEBORAH BENNETT; UTILITY RE	6.00
	TOTAL:	5,642.55		
NON-DEPARTMENTAL	SEWER FUND		DENTAL INSURANCE	14.43
			DENTAL INSURANCE	14.43
			HEALTH INSURANCE	224.60
			HEALTH INSURANCE	224.60
	TOTAL:	478.06		
SEWER OPERATING	SEWER FUND		MAINTENANCE SUPPLIES	9.15
			ADVERTISING	49.50
			HEALTH INSURANCE	1,224.31
			DENTAL INSURANCE	64.19
			LIFE INSURANCE	5.22
			VEHICLE FUEL	127.51
			MW TREATMENT PL FAC STUDY	3,032.52
			HELP WANTED AD	104.17
			REFRESH POSTAGE	167.00
			SERVICES	2,516.38
			TOTAL:	7,299.95



DEPARTMENT                      FUND                      VENDOR NAME                      DESCRIPTION                      AMOUNT

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----- FUND TOTALS -----	
001	GENERAL FUND                      27,149.15
022	CIVIC CENTER                      443.39
031	LIBRARY                      2,450.45
110	ROAD USE TAX                      3,454.55
112	TRUST AND AGENCY                      8,869.92
308	PARK IMP - PEDERSEN VALLE                      15,747.50
600	WATER FUND                      6,233.11
610	SEWER FUND                      7,778.01
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	GRAND TOTAL:                      72,126.08
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TOTAL PAGES:     5



**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Public Hearing:</b> On the Proposed Amendment to the West Branch Zoning Code. For the Consideration of Rezoning for the Meadows, Part 4.
<b>CITY GOAL:</b>	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	November 14, 2018

**BACKGROUND:**

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the City Council of the City of West Branch, at the Council Chambers at 110 Poplar Street, West Branch, Iowa, at 7:00 o'clock P.M., on Monday, November 19<sup>th</sup>, 2018. Said public hearing shall be to consider the proposed rezoning of eighteen (18) lots from R-1 to R-2, Lots 22 through 39 of the following described parcel:

THE MEADOWS SUBDIVISION PART 4, BEING PART OF PARCEL G, AS RECORDED IN PLAT BOOK I, PAGE 103 OF THE CEDAR COUNTY RECORDER'S OFFICE, IN THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) OF THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) AND THE NORTHWEST FRACTIONAL QUARTER (NW ¼) OF THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) OF SECTION 6, TOWNSHIP 89 NORTH, RANGE 4 WEST, IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS: BEGINNING AT THE NORTHWEST CORNER OF LOT 32 OF THE MEADOWS SUBDIVISION PART II, AN OFFICIAL PLAT NOW IN THE CITY OF WEST BRANCH, THENCE N18°59'30"W, 119.27 FEET; THENCE N86°38'50"E, 14.10 FEET; THENCE N3°21'11"W, 138.68 FEET; THENCE N3°10'34"W, 60.00; THENCE S86°46'30"W, 19.31 FEET; THENCE N3°20'32"W, 135.00 FEET TO THE NORTH LINE OF SAID PARCEL G; THENCE ALONG SAID NORTH LINE S86°46'30"W, 758.80 FEET TO THE EAST RIGHT OF WAY LINE OF CEDAR JOHNSON ROAD; THENCE ALONG SAID EAST RIGHT OF WAY LINE S01°19'13"E, 165.54 FEET; THENCE N86°40'45"E, 347.57 FEET; THENCE S03°21'10"E, 57.06 FEET; THENCE 120.05 FEET ALONG A 182.99 FOOT RADIUS CURVE CONCAVE EAST (CHORD BEARING S22°08'48"E, 117.91 FEET); THENCE S40°55'59"E, 635.23 FEET; THENCE N49°03'28"W, 215.06 FEET TO THE WEST LINE OF SAID MEADOWS SUBDIVISION PART II, THENCE ALONG SAID WEST LINE OF SAID PLAT N32°16'00"W, 292.73 FEET TO THE POINT OF BEGINNING.

YOU ARE FURTHER NOTIFIED that the public is invited to make comment, either written or oral, at the time and place listed above. Further information about this matter can be obtained by contacting the Office of the City Clerk.

<b>STAFF RECOMMENDATION:</b>	Open Public Hearing / Close Public Hearing
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

*"Turning Vision into Reality is our Business"*

## **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 in the Council Chambers at the City Office, located at 110 N. Poplar Street in West Branch, IA at 7:00 p.m. on Monday, November 19, 2018.

The public hearing will discuss the proposed rezoning of eighteen (18) lots from R-1 to R-2, Lots 22 through 39 of the following described parcel:

THE MEADOWS SUBDIVISION PART 4, BEING PART OF PARCEL G, AS RECORDED IN PLAT BOOK I, PAGE 103 OF THE CEDAR COUNTY RECORDER'S OFFICE, IN THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) OF THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) AND THE NORTHWEST FRACTIONAL QUARTER (NW ¼) OF THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) OF SECTION 6, TOWNSHIP 89 NORTH, RANGE 4 WEST, IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS: BEGINNING AT THE NORTHWEST CORNER OF LOT 32 OF THE MEADOWS SUBDIVISION PART II, AN OFFICIAL PLAT NOW IN THE CITY OF WEST BRANCH, THENCE N18°59'30"W, 119.27 FEET; THENCE N86°38'50"E, 14.10 FEET; THENCE N3°21'11"W, 138.68 FEET; THENCE N3°10'34"W, 60.00; THENCE S86°46'30"W, 19.31 FEET; THENCE N3°20'32"W, 135.00 FEET TO THE NORTH LINE OF SAID PARCEL G; THENCE ALONG SAID NORTH LINE S86°46'30"W, 758.80 FEET TO THE EAST RIGHT OF WAY LINE OF CEDAR JOHNSON ROAD; THENCE ALONG SAID EAST RIGHT OF WAY LINE S01°19'13"E, 165.54 FEET; THENCE N86°40'45"E, 347.57 FEET; THENCE S03°21'10"E, 57.06 FEET; THENCE 120.05 FEET ALONG A 182.99 FOOT RADIUS CURVE CONCAVE EAST (CHORD BEARING S22°08'48"E, 117.91 FEET); THENCE S40°55'59"E, 635.23 FEET; THENCE N49°03'28"W, 215.06 FEET TO THE WEST LINE OF SAID MEADOWS SUBDIVISION PART II, THENCE ALONG SAID WEST LINE OF SAID PLAT N32°16'00"W, 292.73 FEET TO THE POINT OF BEGINNING.

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

/s/ Leslie Brick  
Leslie Brick, Deputy City Clerk  
by West Branch City Council



**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>First Reading, Ordinance 760</b> – Rezoning that Certain Parcel of Real Property Located at the Meadows, Part 4 from R-1 Residence District to R-1 and R-2 Residence Districts.
<b>CITY GOAL:</b>	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	November 14, 2018

**BACKGROUND:**

First Reading of Ordinance 760, rezoning a portion of The Meadows, Part 4 from R-1 to R-2.

<b>STAFF RECOMMENDATION:</b>	Approve 1 <sup>st</sup> Reading – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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**ORDINANCE 760**

**AN ORDINANCE RE-ZONING THAT CERTAIN PARCEL OF REAL PROPERTY LOCATED AT THE MEADOWS, PART 4 FROM R-1 RESIDENCE DISTRICT TO R-1 AND R-2 RESIDENCE DISTRICTS.**

WHEREAS, KLM Investments, Inc. (“KLM”) has petitioned the City of West Branch for a zoning district amendment for properties located in the Meadows Subdivisions, said parcel being legally described as:

THE MEADOWS SUBDIVISION PART 4, BEING PART OF PARCEL G, AS RECORDED IN PLAT BOOK I, PAGE 103 OF THE CEDAR COUNTY RECORDER'S OFFICE, IN THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) OF THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) AND THE NORTHWEST FRACTIONAL QUARTER (NW ¼) OF THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) OF SECTION 6, TOWNSHIP 89 NORTH, RANGE 4 WEST, IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS: BEGINNING AT THE NORTHWEST CORNER OF LOT 32 OF THE MEADOWS SUBDIVISION PART II, AN OFFICIAL PLAT NOW IN THE CITY OF WEST BRANCH, THENCE N18°59'30”W, 119.27 FEET; THENCE N86°38'50”E, 14.10 FEET; THENCE N3°21'11”W, 138.68 FEET; THENCE N3°10'34”W, 60.00; THENCE S86°46'30”W, 19.31 FEET; THENCE N3°20'32”W, 135.00 FEET TO THE NORTH LINE OF SAID PARCEL G; THENCE ALONG SAID NORTH LINE S86°46'30”W, 758.80 FEET TO THE EAST RIGHT OF WAY LINE OF CEDAR JOHNSON ROAD; THENCE ALONG SAID EAST RIGHT OF WAY LINE S01°19'13”E, 165.54 FEET; THENCE N86°40'45”E, 347.57 FEET; THENCE S03°21'10”E, 57.06 FEET; THENCE 120.05 FEET ALONG A 182.99 FOOT RADIUS CURVE CONCAVE EAST (CHORD BEARING S22°08'48”E, 117.91 FEET); THENCE S40°55'59”E, 635.23 FEET; THENCE N49°03'28”W, 215.06 FEET TO THE WEST LINE OF SAID MEADOWS SUBDIVISION PART II, THENCE ALONG SAID WEST LINE OF SAID PLAT N32°16'00”W, 292.73 FEET TO THE POINT OF BEGINNING (the “Parcel).

WHEREAS, KLM has requested that a portion of the Parcel be rezoned to be located in an R-2 Residence District, in place of an R-1 Residence 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 that a portion of the Parcel being located in a R-2 Residence District in place of R-1 Residence District.

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

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 \_\_\_\_ day of \_\_\_\_\_, 2018.

First Reading:	November 19, 2018
Second Reading:	December 3, 2018
Third Reading:	December 17, 2018

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Roger Laughlin, Mayor

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



**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Public Hearing:</b> On the Proposed Amendment to the West Branch Zoning Code. For the Consideration on the matter of Rezoning – Loethen Ridge Estates.
<b>CITY GOAL:</b>	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
<b>PREPARED BY:</b>	Deputy City Clerk, Leslie Brick
<b>DATE:</b>	November 14, 2018

**BACKGROUND:**

The Planning & Zoning Commission has approved and held a public hearing on the matter of rezoning Parcel A, formerly known as Pedersen Valley, Part 4 from R-1 to R-2.

The Planning & Zoning Commission has approved a recommendation to the City Council for their approval.

<b>STAFF RECOMMENDATION:</b>	Open Public Hearing / Close Public Hearing
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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## **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 in the Council Chambers at the City Office, located at 110 N. Poplar Street in West Branch, IA at 7:00 p.m. on Monday, November 19, 2018.

The public hearing will discuss the proposed rezoning from R-1 to R-2 of the following described parcel:

PARCEL "A" BEING DESCRIBED AS:

BEING THAT PART OF LOT B IN THE SOUTHWEST QUARTER  $\frac{1}{4}$  (SW  $\frac{1}{4}$ ) OF SECTION 6, TOWNSHIP 79, RANGE 4 WEST LYING NORTH OF PEDERSEN VALLEY PART 4 AND SOUTH OF CEDARS EDGE GOLF COURSE, AND PART OF THE SOUTHEAST QUARTER (SE  $\frac{1}{4}$ ), ALL IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS: BEGINNING AT THE NORTHWEST CORNER OF LOT 82 OF PEDERSEN VALLEY PART 4, AN OFFICIAL PLAT IN THE CITY OF WEST BRANCH, THENCE N00° 51' 11"E, 331.84 FEET TO THE SOUTH LINE OF GREEN VIEW ESTATES , AN OFFICIAL PLAT IN THE CITY OF WEST BRANCH, THENCE ALONG SAID SOUTH LINE N86° 39' 40"E, 1083.46 FEET; THENCE S01° 19' 16"E, 319.75 FEET TO THE NORTHEAST CORNER OF SAID PEDERSEN VALLEY PART 4, THENCE ALONG SAID NORTH LINE S88° 40' 44"W, 180.00 FEET; THENCE ALONG SAID NORTH LINE S01° 19' 16"E, 50.00 FEET; THENCE ALONG SAID NORTH LINE S88° 40' 44"W, 915.38 FEET TO THE POINT OF BEGINNING. DESCRIBED PARCEL CONTAINS 8.56 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

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

/s/ Leslie Brick  
Leslie Brick, Deputy City Clerk  
by West Branch City Council





**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>First Reading, Ordinance 761</b> – Rezoning that Certain Parcel of Real Property Located at the Meadows, Part 4 from R-1 Residence District to R-1 and R-2 Residence District.
<b>CITY GOAL:</b>	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
<b>PREPARED BY:</b>	Kevin Olson, City Attorney
<b>DATE:</b>	November 14, 2018

**BACKGROUND:**

First Reading of Ordinance 761, rezoning Loethen Ridge Estates, (formerly known as Pedersen Valley, Part4) from R-1 to R-2.

<b>STAFF RECOMMENDATION:</b>	Approve 1 <sup>st</sup> Reading – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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## ORDINANCE 761

### **AN ORDINANCE RE-ZONING THAT CERTAIN PARCEL OF REAL PROPERTY LOCATED AT PEDERSEN VALLEY, PART 4 FROM R-1 TO R-2 RESIDENCE DISTRICT.**

WHEREAS, IWB, LLC (“IWB”) has petitioned the City of West Branch for a zoning district amendment for properties located in the Pederson Valley subdivision, said parcel being legally described as:

BEING THAT PART OF LOT B IN THE SOUTHWEST QUARTER  $\frac{1}{4}$  (SW  $\frac{1}{4}$ ) OF SECTION 6, TOWNSHIP 79, RANGE 4 WEST LYING NORTH OF PEDERSEN VALLEY PART 4 AND SOUTH OF CEDARS EDGE GOLF COURSE, AND PART OF THE SOUTHEAST QUARTER (SE  $\frac{1}{4}$ ), ALL IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS: BEGINNING AT THE NORTHWEST CORNER OF LOT 82 OF PEDERSEN VALLEY PART 4, AN OFFICIAL PLAT IN THE CITY OF WEST BRANCH, THENCE N00° 51' 11"E, 331.84 FEET TO THE SOUTH LINE OF GREEN VIEW ESTATES , AN OFFICIAL PLAT IN THE CITY OF WEST BRANCH, THENCE ALONG SAID SOUTH LINE N86° 39' 40"E, 1083.46 FEET; THENCE S01° 19' 16"E, 319.75 FEET TO THE NORTHEAST CORNER OF SAID PEDERSEN VALLEY PART 4, THENCE ALONG SAID NORTH LINE S88° 40' 44"W, 180.00 FEET; THENCE ALONG SAID NORTH LINE S01° 19' 16"E, 50.00 FEET; THENCE ALONG SAID NORTH LINE S88° 40' 44"W, 915.38 FEET TO THE POINT OF BEGINNING. DESCRIBED PARCEL CONTAINS 8.56 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD (the “Parcel”).

WHEREAS, IWB has requested that the Parcel be rezoned to be located in an R-2 Residence District, in place of an R-1 Residence 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 R-2 Residence District in place of R-1 Residence District.

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

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 \_\_\_\_ day of \_\_\_\_\_, 2018.

First Reading:	November 19, 2018
Second Reading:	December 3, 2018
Third Reading:	December 17, 2018

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Roger Laughlin, Mayor

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



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Public Hearing:</b> Regarding the Consideration of Rezoning as requested by Cedar's Edge Golf Course.
<b>CITY GOAL:</b>	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	November 14, 2018

### BACKGROUND:

Jerry Sexton, owner of Cedar's Edge Golf Course has requested that a portion of the golf course be rezoned from A-1 to R-1 and R-2. The new subdivision will have 16 R-1 lots and 9 R-2 lots. The Planning & Zoning Commission held a Public Hearing on October 16, 2018 and approved a recommendation to the City Council hearing no objections from residents, staff or commission members. Planning & Zoning also approved the Preliminary Plat for this new subdivision.

<b>STAFF RECOMMENDATION:</b>	Open Public Hearing / Close Public Hearing
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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## 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 in the Council Chambers at the City Office, located at 110 N. Poplar Street in West Branch, IA at 7:00 p.m. on Monday, November 19, 2018.

The public hearing will discuss the proposed rezoning of twenty five (25) lots from A-1 to R-1 and R-2, of the following described parcels:

**Legal description R-1:** BEING PART OF THE SOUTHWEST QUARTER (SW ¼) OF THE NORTHWEST QUARTER (NW ¼) OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 4 WEST OF THE 5TH P.M, CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS: BEGINNING AT THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER (NW ¼) THENCE ALONG THE WEST LINE OF SAID NORTHWEST QUARTER N01°02'17"W, 644.68 FEET; THENCE N88°57'43"E, 158.00 FEET; THENCE S01°02'17"E, 445.44 FEET; THENCE N88°57'43"E, 24.74 FEET; THENCE N43°02'35"E, 277.14 FEET; THENCE N88°57'43"E, 141.44 FEET; THENCE S55°39'59"E, 149.13 FEET; THENCE S20°07'32"E, 153.79 FEET; THENCE S69°52'29"W, 348.32 FEET; THENCE S03°13'20"E, 79.95 FEET; THENCE S86°43'55"W, 193.71 FEET; THENCE S03°09'26"E, 40.96 FEET; THENCE S86°42'09"W, 439.64 FEET TO THE POINT OF BEGINNING. DESCRIBED PARCEL CONTAINS 5.76 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

AND

**Legal description R-2:** BEING PART OF THE SOUTHWEST QUARTER (SW ¼) OF THE NORTHWEST QUARTER (NW ¼) OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 4 WEST OF THE 5TH P.M, CITY OF WEST BRANCH, CEDAR COUNTY IOWA DESCRIBED AS: COMMENCING AT THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER (NW ¼) THENCE ALONG THE WEST LINE OF SAID NORTHWEST QUARTER N01°02'17"W, 644.68 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N01°02'17"W, 495.00 FEET; THENCE N88°57'43"W, 343.00 FEET; THENCE S01°02'17"E, 495.00 FEET; THENCE S88°57'43"W, 343.00 FEET TO THE POINT OF BEGINNING. DESCRIBED PARCEL CONTAINS 3.90 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

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

/s/ Leslie Brick  
Leslie Brick, Deputy City Clerk  
by West Branch City Council



**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>First Reading, Ordinance 762</b> – Rezoning that Certain Parcel of Real Property Located at Cedar’s Edge Golf Course from A-1 Agricultural District to R-1 and R-2 Residence Districts.
<b>CITY GOAL:</b>	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	November 14, 2018

**BACKGROUND:**

IWB, LLC has purchased approximately 8.6 acres (formerly known as Pedersen Valley, Part 4), now Loethen Ridge Estates and has requested that it be rezoned from R-1 to R-2. The Planning & Zoning Commission held a Public Hearing on October 16, 2018 and approved a recommendation to the City Council hearing no objections from residents, staff or commission members. Planning & Zoning also approved the Preliminary Plat for this new subdivision.

<b>STAFF RECOMMENDATION:</b>	Approve 1st Reading – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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## ORDINANCE 762

### **AN ORDINANCE RE-ZONING THAT CERTAIN PARCEL OF REAL PROPERTY LOCATED AT CEDAR'S EDGE GOLF COURSE FROM A-1 AGRICULTURAL DISTRICT TO R-1 AND R-2 RESIDENCE DISTRICTS.**

WHEREAS, Sexton Construction ("Sexton") have petitioned the City of West Branch for a zoning district amendment for properties adjacent to Cedar's Edge Golf Course, said parcels being legally described as:

**R-1 REZONING:** BEING PART OF THE SOUTHWEST QUARTER (SW ¼) OF THE NORTHWEST QUARTER (NW ¼) OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 4 WEST OF THE 5TH P.M, CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS: BEGINNING AT THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER (NW ¼) THENCE ALONG THE WEST LINE OF SAID NORTHWEST QUARTER N01°02'17"W, 644.68 FEET; THENCE N88°57'43"E, 158.00 FEET; THENCE S01°02'17"E, 445.44 FEET; THENCE N88°57'43"E, 24.74 FEET; THENCE N43°02'35"E, 277.14 FEET; THENCE N88°57'43"E, 141.44 FEET; THENCE S55°39'59"E, 149.13 FEET; THENCE S20°07'32"E, 153.79 FEET; THENCE S69°52'29"W, 348.32 FEET; THENCE S03°13'20"E, 79.95 FEET; THENCE S86°43'55"W, 193.71 FEET; THENCE S03°09'26"E, 40.96 FEET; THENCE S86°42'09"W, 439.64 FEET TO THE POINT OF BEGINNING. DESCRIBED PARCEL CONTAINS 5.76 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD. (PARCEL #1)

AND

**R-2 REZONING:** BEING PART OF THE SOUTHWEST QUARTER (SW ¼) OF THE NORTHWEST QUARTER (NW ¼) OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 4 WEST OF THE 5TH P.M, CITY OF WEST BRANCH, CEDAR COUNTY IOWA DESCRIBED AS: COMMENCING AT THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER (NW ¼) THENCE ALONG THE WEST LINE OF SAID NORTHWEST QUARTER N01°02'17"W, 644.68 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N01°02'17"W, 495.00 FEET; THENCE N88°57'43"W, 343.00 FEET; THENCE S01°02'17"E, 495.00 FEET; THENCE S88°57'43"W, 343.00 FEET TO THE POINT OF BEGINNING. DESCRIBED PARCEL CONTAINS 3.90 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD. (PARCEL #2)

WHEREAS, Sexton has requested that the Parcel #1 be rezoned to be located in an R-1 Residence District, in place of an A-1 Agricultural District; and

WHEREAS, Sexton has requested that Parcel #2 be rezoned to be located in an R-2 Residence District, in place of an A-1 Agricultural 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 #1 being located in a R-1 Residence District in place of A-1 Agricultural District and Parcel #2 being located in an R-2 Residence District in place of A-1 Agricultural District.

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

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 \_\_\_\_ day of \_\_\_\_\_, 2018.

First Reading:	November 19, 2018
Second Reading:	December 3, 2018
Third Reading:	December 17, 2018

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Roger Laughlin, Mayor

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





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Resolution 1764</b> – Approving Annual Insurance Renewals with Wellmark Blue Cross Blue Shield of Iowa for health and dental insurance.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Gordon Edgar, Finance Officer
<b>DATE:</b>	November 16, 2018

### BACKGROUND:

The Wellmark Blue Cross Blue Shield health and dental insurance program has “grandfather” status which allows the city to continue the high quality insurance program the employees have enjoyed for the past several years. The health insurance premium for next year will decline about 1% from the current premium. There will be no change in the dental insurance premium.

<b>STAFF RECOMMENDATION:</b>	Approve Resolution – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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Account Key: 20241  
 Effective Date: 02/01/2019  
 Representative: Jennifer Rice (Direct)  
 Group Number: 035246-0000

**CITY OF WEST BRANCH**



**Notice of Renewal Rates**

**Health Benefits 1 Current \***

Benefit Code:	IOBX3V - Alliance Select	02/01/2018	GF
Deductible:	\$250/\$500	\$704.63	
Coinsurance:	10% IN 20% OUT		
OPM:	\$1000/\$2000	\$1,761.00	
Preventive:	Yes		
OV Copay:	N/A		
ER Copay:	N/A		
RX Description:	\$10/\$25/\$40		
		Single Coverage:	\$699.50
		Family Coverage:	\$1,748.74
		% of Change:	-0.73%

**Health Benefits 1 Renewal**

Benefit Code:	ES7/GRQ - Alliance Select
Deductible:	\$250/\$500
Coinsurance:	10% IN 20% OUT
OPM:	\$1000/\$2000
Preventive:	Yes
OV Copay:	N/A
ER Copay:	N/A
RX Description:	\$10/\$25/\$40

**Dental Benefits 1 Current**

Benefit Code:	204	02/01/2018
Deductible:	\$25/\$75	\$28.25
Diag and Prev:	20%	\$96.19
Rout and Restore:	50%	
Major Restorative:	50%	
Annual Max/Person:	\$1500	
Orthodontics:	50%	
		Single Coverage:
		Family Coverage:

**Dental Benefits 1 Renewal**

Benefit Code:	204
Deductible:	\$25/\$75
Diag and Prev:	20%
Rout and Restore:	50%
Major Restorative:	50%
Annual Max/Person:	\$1500
Orthodontics:	50%

\* This group's current benefit is no longer available. A benefit has been chosen as this group's renewal benefit and is shown above. If the group does not want to renew with this benefit, please ask about alternate options available to this group.

**RESOLUTION 1764**

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

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

WHEREAS, after reviewing the insurance renewal quotations, the City Council has decided to accept the quotations, effective February 1, 2019.

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

Passed and approved this 19th day of November, 2018.

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Roger Laughlin, Mayor

ATTEST:

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Redmond Jones II, City Administrator/Clerk



**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Discussion Item:</b> Regarding the Level of “Tax Rebate” Support for the Little Light Project.
<b>CITY GOAL:</b>	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
<b>PREPARED BY:</b>	Roger Laughlin, Mayor
<b>DATE:</b>	November 16, 2018

**BACKGROUND:**

Whereas, the City of West Branch as one of its City Goals “Developing Inviting High Profile Visually Impactful Projects: Including Projects that Establish West Branch as a Destination; Involving Branding and Other Projects that Reflect Sound Use of Tax Dollars.

Additionally, the City seeks to promote the public interest of assisting business interest grow employment opportunities, and industry productivity with its city limits. Our efforts with developing MOU and working with Little Lights a local business has been successful in assisting Little Light with gaining commitment from Cedar Rapids Bank and Trust. As we move forward with the next steps of establishing a Development Agreement and for purposes calculating the project appraisal (needed for financing) the level of Tax Rebate is important to firm up.

Although, Little Light’s Events and Cedar’s Edge Golf Course will still be working closely, they no longer have a joint project. Instead they will have separate facilities in close proximity. The Little Lights Facility is currently budgeted at \$1.5 million. A project at that scale would involve percentages and dollar amounts as follows:

7% - \$105,000	8% - \$120,000	9% - \$135,000	10% - \$150,000	11% - \$165,000	12% - \$180,000	13% - \$195,000
14% - \$210,000	15% - \$225,000	16% - \$240,000	17% - \$255,000	18% - \$270,000	19% - \$285,000	20% - \$300,000

<b>STAFF RECOMMENDATION:</b>	Seek Direction
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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**Little Lights Weddings & Events**  
Cedar's Edge Golf Course  
319-330-4607 | team@littleslightsevents.com



11/1/2018

West Branch City Counsel  
Redmond Jones

Dear West Branch City Counsel,

Thank you for considering our project.

Here is a project breakdown for your reference.

Electrical, Exterior Windows & Doors, Heating& Cooling,  
Plumbing, Drywall, Building & Foundation= \$1,106,000

Land Parcel, Parking lot & Dirt work= \$394,000

Total: \$1,500,000

Sincerely,

Erin Morrison-Vincent

Little Lights Weddings & Events

<i>TIF for Little Lights on the Lane</i>	
AMOUNT	
150,000	Total Request
1,350,000	90% Roll back on 1,500,000 (x26.00 /1,000)
1350x26.00	Total Country, school, city (usable Tif dollars)
Which =35000	taxes payments per year
17,500	city's portion of the taxes (50% a year)
8.57	TIF agreement
	City Portion:
	*if you use a 20 year payback option and collect after LL is paid back:
35,000	Full amount city collects per year in taxes after Little Lights repays TIF (150,000)
385,000	Over next 11 years
<b>Plus 150,000</b>	
<b>535,000</b>	Total over 20 years



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 19, 2018
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<b>AGENDA ITEM:</b> <b>Resolution1748</b> – Consider Approving the Request of Acciona Windpower of North America, LLC to Rebate a Portion of Tax Increment Revenues.
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<b>CITY GOAL:</b> Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
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<b>PREPARED BY:</b> Redmond Jones II, City Administrator
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<b>DATE:</b> November 16, 2018
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### BACKGROUND:

The City entered into an agreement with Acciona, a manufacturer and installer of wind generation system, where Acciona expanded its business in West Branch in exchange for tax rebates. After paying rebates for several years there was a dispute over job statistics (a term of the agreement). The City ultimately cancelled the agreement. And a lawsuit ensued. The district court concluded the City was in breached of the contract and awarded Acciona compensatory damages for fiscal years 2013 and 2014. However, desiring not to place the City in an economic down turn thus harming tax payers and citizens the courts gave the city the ability to forgo or deny such payments until such time said tax abatements are affordable for the city.

The resolution considers such tax abated rebate; however, with debt service capacity well over 60% for additional financing, and inconsideration of other municipal budget issues. It is Staff's recommendation to deny this year's annual consideration.

<b>STAFF RECOMMENDATION:</b> <b>Deny the Resolution – Move to Action</b>
--

<b>REVIEWED BY CITY ADMINISTRATOR:</b>
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<b>COUNCIL ACTION:</b>
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<b>MOTION BY:</b>
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<b>SECOND BY:</b>
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**RESOLUTION 1748**

**RESOLUTION CONSIDERING THE ISSUE OF WHETHER ACCIONA WINDPOWER NORTH AMERICA, LLC SHOULD BE REBATED A PORTION OF TAX INCREMENT REVENUES**

**WHEREAS**, on January 2, 2008, the City and Acciona Windpower North America, LLC entered into an Agreement titled *Amended Tax Increment Development Agreement By and Between the City of West Branch, Iowa and Acciona Windpower North America, L.L.C.*; and

**WHEREAS**, the Agreement contemplates performance of certain actions that may or must be performed by the parties to the Agreement; and

**WHEREAS**, pursuant to the Agreement, one action that may be performed under the Agreement is the payment, by the City, of “rebate” payments of “that percentage of incremental taxes actually paid with respect to” certain improvements to be made by Acciona “and received under Iowa Code Chapter (sic) 403.19 by the City;” and

**WHEREAS**, each of the possible rebate payments contemplated “shall be subject to annual appropriation of the City Council;” and

**WHEREAS**, “[p]rior to December 1<sup>st</sup> of each year during the term” of the Agreement “the City Council shall consider the issue of obligating for appropriation to the funding of the payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year;” and

**WHEREAS**, the City Council is preparing to submit its annual certification “under Iowa Code section 403.19 to the Cedar County Auditor . . . the amount of taxes to be paid over the City and the amount,” if any, “obligated for appropriation for rebate to Acciona.”

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Branch, Iowa that the Council has considered the issue of whether Acciona Windpower North America, LLC should be rebated a portion of tax increment revenues and this Council has concluded that the appropriation should occur for Fiscal Year 2019-2020.

**Passed and approved this 19th day of November, 2018.**

---

Roger Laughlin, Mayor

ATTEST:

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Redmond Jones II, City Administrator/Clerk



**RESOLUTION 1748**

**RESOLUTION CONSIDERING THE ISSUE OF WHETHER ACCIONA WINDPOWER NORTH AMERICA, LLC SHOULD BE REBATED A PORTION OF TAX INCREMENT REVENUES**

**WHEREAS**, on January 2, 2008, the City and Acciona Windpower North America, LLC entered into an Agreement titled *Amended Tax Increment Development Agreement By and Between the City of West Branch, Iowa and Acciona Windpower North America, L.L.C.*; and

**WHEREAS**, the Agreement contemplates performance of certain actions that may or must be performed by the parties to the Agreement; and

**WHEREAS**, pursuant to the Agreement, one action that may be performed under the Agreement is the payment, by the City, of “rebate” payments of “that percentage of incremental taxes actually paid with respect to” certain improvements to be made by Acciona “and received under Iowa Code Chapter (sic) 403.19 by the City;” and

**WHEREAS**, each of the possible rebate payments contemplated “shall be subject to annual appropriation of the City Council;” and

**WHEREAS**, “[p]rior to December 1<sup>st</sup> of each year during the term” of the Agreement “the City Council shall consider the issue of obligating for appropriation to the funding of the payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year;” and

**WHEREAS**, the City Council is preparing to submit its annual certification “under Iowa Code section 403.19 to the Cedar County Auditor . . . the amount of taxes to be paid over the City and the amount,” if any, “obligated for appropriation for rebate to Acciona.”

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Branch, Iowa that the Council has considered the issue of whether Acciona Windpower North America, LLC should be rebated a portion of tax increment revenues and this Council has concluded that the appropriation should occur for Fiscal Year 2019-2020.

**Passed and approved this 19th day of November, 2018.**

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

ATTEST:

\_\_\_\_\_  
Redmond Jones II, City Administrator/Clerk

**RESOLUTION  
FAILED  
19th day of November  
Roger Laughlin, Mayor**



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Resolution1749</b> – A Consideration to Approve the Request of Casey’s Marketing Company to Rebate a Portion of Tax Increment Revenues.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Gordon Edgar. Finance Director
<b>DATE:</b>	November 14, 2018

### BACKGROUND:

Resolution accepting the terms of a City Council approved Development Agreement.

There has been extensive conversation regarding the standing of our contract with Casey’s and if Casey are in violation of their contractual obligation. In an attempt to work with Casey in this regard a letter was sent to their corporate offices.

In response Casey’s indicated an interest providing land to the city at no cost. Considering the success of development project that was incentivized and the proposal to have land donated to the city. There is thought to continue with the previous contract (despite potential claims of breach) and honor the city’s obligations.

<b>STAFF RECOMMENDATION:</b>	Seek Direction – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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**RESOLUTION 1749**

**A CONSIDERATION TO APPROVE THE REQUEST OF CASEY'S  
MARKETING COMPANY TO REBATE A PORTION OF TAX INCREMENT  
REVENUES**

WHEREAS, the City and Casey's Marketing Company entered into a Development Agreement that was recorded in Book 1271 at page 12, Records of the Cedar County Recorder's Office (the "Agreement"); and

WHEREAS, the Agreement contemplates performance of certain actions that may or must be performed by the parties to the Agreement; and

WHEREAS, pursuant to the Agreement, as long as Casey's operated a convenience store at its current location, the City Council would decide whether to appropriate the incremental tax revenues for the property back to Casey's Marketing Company; and

WHEREAS, each of the possible rebate payments contemplated "shall be subject to annual appropriation of the City Council;" and

WHEREAS, "[p]rior to December 1<sup>st</sup> of each year during the term" of the Agreement "the City Council shall consider the issue of obligating for appropriation to the funding of the payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year;" and

WHEREAS the City Council is preparing to submit its annual certification "under Iowa Code section 403.19 to the Cedar County Auditor . . . the amount of taxes to be paid over the City and the amount," if any, "obligated for appropriation for rebate to Casey's Marketing Company."

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the Council has considered the issue of whether Casey's Marketing Company should be rebated 100% of tax increment revenues collected from the property and concluded that the contemplated certification and appropriation process should include the rebate of 100% of the incremental tax revenues collected on the Property back to Casey's Marketing Company, the first payment being December 1, 2018.

\* \* \* \*

**Passed and approved this 19<sup>th</sup> day of November, 2018.**

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

ATTEST:

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



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Resolution 1752</b> – Obligating Funds from the Urban Renewal Tax Revenue Fund for the Payment of Annual Appropriation Tax Increment Financed Obligations in Fiscal Year 2020.
<b>CITY GOAL:</b>	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
<b>PREPARED BY:</b>	Gordon Edgar, Finance Director
<b>DATE:</b>	November 16, 2018

### BACKGROUND:

The City of West Branch, Iowa has adopted an Urban Renewal Plan that created a tax increment district as authorized by Chapter 403, State Code of Iowa and allowed for the creation of a special fund to pay for expenses related to the Urban Renewal Plan. This document allows a municipality to incur indebtedness as it relates to the Urban Renewal Plan and requires a municipality to certify to the county auditor by December 1, the amount of indebtedness payable from the special fund of the municipality. This indebtedness is summarized on the attached certification form.

<b>STAFF RECOMMENDATION:</b>	Approve the Resolution – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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**CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS  
CERTIFICATION TO COUNTY AUDITOR**

**Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested  
Use One Certification Per Urban Renewal Area**

City: West Branch County: Cedar

Urban Renewal Area Name: West Branch Urban Renewal

Urban Renewal Area Number: 16006 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified\*: \$ 100,000

\*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

New Debt: Advance to College St & 2nd St Improvements Project not previously certified  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Official Telephone

**TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR**

City: West Branch County: Cedar

Urban Renewal Area Name: West Branch Urban Renewal

Urban Renewal Area Number: 16006 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. Resolution # 1750 Advance to College St & 2nd St Improvement Project	11-05-2018	100,000
_____	_____	_____
_____	_____	_____
_____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2. _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
3. _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
4. _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5. _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 2.

**Total For City TIF Form 1.1 Page 1: 100,000**

\* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

**SPECIFIC DOLLAR REQUEST FOR AVAILABLE TIF INCREMENT TAX FOR NEXT FISCAL YEAR  
CERTIFICATION TO COUNTY AUDITOR**

**Due To County Auditor By December 1 Prior To The Fiscal Year  
Where Less Than The Legally Available TIF Increment Tax Is Requested  
Use One Certification Per Urban Renewal Area**

City: West Branch County: Cedar

Urban Renewal Area Name: West Branch Urban Renewal

Urban Renewal Area Number: 16006 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the next fiscal year and for the Urban Renewal Area within the City and County named above, the City requests less than the maximum legally available TIF increment tax as detailed below.

Provide sufficient detail so that the County Auditor will know how to specifically administer your request. For example you may have multiple indebtedness certifications in an Urban Renewal Area, and want the maximum tax for rebate agreement property that the County has segregated into separate taxing districts, but only want a portion of the available increment tax from the remainder of the taxing districts in the Area.

Specific Instructions To County Auditor For Administering The Request That This Urban Renewal Area Generate Less Than The Maximum Available TIF Increment Tax:	Amount Requested:
The City requests the following for FY 2020 from TIF Revenues:	
<u>Casey's General Store Rebate Agreement</u>	<u>27,000</u>
<u>Community State Bank Loan - Judgement Settlement</u>	<u>111,870</u>
<u>2017 GO Corp Purpose Bond</u>	<u>148,728</u>
<u>2016B Tax GO Urban Renewal Bond</u>	<u>52,548</u>
<u>2016A GO TIF Portion of Park</u>	<u>26,770</u>
<u>2013 GO Corp Purp&amp; Ref Bond</u>	<u>37,987</u>
<u>Repayment of Interfund Transfer from General Fund to College St &amp; 2nd St Improvement Project</u>	<u>50,000</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Dated this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
Signature of Authorized Official Telephone

**RESOLUTION 1752**

**A RESOLUTION OBLIGATING FUNDS FROM THE URBAN RENEWAL TAX REVENUE FUND FOR THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATION IN FISCAL YEAR 2020**

**WHEREAS;** the City of West Branch, Iowa has hereto adopted an Urban Renewal Plan and established pursuant thereto a tax increment district all as authorized and provided by Chapter 403, State Code of Iowa; and

**WHEREAS;** the City has advanced monies, incurred indebtedness and other costs which this Council finds qualified for payment from the special fund authorized by Section 403.19(3) of the State Code of Iowa as summarized on the attached schedule; and

**WHEREAS;** the City has scheduled payments in the amount of \$454,903 which shall become due in the fiscal year beginning July 1, 2019 with respect to costs associated with the Water Tower #2 Project, the Downtown East Redevelopment Project, Park Improvements-Pedersen Valley, Casey's General Store Rebate Agreement, 2017 GO Corporate Purpose Bond, and College Street and 2<sup>nd</sup> Street Improvements Project; and

**WHEREAS;** it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in the Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2019;

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF WEST BRANCH, IOWA, that:**

Section 1. The City Council obligates \$454,903 for appropriation from the Urban Renewal Tax Fund to the Annual Payment in the fiscal year beginning July 1, 2019.

Section 2. The City Clerk is hereby directed to reflect the total amount of \$454,903 in the City's budget for the next succeeding fiscal year.

\* \* \* \* \*

**PASSED, ADOPTED AND APPROVED this 19<sup>th</sup> day of November, 2018**

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

ATTEST:

\_\_\_\_\_  
Redmond Jones II, City Administrator/Clerk





**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	November 19, 2018
<b>AGENDA ITEM:</b>	<b>Resolution 1765</b> - Approving Change Order #6 For Cubby Park Improvements “Not To Exceed” \$19,650.00 Unless Frost Is Found To Be Four Inches Deep Then Cost Will Be Enhanced By Time And Materials.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Nate Kass, Fehr Graham
<b>DATE:</b>	November 15, 2018

**BACKGROUND:**

This change order for work at Cubby Park is recommended as ground water has been observed seeping from the hillside in the cut areas east of the pipeline and ponding on or near the parking lot near the pipelines. This will inhibit paving and potentially be an on-going maintenance issue in that area of the park. The area has remained undisturbed for several weeks and is not improving. The tile route will follow the pipeline and/or base of the hill along the cemetery to intercept the ground water and outlet to the storm sewer without disturbing the parking lot paving. Temporary measures can then be taken to prevent the water from flowing onto the parking lot if the tile cannot be installed before that area is to be paved.

The unit price from the previous tile installation along the north side of the ball fields (\$15/ft) shall be used unless frost is deeper than 4 inches. Deeper frost will slow down installation because the frost will have to be excavated with other machinery and take longer to install. If frost is found to be deeper than 4 inches, installation will be at time and materials.

The exhibit included with the change order shows three options. These can be standalone or combined. Options 1 and 3 together are the longest but cover the most area. The change order is based on the cost of that combination.

<b>STAFF RECOMMENDATION:</b>	Seek Direction – If project time permits staff recommends discussing which option is desired then having resolution presented next cycle.
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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CHANGE ORDER 6

No.: 6

Date of Issuance: November 20, 2018 Effective Date: November 20, 2018

Owner: City of West Branch, Iowa

Contractor: Needham Excavating, Inc.

Contract: Joseph D. Needham, President

Project: Cubby Park Improvements

Owners Contract No.: N/A Engineer's Project No.: 16-072

Engineer: Fehr Graham - Nathan P. Kass, PE, PLS

You are directed to make the following changes in the Contract Documents:

Description:

Install additional 4" drain tile to dewater hillside east of the pipelines and provide drainage north of the parking lot. Tile shall be 4" HDPE perforated tile bedded in clean stone and outlet to STMH-4 or INTK 5.

Reason for Change Order:

Extend authorized length of drain tile. Ground water is seeping from hillside on the east side of the pipeline resulting in ponding water and inhibiting paving operations. This also gives concern for a continuous mud and grass issue if the standing water remains. Recommendation is to install the tile to intercept the ground water at a depth to facilitate construction of the parking lot and reduce the chance of surface drainage of the seeping ground water east of the pipeline easement.

Attachments: (List documents supporting change):

See attached Summary of Cost and sketch of proposed tile.

Options 1 and 3 together total approximately 1,310 LF @ \$15.00/LF for a total of \$19,650.00. If frost is found to be more than four inches deep, cost to install tile will be at time and materials.

**CHANGE IN CONTRACT PRICE:**

**CHANGE IN CONTRACT TIMES:**

Original Contract Price

Original Contract Times

\$ 2,945,427.39

By November 2, 2018 days or dates

Previous Change Orders No.

Net change from previous Change Orders

1 To No. 5  
\$ 56,

50 days

Contract Price prior to this Change Order

Contract Time prior to this Change Order

\$ 2,888,991.84

12/22/2018, 3/30/19 and 5/24/2019 days

Net Increase (Decrease) of this Change Order

Net Increase (Decrease) of this Change Order

\$ 19,650.00 Increase

0 days or date

Contract Price with all approved Change Orders

Contract Time with all approved Change Orders

\$ 2,908,641.84

12/22/2018, 3/30/19 and 5/24/2019 days or date

RECOMMENDED: Fehr Graham

APPROVED: City of West Branch

ACCEPTED: Needham Excavating, Inc.

Nathan P. Kass, PE, PLS  
ENGINEER

Roger Laughlin, Mayor  
OWNER

Joseph D. Needham, President  
CONTRACTOR

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature)

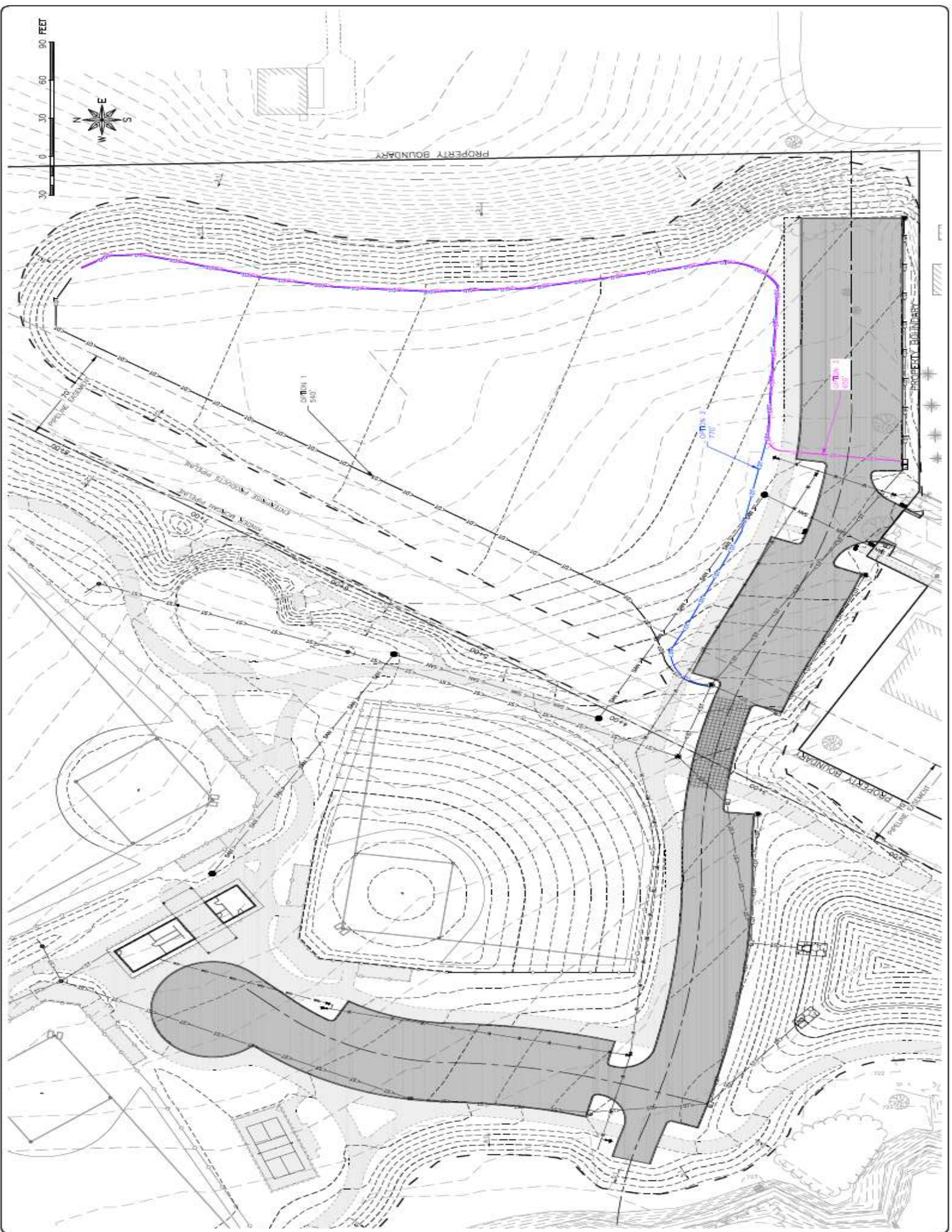
By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

END SECTION.



**RESOLUTION 1765**

**RESOLUTION APPROVING CHANGE ORDER #6 FOR CUBBY PARK IMPROVEMENTS “NOT TO EXCEED” \$19,650.00 UNLESS FROST IS FOUND TO BE FOUR INCHES DEEP THEN COST WILL BE ENHANCED BY TIME AND MATERIALS.**

**WHEREAS**, This change order for work at Cubby Park is recommended as ground water has been observed seeping from the hillside in the cut areas east of the pipeline and ponding on or near the parking lot near the pipelines; and

**WHEREAS**, this will inhibit paving and potentially be an on-going maintenance issue in that area of the park; and

**WHEREAS**, the area has remained undisturbed for several weeks and is not improving; and

**WHEREAS**, the tile route will follow the pipeline and/or base of the hill along the cemetery to intercept the ground water and outlet to the storm sewer without disturbing the parking lot paving; and

**WHEREAS**, temporary measures can then be taken to prevent the water from flowing onto the parking lot if the tile cannot be installed before that area is to be paved; and

**WHEREAS**, The unit price from the previous tile installation along the north side of the ball fields (\$15/ft) shall be used unless frost is deeper than 4 inches; thus, deeper frost will slow down installation because the frost will have to be excavated with other machinery and take longer to install, and if frost is found to be deeper than 4 inches, installation will be at time and materials

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Branch, Iowa that the Council has chosen Option \_\_\_\_\_ and at \$15 a linier foot the total will “not to exceed” 19,650.00. In addition, if frost is found to be more than four inches deep cost to install tile will be at time and materials.

**Passed and approved this 19th day of November, 2018.**

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

ATTEST:

\_\_\_\_\_  
Redmond Jones II, City Administrator/Clerk