



PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING SCHEDULED TO CONVENE AT 7:00 P.M. MONDAY JUNE 24, 2019 IN THE CITY COUNCIL CHAMBERS, 110 NORTH POPLAR STREET, WEST BRANCH, IOWA.

Mayor	Roger Laughlin	mayor@westbranchiowa.org
Mayor Pro Tem	Colton Miller	mcolton@rocketmail.com
Council Member	Jordan Ellyson	Jordanellyson@gmail.com
Council Member	Brian Pierce	brianapierce@outlook.com
Council Member	Jodee Stoolman	j.stoolmanwbcc@yahoo.com
Council Member	Nick Goodweiler	nickgoodweilerwbcc@gmail.com
City Administrator	Redmond Jones II	rjonesii@westbranchiowa.org
City Attorney	Kevin Olson	kevinolsonlaw@gmail.com
Deputy City Clerk	Leslie Brick	leslie@westbranchiowa.org

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. Opening Ceremonies

1. Pledge of Allegiance
2. Welcome

G. Roll Call

D. Guest Speaker, Presentations and Proclamations

1. City Trails Plan presented by Parks and Recreation Director, Melissa Russell.

E. 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.

F. 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.

1. **Motion to Approve** Meeting Minutes for Special City Council Meeting June 7, 2019.
2. **Motion to Approve** Meeting Minutes for City Council Meeting June 10, 2019.
3. **Motion to Approve** West Branch Fire Department Class B Beer (BB) (Including Wine Coolers) with Outdoor Service for Hoover's Hometown Days.

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4. **Motion to Approve** Cigarette Permit for FY20.
5. **Motion to Approve** Hoover's Hometown Days – Outdoor Liquor Permit Request for the Down Under.
6. **Motion to Approve** the Appointment of Lisa Kofoed to the Library Board of Trustees.
7. **Motion to Accept** the Application for Transient Merchant Permit from J&S Fireworks.
8. **Motion to Approve** Street Closures for the 2019 Hoover's Hometown Days Celebration.
9. **Motion to Approve** the Claims Report.

G. Public Hearing / Non-Consent Agenda

1. **Third and Final Reading Ordinance 776** – An Ordinance Vacating Alleys Located in the City of West Branch.
2. **Second Reading Amending Chapter 50 of the Code of Ordinances:** Entitled Nuisance Abatement Procedure.
3. **Resolution 1817** – A Resolution Approving the Liability Insurance Proposal with the Iowa Community Assurance Pool (ICAP).
4. **Resolution 1818** – A Resolution Approving an Amendment to the Subscription Agreement with Tyler Technologies, Inc. in the Amount of \$17,594.
5. **Resolution 1819** – A Resolution Approving the Workers Compensation Proposal with the Iowa Municipal Workers Compensation Association (IMWCA).
6. **Resolution 1820** – A Resolution Approving Partial Pay Estimate Number 10 in the amount of \$178,421.16 to Needham Excavating Inc. for the Cubby Park Improvement project.
7. **Resolution 1821** – Approving Change Order #9 in the Amount of \$2,356.00 for Roll-up Insect Screening Required for the Cubby Park Concession Stand at the Pavilion.
8. **Resolution 1822** – Approving a Quote not to exceed \$4,395.00 from D&N Fence Company Inc. to Install 220 feet of 5 foot tall green vinyl chain link fencing along the Cubby Park and Crestview property line.

H. Reports

1. City Administrator's Report
2. City Attorney Report

I. Comments from Mayor and Council Members

J. Adjournment

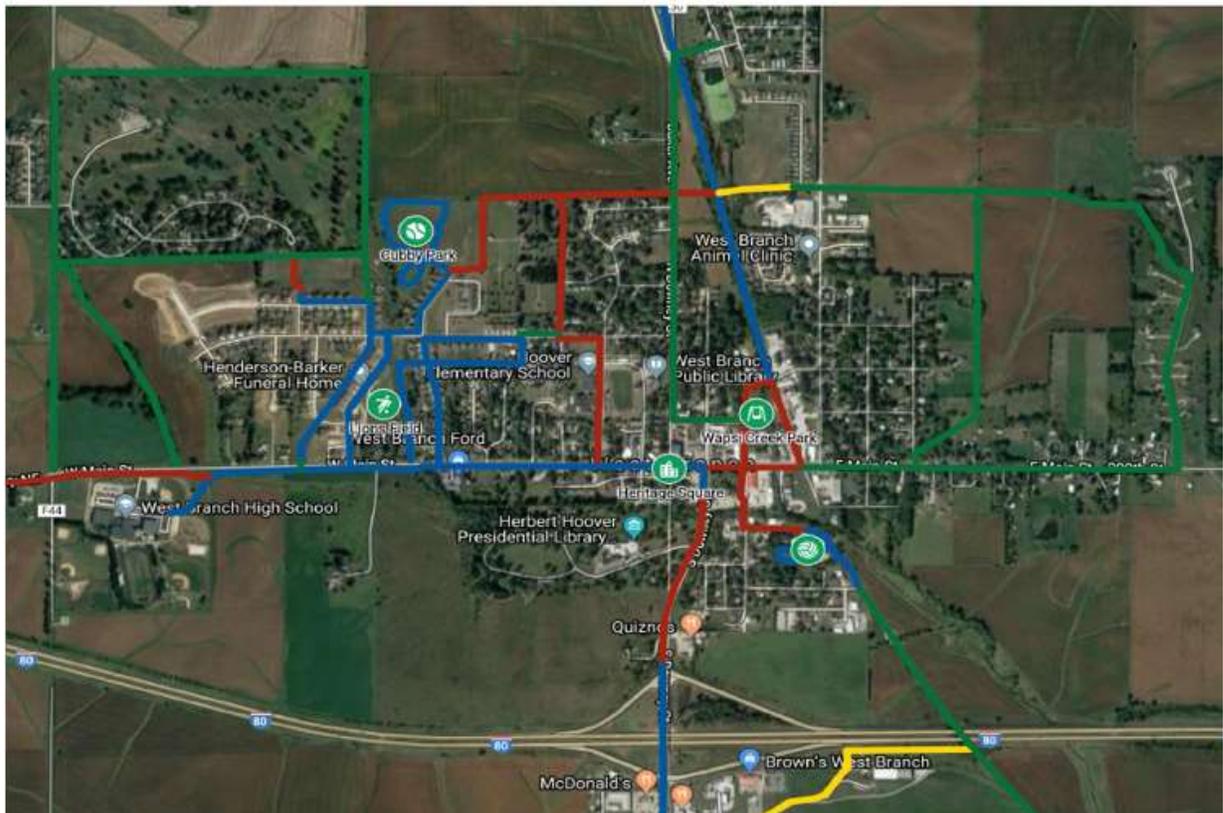
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West Branch Community Trails Plan 2019

Adopted XXXX by the West Branch City
Council

West Branch Regional Trail Network



Section 1. Hoover Nature Trail South & Links- 2.85 Miles .75 miles of existing trails and links and 2.1 new trails

Section 1.1 - Continue Hoover Nature Trail south to Wapsi Park, Beranek Park to south of interstate 80.

Priority 1 connections

- ❖ 1.1a. East College Street to Main Street. This route will go along Wapsi Park. This will complete the connection to NPS Village Green
- ❖ 1.1b. Connect East College Street to Main Street via old Croell site.
- ❖ 1.1c. Beranek Drive to Beranek Park.
- ❖ 1.1d. Main to 2nd Street intersection. This completes a connection to NPS Village Green.
- ❖ 1.1e. 2nd Street from Main Street to Beranek Drive along NPS property.
- ❖ 1.1f. 2nd Street to Parkside Drive along Main Street.

Section 1.2 - From Hoover Nature Trail to Baker Ave (motel and fast food area), include safe pedestrian crossings

Priority 2 connections

- ❖ 1.2a. Commercial Drive to City Water Treatment Plant along Tidewater Drive.

Priority 3 connections

- ❖ 1.2b. Beranek Park to Tidewater under the interstate.

Section 1.3 - North along Hwy 30, crossing I-80 on pedestrian lane on west side of overpass

Priority 1 connections

- ❖ 1.3a. Parkside Drive to interstate 80

Issues and Ideas

- When crossing the Interstate entrance and exit lanes, trail will need safety controls.
- Trail easement will need to be obtained for Section 1.2b
- Section 1.3a is located on National Park Service Property.

Future county or state plans can include continuing Hoover Nature Trail south to West Liberty if land access is available.



1.1a



1.1c

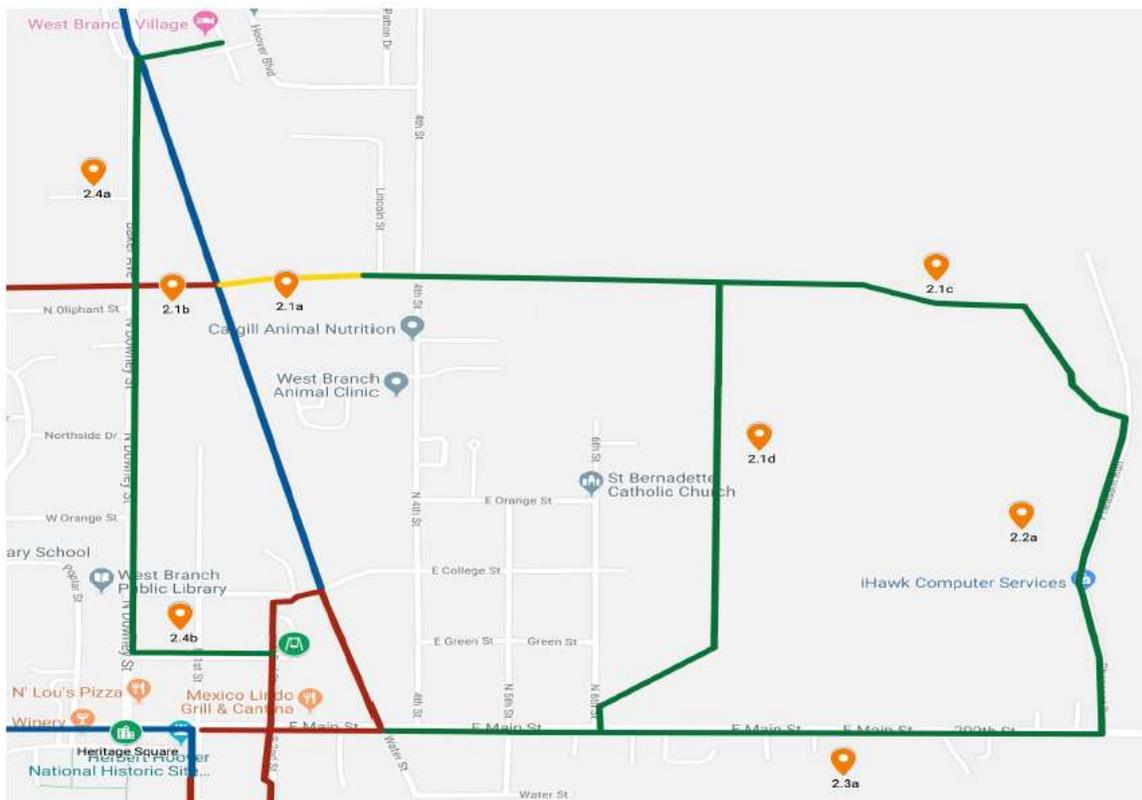


1.2b



1.3a

Trails Section 2. Northeast- 3.2 Miles 1 mile of existing trails and links and 2.2 miles of new trails



Trails Section 2. Northeast- 3.2 Miles

1 mile of existing trails and links and 2.2 miles of new trails

Section 2.1 - Trail link Hoover Trail to Pheasant Run

Priority 2 connection

- ❖ 2.1a. Create a trail link from Hoover Trail and Northridge Drive to Reagan Blvd.

Priority 3 connection

- ❖ 2.1b. Build a pedestrian bridge connecting Hoover Trail to Mobile Home Village
- ❖ 2.1c. Create a trail from Reagan Blvd at 4th Street to Pheasant Run Lane
- ❖ 2.1d. Build a trail link from the trail to that runs parallel to Pheasant Run Trail and exits at the intersection of Main Street and 6th Street.

Section 2.2 - Trail link at Pheasant Run Lane

Priority 3 connection

- ❖ 2.2a. Trail through Pheasant Run Lane connecting trail 2.1 to 290th Street.

Section 2.3 - Trail link from Pheasant Run to Hoover Trail at Main Street

Priority 3 connection

- ❖ 2.3a. Build a trail parallel to 290th Street from Pheasant Run Lane entrance to connecting trail at Main and former trail section on Main Street between 4th Street and 2nd Street.

Section 2.4 - Dog Park to Green Street on Baker

Priority 3 connection

- ❖ 2.4a Dog park to Green Street on Baker Avenue/Downey Street.
- ❖ 2.4b. North Downey to Wapsi Creek Park.

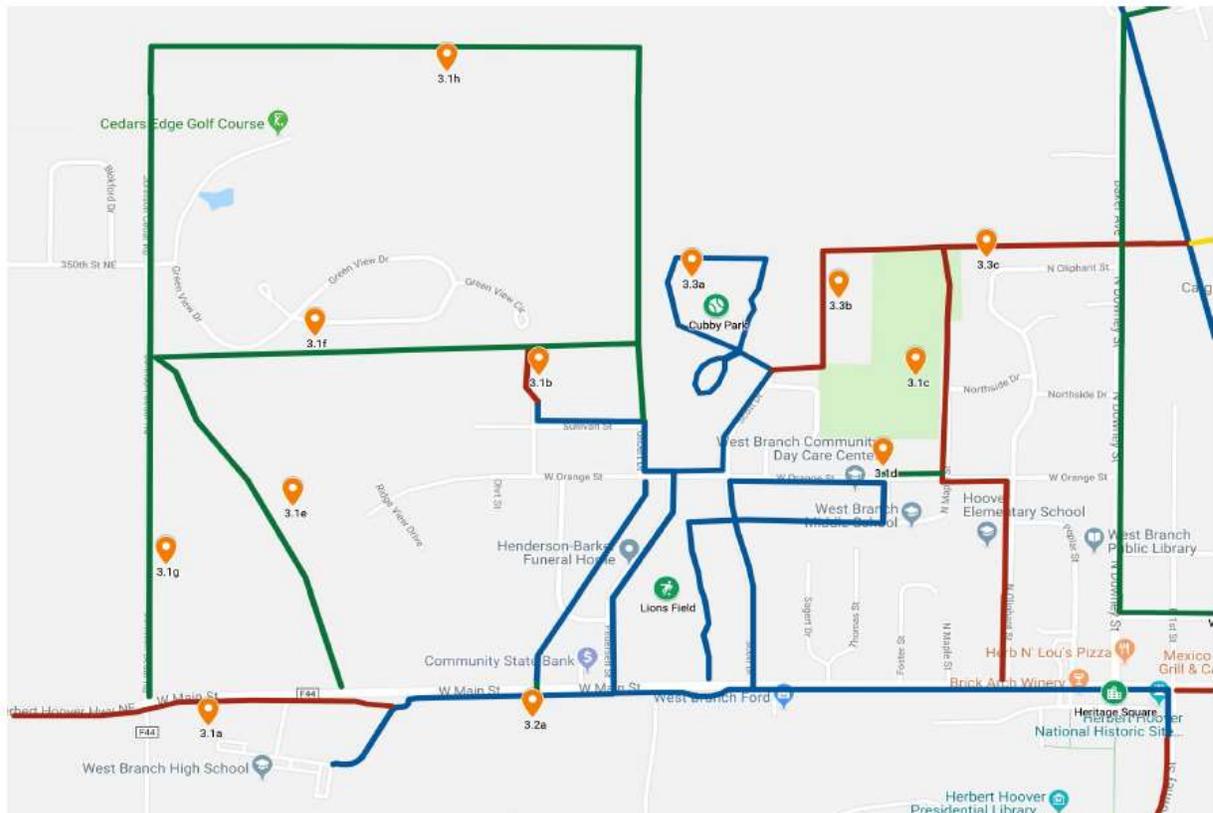
Issues and ideas

- ❖ Property may need to be acquired to create a trail from Reagan Blvd. to Pheasant Run Lane.
- ❖ Building a bridge to connect Hoover Trail and the Mobile Home Village may not be possible due to DNR restrictions. Alternatives to a bridge may need to be considered.
- ❖ Use flashing warning lights and signs to alert vehicles of all trail crossings.



Trails Section 2. Northwest School Trails & Links- 7.4 Miles

2.5 miles of existing trails and links and 4.9 new trails



Trails Section 2. Northwest School Trails & Links- 7.4 Miles 2.5 miles of existing trails and links and 4.9 new trails

Section 3.1 - West Trail - from West Branch High School on West Main Street to County Line Road north to south side of golf course development, east between residential developments, south to tie in with trail through residential area.

Priority 1 connections

- ❖ 3.1a. Connecting High School to Cedar Johnson Road and Iowa City.
- ❖ 3.1b. Greenview connection to Meadows development.
- ❖ 3.1c. North Maple from cemetery to Hoover Elementary.
- ❖ 3.1d. West Orange from Maple to Oliphant Street.

Priority 3 connections

- ❖ 3.1e. Trail network along creek and through new development.
- ❖ 3.1f. Trail connecting Cedar Johnson Road to Greenview Connection
- ❖ 3.1g. Trail along Cedar Johnson Road to Cedar's Edge Golf Course.
- ❖ 3.1h. Trail around Cedar's Edge Development to Cubby Park

Section 3.2 - Central Trail - from existing trail to the high school, across Main Street at approximately 800 feet from the high school property line

Priority 3 connections

- ❖ 3.2a Intersection at Main from trail between Pedersen St. and Hilltop Drive.

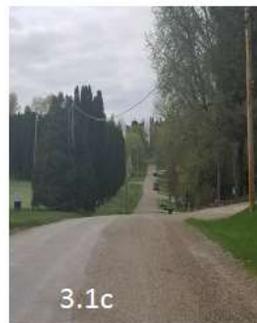
Section 3.3 - North Trail - from north central trail across northern side of current development to North Downey Street.

Priority 1 connections

- ❖ 3.3a Cubby Park trails around park including detention basin

Priority 3 Connection

- ❖ 3.3b. Cubby Park trail along cemetery property line
- ❖ 3.3c. Cubby Park to Hoover Trail behind cemetery and homes on Oliphant Street.



4.9 miles new and 2.5 existing

Benefits of Trails

Trails have been acknowledged through research and experience as an attractive community amenity. A good trail system enhances the quality of life for residents increasing opportunities for physical activities, social interaction, and creating new economic opportunities.

A trail provides a safe alternative for children to be active and to travel to school. Trails are part of a national effort to reduce childhood obesity. Having safe routes connecting schools, parks, houses, and public facilities makes it easier to get children active.

Promoting trail use for health improves the health and mental well-being of residents of all age groups and physical ability.

The Centers for Disease Control have found people will use trail for the health benefits if there is a trail close to their residents. Easy access especially benefits older women and children.

A well placed trail system becomes a new option for commuting to school and work in West Branch distances, especially by bike, are not so far that residents can walk or bike from one side of the city to another in a short time. The added benefit is to reduce reliance on motorized vehicles and less expenditure on fuel for transportation.

Trails can provide that one more attraction to keep visitors longer in the community. When visitors stay longer, especially, if their trip is multiple days, their visit increases the opportunities to make purchases, increasing local business revenues. Financially, communities benefit when new businesses are created to provide services to trail users. The city and state also benefit when sales and lodging taxes are collected from out-of-state and out-of-region visitors.

Interpretation

West Branch has the unique history of being the birthplace of the 31st President Herbert Hoover. The community can use this opportunity to highlight the historical features of the community along the trails using waysides, kiosks, and historical walking tours. Trails can also be used in promoting health and wellness for local residents. Local hospitals and health departments can create programs using the trails.

Liability

The trail system is part of the city assets and would be covered under the same position as any city park. Regular inspections and maintenance with records showing these actions would provide support.

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

**West Branch, Iowa
Chambers**

City Council Meeting

**May 20, 2019 Council
7:00 p.m.**

Mayor Roger Laughlin called the West Branch Special City Council meeting to order at 3:00 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, Jodee Stoolman were present. Brian Pierce and Nick Goodweiler were available via phone. Jordan Ellyson was absent. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones and Deputy Clerk Leslie Brick.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

None.

PUBLIC COMMENT

None.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve the Cigarette Permit Renewals for FY 2019 – 2020.

Motion to approve an Outdoor Liquor Permit request for Down Under on June 8, 2019.

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

COMMENTS FROM MAYOR AND COUNCIL MEMBER

Laughlin reminded that Council that the June 3rd City Council meeting was rescheduled for Monday, June 10th and the revised agenda had been distributed.

ADJOURNMENT

Motion to adjourn by Miller, second by Stoolman. Motion carried on a voice vote. City Council meeting adjourned at 3:05 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk

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

West Branch, Iowa
Council Chambers

City Council Meeting

June 10, 2019
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, Jodee Stoolman, Nick Goodweiler and Jordan Ellyson were present. Brian Pierce was absent. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Leslie Brick, City Attorney Kevin Olson, Chief Mike Horihan, Park & Recreation Director Melissa Russell and Finance Officer Gordon Edgar.

GUEST SPEAKER AND PRESENTATIONS

None.

PUBLIC COMMENT

Mary McGee, resident said she had attended a mental health counseling class called Family to Family in Cedar Rapids. She said she felt the class was very helpful and thought other residents could benefit from it.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to Approve Meeting Minutes for City Council Meeting May 20, 2019.

Motion to Approve a Liquor License Renewal for Kum & Go #254, located at 620 S. Downey Street, West Branch, IA 52358.

Motion to Approve the Claims Report.

EXPENDITURES	6/3/2019	
BEST BUY BUSINESS ADVANTAGE	OFFICE EQUIPMENT	379.98
BRET F STOUT	WATER & STORM WATER REPAIRS	12,080.00
CAJ ENTERPRISES INC	ROAD ROCK	778.16
HAWKINS INC	CHEMICALS	537.80
HORIHAN, MIKE	TRAVEL EXPENSE	20.00
HY-VEE ACCOUNTS RECEIVABLE	SUPPLIES	132.04
IOWA ONE CALL	LOCATION SERVICE	60.30
JOHN DEERE FINANCIAL	SUPPLIES	9.38
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,280.75
MENARDS	SUPPLIES	723.87
MOORE'S WELDING INC	VEHICLE REPAIR	70.00
PORT 'O' JONNY INC.	SERVICE- WAPSI PARK	180.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	944.00
REDMOND JONES II	MILEAGE & PARKING	45.59
SHRED-IT USA	DOCUMENT DESTRUCTION	48.15
STATE INDUSTRIAL PRODUCTS	CHEMICALS	210.81
VEENSTRA & KIMM INC.	318 COLL ST & 2ND ST IMP	7,435.52
VEENSTRA & KIMM INC.	WW TREATMENT PLANT FACILTU STUDY	450.88
VEENSTRA & KIMM INC.	MEADOWS 3 & 4 CONST REVIEW	2,285.14
VEENSTRA & KIMM INC.	310 COLL ST BRIDGE - BID & CONST	8,788.89
VEENSTRA & KIMM INC.	UTILITY RELOCATION - I80 DESIGN	1,044.00
TOTAL		37,505.26
PAYROLL	5/31/2019	44,311.27
PAID BETWEEN MEETINGS		

COMMUNITY STATE BANK	PRINCIPAL & INTEREST	160,267.03
GRAND TOTAL EXPENDITURES		242,083.56

FUND TOTALS		
001 GENERAL FUND	26,243.70	
022 CIVIC CENTER	43.29	
031 LIBRARY	5,235.87	
110 ROAD USE TAX	3,604.27	
112 TRUST AND AGENCY	4,999.83	
226 DEBT SERVICE	160,267.03	
310 COLLEGE STREET BRIDGE	8,788.89	
318 COLLEGE ST & 2ND ST IMP	7,435.52	
600 WATER FUND	14,573.73	
610 SEWER FUND	6,941.43	
740 STORM WATER UTILITY	3,950.00	
GRAND TOTAL	242,083.56	

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

PUBLIC HEARING / NON-CONSENT AGENDA

Second Reading Ordinance 776 – An Ordinance Vacating Alleys Located in the City of West Branch. /Move to action.

Motion by Stoolman, second by Miller to approve the second reading of Ordinance 776. AYES: Stoolman, Miller, Ellyson, Goodweiler. NAYS: None. Absent: Pierce. Motion carried.

First Reading Amending Chapter 50 of the Code of Ordinances: Entitled Nuisance Abatement Procedure.

Jones introduced a nuisance ordinance modeled after Clinton, Iowa’s. Jones said that based on feedback, changes were incorporated such as ‘appearance and clutter’ were defined, interior inspections were removed and boats were added to the list of other vehicles. Laughlin also asked that volunteer trees be added to the second reading to address unmaintained properties. Laughlin asked for volunteers to be on the nuisance committee and suggested that two council members participate along with himself. Stoolman volunteered her time. Olson said that making changes to the Code is the first step in the process and once the new ordinance was adopted, procedures could be established.

Motion by Stoolman, second by Ellyson to approve the first reading of Ordinance XXX. AYES: Stoolman, Ellyson, Miller, Goodweiler. NAYS: None. Absent: Pierce. Motion carried.

Resolution 1814 – A Resolution Setting Salaries for Appointed Officers and Employees of the City of West Branch, Iowa for Fiscal Year 2019 – 2020. /Move to action.

Stoolman expressed that the current salary increase process provides no incentive for employees to go above and beyond when only a cost of living increase is given. Stoolman recommended a merit system be used when determining salaries which includes employee performance evaluations. Miller stated that the idea had been presented in the past but said that would need to start before the budget process. Miller also disagreed and reminded Stoolman that certain employees have been provided more than COLA for extra duties taken on. Stoolman said felt that some employees were overpaid for their current positions and others under paid. Ellyson suggested that the salary discussion be tabled for a separate meeting.

Motion by Miller, second by Ellyson to approve Resolution 1814. AYES: Miller, Ellyson, Stoolman, Goodweiler. NAYS: None. Absent: Pierce. Motion carried.

Resolution 1815 – A Resolution Approving an Agreement Between the Iowa Department of Natural Resources and the City of West Branch Accepting the terms of a Derelict Building Grant for the Amount of \$50,960. /Move to action.

Miller asked for clarification on the terms of the grant and said he understood it to mean that the City would have to match more than the actual grant amount awarded. Jones or Laughlin could not confirm what amount the City would be responsible for but did not think that the full grant would be utilized or requested.

Motion by Goodweiler, second by Miller to approve Resolution 1815. AYES: Goodweiler, Miller, Ellyson, Stoolman. NAYS: None. Absent: Pierce. Motion carried.

Resolution 1816 – A Resolution Approving the Bid Requirements and Specifications for Asbestos Removal of 325 E. Green Street. /Move to action.

Motion by Miller, second by Ellyson to approve Resolution 1816. AYES: Miller, Ellyson, Goodweiler, Stoolman. NAYS: None. Absent: Pierce. Motion carried.

Discussion: Consideration of a Request to Pave the Alley between 4th and 5th.

Laughlin said that a resident has requested that the City pave the alley due to its constant maintenance issues. Hillary Maurer, 127 N. 4th Street, said the alley is her only access to her property along with six other residents on the block. Maurer said the alley is full of ruts and needs maintained after each moderate to heavy rain and gravel washes down to Main Street. Maurer said she has spoken with the Public Works Director Goodale on multiple occasions and recently found out that the cost to pave the alley was less than \$15,000. Maurer said she felt that was a drop in the bucket for the City. Maurer also explained that because of the no parking on N. 4th, E. Main and parts of E. Green Streets, not having a well maintained access to her property was a real hassle. Maurer also stated that when an east/west alley was vacated several years ago, the City promised to maintain this alley. Stoolman expressed her concern that alleys should not be maintained before city streets. Police Chief Horihan agreed that the alley does cause problems when it rains. He confirmed that large amounts of gravel wash onto Main Street and does pose a safety risk to motorists. Laughlin requested that Goodale provide current costs for a permanent surface (seal coat or blacktop) and report back to the Council.

Discussion: Consideration of a request to allow the residents of the west side of Scott Drive to maintain public right-of-way along the “Wapsi-West” creek.

Laughlin said he had been approached by two residents on Scott Drive requesting that homeowners be allowed to once again maintain (mow) the property between their homes and the east side of the creek. Miller said if this was to be considered, it would have to be an all or nothing, meaning that all residents must take over or none at all. Laughlin suggested that the City place a ‘no mow line’ to indicate where residents should not mow as to allow a creek buffer to help with creek bank erosion. The council continued discussions but decided that homeowners could mow what they wanted but the City would still mow until further notice.

CITY ADMINISTRATOR REPORT

Jones said that a waste water task force meeting was held on June 7th and hopes to have a facility plan to present to the Council in July.

CITY ATTORNEY REPORT

Olson said he discussed a dust free surface for the former Casey’s property with the City Engineer (Schechinger) and Public Works Director (Goodale) and sent the proposal to Casey’s but is still awaiting a response.

STAFF REPORTS

No report.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin said Cubby Park was looking great. He also commented that people are parking on both sides of Ridge View Drive and requested that parking be restricted to one side.

Miller said he visited Cubby Park and found that some of the trees to be planted by the landscaping company were in poor condition and told the landscaper not to plant them. Miller said he requested that they return those and replace them with healthy trees.

Stoolman would like residents to be given an option for trees planted in the right-of way.

ADJOURNMENT

Motion to adjourn by Goodweiler, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 8:40 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Motion to Approve West Branch Fire Department Class B Beer (BB) (including Wine Coolers) with Outdoor Service for Hoover’s Hometown Days.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Leslie Brick, Deputy City Clerk
DATE:	June 17, 2019

BACKGROUND:

Approve Class B Beer (BB) (Includes Wine Coolers) with Outdoor Service for the West Branch Fire Department for Hoover’s Hometown Days 2019:

Friday, August 2, 2019, 3 p.m. to midnight
Saturday, August 3, 2019, 11:00 a.m. to midnight.

STAFF RECOMMENDATION:	Approve the Motion – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 24, 2019

AGENDA ITEM:	Motion to Approve Cigarette Permit for FY20
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Leslie Brick, Deputy City Clerk
DATE:	June 17, 2019

BACKGROUND:

Approve FY20 Cigarette Permit renewal for:

Parkside Petroleum- 401 Parkside Drive

Renewal effective July 1, 2019 to June 30, 2020.

STAFF RECOMMENDATION: Approve the Motion – Move to Action
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REVIEWED BY CITY ADMINISTRATOR:
COUNCIL ACTION:
MOTION BY:
SECOND BY:

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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Motion to Approve Hoover's Hometown Days – Outdoor Liquor Permit Request for the Down Under
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Leslie Brick, Deputy City Clerk
DATE:	June 17, 2019

BACKGROUND:

Approve Class C Liquor License (LC) (Commercial) with Outdoor Service for The Down Under for Hoover's Hometown Days 2019:

Friday, August 2, 2019, 3 p.m. to 11:00 p.m.

Saturday, August 3, 2019, 11:00 a.m. to 11:00 p.m.

Tables and chairs will be placed on the sidewalk and grassy areas on the east side of the Hoover House. Fencing will surround the 24' x 60' fenced in area in Heritage Square Park.

STAFF RECOMMENDATION:	Approve the Motion – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

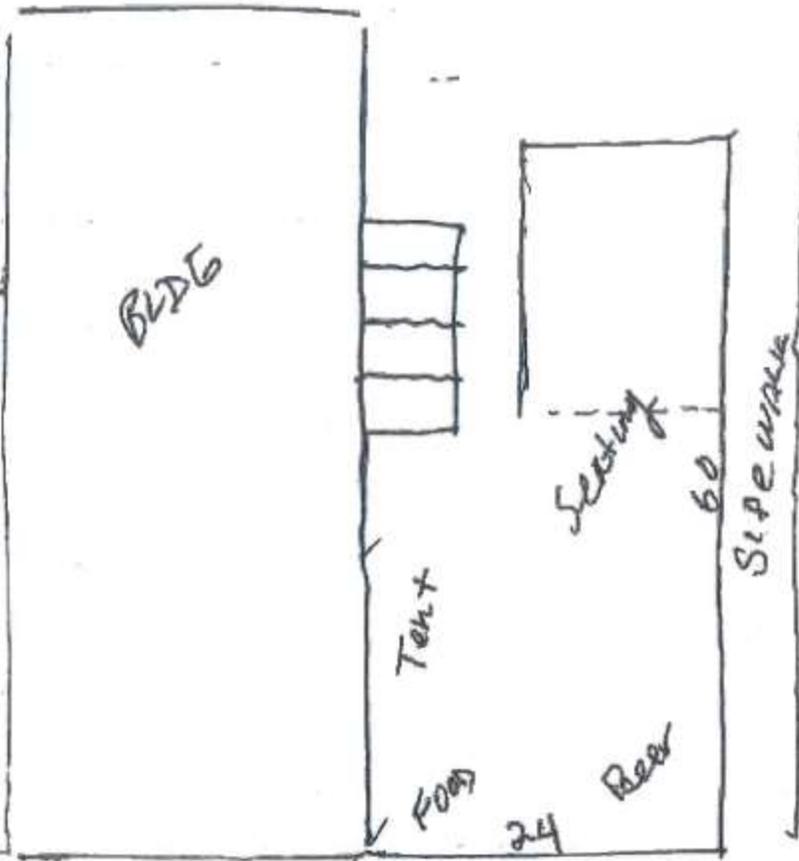
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HHTD 2019

Beer - Food

Friday 3:00 p.m. - 11:00 p.m.

Saturday 11:00 a.m. - 11:00 p.m.



To Elaborate AVAILABLE



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Motion to Approve Appointment of Lisa Kofoed to the Library Board of Trustees
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Nick Shimmin, Library & IT Director
DATE:	June 17, 2019

BACKGROUND:

The Library Board of Trustees have two vacancies with terms ending on June 30th, 2019. An application has been submitted by Lisa Kofoed and that application has been included in subsequent pages. The term on the library board would run from July1, 2019 through June 30, 2022.

STAFF RECOMMENDATION:	Approve the Motion – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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Advisory Board/Commission
Application Form

Individuals serving on boards or commissions play an important role in advising the City Council on matters of West Branch.

When a vacancy occurs, an announcement of that vacancy will be posted. No sooner than two weeks later the Mayor and City Council will review all applications. The appointment will be made at a formal City Council meeting. Appointees serve as unpaid volunteers.

This application is a public document and as such it or the information it contains may be reproduced and distributed. This application will remain active for two years and you will automatically be considered for any vacancy occurring during that time.

Board or Commission Library Board Today's Date 4-9-19

(Please print)

Name: Lisa W. Kofoed Address: 202 Ridge View Drive

Phone: (home) [REDACTED]

Phone: (cell) [REDACTED]

Email: foed@lcom.net

Do you live within the corporate city limits of West Branch? Yes No

How long have you been a resident of West Branch? _____

Occupation: Accountant Employer: Chris J Kofoed PLE
& Scattergood Friends School

Optional Questions (use the back if necessary)

What experience and/or skills do you have that might qualify you to serve on this board / commission?

I review & prepare financial documents
I also love to read and use the library

What contributions do you feel you can make to this board / commission?

I already give money to the library,
but now I can give my time and knowledge
of financial statements

Thank you for your interest! We will contact you after your application has been reviewed.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Motion to Accept the Application for Transient Merchant Permit from J&S Fireworks.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Redmond Jones, City Clerk / City Administrator
DATE:	June 18, 2019

BACKGROUND:

This is a strict State Govern Permitted Use. As a result it is a curtsey on the part of the merchant that to supply the attached documentation. There was no municipal fee(s) accepted or will be accessed by the City for this permit.

The acceptance of this application is strictly for filing / informational purposes.

STAFF RECOMMENDATION:	Approve Motion to Accept – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"



Application for Peddler / Solicitor / Transient Merchant Permit

Date: 6-17-19

Application I am applying for:

Peddler permit ("Peddler" means any person carrying goods or merchandise who sells or offers for sale for immediate delivery such goods or merchandise from house to house or upon the public street.)

Solicitor permit ("Solicitor" means any person who solicits or attempts to solicit from house to house or upon the public street any contribution or donation or any order for goods, services, subscriptions or merchandise to be delivered at a future date)

Transient Merchant permit** ("Transient merchant" means any person who engages in a temporary or itinerant merchandising business and in the course of such business hires, leases or occupies any building or structure whatsoever, or who operates out of a vehicle which is parked anywhere within the City limits. Temporary association with a local merchant, dealer, trader or auctioneer, or conduct of such transient business in connection with, as a part of, or in the name of any local merchant, dealer, trader or auctioneer does not exempt any person from being considered a transient merchant.)

(Transient Merchants must supply a copy of bond filed with the Iowa Secretary of State)**

Applicant's Name: J & S Fireworks Phone #: 660-651-5196

Permanent Address: 501 N Franklin St Kirksville Mo 63501

Local Address: 110 Tidewater Drive

Employer's Name: J & S Fireworks

Employer's Address: 501 N Franklin St Kirksville Mo 63501

Nature of business: Fireworks Retail

Products or Services to be sold: Fireworks

Last 3 places of such business: 110 Tidewater Drive West Branch Ia

Baltimore St Kirksville Mo 63501

Hwy 88 & 30 Cedar Hill Mo.

Length of Permit requested:

1 day \$10 1 week \$25 6 months \$100 1 year or major part thereof \$175

Signature of Applicant: Steven Shutt



Effective Date: June 11th, 2019

Western Surety Company

LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 64678927

That we, J and S Fireworks LLC

of Kirkville, State of Missouri, as Principal,
and WESTERN SURETY COMPANY, a corporation duly licensed to do surety business in the State of

Iowa, as Surety, are held and firmly bound unto the

City of West Branch, State of Iowa, as Obligee, in the penal

sum of One Thousand and 00/100 DOLLARS (\$1,000.00),

lawful money of the United States, to be paid to the Obligee, for which payment well and truly to be made,
we bind ourselves and our legal representatives, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been
licensed Solicitor

by the Obligee.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply
with the laws and ordinances, including all amendments thereto, pertaining to the license or permit
applied for, then this obligation to be void, otherwise to remain in full force and effect until
June 11th, 2020, unless renewed by Continuation Certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing, by First Class
U.S. Mail, to the Obligee and to the Principal at the address last known to the Surety, and at the expiration
of thirty-five (35) days from the mailing of said notice, this bond shall ipso facto terminate and the Surety
shall thereupon be relieved from any liability for any acts or omissions of the Principal subsequent to said
date. Regardless of the number of years this bond shall continue in force, the number of claims made
against this bond, and the number of premiums which shall be payable or paid, the Surety's total limit of
liability shall not be cumulative from year to year or period to period, and in no event shall the Surety's total
liability for all claims exceed the amount set forth above. Any revision of the bond amount shall not be
cumulative.

Dated this 11th day of June, 2019.

J and S Fireworks LLC

Principal

Principal

WESTERN SURETY COMPANY

By

Paul T. Bruffat, Vice President

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Solicitor City of West Branch

bond with bond number 64678927

for J and S Fireworks LLC

as Principal in the penalty amount not to exceed: \$ 1,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 11th day of June, 2019.

ATTEST

L. Nelson

L. Nelson, Assistant Secretary

WESTERN SURETY COMPANY

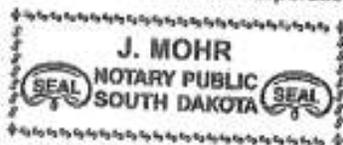
By Paul T. Bruflat
Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 11th day of June, 2019, before me, a Notary Public, personally appeared Paul T. Bruflat and L. Nelson

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



My Commission Expires June 23, 2021

J. Mohr

Notary Public

To validate bond authenticity, go to www.enasurety.com > Owner/Obligee Services > Validate Bond Coverage.

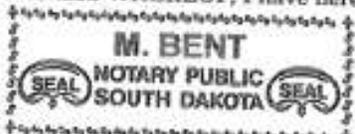


STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

On this 11th day of June, 2019, before me, the undersigned officer, personally appeared Paul T. Bruflat, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



My Commission Expires March 2, 2020

STATE OF _____ }
COUNTY OF _____ } ss

M. Bent
Notary Public — South Dakota

ACKNOWLEDGMENT OF PRINCIPAL
(Individual or Partners)

On this _____ day of _____, before me personally appeared _____ known to me to be the individual _____ described in and who executed the foregoing instrument and acknowledged to me that _____ he _____ executed the same.

My commission expires _____

Notary Public

STATE OF _____ }
COUNTY OF _____ } ss

ACKNOWLEDGMENT OF PRINCIPAL
(Corporate Officer)

On this _____ day of _____, before me personally appeared _____ who acknowledged himself/herself to be the _____ of _____, a corporation, and that he/she as such officer being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as such officer.

My commission expires _____

Notary Public



License or Permit No. _____

LICENSE AND PERMIT
BOND
As

of _____

State of _____

Name of Applicant _____

Address _____

Filed _____

Approved this _____

day of _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/21/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton-Gallagher and Associates, Inc. One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE: (419) Ext. 216-858-7100 FAX: (419) Ext. 216-858-7101 E-MAIL: info@brittongallagher.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED 18168 Ingram Enterprise, Inc. dba Fireworks Over America 1100 West 40 Highway Odessa MD 21876	INSURER A: Everest Indemnity Insurance Co. NAIC # 10851	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES **CERTIFICATE NUMBER:** 1253188255 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURANCE	TYPE OF INSURANCE	MODE (WHY INSUR. WVD)	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$2500 Deductible GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PER OCC <input checked="" type="checkbox"/> LOC		SIB3100865-101	12/1/2018	12/31/2019	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (See endorsement) \$500,000 MED EXP (See endorsement) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPROP AGG \$2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					CLASSIFIED DRUGS (See schedule) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (See schedule) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTIONS					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETARY/WRITERS/EXECUTIVE OFFICER/MEMBER EXCLUDED (Mandatory in IA) If yes, describe below:	Y/N	N/A			<input type="checkbox"/> WC/STILL TOB/LEAD <input type="checkbox"/> OTHER P.L. EACH ACCIDENT \$ P.L. DISEASE - EA EMPLOYEE \$ P.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 105, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
 Stand Owner, Property Owner and Others listed below are named additional insured's.
 Stand Owner: Richard Compton, Compton's Liquidation III LLC dba Wholesale Fireworks
 Property Owner: Lynch's Excavating Inc.
 Stand Manager: J & S Fireworks
 Location: 110 Tidewater Drive, West Branch, IA
 Effective Dates: June 10, 2019 through July 10, 2019

CERTIFICATE HOLDER Compton's Liquidation III LLC dba Wholesale Fireworks Richard Compton 33079 Golden Avenue Callao MO 63634	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AFFIRMED REPRESENTATIVE
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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 24, 2019

AGENDA ITEM:	Motion to Approve Street Closures for the 2019 Hoover’s Hometown Days Celebration.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Nick Shimmin, Library & IT Director
DATE:	June 17, 2019

BACKGROUND:

The following road closures are suggested for the 2019 Hoover’s Hometown Days celebration. There is one change from last year which was to remove the listing for the closure of Wetherell since it is Federal property and not a city street, thus not subject to closures directed by the City Council.

- 2nd Street from Main Street to the Water Street Parking Lot from 5:00 p.m. on Friday August 2, 2019 to 1:00 a.m. on Sunday August 4, 2019.
- Main Street from Parkside Drive to 2nd Street from 12:00 a.m. on Saturday August 3, 2019 to 12:00 a.m. on Sunday August 4, 2019.
- Main Street from Parkside Drive to Oliphant Street and S. Downey from Wetherell to Main Street from 5:00 a.m. to 6:00 p.m. on Saturday August 3, 2019.
- N. Downey Street from Main Street to Green Street from 2:30 a.m. on Saturday August 3, 2019 to 6:00 p.m. on Saturday August 3, 2019.
- W Orange St. from N Oliphant St. to Ridge View Dr. on Saturday, August 3, 2019 from 8:15 a.m. to 10:15 a.m.
- Pedersen St. from W Orange St. to Hilltop Dr. on Saturday, August 3, 2019 from 8:15 a.m. to 10:15 a.m.

STAFF RECOMMENDATION: Approve the Motion – Move to Action
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REVIEWED BY CITY ADMINISTRATOR:
COUNCIL ACTION:
MOTION BY:
SECOND BY:

"Turning Vision into Reality is our Business"



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 24, 2019

AGENDA ITEM:	Motion to Approve the Claims Report.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	June 18, 2019

BACKGROUND:

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

STAFF RECOMMENDATION: Approve Claims Report – Move to Action

REVIEWED BY CITY ADMINISTRATOR:
COUNCIL ACTION:
MOTION BY:
SECOND BY:

"Turning Vision into Reality is our Business"

EXPENDITURES

6/24/2019

ALLIANT ENERGY	CUBBY PARK UTILITIES	11,008.06
AMAZON	BOOKS AND PROGRAM SUPPLIES	690.15
BAKER & TAYLOR INC.	BOOKS	2,012.64
BARRON MOTOR SUPPLY	SUPPLIES	256.58
BP AMOCO	BP AMOCO	1,446.70
CEDAR COUNTY ENGINEER	ROAD ROCK	191.82
CEDAR COUNTY RECORDER	RECORDING FEES	7.00
CHIEF SUPPLY CORPORATION	SUPPLIES	32.95
CROELL, INC.	SAND FOR VOLLEYBALL COURTS	59.50
CROW SHOOTING SUPPLY INC.	MAINTENANCE SUPPLIES	103.18
CULLIGAN WATER TECHNOLOGIE	WATER SOFTENER SERVICE	50.15
DEWEYS JACK & JILL	SUPPLIES	61.08
DIAMOND VOGEL PAINTS	STREET PAINT	817.65
FEHR GRAHAM	308 PV PARK CONST SERVICE	9,210.25
FELD FIRE EQUIPMENT CO. IN	UNIFORMS	8,750.00
FINANCIAL ADJUSTMENT BUREAU	COLLECTION SERVICE	14.40
GONGORA, JOSE	SAFETY CONSULTING	2,700.00
HD CLINE COMPANY	REPAIR PARTS	188.04
HEIMAN FIRE EQUIPMENT	VEHICLE REPAIR	356.35
IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING	593.16
IOWA LAW ENFORCEMENT ACADEMY	TRAINING	6,390.00
IOWA ONE CALL	LOCATION SERVICE	75.60
JOHNSON COUNTY REFUSE INC.	RECYCLING MAY 2019	3,975.75
KIRKWOOD COMM. COLLEGE	TRAINING	475.00
KOCH OFFICE GROUP	COPIER MAINTENANCE	333.52
LENOCH & CILEK	BUILDING SUPPLIES	157.77
LINN COUNTY R.E.C.	ST LIGHTS	151.54
LYNCH'S PLUMBING INC	REPAIR PARTS	207.10
MAINSTAY SYSTEMS, INC.	HARDWARE, SOFTWARE & INSTALLAT	5,085.80
MENARDS	SUPPLIES	269.95
MERCY IOWA CITY LAB OUTREACH	EMPLOYEE PHYSICAL	79.75
MISCELLANEOUS VENDOR	BOBBY SEXTON:BLDG PERMIT REFUN	203.00
NEEDHAM EXCAVATING, INC.	308 PV PARK CONST	178,421.16
OASIS ELECTRIC LLC	BUILDING MAINTENANCE	1,040.62
PARKSIDE SERVICE	VEHICLE MAINTENANCE	138.00
PDT SERVICES	REPAIR SERVICE	194.25
PITNEY BOWES GLOBAL FINANCE	LIBRARY POSTAGE METER	102.39
PITNEY BOWES INC	POSTAGE METER RENTAL	180.00
PITNEY BOWES PURCHASE POWER	PITNEY BOWES PURCHASE POWER	500.00
PLUNKETT'S PEST CONTROL INC	PEST CONTROL-TOWN HALL	170.18
PRO HYDRO TESTING LLC	EQUIPMENT TESTING	1,096.00
PYRAMID SERVICES INC.	EQUIPMENT	539.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	1,850.00
QUILL CORP	OFFICE SUPPLIES	363.87
RACOM CORPORATION	RADIO REPAIRS	340.00
RATHJE CONSTRUCTION CO	TREE GRINDING	6,095.00
RIVER PRODUCTS COMPANY INC	ROADSTONE	86.11
STATE HYGIENIC LAB	LAB ANALYSIS	104.00
SWANK MOTION PICTURES INC	SITE LICENSE	99.00
THE GAZETTE	NEWSPAPER SUBSCRIPTION	377.49
THE HOME DEPOT PRO	MAINTENANCE SUPPLIES	206.68
U.S. POSTAL SERVICE	ANNUAL PO BOX RENT	54.00
UNIFORM DEN INC.	UNIFORM SUPPLIES	421.90
UPS	SHIPPING	24.35

US BANK CORPORATE CARD	SUPPLIES, DUES, TRAINING	884.19
US BANK EQUIPMENT FINANCE	EQUIPMENT LEASE	106.25
WALMART COMMUNITY/RFCSELLC	DVDS & PROGRAM SUPPLIES	224.18
WARREN HANLIN	DOORS FOR TOWN HALL	3,655.00
WEST BRANCH FORD	VEHICLE REPAIR	1,230.29
WEST BRANCH REPAIRS	VEHICLE REPAIR	57.46
WEST BRANCH TIMES	LEGAL NOTICES, ADVERTISING	733.84
WEX BANK	WEX BANK	1,603.53
ZACK MURDOCK	MEALS/FOOD	113.55

TOTAL 256,966.73

PAYROLL 6/14/2019 46,353.68

PAID BETWEEN MEETINGS

KEVIN OLSON	LEGAL SERVICES	3,000.00
APRIL DISS	UTILITY REFUND	48.22
RODNEY BEEK	UTILITY REFUND	64.95
JULIA HIME	VIDEOGRAPHY SERVICES	100.00
ZACK MURDOCK	MEALS/FOOD	165.77
TARA ANDRESEN	REFUND OF SWIM OVERPAYMENT	10.00
TIMOTHY A STOLBA	PROGRAM	200.00
WEST BRANCH COMMUNITY SCHOOLS	ADVERTISING	125.00
RICK E BRAMMER	SCIENCE PROGRAM	350.00
UPS	SHIPPING	60.58

TOTAL 4,124.52

GRAND TOTAL EXPENDITURES 307,444.93

FUND TOTALS

001 GENERAL FUND	67,046.50
022 CIVIC CENTER	4,324.30
031 LIBRARY	10,249.56
110 ROAD USE TAX	11,836.43
112 TRUST AND AGENCY	5,057.81
308 PARK IMP - PEDERSEN VALLEY	187,770.91
600 WATER FUND	10,402.96
610 SEWER FUND	10,756.46

GRAND TOTAL 307,444.93

REVENUE-FISCAL YEAR 2019

FUND	MAY
001 GENERAL FUND	98,812.50
022 CIVIC CENTER	780.50
031 LIBRARY	514.82
036 TORT LIABILITY	777.55
110 ROAD USE TAX	27,993.39
112 TRUST & AGENCY	4,872.24
119 EMERGENCY TAX FUND	613.28
121 LOCAL OPTION SALES TAX	17,114.51
125 TIF	11,183.98
226 DEBT SERVICE	5,421.43
308 PARK IMP - PEDERSEN VALLEY	5,000.00
500 CEMETERY PERPETUAL FUND	0.51
502 KROUTH INTEREST FUND	0.18
600 WATER FUND	40,084.92
610 SEWER FUND	31,045.48
740 STORM WATER UTILITY	5,125.57
TOTAL	249,340.86

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
POLICE OPERATION	GENERAL FUND	PARKSIDE SERVICE	VEHICLE MAINTENANCE	138.00		
		RACOM CORPORATION	VEHICLE REPAIR	77.50		
		CHIEF SUPPLY CORPORATION	SUPPLIES	32.95		
		PLUNKETT'S PEST CONTROL INC	PEST CONTROL PUBLIC SAFETY	37.50		
		WEX BANK	VEHICLE FUEL	1,115.04		
		IOWA LAW ENFORCEMENT ACADEMY	TRAINING	6,240.00		
			TRAINING	150.00		
		UNIFORM DEN INC.	UNIFORM SUPPLIES	314.45		
			UNIFORMS	107.45		
		ALLIANT ENERGY	SERVICES	193.64		
		GONGORA, JOSE	SAFETY CONSULTING	337.50		
		BARRON MOTOR SUPPLY	SUPPLIES	5.50		
		WEST BRANCH FORD	VEHICLE REPAIR	1,039.84		
		MERCY IOWA CITY LAB OUTREACH SERVICES	EMPLOYEE PHYSICAL	79.75		
		ZACK MURDOCK	MEALS/FOOD	113.55		
		MAINSTAY SYSTEMS, INC.	HARDWARE, SOFTWARE & INSTA	5,085.80		
		CROW SHOOTING SUPPLY INC.	MAINTENANCE SUPPLIES	103.18		
		THE HOME DEPOT PRO	MAINTENANCE SUPPLIES	79.56		
			TOTAL:	15,251.21		
		FIRE OPERATION	GENERAL FUND	HEIMAN FIRE EQUIPMENT	VEHICLE REPAIR	356.35
				LYNCH'S PLUMBING INC	REPAIR PARTS	9.40
				BP AMOCO	FUEL	141.01
					FUEL	79.27
PDT SERVICES	REPAIR SERVICE			194.25		
RACOM CORPORATION	RADIO REPAIRS			262.50		
WEST BRANCH REPAIRS	VEHICLE REPAIR			57.46		
PLUNKETT'S PEST CONTROL INC	PEST CONTROL PUBLIC SAFETY			37.50		
FELD FIRE EQUIPMENT CO. INC	UNIFORMS			6,432.00		
	VEHICLE REPAIR			497.00		
	VEHICLE REPAIR			1,821.00		
ALLIANT ENERGY	SERVICES			580.92		
GONGORA, JOSE	SAFETY CONSULTING			337.50		
BARRON MOTOR SUPPLY	SUPPLIES			15.52		
PRO HYDRO TESTING LLC	EQUIPMENT TESTING			1,096.00		
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE			50.15		
	TOTAL:			11,967.83		
ROADS AND STREETS	GENERAL FUND			GONGORA, JOSE	SAFETY CONSULTING	337.50
					TOTAL:	337.50
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	ST LIGHTS	151.54		
		ALLIANT ENERGY	SERVICES	2,329.43		
			SERVICES	205.77		
			TOTAL:	2,686.74		
PARK & RECREATION	GENERAL FUND	DEWEYS JACK & JILL	SUPPLIES	32.93		
		LENOCH & CILEX	BUILDING SUPPLIES	100.31		
			BUILDING SUPPLIES	57.46		
		MENARDS	SUPPLIES	269.95		
		US BANK CORPORATE CARD	SUPPLIES, DUES, TRAINING	60.00		
			SUPPLIES, DUES, TRAINING	14.10		
		CROELL, INC.	SAND FOR VOLLEYBALL COURTS	59.50		
		ALLIANT ENERGY	COBBY PARK UTILITIES	579.24		
			LIGHTS-LIONS FIELD	27.95		
			LIGHTS 219 E GREEN	13.58		

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		GONGORA, JOSE	SERVICES	36.30
			SAFETY CONSULTING	337.50
			TOTAL:	1,588.82
CEMETERY	GENERAL FUND	BP AMOCO	FUEL	438.21
			FUEL	312.98
		HD CLINE COMPANY	REPAIR PARTS	162.96
			REPAIR PARTS	25.08
		PYRAMID SERVICES INC.	EQUIPMENT	539.00
		WEX BANK	VEHICLE FUEL	87.08
			TOTAL:	1,565.31
COMM & CULTURAL DEVEL	GENERAL FUND	ALLIANT ENERGY	UTILITIES-HERITAGE PARK	79.03
			TOTAL:	79.03
MAYOR AND COUNCIL	GENERAL FUND	US BANK CORPORATE CARD	SUPPLIES, DUES, TRAINING	120.25
			TOTAL:	120.25
CLERK & TREASURER	GENERAL FUND	U.S. POSTAL SERVICE	ANNUAL PO BOX RENT	54.00
		QUILL CORP	SUPPLIES	116.19
		PLUNKETT'S PEST CONTROL INC	PEST CONTROL - CITY OFFICE	47.59
		KOCH OFFICE GROUP	COPIER MAINTENANCE	333.52
		US BANK CORPORATE CARD	SUPPLIES, DUES, TRAINING	155.00
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	166.00
		ALLIANT ENERGY	SERVICES	214.29
		GONGORA, JOSE	SAFETY CONSULTING	337.50
		THE HOME DEPOT PRO	MAINTENANCE SUPPLIES	67.31
		PITNEY BOWES INC	POSTAGE METER RENTAL	180.00
			TOTAL:	1,671.40
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL NOTICES, ADVERTISING	615.34
		CEDAR COUNTY RECORDER	RECORDING FEES	7.00
			TOTAL:	622.34
SOLID WASTE	GENERAL FUND	WEST BRANCH TIMES	LEGAL NOTICES, ADVERTISING	118.50
		JOHNSON COUNTY REFUSE INC.	RECYCLING MAY 2019	3,975.75
			TOTAL:	4,094.25
LOCAL CABLE ACCESS	GENERAL FUND	ALLIANT ENERGY	SERVICES	100.00
			TOTAL:	100.00
NON-DEPARTMENTAL	GENERAL FUND	MISCELLANEOUS V BOBBY SEXTON	BOBBY SEXTON:BLDG PERMIT R	203.00
			TOTAL:	203.00
TOWN HALL	CIVIC CENTER	LYNCH'S PLUMBING INC	BUMP PUMP	197.70
		PLUNKETT'S PEST CONTROL INC	PEST CONTROL-TOWN HALL	47.59
		ALLIANT ENERGY	SERVICES	424.01
		WARREN HANLIN	DOORS FOR TOWN HALL	3,655.00
			TOTAL:	4,324.30
LIBRARY	LIBRARY	DEWEYS JACK & JILL	SUPPLIES	13.47
		WALMART COMMUNITY/RFCSLLC	DVDS & PROGRAM SUPPLIES	14.82
			DVDS & PROGRAM SUPPLIES	18.28
			DVDS & PROGRAM SUPPLIES	87.32
			DVDS & PROGRAM SUPPLIES	103.76
		QUILL CORP	OFFICE SUPPLIES	29.99

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			SUPPLIES	112.90
			SUPPLIES	26.99
			SUPPLIES	55.50
			PROGRAM SUPPLIES	4.39
			PROGRAM SUPPLIES	10.03
			SUPPLIES	7.86
		SWANK MOTION PICTURES INC	SITE LICENSE	99.00
		BAKER & TAYLOR INC.	BOOKS	346.04
			BOOKS	137.38
			BOOKS	254.59
			BOOKS	223.36
			BOOKS	280.37
			BOOKS	164.01
			BOOKS	417.03
			BOOKS	189.86
		US BANK CORPORATE CARD	SUPPLIES, DUES, TRAINING	244.58
			SUPPLIES, DUES, TRAINING	150.76
		FITNEY BOWES GLOBAL FINANCIAL SERVICES	LIBRARY POSTAGE METER	102.39
		ALLIANT ENERGY	SERVICES	483.32
		GONGORA, JOSE	SAFETY CONSULTING	337.50
		THE GAZETTE	NEWSPAPER SUBSCRIPTION	377.49
		AMAZON	BOOKS AND PROGRAM SUPPLIES	479.25
			BOOKS AND PROGRAM SUPPLIES	8.59
			BOOKS AND PROGRAM SUPPLIES	202.31
		THE HOME DEPOT PRO	BUILDING MAINTENANCE SUPPL	59.91
		US BANK EQUIPMENT FINANCE	EQUIPMENT LEASE	106.25
		FINANCIAL ADJUSTMENT BUREAU INC	COLLECTION SERVICE	14.40
			TOTAL:	5,163.62
ROADS & STREETS	ROAD USE TAX	DEWEYS JACK & JILL	SUPPLIES	14.68
		RIVER PRODUCTS COMPANY INC	ROADSTONE	86.11
		OASIS ELECTRIC LLC	BUILDING MAINTENANCE	1,040.62
		BP AMOCO	FUEL	99.14
			FUEL	59.27
		DIAMOND VOGEL PAINTS	STREET PAINT	92.80
			STREET PAINT	299.40
			STREET PAINT	425.45
		WEX BANK	VEHICLE FUEL	132.47
		ALLIANT ENERGY	SERVICES	71.66
		BARRON MOTOR SUPPLY	SUPPLIES	5.50
			SUPPLIES	241.06
		RATHJE CONSTRUCTION CO	TREE GRINDING	6,095.00
		CEDAR COUNTY ENGINEER	ROAD ROCK	191.82
		WEST BRANCH FORD	VEHICLE REPAIR	190.45
			TOTAL:	9,034.43
INVALID DEPARTMENT	PARK IMP - PEDERSE	US BANK CORPORATE CARD	SUPPLIES, DUES, TRAINING	139.50
		FEHR GRAHAM	308 PV PARK CONST SERVICE	5,633.50
			308 PV PARK CONST SERVICE	3,576.75
		NEEDHAM EXCAVATING, INC.	308 PV PARK CONST	178,421.16
			TOTAL:	187,770.91
WATER OPERATING	WATER FUND	IOWA ONE CALL	LOCATION SERVICE	37.80
		KIRKWOOD COMM. COLLEGE	TRAINING	475.00
		STATE HYGIENIC LAB	LAB ANALYSIS	104.00
		BP AMOCO	FUEL	99.14

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		IOWA ASSN. MUN. UTILITIES	FUEL	59.27
		WEX BANK	SAFETY TRAINING	593.16
		PITNEY BOWES PURCHASE POWER	VEHICLE FUEL	132.47
		ALLIANT ENERGY	REPLENISH POSTAGE	167.00
			UTILITIES-WATER TOWER	81.16
			SERVICES	2,667.47
		GONGORA, JOSE	SAFETY CONSULTING	337.50
			TOTAL:	4,753.97
SEWER OPERATING	SEWER FUND	IOWA ONE CALL	LOCATION SERVICE	37.80
		BP AMOCO	FUEL	99.14
			FUEL	59.27
		UPS	SHIPPING	24.35
		QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	937.00
			LAB ANALYSIS	913.00
		WEX BANK	VEHICLE FUEL	136.47
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	167.00
		ALLIANT ENERGY	SERVICES	2,920.29
		GONGORA, JOSE	SAFETY CONSULTING	337.50
			TOTAL:	5,631.82

===== FUND TOTALS =====	
001	GENERAL FUND 40,287.68
022	CIVIC CENTER 4,324.30
031	LIBRARY 5,163.62
110	ROAD USE TAX 9,034.43
308	PARK IMP - PEDERSEN VALLE 187,770.91
600	WATER FUND 4,753.97
610	SEWER FUND 5,631.82

	GRAND TOTAL: 256,966.73



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Third and Final Reading Ordinance 766 – An Ordinance Vacating Alleys Located in the City of West Branch.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Leslie Brick, Deputy Clerk
DATE:	May 28, 2019

BACKGROUND:

This is the third Reading of Ordinance 766 – Vacating Alleys. The following vacations have been reviewed by Public Works for utilities within the alleys proposed to be vacated and none were found. The following alleys are being proposed:

1. That certain 16-foot alley located to the **north** of Lot 19 and the **south** of Lot 20 in In Townsend’s and Gue’s Addition to West Branch, Cedar County, Iowa; and (Ordinance 631, passed on June 18, 2007 was incorrect, this corrects that alley vacation.)
(Removed)

2. That certain alley located between Lots B and C in Block 47 in Joseph Steer’s Plat , West Branch, Cedar County, Iowa
(By request of Chris Kofoed. Ordinance 179 vacated an adjacent alley 1956, but this portion was missed.)

3. That certain alley located adjacent to and south of Lot 49 in Block 6 in the town of Cameron, now City of West Branch, Iowa.
(By request of Bonnie Willoughby, property owner of 630 E. Main St., would like to build a garage in the rear of her property.)

STAFF RECOMMENDATION:	Approve Third and Final Reading – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

(Removed)

1/25/2019

Cedar County



CEDAR COUNTY ASSESSOR

Headed by
Viggoard & Associates, Inc.

Parcel Number: 0500-13-05-353-011-0
 Deed Holder: CARRILLO JOSE & LINDA
 Property Address: 320 N 4TH ST
 WEST BRANCH, IA 52358-000 [MAP THIS ADDRESS](#)
 Class: RESIDENTIAL
 Map Area: WEST BRANCH
 Tax District: 500
 Plat Map: 342
 Legal Description: WEST BRANCH(TOWNSEDS) LOTS 20 & 21 IN BLOCK 12
 (NOT TO BE USED ON LEGAL DOCUMENTS)
 Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



Tax Information: TAX INFORMATION



1 / 1



Current Values as of January 1, 2018; Taxes payable fall 2019 & spring 2020.

Land Value	Dwelling Value	Improvement Value	Total Value
\$23,840	\$76,200	\$0	\$100,040

[Get Current Year Tax Estimate](#)

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2018	\$23,840	\$76,200	\$0	\$100,040
2017	\$23,840	\$76,200	\$0	\$100,040
More Years...				

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	78.00	78.00	127.00	127.00	75.00
Total SF 9,906		Total Acres 0.227			

Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions. For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

Residential Building Information

Occupancy	Style	Year Built	Total Living Area
Single-Family / Owner Occupied	1 Story Frame	1999	1,310

(Removed)

1/25/2019

Cedar County



CEDAR COUNTY ASSESSOR

Handled by
Wagner Appraisal, Inc.

Parcel Number: 0500-13-05-353-012-0
 Deed Holder: TIDRICK ROONEY L & RICHARDS
 Property Address: 310 N 4TH ST
 WEST BRANCH, IA 52358-000 [MAP THIS ADDRESS](#)
 Class: RESIDENTIAL
 Map Area: WEST BRANCH
 Tax District: 301
 Plat Map: 342
 Legal Description: WEST BRANCH(TOWNSHENDS) LOTS 18 & 19 IN BLOCK 12
 (NOT TO BE USED ON LEGAL DOCUMENTS)
 Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



Tax Information: TAX INFORMATION



1 / 1



Current Value as of January 1, 2018; Taxes payable for 2019 & spring 2020.

Land Value	Dwelling Value	Improvement Value	Total Value
\$20,390	\$74,280	\$0	\$94,670

[Get Current Year Tax Estimate](#)

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2018	\$20,390	\$74,280	\$0	\$94,670
2017	\$20,390	\$74,280	\$0	\$94,670
More Years...				

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	78.00	78.00	90.00	90.00	64.74
	Total SF 7,020				
	Total Acres 0.161				

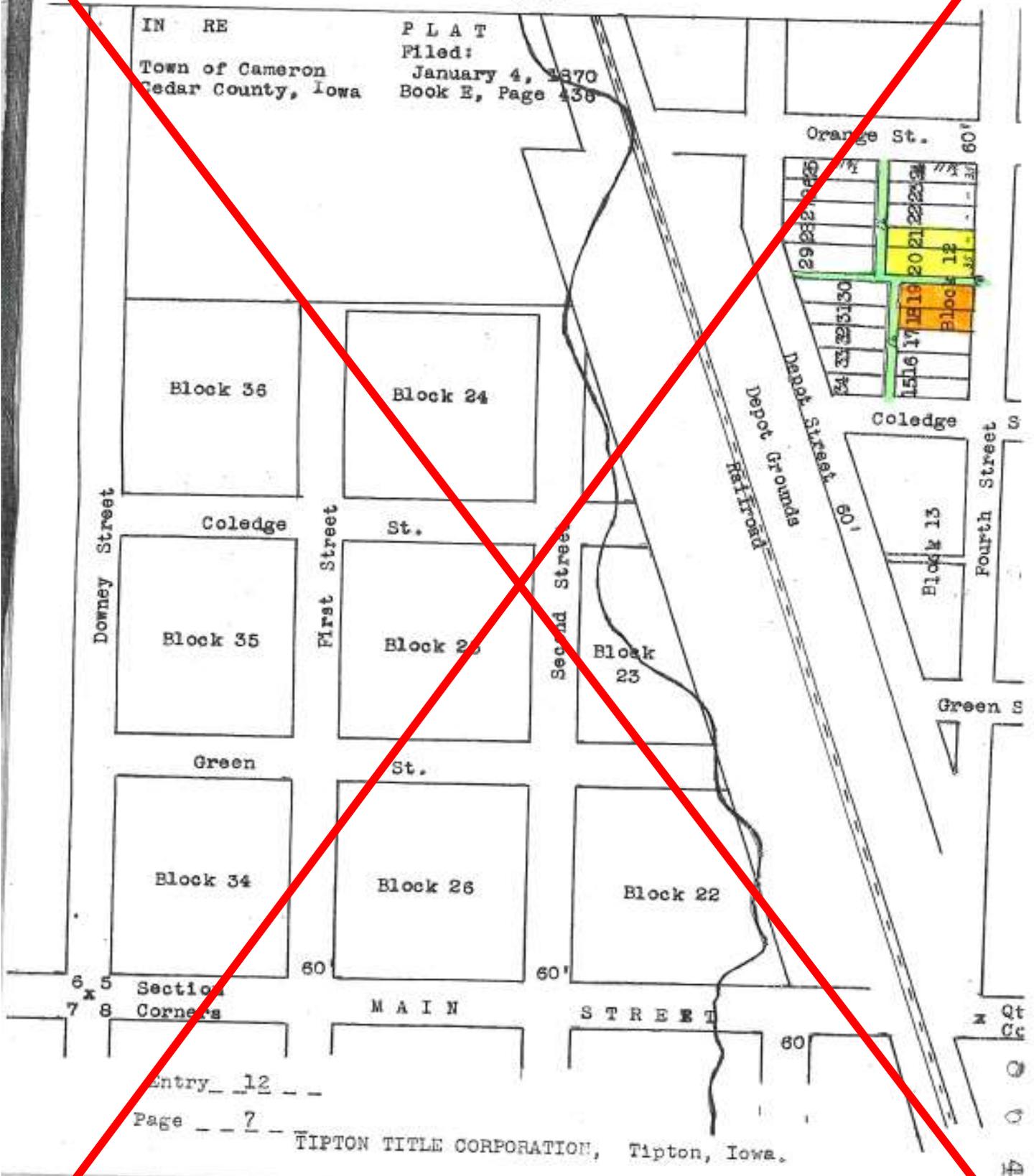
Assessor's lot size here for assessment purposes only and may NOT represent actual dimensions. For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

Residential Building Information

Occupancy	Style	Year Built	Total Living Area
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IN RE
Town of Cameron
Cedar County, Iowa

PLAT
Filed:
January 4, 1970
Book E, Page 438



TIPTON TITLE CORPORATION, Tipton, Iowa.

Townsend Lots 20 & 21 Block 1a

Cedar County, IA



This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.
THIS MAP IS NOT TO BE USED FOR NAVIGATION



Legend

- Road
 - with other values
 - Interstate
 - US-Highway
 - State Numbered Highway
- Railroad
- Address Point
- Parcel
- Parcel Number/Acres
- Leased Land
- Corporate Limit Line
- Land Hook
- Original Lot
- Original Block
- Perk
- Section
- County Boundary

18-foot alleys

Notes



Book 849 Page 338

Document 2007 2475 Pages 1

Date 6/22/2007 Time 12:43:46PM

Rec Amt \$7.00

pd

CHARLINE L THUMM, RECORDER
CEDAR COUNTY IOWA

Prepared By Bruce D. Goddard, Attorney at Law, 103 E. College St., #311, Iowa City, IA 52240, (319) 339-0304
ORDINANCE NO. 631

AN ORDINANCE VACATING ALLEYS

1. BE IT ENACTED by the Council of the City of West Branch, Iowa, that the following alleys within the corporate limits are hereby vacated:

The 16' alley located to the ~~south~~^{north} of Lot 19, and to the ~~north~~^{south} of Lot. 20 in Townsend and Gue's Addition to, West Branch, Cedar County, Iowa.

The Mayor and the City Clerk are hereby authorized and directed to sign a quitclaim deed conveying said alley to the adjacent owners.

Said quitclaim deed shall include a provision stating that the conveyance is subject to an easement for the purpose of the installation and maintenance of utilities.

Passed and approved this 18th day of June, 2007.

Read First Time: May 7, 2007
Read Second Time: June 4, 2007
Read Third Time: June 18, 2007

Sandy Hatfield
SANDY HATFIELD, MAYOR



ATTEST:

Deb Fiderlein
DEB FIDERLEIN, DEPUTY CITY CLERK

RETURN TO: CITY OF WEST BRANCH, PO BOX 218, WEST BRANCH, IOWA 52358

BOOK 849 PAGE 338

Memo

To: City Council
From: Ty Doermann, City Administrator
CC: Mayor Hatfield
Date: 5/3/2007
Re: Vacating Alley

Background

West Branch City Council approved vacating several City alleys and deeding them over to the adjacent property owners late this past fall. The City discussed leaving one east to west alley open for the winter to see if the north south alley could be maintained to a passable condition.

Status

Brian felt the Public Works Department was able to keep that alley in good condition. The City only received one complaint this past winter and it was more on the line of other peoples vehicles being parked in the alley, not a complaint of the alley being snow or ice covered. The Council has asked to have this item placed on the agenda for discussion.

Fiscal Impact

None.

Recommendations

Yes vote: The City Administrator will place the second reading on the agenda at the next meeting.

No vote: The City Administrator will await further direction from the City Council.

Amend: The Council can make changes to any plan.

(I recommend **YES** on this issue because it has been proven that the City can maintain this alley adequately).



CEDAR COUNTY ASSESSOR

Parcel Number: 0500-13-07-226-004-0
Deed Holder: KKS GS TRUST
Deed Holder 2: CLK GS TRUST
Deed Holder 3: LAD GS TRUST
Deed Holder 4: KOPCED AUDREY R & CHRIS J CO-TRUSTEES
Property Address: 216 W MAIN ST
 WEST BRANCH, IA 52358-000 [MAP THIS ADDRESS](#)
Class: RESIDENTIAL
Map Area: WEST BRANCH
Tax District: 500
Plat Map: 346
Legal Description: STEER'S 2ND ADDITION LOT C BLOCK 47 & W 1/2 OF S 1/2 ALLEY BETWEEN LOTS B & C BLOCK 47
 (NOT TO BE USED ON LEGAL DOCUMENTS)
Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



Tax Information: [TAX INFORMATION](#)



1 / 1



Current Value as of January 1, 2018; Taxes payable fall 2018 & spring 2020.

Land Value	Dwelling Value	Improvement Value	Total Value
\$13,220	\$0	\$0	\$13,220

[Get Current Year Tax Estimate](#)

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2018	\$13,220	\$0	\$0	\$13,220
2017	\$13,220	\$0	\$0	\$13,220
More Years...				

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	40.00	40.00	150.00	150.00	40.80
Sub Lot 2	6.00	6.00	75.00	75.00	1.74
Total SF 6,450					
Total Acres 0.148					

Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions. For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

Cedar County, IA



1 in. = 52ft

This Cadastral Map is for informational purposes only. It does not purport to represent a precisely boundary survey of the parcels shown and shall not be used for conveyance or the establishment of precisely boundaries. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



- Legend**
- call other status — Road
 - yellow — virtual
 - yellow — US highway
 - blue dashed — State numbered highway
 - black — Railroad
 - green square — Address Point
 - yellow square — Parcel
 - yellow square — Parcel Number/Address
 - yellow square — Leased Land
 - green square — Corporate Limit Line
 - yellow square — Land Hook
 - green square — Park
 - pink square — Section
 - black square — County Boundary

Notes

216 W Main (3 parcel)
212 W Main (2 parcel)

ORDINANCE NO. 179

AN ORDINANCE VACATING AN UNNAMED STREET LOCATED SOUTH OF LOTS A, B, C, D, E, AND UNIDENTIFIED STRIP OF LAND TWELVE (12) FEET IN WIDTH LYING BETWEEN THE SAID LOTS B AND C, AND LYING NORTH OF LOTS G AND F, ALL IN JOSEPH STEERS PLAT NO. 2 TO THE TOWN OF WEST BRANCH, CEDAR COUNTY, IOWA

WHEREAS, the Town of West Branch, Cedar County, Iowa, is the owner of an unnamed public street in West Branch, Iowa located south of lots A, B, C, D, E, and unidentified strip of land twelve (12) feet in width lying between the said lots B and C, and lying north of lots G and F, all in Joseph Steers Plat no. 2; and

WHEREAS, said street is not suitable nor necessary, and no longer used for public travel; and

WHEREAS, it would be advantageous to the Town of West Branch, Iowa and to the public to vacate said street:

NOW THEREFORE BE IT OBTAINED BY THE TOWN COUNCIL OF WEST BRANCH, IOWA:

Section 1. That the unnamed street located south of lots A, B, C, D, E, and unidentified strip of land twelve (12) feet in width lying between the said lots B and C, and lying north of lots G and F, all in Joseph Steers Plat no. 2 in the Town of West Branch, Cedar County, Iowa, should be and is hereby vacated.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. This ordinance shall become effective from and after its passage and publication as by law provided.

Introduced by Councilman Quincy

Seconded by Councilman Jensen

Passed and approved this 3 day of January, 1956.

James Edwards
MAYOR

Attest: J. J. Hazlett
Town Clerk

CEDAR COUNTY ASSESSOR

Hosted by
Vanguard Applications, Inc.

Parcel Number: 0500-13-08-127-011-0
Deed Holder: WILLOUGHBY BONNIE S
Property Address: 630 E MAIN ST
 WEST BRANCH, IA 52358-000 [MAP THIS ADDRESS](#)
Class: RESIDENTIAL
Map Area: WEST BRANCH
Tax District: 500
Plot Map: 348
Legal Description: WEST BRANCH LOT 49 BLOCK 6
 (NOT TO BE USED ON LEGAL DOCUMENTS)
Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



Tax Information: [TAX INFORMATION](#)



1 / 2



Current Value as of January 1, 2018; Taxes payable fall 2019 & spring 2020.

Land Value	Dwelling Value	Improvement Value	Total Value
\$20,390	\$128,960	\$0	\$149,350

[Get Current Year Tax Estimate](#)

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2018	\$23,360	\$93,940	\$0	\$117,300
2017	\$23,360	\$93,940	\$0	\$117,300

[More Years...](#)

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	72.00	72.00	153.00	153.00	74.16
	Total SF 11,016				
	Total Acres 0.253				

Assessor's lot sizes are for assessment purposes only and may NOT represent actual dimensions. For more accurate, complete data refer to GIS maps, plat maps, or legal documents.

Residential Building Information

Occupancy	Style	Year Built	Total Living Area
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Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319)351-2277
Return to: City of West Branch, 110 N. Poplar Street, P.O. Box 218, West Branch, Iowa 52358 (319)643-5888

ORDINANCE 766

AN ORDINANCE VACATING ALLEYS

1. BE IT ENACTED by the Council of the City of West Branch, Iowa, that the following alleys within the corporate limits are hereby vacated:

1. That certain alley located between Lots B and C in Block 47 in Joseph Steer's Plat No. 2, West Branch, Cedar County, Iowa; and
2. That certain alley located adjacent to and south of Lot 49 in Block 6 in the town of Cameron, now City of West Branch, Iowa

The Mayor and the City Clerk are hereby authorized and directed to sign a quitclaim deed conveying said alley to the adjacent owners.

Said quitclaim deed shall include a provision stating that the conveyance is subject to an easement for the purpose of the installation and maintenance of utilities.

Passed and approved this 24th day of June, 2019.

Read First Time: May 20, 2019
Read Second Time: June 10, 2019
Read Third Time: June 24, 2019

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	First Second Reading Amending Chapter 50 of the Code of Ordinances: Entitled, “Nuisance Abatement Procedure”.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones, City Administrator
DATE:	May 28, 2019

BACKGROUND:

As identified in our FY 2018-2019 Goal Setting Process, revamping our nuisance process has been an important priority, particularly as the city continues to grow and maintaining property values are critical for residential lending and real-estate marketing. Nuisance abatement can have a major impact on the viability of neighborhood and be a drain on local government resources. Containing blighting influences can become overwhelming and result in disinvestment in areas of the city, and create a weak link in the overall development of a growing community.

This item is a draft ordinance that will provide a greater ability to increase enforcement, speed up resolution of violations, and clearly communicate property maintenance expectations. The Mayor and several key staff members have attended the 2019 Nuisance Abatement Conference presented by the Iowa League of Cities regarding this matter. We expect to start the discussion and over the next three City Council meetings review, amend, and approve a version of the draft ordinance (Chapter 50) that is attached to this item.

The current version has been updated since the discussion item version last City Council meeting. This version added the terms “appearance and clutter” in the definition of nuisance (section 50.01). This version also add the term “Volunteer trees” (section 50.02[11]). Additionally, we opted out of the section 305 of the 2012 International Property Maintenance Code entitled Interior Structure (section 50.20[5]). As requested we also added description regarding the Nuisance Hearing Committee in sub section 50.10 entitled Request for Hearing. These sections are highlighted in the draft provided.

STAFF RECOMMENDATION:	Approve the Second Reading – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

CITYSCAPE

IOWA LEAGUE OF CITIES | FEBRUARY 2019



Clinton steps up

By Mickey Shields | Iowa League of Cities

Photo by City of Clinton: Clinton saw a jump in nuisance property violations, prompting city officials to take action to improve their community.

Clinton

Population: 26,885

Location: Clinton County, eastern Iowa

Did you know: Located on the Mississippi River, Clinton is home to the Showboat Theatre, a city-owned former tug boat that pushed barges on the Ohio River before being remodeled into a theatre.

Around the State

Progress is not always linear, and in some work there may never be a finish line. Perhaps no other issue in municipal government quite reflects that way of thinking like nuisance abatement.

For most communities, dealing with nuisance properties presents a significant challenge both in identifying violations and then completing abatement work. As soon as a few properties are cleaned up, several more pop up the next month.

Despite the difficulty that can come from nuisance abatement work it remains a critical aspect in creating and maintaining vibrant communities. Clinton leaders are demonstrating the importance of dealing with nuisance issues to turn around dormant properties.

City of Clinton

Problems mount (563) 242-2144

Like so many other communities, the amount of nuisance properties in Clinton accelerated in recent years as more and more fell out of code compliance or were completely abandoned. Jeff Chapman, Clinton's battalion chief and building and neighborhood services supervisor, said the situation almost became epidemic as nearly 200 properties reached vacant and abandoned status.

"This spike in vacant and abandoned properties has spurred a broken windows-like issue in that we have seen an increase in residents not maintaining their properties," Chapman said, pointing to increases in more typical nuisance violations such as overgrown grass and weeds, garbage and debris accumulation, and snow removal issues.

As is often the case, some property owners noticed the rising number of vacant and abandoned properties and lowered the level of care to their own property. Together, the issues put a strain on city services as staff had a hard time keeping up.

City officials take action

Knowing that direct city involvement was needed to begin making improvements, the city council added a staff member to assist with code enforcement and rental inspections during winter months. Chapman said positive results followed as the city was better able to enforce violations. "These efforts have allowed us to finally start to see some progress in troubled neighborhoods as we begin to see people taking some pride and keeping their properties maintained," he explained.

The city has also been more active in pursuing vacant and abandoned properties, including using methods to acquire such properties to spur redevelopment. One process includes the utilization of Section 657A.10A of the Code of Iowa, which permits cities to acquire title to abandoned property after successfully petitioning the court. Another avenue that has been used is local tax sales whereby the city has claimed tax sale certificates to properties delinquent on property taxes.

Through these mechanisms the city has been able to protect abandoned properties from getting into the hands of owners that have no plans of redevelopment, and instead has enabled the city to thoughtfully find partners that wish to take an active use in the properties.

Learn more at the Nuisance Abatement Conference!

Join us at the 2019 Nuisance Abatement Conference, May 15 in Coralville, for our annual training event that offers guidance and best practices for working through all sorts of nuisance property issues. From the basic unmowed lawn to the abandoned and derelict building, the conference will help your community improve on its nuisance abatement processes.

This has largely been done in two ways. Non-conforming properties with non-buildable lots have been offered to adjacent non-conforming lot owners to expand their property into a conforming use. Conforming lots are made available for sale via competitive bid, with the council being able to select whom it feels will do the best job with the property. Over time the city hopes their investment will help return these abandoned properties to active status on the property tax roll.

Don't stop now

While progress and improvement can already be seen, Clinton officials are pushing for more. According to Chapman, a big step is adopting the latest edition of the International Property Maintenance Code to give the city a better enforcement tool with nuisance properties. The city is working with its Neighborhood Improvement Committee on this project to get broad support from the community. "I believe we would have the teeth to finally be proactive in requiring property owners to maintain their properties to a level that would prevent dilapidation," he said.

It is not easy to work on a problem that rarely has a simple solution, and with no clear end in sight. It's all part of the job for city government officials, who nonetheless work diligently to improve their community.

Mickey Shields is the assistant director of membership services and can be reached at (515) 244-7282 or mickeyshields@iowaleague.org.

CHAPTER 3

GENERAL REQUIREMENTS

SECTION 301 GENERAL

301.1 Scope. The provisions of this chapter shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and *exterior property*.

301.2 Responsibility. The *owner* of the *premises* shall maintain the structures and *exterior property* in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy *premises* which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. *Occupants of a dwelling unit, rooming unit or housekeeping unit* are responsible for keeping in a clean, sanitary and safe condition that part of the *dwelling unit, rooming unit, housekeeping unit or premises* which they occupy and control.

301.3 Vacant structures and land. All vacant structures and *premises* thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

SECTION 302 EXTERIOR PROPERTY AREAS

302.1 Sanitation. All *exterior property* and *premises* shall be maintained in a clean, safe and sanitary condition. The *occupant* shall keep that part of the *exterior property* which such *occupant* occupies or controls in a clean and sanitary condition.

302.2 Grading and drainage. All *premises* shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.

Exception: *Approved* retention areas and reservoirs.

302.3 Sidewalks and driveways. All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

302.4 Weeds. All *premises* and *exterior property* shall be maintained free from weeds or plant growth in excess of [JURISDICTION TO INSERT HEIGHT IN INCHES]. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the *owner* or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of viola-

tion, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the *owner* or agent responsible for the property.

302.5 Rodent harborage. All structures and *exterior property* shall be kept free from rodent harborage and *infestation*. Where rodents are found, they shall be promptly exterminated by *approved* processes which will not be injurious to human health. After pest elimination, proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

302.6 Exhaust vents. Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another *tenant*.

302.7 Accessory structures. All accessory structures, including *detached* garages, fences and walls, shall be maintained structurally sound and in good repair.

302.8 Motor vehicles. Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any *premises*, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an *approved* spray booth.

Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and *approved* for such purposes.

302.9 Defacement of property. No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti.

It shall be the responsibility of the *owner* to restore said surface to an *approved* state of maintenance and repair.

SECTION 303 SWIMMING POOLS, SPAS AND HOT TUBS

303.1 Swimming pools. Swimming pools shall be maintained in a clean and sanitary condition, and in good repair.

303.2 Enclosures. Private swimming pools, hot tubs and spas, containing water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier at least 48 inches (1219 mm) in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing and self-latching. Where the self-latching device is a minimum of 54 inches (1372 mm) above the bottom of the gate,

GENERAL REQUIREMENTS

the release mechanism shall be located on the pool side of the gate. Self-closing and self-latching gates shall be maintained such that the gate will positively close and latch when released from an open position of 6 inches (152 mm) from the gatepost. No existing pool enclosure shall be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier.

Exception: Spas or hot tubs with a safety cover that complies with ASTM F 1346 shall be exempt from the provisions of this section.

SECTION 304 EXTERIOR STRUCTURE

304.1 General. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

304.1.1 Unsafe conditions. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength;
2. The *anchorage* of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
3. Structures or components thereof that have reached their limit state;
4. Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or water tight;
5. Structural members that have evidence of *deterioration* or that are not capable of safely supporting all nominal loads and load effects;
6. Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects;
7. Exterior walls that are not *anchored* to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects;
8. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of *deterioration*, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects;
9. Flooring and flooring components with defects that affect serviceability or flooring components that show signs of *deterioration* or fatigue, are not properly *anchored* or are incapable of supporting all nominal loads and resisting all load effects;
10. Veneer, cornices, belt courses, corbels, trim, wall facings and similar decorative features not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects;
11. Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes and exhaust ducts not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects;
12. Exterior stairs, decks, porches, balconies and all similar appurtenances attached thereto, including *guards* and handrails, are not structurally sound, not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects; or
13. Chimneys, cooling towers, smokestacks and similar appurtenances not structurally sound or not properly *anchored*, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

1. When substantiated otherwise by an *approved* method.
2. Demolition of unsafe conditions shall be permitted when *approved* by the *code official*.

304.2 Protective treatment. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

[F] 304.3 Premises identification. Buildings shall have *approved* address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm).

304.4 Structural members. All structural members shall be maintained free from *deterioration*, and shall be capable of safely supporting the imposed dead and live loads.

304.5 Foundation walls. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

304.6 Exterior walls. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent *deterioration*.

304.7 Roofs and drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or *deterioration* in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

304.8 Decorative features. All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

304.9 Overhang extensions. All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly *anchored* so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

304.10 Stairways, decks, porches and balconies. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

304.11 Chimneys and towers. All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

304.12 Handrails and guards. Every handrail and *guard* shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

304.13 Window, skylight and door frames. Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

304.13.1 Glazing. All glazing materials shall be maintained free from cracks and holes.

304.13.2 Openable windows. Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

304.14 Insect screens. During the period from [DATE] to [DATE], every door, window and other outside opening required for *ventilation* of habitable rooms, food preparation

areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with *approved* tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other *approved* means, such as air curtains or insect repellent fans, are employed.

304.15 Doors. All exterior doors, door assemblies, operator systems if provided, and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 702.3.

304.16 Basement hatchways. Every *basement* hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

304.17 Guards for basement windows. Every *basement* window that is openable shall be supplied with rodent shields, storm windows or other *approved* protection against the entry of rodents.

304.18 Building security. Doors, windows or hatchways for *dwelling units*, room units or *housekeeping units* shall be provided with devices designed to provide security for the *occupants* and property within.

304.18.1 Doors. Doors providing access to a *dwelling unit*, *rooming unit* or *housekeeping unit* that is rented, leased or let shall be equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort and shall have a minimum lock throw of 1 inch (25 mm). Such deadbolt locks shall be installed according to the manufacturer's specifications and maintained in good working order. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock.

304.18.2 Windows. Operable windows located in whole or in part within 6 feet (1828 mm) above ground level or a walking surface below that provide access to a *dwelling unit*, *rooming unit* or *housekeeping unit* that is rented, leased or let shall be equipped with a window sash locking device.

304.18.3 Basement hatchways. *Basement* hatchways that provide access to a *dwelling unit*, *rooming unit* or *housekeeping unit* that is rented, leased or let shall be equipped with devices that secure the units from unauthorized entry.

304.19 Gates. All exterior gates, gate assemblies, operator systems if provided, and hardware shall be maintained in good condition. Latches at all entrances shall tightly secure the gates.

SECTION 305 INTERIOR STRUCTURE

305.1 General. The interior of a structure and equipment therein shall be maintained in good repair, structurally sound

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and in a sanitary condition. *Occupants* shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every *owner* of a structure containing a *rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units* or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and *exterior property*.

305.1.1 Unsafe conditions. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength;
2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
3. Structures or components thereof that have reached their limit state;
4. Structural members are incapable of supporting nominal loads and load effects;
5. Stairs, landings, balconies and all similar walking surfaces, including *guards* and handrails, are not structurally sound, not properly *anchored* or are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects;
6. Foundation systems that are not firmly supported by footings are not plumb and free from open cracks and breaks, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

1. When substantiated otherwise by an *approved* method.
2. Demolition of unsafe conditions shall be permitted when *approved* by the *code official*.

305.2 Structural members. All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

305.3 Interior surfaces. All interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood and other defective surface conditions shall be corrected.

305.4 Stairs and walking surfaces. Every stair, ramp, landing, balcony, porch, deck or other walking surface shall be maintained in sound condition and good repair.

305.5 Handrails and guards. Every handrail and *guard* shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

305.6 Interior doors. Every interior door shall fit reasonably well within its frame and shall be capable of being opened

and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.

SECTION 306 COMPONENT SERVICEABILITY

306.1 General. The components of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition.

306.1.1 Unsafe conditions. Where any of the following conditions cause the component or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

1. Soils that have been subjected to any of the following conditions:
 - 1.1. Collapse of footing or foundation system;
 - 1.2. Damage to footing, foundation, concrete or other structural element due to soil expansion;
 - 1.3. Adverse effects to the design strength of footing, foundation, concrete or other structural element due to a chemical reaction from the soil;
 - 1.4. Inadequate soil as determined by a geotechnical investigation;
 - 1.5. Where the allowable bearing capacity of the soil is in doubt; or
 - 1.6. Adverse effects to the footing, foundation, concrete or other structural element due to the ground water table.
2. Concrete that has been subjected to any of the following conditions:
 - 2.1. *Deterioration*;
 - 2.2. *Ultimate deformation*;
 - 2.3. Fractures;
 - 2.4. Fissures;
 - 2.5. Spalling;
 - 2.6. Exposed reinforcement; or
 - 2.7. *Detached, dislodged* or failing connections.
3. Aluminum that has been subjected to any of the following conditions:
 - 3.1. *Deterioration*;
 - 3.2. Corrosion;
 - 3.3. Elastic deformation;
 - 3.4. *Ultimate deformation*;
 - 3.5. Stress or strain cracks;
 - 3.6. Joint fatigue; or
 - 3.7. *Detached, dislodged* or failing connections.

4. Masonry that has been subjected to any of the following conditions:
 - 4.1. *Deterioration*;
 - 4.2. *Ultimate deformation*;
 - 4.3. Fractures in masonry or mortar joints;
 - 4.4. Fissures in masonry or mortar joints;
 - 4.5. Spalling;
 - 4.6. Exposed reinforcement; or
 - 4.7. *Detached*, dislodged or failing connections.
5. Steel that has been subjected to any of the following conditions:
 - 5.1. *Deterioration*;
 - 5.2. Elastic deformation;
 - 5.3. *Ultimate deformation*;
 - 5.4. Metal fatigue; or
 - 5.5. *Detached*, dislodged or failing connections.
6. Wood that has been subjected to any of the following conditions:
 - 6.1. *Ultimate deformation*;
 - 6.2. *Deterioration*;
 - 6.3. Damage from insects, rodents and other vermin;
 - 6.4. Fire damage beyond charring;
 - 6.5. Significant splits and checks;
 - 6.6. Horizontal shear cracks;
 - 6.7. Vertical shear cracks;
 - 6.8. Inadequate support;
 - 6.9. *Detached*, dislodged or failing connections; or
 - 6.10. Excessive cutting and notching.

Exceptions:

1. When substantiated otherwise by an *approved* method.
2. Demolition of unsafe conditions shall be permitted when *approved* by the *code official*.

SECTION 307 HANDRAILS AND GUARDRAILS

307.1 General. Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have *guards*. Handrails shall not be less than 30 inches (762 mm) in height or more than 42 inches (1067 mm) in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. *Guards* shall not be less than 30 inches (762 mm) in height

above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.

Exception: *Guards* shall not be required where exempted by the adopted building code.

SECTION 308 RUBBISH AND GARBAGE

308.1 Accumulation of rubbish or garbage. All *exterior property* and *premises*, and the interior of every structure, shall be free from any accumulation of *rubbish* or garbage.

308.2 Disposal of rubbish. Every *occupant* of a structure shall dispose of all *rubbish* in a clean and sanitary manner by placing such *rubbish* in *approved* containers.

308.2.1 Rubbish storage facilities. The *owner* of every occupied *premises* shall supply *approved* covered containers for *rubbish*, and the *owner* of the *premises* shall be responsible for the removal of *rubbish*.

308.2.2 Refrigerators. Refrigerators and similar equipment not in operation shall not be discarded, abandoned or stored on *premises* without first removing the doors.

308.3 Disposal of garbage. Every *occupant* of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an *approved* garbage disposal facility or *approved* garbage containers.

308.3.1 Garbage facilities. The *owner* of every dwelling shall supply one of the following: an *approved* mechanical food waste grinder in each *dwelling unit*; an *approved* incinerator unit in the structure available to the *occupants* in each *dwelling unit*; or an *approved* leakproof, covered, outside garbage container.

308.3.2 Containers. The *operator* of every establishment producing garbage shall provide, and at all times cause to be utilized, *approved* leakproof containers provided with close-fitting covers for the storage of such materials until removed from the *premises* for disposal.

SECTION 309 PEST ELIMINATION

309.1 Infestation. All structures shall be kept free from insect and rodent *infestation*. All structures in which insects or rodents are found shall be promptly exterminated by *approved* processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to prevent reinfestation.

309.2 Owner. The *owner* of any structure shall be responsible for pest elimination within the structure prior to renting or leasing the structure.

309.3 Single occupant. The *occupant* of a one-family dwelling or of a single-tenant nonresidential structure shall be responsible for pest elimination on the *premises*.

309.4 Multiple occupancy. The *owner* of a structure containing two or more *dwelling units*, a multiple *occupancy*, a

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rooming house or a nonresidential structure shall be responsible for pest elimination in the public or shared areas of the structure and *exterior property*. If *infestation* is caused by failure of an *occupant* to prevent such *infestation* in the area occupied, the *occupant* and *owner* shall be responsible for pest elimination.

309.5 Occupant. The *occupant* of any structure shall be responsible for the continued rodent and pest-free condition of the structure.

Exception: Where the *infestations* are caused by defects in the structure, the *owner* shall be responsible for pest elimination.

CHAPTER 50

NUISANCE ABATEMENT PROCEDURE

50.01 Definition of Nuisance	50.11 Abatement in Emergency
50.02 Nuisances Enumerated	50.12 Abatement by City
50.03 Other Conditions	50.13 Collection of Cost
50.04 Nuisances Prohibited	50.14 Installment Payment of Cost of Abatement
50.05 Right of Entry for Inspection	50.15 Failure to Abate
50.06 Warrants	50.16 Interference
50.07 Nuisance Abatement	50.17 Liability
50.08 Notice to abate, contents	50.18 Foreclosure / Rental Property
50.09 Method of service	50.19 Abandoned Property
50.10 Request for hearing	50.20 International Property Maintenance Code
	50.99 Penalty

50.01 DEFINITION OF NUISANCE. (A) Whatever is injurious to health, indecent, or unreasonably offensive to the senses (appearance / clutter), or an obstruction to the free use of property so as essentially to interfere unreasonably with the comfortable enjoyment of life or property is a nuisance. (B) The provisions of this chapter shall apply to all residential and non-residential properties and structures located within the corporate limits of the city.

(Code of Iowa, Sec. 657.1)

50.02 NUISANCE ENUMERATED. The following subsections include, but not limit, the conditions which are deemed to be nuisances in the City:

1. **Offensive smells.** Erecting, continuing or using any building or other place for the exercise of any trade, employment or manufacture, which, by occasioning noxious exhalations, unreasonably offensive smells, or other annoyances, becomes injurious and dangerous to the health, comfort or property of individuals or the public.
2. **Filth or noisome substance.** Causing or suffering any offal, filth or noisome substance to be collected or to remain in any place to the prejudice of others.
 - A. *Sanitation.* All exterior, and any interior portion of the premises of any property shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior or interior portion of the premises which such occupant controls, in a clean, safe, and sanitary condition so as to protect the life, health and safety of any occupants or of the public.
 - B. *Containment Systems.* In any event where a sewage spill or overflow occurs from any sewer, septic system, portable toilet, holding tank, sewage or septic transfer vessel, or any other container or containment system where sewage, human, or animal waste is deposited upon or within a structure or upon a property located within the corporate limits of the city, upon verification by the Building Official and/or Code Enforcement Official(s) as designated by the City Administrator,

such a spill or overflow shall be deemed a nuisance and shall be subject to the provision in this chapter in §§ 50.05, 50.06, 50.09, and 105.03. All sanitation issues involving sewage spills and/or overflows shall be considered an emergency and be subject to immediate action by the city in accordance with § 50.09 of this chapter. Additionally, the interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in sanitary condition. All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads. In any instance wherein a structure appears to be found in disrepair or structurally unsound by the Building Official and/or Code Enforcement Official(s) as designated by the City Administrator, shall be the responsibility of the property owner to submit a report stating that the structure is sound and capable of carrying the imposed load, and such report must be signed by either an architect, structural engineer, or a registered, licensed contractor that meets the qualifications set forth by the Building Official and/or Code Enforcement Official(s) as designated by the City Administrator.

3. Accumulation of rubbish or garbage. All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage. For the purpose of this chapter, RUBBISH shall be defined as any material thrown away as worthless: trash or debris that has been discarded or is broken, in state of disrepair, has the potential to cause a fire hazard, or any instance where there is not a safe, continuous and unobstructed path of travel provided from any point in a building or structure to the public way. Means of egress shall comply with the current adopted Fire Prevention Code of the city.
4. Impeding passage of navigable or natural water ways. Obstructing or impeding without legal authority the passage of any navigable river, harbor, natural drainage way, storm water drainage way, stream, creek, any retention/detention ponds or drainage areas, or collection of water. All storm water drainage issues between developed properties must be resolved by the use of an approved drainage system that either collects, directs or re-directs stormwater to a natural, or, a man-made drainage area. Storm water conducted from roofs or other impervious areas shall be dispersed entirely upon the grounds of the owner of the contributing property or it shall be drained or conducted into ditches, storm drains or gutters where available on public property or easements legally usable for that purpose, or into public streams. The depositing of storm water, either permanently or temporarily, onto an abutting property, city right of way, or upon any city street, road or alley is prohibited unless a storm water management plan has been submitted, reviewed and approved by the office of the City Engineer.
5. Water pollution. Corrupting or rendering unwholesome or impure the water of any river, stream or pond, or unlawfully diverting the same from its natural course or state, to the injury or prejudice of others.

6. Blocking public and private ways. Obstructing or encumbering, by fences, buildings or otherwise, the public roads, private ways, streets, alleys, commons, landing places or burying grounds.
7. Billboards. Billboards, signboards and advertising signs, whether erected and constructed on public or private property, which so obstruct and impair the view of any portion or part of a public street, avenue, highway, boulevard or alley or of a railroad or street railway track as to render dangerous the use thereof. Any billboard, signboard and advertising signs that are dilapidated, broken, abandoned or in a general state of disrepair, or, that advertise for a business that is no longer operating as advertised.
8. Storing of flammable junk. Depositing or storing of flammable junk, such as old rags, rope cordage, rubber, bones and paper, by dealers in such articles within the fire limits of the city, unless in a building of fireproof construction, or within the confines of an area similarly protected by a sprinkler system, fire protection equipment or device, fire brigade or private fire department, or that is regulated and conforms to the 2006 Life Safety Code.
9. Air pollution. Emission of dense smoke, noxious fumes or fly ash without a permit and/or City Council permission (see Chapter 105.05).
10. Weeds, brush. Grass over 6 inches in height and any and all obnoxious / unsightly weeds or dense growth of vines, brush or other vegetation in the City so as to constitute a health, safety or fire hazard or render the streets or highways of the City unsafe for the public travel or interfere with the proper construction or repair of said streets or highways.
11. **Dead, diseased, and volunteer trees.** Any tree in such a state of deterioration that any part of the tree is likely to fall and damage property or cause injury to persons. A dead tree or limb which overhangs a sidewalk, parkway, city street or alley is a nuisance per se.; additionally, **any volunteer tree which takes root in areas that could cause damage to structural members as described in Sec. 15B of this chapter shall be considered a nuisance.** In the case of a portion of a tree that is dead, diseased, broken, dangling, or dangerous, only that portion that is dead, diseased, broken, dangling, or dangerous shall be required to be removed and made safe (See also Chapter 151).
12. Airport air space. Any object or structure hereafter erected within 1,000 feet of the limits of any municipal or regularly established airport or landing place, which may endanger or obstruct aerial navigation including take-off and landing, unless such object or structure constitutes a proper use or enjoyment of the land on which the same is located.
13. Houses of ill fame. Houses of ill fame, kept for the purpose of prostitution and lewdness; gambling houses; places resorted to by persons participating in criminal gang activity prohibited by Iowa Code Chapter 723A or places resorted to by persons using controlled substances, or any activity that is in violation of Iowa Code § 124.101, or houses where drunkenness, quarreling, fighting or breaches of the peace are carried on or permitted to the disturbance of others. Any building or structure may be determined to be a house of

ill fame, whether by intention, or, by the absence of, or lack of, proper management or maintenance.

14. Swimming pools, spas and hot tubs. Swimming pools, spas and hot tubs shall be maintained in a clean and sanitary condition, and in good repair, and be fitted with appropriate security fencing as required by AG105.2 in the 2006 International Residential Code as adopted by the city. Any swimming pool, spa or hot tub that is kept in an unclean or unsanitary condition shall be subject to the provisions for penalty and abatement as described in §§ 50.07, 50.08 and 50.11.

15. Unsafe Structures and Equipment

- A. *Condemnation.* Any structure or equipment that is found by the Building Official and/or Code Enforcement Official(s) as designated by the City Administrator, to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, the structure shall be condemned pursuant to the provisions of this chapter and/or Chapter 157 of this code of ordinances. This section shall cover any structure or equipment upon a residential, commercial or an industrial property within the corporate limits of the city, and shall include but are not limited to, fences, porches, decks, ramps, additions, loading docks, storage lots, or portions of a structure or equipment.
- B. *Unsafe structure.* An unsafe structure is one that is found by the Building Official and/or Code Enforcement Official(s) as designated by the City Administrator to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing the minimum standards found in Chapter 150 and Chapter 155 of this code of ordinances.
- C. *Unsafe equipment.* Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that the equipment is hazardous to life, health, property or safety of the public or occupants of the premises or structure.
- D. *Structure unfit for human occupancy.* A structure is unfit for human occupancy whenever the Building Official and/or Code Enforcement Official(s) as designated by the City Administrator finds that the structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this section, and/or Chapter 157 of this code of ordinances.
- E. *Closing of vacant structures.* If the structure is vacant and unfit for human occupancy, and is not in danger of structural collapse, the Building Official and/or Code Enforcement Official(s) as designated by the City Administrator is authorized to post a placard of condemnation on the premises and order the

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structure closed up so far as to not be an attractive nuisance. Upon failure of the owner to comply with this section, the provisions of this chapter shall be utilized to perform any and all necessary work to secure the structure from being a danger or a hazard to the public or to occupants as stated in § 50.12.

16. Snow and ice accumulations on sidewalks. If sidewalks are not cleared 24 hours after the end of a snow or ice event it shall be considered a nuisance and open to abatement as prescribed in Chapter 136.03 in this code of ordinances.

50.03 OTHER CONDITIONS. The following chapters of this code of ordinances contain regulations prohibiting or restricting other conditions which are deemed to be nuisances:

1. Junk and Junk Vehicles (See Chapter 51)
2. Drug Paraphernalia (See Chapter 52)
3. Storage and Disposal of Solid Waste (See Chapter 105)
4. Trees (See Chapter 151)
5. Uniform Code for Abatement of Dangerous Buildings (See Chapter 157)
6. Removal of Snow, Ice and Accumulations (See Chapter 136.03)

50.04 NUISANCES PROHIBITED. The creation or maintenance of a nuisance is prohibited, and a nuisance, public or private, may be abated in the manner provided for in this chapter or state law.

(Code of Iowa, Sec. 657.3)

50.05 RIGHT OF ENTRY FOR INSPECTION. Whenever necessary to make an inspection to enforce any ordinance or whenever there is reasonable cause to believe there exists an ordinance violation in any building or upon any premises or real estate within the jurisdiction of the city, any authorized official of the city, or his or her designee, upon presentation of proper credentials, may enter the building or premises at all reasonable times to inspect the same or to perform any duty imposed upon the official by this code of ordinances. Except in emergency situations or when consent of the owner and/or occupant to the inspection has otherwise been obtained, the city official shall give the owner and/or occupant, if they can be located after reasonable effort, 24-hours' written notice of the official's intention to inspect.

50.06 WARRANTS. If consent to enter upon or inspect any building, structure or property pursuant to a municipal ordinance is withheld by any person having the lawful right to exclude, the city officer, designee or employee having the duty to enter upon or conduct the inspection may apply to the Iowa District Court in and for the county, pursuant to Iowa Code § 808.14, for an administrative search warrant. No owner, operator or occupant or any other person having charge, care or control of any dwelling, unit, rooming unit, structure, building or premises shall fail or neglect, after presentation of a search warrant, to permit entry therein by the municipal officer, designee or employee.

50.07 NUISANCE ABATEMENT. A) Whenever the Building Official and/or Code Enforcement Official(s) as designated by the City Administrator, finds that a nuisance exists, such officer shall cause to be served upon the property owner a written notice to abate the nuisance within a reasonable time after notice. (B) In cases where a property owner or a tenant has had a nuisance violation notice served to them for a nuisance at that specific property location or address that they own or lease within the corporate limits of the city within the last year (365 days), a citation may be issued immediately for the creation of a nuisance as stated in § 50.04, at the time of the inspection, and/or, at the time of notification of a violation; thus foregoing any warning / grace period. (C) With regard grass nuisance citations as prescribed in §50.02[2B10], property owners found in violation will receive one warning / grace period a season. Hence after notice the city has the right to abate the violation immediately. The abatement expense shall be billed and accompanied with photos showing before and after the abatement. (D) With regard to snow and ice nuisance citations as prescribed in §136.03, property owners found in violation will receive one warning / grace period a season. Hence after notice the city has the right to abate the violation immediately. The abatement expense will be billed and accompanied with photos showing before and after the abatement.

50.08 NOTICE TO ABATE; CONTENTS. The notice to abate shall contain: (A) Description of nuisance with photos. A description of what constitutes the nuisance supplemented with citations of code(s). (B) Location of nuisance. The location of the nuisance. (C) Acts necessary to abate. A statement of the act or acts necessary to abate the nuisance. (D) Reasonable time. A reasonable time within which to complete the abatement. A nuisance notification shall require seven days to abate the nuisance after receipt of notification. If the nuisance is not abated within the seven-day period, then the property will be placarded as a nuisance and a posting of the nuisance notification shall be affixed to a structure, or a conspicuous place upon the property. The nuisance posting shall require two days for abatement after the posting occurs. If the nuisance is not abated within this two-day period then the city will cause the nuisance to be abated under the provisions of § 50.12. (E) Assessment of city costs. A statement that if the nuisance or condition is not abated as directed and no request for hearing is made within the time prescribed, the city will abate it and assess the costs against such person.

50.09 METHOD OF SERVICE. The notice may be in the form of this adopted ordinance and/or sent by certified mail to the property as per Iowa Code § 364.12[3h]. It is not necessary to do both, but is desired. If service is made by certified mail the reasonable time for abatement shall not be deemed to have started until such time as the certified mail is either collected by the property owner, tenant, or their agent or the certified mail is returned by the post office to the city after expiration of time for retrieval. The use of ordinance or certified mail does not prohibit the use of any other manner of service as allowed under the Iowa Rules of Civil Procedure. If the property owner does not accept certified mail or any other permissible attempt at notification, or perform necessary action required under this subsection within a reasonable time after notice, a city may perform the required action and assess the costs against the property for collection in the same manner as a property tax. Notice may be in the form of an ordinance or by certified mail to the property owner as shown by the records of the county auditor, and shall state the time

within which action is required. However, in an emergency a city may perform any action which may be required under this section without prior notice, and assess the costs as provided in this subsection, after notice to the property owner and hearing.

50.10 REQUEST FOR HEARING. Any person ordered to abate a nuisance may have a hearing with the Nuisance Hearing Committee as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the City Administrator's Office responsible for ordering the abatement within the time stated in the notice, or it will be conclusively presumed that a nuisance exists and it must be abated as ordered. At the conclusion of the hearing, the hearing committee shall render a written and/or recorded decision as to whether a nuisance exists. If the hearing committee finds that a nuisance exists, the Building Official or designee of the City Administrator must order it abated within a time, which must be reasonable under the circumstances. If the hearing committee does not find that a nuisance exist that matter will be considered closed. At the hearing, code enforcement designee or employee and the person to whom the notice of abatement was issued are parties to the hearing and each may testify, call witnesses and offer evidence and argument relevant to the issues described by or contained within the notice of abatement. The findings of the hearing committee shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances. Any further appeal or appeal of the hearing committee's decision may be had by filing a claim with the district court.

50.11 ABATEMENT IN EMERGENCY. (A) If it is determined that an emergency exists by reason of the continuing maintenance of the nuisance or condition, the city may perform any action which may be required under this chapter without prior notice. The Building Official and/or Code Enforcement Official(s) as designated by the City Administrator shall make a determination as to whether or not an emergency exists based upon: (1) Inability to contact the property owner by normal efforts; (2) The seriousness of the violation due to health hazards or physical hazards to a private individual or to the public as determined by the Building and Neighborhood Services Official. (3) Frequency of violations of a property owner or a tenant when the property owner or a tenant has received more than two nuisance violation notifications within one calendar year. This determination is in effect for one calendar year beginning on the date of the most recent nuisance violation notification. (B) The city shall assess the costs as provided in § 50.13 after notice to the property owner under the applicable provisions of §§ 50.07, 50.08 and 50.09 and hearing as provided in § 50.08. (C) In the event that § 50.15 is determined to be an emergency by Building Official and/or Code Enforcement Official(s) as designated by the City Administrator, or the Public Health Official of Cedar County and/or Johnson County of Iowa, Building Official and/or Code Enforcement Official(s) as designated by the City Administrator is authorized to placard the structure as a dangerous building according to Chapter 157, and to order vacation of the building and securing of all equipment and structures so as not to constitute an attractive nuisance. This section applies to all structures residential and non-residential.

50.12 ABATEMENT BY CITY. If the person notified to abate a nuisance or condition neglects or fails to abate as directed, the city may perform, or cause to be performed, the required action to abate, keeping an accurate account of the expense incurred. The itemized expense account shall be filed with the Clerk who shall pay such expenses on behalf of the city.

50.13 COLLECTION OF COSTS. The Clerk shall send a statement of the total expense incurred by regular mail to the property owner who has failed to abide by the notice to abate, and if the amount shown by the statement has not been paid within one month, the Clerk shall certify the costs to the County Treasurer and such costs shall then be collected with, and in the same manner, as general property taxes.

50.14 INSTALLMENT PAYMENT OF COST OF ABATEMENT. If the amount expended to abate the nuisance or condition exceeds \$100, the city may permit the assessment to be paid in up to ten annual installments, to be paid in the same manner and with the same interest rates provided for assessments against benefited property under state law.

50.15 FAILURE TO ABATE. Any person causing or maintaining a nuisance who shall fail or refuse to abate or remove the same within the reasonable time required and specified in the notice to abate is in violation of this code of ordinances.

50.16 INTERFERENCE. Interference with the lawful removal or abatement of a nuisance by the city or its agents is prohibited and any person who violates this section is guilty of a simple misdemeanor and may be fined and or imprisoned as law allows.

50.17 LIABILITY. The owners, agents, contract buyers, tenants, or lessees of all residential dwellings, commercial establishments, and/or real estate upon which a violation of this article is found shall be jointly and severally responsible for compliance with this article and jointly and severally liable for any damages or costs incurred and awarded under this chapter.

50.18 FORECLOSED / RENTAL PROPERTY. Any real property which is subject to foreclosure, forcible entry and detainer, eviction, or on which possession is otherwise transferred through legal process or court action, shall be in full compliance with the code of ordinances within 48 hours of the transfer of possession. Failure to comply with the provisions of this section shall be deemed an emergency. The city is authorized to proceed in a manner consistent with the emergency provision set forth in this chapter. Any person, firm partnership, corporation, or other legal entity, including the property owner and, if applicable, a landlord, violating this section is guilty of a misdemeanor. Any violation of this chapter may be pursued as a municipal infraction according to the terms of §§ 50.99(B) and (C) below in lieu of criminal prosecution. Each calendar day a violation is allowed to continue shall constitute a separate and distinct violation.

50.19 ABANDONED PROPERTY. The following subsection outline the process in which the city may gain title to abandoned or unsafe buildings:

1. In lieu of the procedures in sections 657A.2 through 657A.10 of the Iowa State Code, abandoned buildings located in the City of West Branch may be petitioned to the court to enter judgment awarding title to the abandoned property to the city. A petition filed under this section shall include the legal description of the abandoned property. If more than one abandoned building is located on a parcel of real estate, the city may combine the actions into one petition. The owner of the building and grounds, mortgagees of record, lienholders of record, or other known persons who hold an interest in the property shall be named as respondents on the petition.
2. The petition shall be filed in the district court of the county in which the property is located. Service on the owner and any other named respondents shall be by personal service or certified mail or, if service cannot be made by either method, by posting the notice in a conspicuous place on the building and by publication in a newspaper of general circulation in the city. The action shall be in equity.
 - A. Not sooner than sixty days after the filing of the petition, the city may request a hearing on the petition.
 - B. In determining whether a property has been abandoned, the court shall consider the following for each building that is located on the property and named in the petition and the building grounds:
 - 1) Whether any property taxes or special assessments on the property were delinquent at the time the petition was filed. b. Whether any utilities are currently being provided to the property.
 - 2) Whether the building is unoccupied by the owner or lessees or licensees of the owner. d. Whether the building meets the city's housing code as being fit for human habitation, occupancy, or use.
 - 3) Whether the building meets the city's building code as being fit for occupancy or use.
 - 4) Whether the building is exposed to the elements such that deterioration of the building is occurring.
 - 5) Whether the building is boarded up or otherwise secured from unauthorized entry.
 - 6) Past efforts to rehabilitate the building and grounds.
 - 7) Whether those claiming an interest in the property have, prior to the filing of the petition, demonstrated a good-faith effort to restore the property to productive use.
 - 8) The presence of vermin, accumulation of debris, and uncut vegetation.
 - 9) The effort expended by the petitioning city to maintain the building and grounds.
 - 10) Past and current compliance with orders of the local housing or building code official. m. Any other evidence the court deems relevant.
 - C. In lieu of the considerations in subsection 50.19[2B1-10].
 - D. If the city can establish to the court's satisfaction that all parties with an interest in the property have received proper notice and either consented to the entry of an

order awarding title to the property to the city or did not make a good-faith effort to comply with the order of the local housing or building code official within sixty days after the filing of the petition, the court shall enter judgment against the respondents granting the city title to the property.

- E. If the court determines that the property has been abandoned or that subsection 4 applies, the court shall enter judgment and order awarding title to the city. The title awarded to the city shall be free and clear of any claims, liens, or encumbrances held by the respondents.
- F. If a city files a petition under subsection 1, naming the holder of a tax sale certificate of purchase for the property as a respondent, the city shall also file the petition, along with a verified statement declaring that the property identified in the petition contains an abandoned building, with the county treasurer. Upon receiving the petition and verified statement, the county treasurer shall make an entry in the county system canceling the sale of the property and shall refund the purchase money to the tax sale certificate holder.

(Code of Iowa, Sec. 657A.2 through 657A.10)

50.20 INTERNATIONAL PROPERTY MAINTENANCE CODE. Internationally, code officials recognize the need for a modern, up-to-date property maintenance code governing the maintenance of existing buildings. The City of West Branch hereby recognize chapter 3 of the 2012 edition of the International Property Maintenance Code as an additional standard to the city nuisance abatement procedure. The provisions of this subsection shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and exterior property.

- 1. **General Requirements.** The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this code.
 - A. **Vacant Structures and Land.** All vacant structures and premises thereof or vacant land shall be maintained in clean, safe, secure and sanitary condition as provided herein so as not to cause a blight or adversely affect the public health or safety.
- 2. **Exterior Property Areas**
 - A. **Sanitation**
 - B. **Grading and drainage.** All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon. *Except where approved retention areas and reservoirs exist.*

- C. Sidewalks and driveways. All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.
 - D. Weeds
 - E. Rodent Harborage. All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After pest elimination, proper precautions shall be taken to eliminate rodent harborage and prevent re-infestation.
 - F. Exhaust vents. Pipe, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors, or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another tenant.
 - G. Accessory structures. All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.
 - H. Motor vehicles. Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth. Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.
 - I. Defacement of property. No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti. It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.
3. Swimming Pool, Spas and Hot Tubs
- A. Swimming Pools.
 - B. Enclosures.
4. Exterior Structure
- A. Unsafe Conditions. *These conditions shall be determined by 304.1.1 of the 2012 International Property Maintenance Code.*
 - B. Protective Treatment. All exterior surfaces, including but not limited to, doors and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistance woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints, as well as

those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

- C. Premises Identification. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches in height with a minimum stroke width of 0.5 inch.
- D. Structural members. All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.
- E. Foundation walls. All foundation walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and property surface coated where required to prevent deterioration.
- F. Roof and drainage. The roof and flashing shall be sound, tight, and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.
- G. Decorative features. All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage in a safe condition.
- H. Overhang extensions. All overhang extensions including, but not limited to canopies, marquees, signs, mental awnings, fire escape, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather coating material, such as paint or similar surface treatment.
- I. Stairways, decks, porches and balconies. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.
- J. Chimneys and towers. All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the

elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

- K. Handrails and guards. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.
- L. Windows, skylight, and door frames.
 - i. Glazing. All glazing materials shall be maintained free from cracks and holes.
 - ii. Openable windows
- M. Insert Screens
- N. Doors. All exterior doors, door assemblies, operator systems if provided, and hardware shall be maintained in good condition. Locks at all entrances to dwelling units, and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with the International Fire Code.
- O. Basement hatchways. Every basement hatch way shall be maintained to prevent the entrance of rodents, rain and surface drainage water.
- P. Guards for basement windows. Every basement window that is openable shall be supplied with rodent shields, storm windows or other approved protection against the entry of rodents.
- Q. Building Security
 - i. Doors. Doors providing access to a dwelling unit, room units or housekeeping unit that is rented, leased or let shall be equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort and shall have a minimum lock throw of 1 inch.
 - ii. Windows. Operable windows located in whole or in part within 6 feet above ground level or a walking surface below that provide access to a dwelling unit, rooming unit, or housekeeping unit that is rented, leased or let shall be equipped with a window sash locking device.
 - iii. Basement hatchways. Basement hatchways that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented. Leased or let shall be equipped with devices that secure the units from unauthorized entry.
- R. Gates. All exterior, gates, gate assemblies, operator systems if provided, and hardware shall be maintained in good condition. Latches at all entrances shall tightly secure the gates.

5. Interior Structure

The City of West Branch, Iowa has opted out of the property maintenance regulations related to Interior Structure (Section 305.1 - 305.6 of the 2012 International Property Maintenance Code)

6. Component Serviceability
 - A. General. The components of a structure and equipment therein shall be maintained in good repair, structurally sound and in sanitary condition.
 - B. Unsafe Conditions. Where any of the following conditions cause the component or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing building and listed in 2012 International Property Maintenance Code 3061.1 (1-6).
7. Handrails and Guardrails. Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches above the floor or grade below shall have guards. Handrails shall not be less than 30 inches in height or more than 42 inches in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 30 inches in height above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.
8. Rubbish and Garbage
9. Pest Elimination
 - A. Infestation. All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to prevent infestation
 - B. Owner. The owner of any structure shall be responsible for pest elimination within the structure prior to renting or leasing the structure.
 - C. Single occupant. The occupant of a one-family dwelling or a single-tenant nonresidential structure shall be responsible for pest elimination on the premises.
 - D. Multiple occupancy. The owner of a structure containing two or more dwelling units, a multiple occupancy, a rooming house or a nonresidential structure shall be responsible for pest elimination in the public or shared areas of the structure and exterior property. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant and owner shall be responsible for pest elimination.
 - E. Occupant. The occupant of any structure shall be responsible for the continued rodent and pest-free condition of the structure. An exception will be made where the infestation(s) are caused by defects in the structure, the owner shall be responsible for pest eliminate.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Resolution 1817 – A Resolution Approving the Liability Insurance Proposal with the Iowa Communities Assurance Pool (ICAP).
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	June 18, 2019

BACKGROUND:

West Branch has been a member of the Iowa Communities Assurance Program (ICAP) for approximately five years. Our insurance policy period coincides with the City fiscal year of July 1 to June 30. For the past five years our premiums have been in the range of around \$38,000 to \$43,000. There have been no substantial claims submitted during the current fiscal year. The premium for the next fiscal year will be about \$38,700.

STAFF RECOMMENDATION:	Approve Resolution 1817 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

RESOLUTION 1817

RESOLUTION APPROVING A LIABILITY INSURANCE PROPOSAL WITH ICAP

WHEREAS, the City of West Branch, Iowa received an insurance renewal quotation from the Iowa Communities Assurance Pool (ICAP); and

WHEREAS, after reviewing the insurance renewal quotation, the City Council has decided to accept the quotation from and continue membership with ICAP, effective July 1, 2018.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the insurance renewal with ICAP is hereby approved.

Passed and approved this 4th day of June, 2018.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Resolution 1818 – A Resolution Approving an Amendment to the Subscription Agreement with Tyler Technologies, Inc. in the Amount of \$17,594.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	June 18, 2019

BACKGROUND:

West Branch has been utilizing Tyler Technologies software since 2009 and has subscribed to their software support program since then. Because Tyler hosts the software on their servers, they also provide the backup to our system. Our service agreement ends on June 30, 2019. This agreement will renew the term until June 30, 2021 with a cost increase of 5% over the previous period. Please approve the resolution.

STAFF RECOMMENDATION:	Approve Resolution 1818 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

RESOLUTION 1818

A RESOLUTION APPROVING AN AMENDMENT TO SUBSCRIPTION AGREEMENT WITH TYLER TECHNOLOGIES, INC. IN THE AMOUNT OF \$17,594.

WHEREAS, the City of West Branch currently utilizes Tyler Technologies, Inc. “Incode” software for its financial, payroll and utility billing systems; and

WHEREAS, the current subscription agreement will expire on June 30, 2019; and

WHEREAS, Tyler Technologies, Inc. has proposed an amendment to extend the agreement until June 30, 2021 at a 5% increase to the total subscription fees; and

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the City Council approves an amendment to subscription agreement with Tyler Technologies, Inc. in the amount of \$17,594.

* * * * *

PASSED AND APPROVED this 24th day of June, 2019

Roger Laughlin, Mayor

Attest:

Redmond Jones II, City Administrator / City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Resolution 1819 – A Resolution Approving the Workers Compensation Proposal with the Iowa Municipalities Workers Compensation Association (IMWCA).
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	June 18, 2019

BACKGROUND:

West Branch has been a member of the Iowa Municipalities Workers’ Compensation Association for approximately five years. Our insurance policy period coincides with the City fiscal year of July 1 to June 30. Prior to last year, our premiums were in the range of around \$30,000 to almost \$50,000. Last year our premiums were about \$19,000 and our current quote is for \$19,600. The City had experienced some high claims that resulted in high Work Comp premiums and so the City created a Safety Committee and hired Jose Gongora as a consultant to perform safety and health consulting services with the expectation that Workers’ Compensation claims would be significantly reduced. Through the efforts of Jose and the Safety Committee and some good fortune, this plan has worked.

STAFF RECOMMENDATION:	Approve Resolution 1819 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

RESOLUTION 1819

**RESOLUTION APPROVING WORKERS COMPENSATION INSURANCE
PROPOSAL WITH IMWCA**

WHEREAS, the City of West Branch, Iowa received an insurance renewal quotation from the Iowa Municipalities Workers' Compensation Association (IMWCA); and

WHEREAS, after reviewing the insurance renewal quotation, the City Council has decided to accept the quotation of IMWCA, effective July 1, 2019.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the insurance renewal with IMWCA is hereby approved.

* * * * *

PASSED AND APPROVED this 24th day of June, 2019

Roger Laughlin, Mayor

Attest:

Redmond Jones II, City Administrator / City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Resolution 1820 – A Resolution Approving Partial Pay Estimate Number 10 in the amount of \$178,421.16 to Needham Excavating Inc. for the Cubby Park Improvement project.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Nate Kass, Fehr Graham
DATE:	June 19, 2019

BACKGROUND:

This is pay estimate number 10 in the amount of \$178,421.16 to Needham Excavating Inc. for the Cubby Park Improvements project.

Listed below are the pay estimates paid out to date:

- Partial Pay Estimate Number One (1) in the amount of \$276,843.04
- Partial Pay Estimate Number Two (2) in the amount of \$362,865.81
- Partial Pay Estimate Number Three (3) in the amount of \$247,973.87
- Partial Pay Estimate Number Four (4) in the amount of \$221,684.85
- Partial Pay Estimate Number Five (5) in the amount of \$189,204.44
- Partial Pay Estimate Number Six (6) in the amount of \$604,543.90
- Partial Pay Estimate Number Seven (7) in the amount of \$113,936.67
- Partial Pay Estimate Number Seven (8) in the amount of \$90,951.58
- Partial Pay Estimate Number Nine (9) in the amount of \$326,477.82

This would bring the project to 93.38% completed

STAFF RECOMMENDATION:	Approve Resolution 1820 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

PARTIAL PAY ESTIMATE NUMBER TEN
 CUBBY PARK IMPROVEMENTS, WEST BRANCH, IOWA
 PROJECT NUMBER 16-072

Name of Contractor: Needham Excavating, Inc. 17470 70th Ave Walcott, IA 52773					Name of Owner: City of West Branch 110 North Poplar St. / PO Box 52358-0218 West Branch, IA				
Date of Completion: 34 Working Days (CC07)			Amount of Contract:			Dates of Estimate:			
Pavilion Completion Date: May 1, 2019 (CC07)			Original: \$ 2,945,427.39 Revised: \$ 2,908,641.84 CC06			From: April 28, 2019 Through: May 25, 2019			
Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
BID ITEMS									
1	1070-206-A-3	TRAFFIC CONTROL	1	LS	\$ 2,800.00		\$ -	1	\$ 2,800.00
2	2010-108-C-0	CLEARING AND GRUBBING	1	LS	\$ 3,560.00		\$ -	1	\$ 3,560.00
3	2010-108-D-1	TOPSOIL, ON-SITE	15985	CY	\$ 5.75		\$ -	15985	\$ 91,913.75
4	2010-108-E-0	EXCAVATION, CLASS 10	36540	CY	\$ 3.95		\$ -	36540	\$ 144,333.00
5	2010-108-E-0	EXCAVATION, CLASS 13	2191	CY	\$ 6.10		\$ -	2191	\$ 13,365.10
6	2010-108-I-0	SUBBASE, MODIFIED (IADOT GRADATION NO. 14)	3903	TON	\$ 23.40		\$ -	3960.82	\$ 92,683.19
7	2010-108-I-1	SUBBASE, MACADAM (IADOT GRADATION NO. 13)	203	TON	\$ 23.80		\$ -	788.14	\$ 18,757.73
8	2010-108-O-0	SUBBASE, WASHED SAND, 4" THICK, UNDER SURFACE AGGRAGATE	1295	TON	\$ 26.70		\$ -	1026.6	\$ 27,410.22
9	2010-108-P-0	INFIELD/WARNING TRACK SKIN SURFACE, RED BALL DIAMOND AGGREGATE, 5" THICK	1590	TON	\$ 79.70		\$ -	1010.46	\$ 80,533.66
10	2010-108-Q-0	BATTING CAGE SURFACE, FINE LIMESTONE (IADOT GRADATION NO. 8)	40	TON	\$ 16.50		\$ -	70.84	\$ 1,168.86
11	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, SDR 26 PVC, 8"	649	LF	\$ 34.10		\$ -	667	\$ 22,744.70
12	4010-108-E-0	SANITARY SEWER SERVICE STUB, PVC SDR 23.5, 4"	1	EA	\$ 1,000.00		\$ -	1	\$ 1,000.00
13	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 15"	42	LF	\$ 73.90		\$ -	42	\$ 3,103.80
14	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 18"	693	LF	\$ 54.85		\$ -	765	\$ 41,960.25
15	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 24"	56	LF	\$ 94.95		\$ -	56	\$ 5,317.20
16	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 36"	180	LF	\$ 109.75		\$ -	180	\$ 19,755.00
17	4020-108-A-1	STORM SEWER, TRENCHED, HDPE DUAL WALL, 6"	36	LF	\$ 17.45		\$ -	36	\$ 628.20
18	4020-108-A-1	STORM SEWER, TRENCHED, HDPE DUAL WALL, 12"	26	LF	\$ 31.50		\$ -	26	\$ 819.00
19	4020-108-A-1	STORM SEWER, TRENCHED, HDPE DUAL WALL, 15"	156	LF	\$ 40.60		\$ -	156	\$ 6,333.60
20	4020-108-A-1	STORM SEWER, TRENCHED, HDPE DUAL WALL, 18"	844	LF	\$ 44.90		\$ -	844	\$ 37,895.60
21	4020-108-C-0	REMOVAL OF STORM SEWER, 18" RCP	5	LF	\$ 25.00		\$ -	5	\$ 125.00
22	4030-108-B-0	PIPE APRON, RCP, 12"	2	EA	\$ 1,383.50		\$ -	2	\$ 2,767.00

Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
23	4030-108-B-0	PIPE APRON, RCP, 18"	3	EA	\$ 1,560.00		\$ -	3	\$ 4,680.00
24	4030-108-B-1	PIPE APRON, RCP, 36"	1	EA	\$ 2,320.00		\$ -	1	\$ 2,320.00
25	4030-108-D-0	PIPE APRON GUARD, 36"	1	EA	\$ 1,765.00		\$ -	1	\$ 1,765.00
26	4040-108-A-0	SUBDRAIN, HDPE, 2" DIA. PERF.	5248	LF	\$ 5.00		\$ -	5248	\$ 26,240.00
27	4040-108-A-0	SUBDRAIN, HDPE, 4" DIA. PERF.	198	LF	\$ 12.00		\$ -	198	\$ 2,376.00
28	4040-108-A-0	SUBDRAIN, HDPE DUAL WALL, NON PERF, 4" DIA	25	LF	\$ 12.00		\$ -	25	\$ 300.00
29	4040-108-A-1	SUBDRAIN, HDPE DUAL WALL, NON PERF, 6" DIA	1310	LF	\$ 15.10		\$ -	1310	\$ 19,781.00
30	4040-108-A-0	SUBDRAIN, HDPE DUAL WALL, 6"	530	LF	\$ 16.80		\$ -	530	\$ 8,904.00
31	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-1, 6"	3	EA	\$ 600.00		\$ -	3	\$ 1,800.00
32	5010-108-A-1	WATER MAIN, TRENCHED, DR18 PVC, 6"	756	LF	\$ 28.00		\$ -	756	\$ 21,168.00
33	5010-108-A-1	WATER MAIN, TRENCHED, CLASS 52 DIP, 6", WITH NITRILE GASKETS	80	LF	\$ 60.25		\$ -	80	\$ 4,820.00
34	5010-108-A-1	WATER MAIN, TRENCHED, DR21 PVC, 3"	104	LF	\$ 40.00		\$ -	104	\$ 4,160.00
35	5010-108-C-2	FITTING, MJ DIP	427	LB	\$ 29.10		\$ -	587	\$ 17,081.70
36	5010-108-F-0	CONNECTION TO EXISTING WATER MAIN	1	EA	\$ 710.00		\$ -	1	\$ 710.00
37	5010-108-G-0	IRRIGATION DELIVERY SYSTEM FOR 3 FIELDS	1	LS	\$ 7,500.00		\$ -	1	\$ 7,500.00
38	5010-108-H-0	IRRIGATION SYSTEM - SOFTBALL FIELD	1	LS	\$ 10,500.00		\$ -	1	\$ 10,500.00
39	5010-108-H-0	IRRIGATION SYSTEM - LITTLE LEAGUE FIELD 1	1	LS	\$ 8,500.00		\$ -	1	\$ 8,500.00
40	5010-108-H-0	IRRIGATION SYSTEM - LITTLE LEAGUE FIELD 2	1	LS	\$ 8,500.00		\$ -	1	\$ 8,500.00
41	5020-108-A-0	VALVE, GATE, 3"	1	EA	\$ 1,010.00		\$ -	1	\$ 1,010.00
42	5020-108-A-0	VALVE, GATE, 6"	4	EA	\$ 1,372.50		\$ -	3	\$ 4,117.50
43	5020-108-C-0	FIRE HYDRANT ASSEMBLY	3	EA	\$ 4,895.00		\$ -	3	\$ 14,685.00
44	6010-108-A-0	MANHOLE TYPE SW-301, 48"	37.58	VF	\$ 593.00		\$ -	37.58	\$ 22,284.94
45	6010-108-A-0	MANHOLE TYPE SW-401, 48"	13.29	VF	\$ 519.25		\$ -	13.29	\$ 6,900.83
46	6010-108-A-0	MANHOLE TYPE SW-402, 48"x48"	12.92	VF	\$ 608.00		\$ -	12.92	\$ 7,855.36
47	6010-108-B-0	INTAKE TYPE SW-501	1	EA	\$ 3,595.00		\$ -	1	\$ 3,595.00
48	6010-108-B-0	INTAKE TYPE SW-507	4	EA	\$ 4,597.50		\$ -	4	\$ 18,390.00
49	6010-108-B-0	INTAKE TYPE SW-508	2	EA	\$ 6,955.00		\$ -	2	\$ 13,910.00
50	6010-108-B-0	INTAKE TYPE SW-509	1	EA	\$ 5,455.00		\$ -	1	\$ 5,455.00
51	6010-108-B-0	INTAKE TYPE NYLOPLAST, 24" W/ H-20 STANDARD GRATE	10	EA	\$ 2,220.00		\$ -	10	\$ 22,200.00
52	6010-108-H-0	REMOVE INTAKE	1	EA	\$ 510.00		\$ -	1	\$ 510.00
53	7010-108-A-0	PAVEMENT, PCC, 6"	5771	SY	\$ 33.55		\$ -	4304.6	\$ 144,419.33
54	7010-108-A-0	PAVEMENT, PCC, 6" THICK, REINFORCED	210	SY	\$ 67.15		\$ -	220.4	\$ 14,799.86
55	7010-108-A-0	PAVEMENT, PCC, 8" REINFORCED	193	SY	\$ 61.55	51	\$ 3,139.05	244	\$ 15,018.20
56	7010-108-F-0	BEAM CURB, PCC	393	LF	\$ 22.35	393	\$ 8,783.55	393	\$ 8,783.55
57	7010-108-I-0	PCC PAVEMENT SAMPLES AND TESTING	1	LS	\$ 2,240.00		\$ -		\$ -
58	7030-108-C-1	SHARED USE PATH, PCC, 6" THICK	4337	SY	\$ 33.55	2731.7	\$ 91,648.54	4850.7	\$ 162,740.99
59	7030-108-C-2	SHARED USE PATH, PCC, 8" THICK (NOMINAL) REINFORCED	14	SY	\$ 90.55	14	\$ 1,267.70	14	\$ 1,267.70
60	7030-108-E-0	SIDEWALK, PCC, 4" THICK	885	SY	\$ 44.75	115.9	\$ 5,186.53	808.4	\$ 36,175.90
61	7030-108-G-0	DETECTABLE WARNING	104	SF	\$ 44.75	80	\$ 3,580.00	80	\$ 3,580.00
62	7080-108-B-0	ENGINEERING FABRIC (PLAYGROUND)	600	SY	\$ 1.30		\$ -		\$ -
63	8020-108-C-0	PAINTED PAVEMENT MARKINGS, DURABLE	1	LS	\$ 1,680.00		\$ -		\$ -

Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
64	8020-108-G-0	PAINTED SYMBOLS AND LEGENDS	6	EA	\$ 184.50		\$ -		\$ -
65	8030-108-A-0	SIGN, INSTALL, HANDICAP	5	EA	\$ 125.00		\$ -		\$ -
66	8030-108-A-0	SIGN, INSTALL, HANDICAP W/ VAN	1	EA	\$ 135.00		\$ -		\$ -
67	9010-108-A-0	SEEDING, FERTILIZING, AND MULCHING, TYPE 4	12.75	AC	\$ 1,808.00		\$ -	0.2	\$ 361.60
68	9010-108-A-1	CONVENTIONAL SEEDING AND FERTILIZING, TYPE 1 PERMANENT LAWN	4.57	AC	\$ 2,884.70	1.32	\$ 3,807.80	1.32	\$ 3,807.80
69	9010-108-A-1	CONVENTIONAL SEEDING AND FERTILIZING, TYPE 1 BALLFIELD LAWN SEEDING	2.37	AC	\$ 3,070.75		\$ -	2.72	\$ 8,352.44
70	9010-108-A-1	CONVENTIONAL SEEDING AND FERTILIZING, NO MOW FESCUE	0.96	AC	\$ 3,080.00	0.92	\$ 2,833.60	0.92	\$ 2,833.60
71	9010-108-A-1	CONVENTIONAL SEEDING AND FERTILIZING, SHORT GRASS PRAIRIE	2.05	AC	\$3,594.00	0.65	\$ 2,336.10	1.05	\$ 3,773.70
72	9010-108-A-1	CONVENTIONAL SEEDING AND FERTILIZING, FLOOD PLAIN	0.47	AC	\$3,570.00		\$ -	0.42	\$ 1,499.40
73	9010-108-B-0	HYDRAULIC MULCHING	10.42	AC	\$1,127.50	2.89	\$ 3,258.48	4.1	\$ 4,622.75
74	9010-108-D-0	WATERING	25,000	TGAL	\$0.20		\$ -		\$ -
75	9010-108-F-0	SPORTSFIELD SOIL PREPARATION	1	LS	\$ 13,500.00		\$ -	1	\$ 13,500.00
76	9010-108-G-0	SPORTSFIELD GROW IN PLAN	1	LS	\$6,500.00		\$ -	0.75	\$ 4,875.00
77	9030-108-B-0	PLANTS, TREE, AUTUM BLAZE FREEMAN MAPLE - 3" CAL.	9	EA	\$670.35	6	\$ 4,022.10	6	\$ 4,022.10
78	9030-108-B-0	PLANTS, TREE, EUROPEAN BLACK ALDER - 6' HT.	5	EA	\$468.75		\$ -		\$ -
79	9030-108-B-0	PLANTS, TREE, ARMSTRONG COLUMNAR MAPLE - 3" CAL.	3	EA	\$563.75		\$ -		\$ -
80	9030-108-B-0	PLANTS, TREE, RIVER BIRCH - 10' HT.	10	EA	\$317.80	7	\$ 2,224.60	7	\$ 2,224.60
81	9030-108-B-0	PLANTS, TREE, WASHINGTON HAWTHORN - 6' HT.	8	EA	\$340.15		\$ -		\$ -
82	9030-108-B-0	PLANTS, TREE, DAWYCK PURPLE BEECH - 3" CAL.	1	EA	\$720.65		\$ -		\$ -
83	9030-108-B-0	PLANTS, TREE, MAIDENHAIR TREE - 3" CAL.	5	EA	\$687.00		\$ -		\$ -
84	9030-108-B-0	PLANTS, TREE, SKYLINE HONEYLOCUST - 3" CAL.	9	EA	\$608.75		\$ -		\$ -
85	9030-108-B-0	PLANTS, TREE, NORWAY SPRUCE - 6' HT.	4	EA	\$396.25		\$ -		\$ -
86	9030-108-B-0	PLANTS, TREE, LONDON PLANETREE - 3" CAL.	1	EA	\$565.00		\$ -		\$ -
87	9030-108-B-0	PLANTS, TREE, BLACK HILLS SPRUCE - 8' HT.	16	EA	\$541.60		\$ -		\$ -
88	9030-108-B-0	PLANTS, TREE, COLORADO BLUE SPRUCE - 8' HT.	1	EA	\$558.35		\$ -		\$ -
89	9030-108-B-0	PLANTS, TREE, WHITE PINE - 7' HT.	5	EA	\$413.00		\$ -		\$ -
90	9030-108-B-0	PLANTS, TREE, WHITE OAK - 3" CAL.	11	EA	\$651.35		\$ -		\$ -
91	9030-108-B-0	PLANTS, TREE, BUR OAK - 3" CAL.	12	EA	\$649.00		\$ -		\$ -
92	9030-108-B-0	PLANTS, TREE, ACCOLADE ELM - 3" CAL.	3	EA	\$584.00		\$ -		\$ -
93	9030-108-B-0	PLANTS, TREE, BLACK HAW VIBURNUM - 4' HT.	8	EA	\$122.00		\$ -		\$ -

Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
94	9030-108-B-0	PLANTS, SHRUB, HAPPY RETURNS DAYLILY - 1 GAL.	75	EA	\$19.60	11	\$ 215.60	11	\$ 215.60
95	9030-108-B-0	PLANTS, SHRUB, GRO-LOW FRAGRANT SUMAC - 18" HT.	14	EA	\$68.35		\$ -		\$ -
96	9030-108-B-0	PLANTS, SHRUB, NEON FLASH SPIREA - 18" HT.	78	EA	\$66.00	61	\$ 4,026.00	61	\$ 4,026.00
97	9030-108-B-0	PLANTS, SHRUB, MISSION STRAIN ARBORVITAE, 5' HT.	48	EA	\$236.10	10	\$ 2,361.00	10	\$ 2,361.00
98	9030-108-B-0	PLANTS, SHRUB, ARROWWOOD VIBURNUM - 36" HT.	31	EA	\$95.10	19	\$ 1,806.90	19	\$ 1,806.90
99	9030-108-F-0	LIVE FASCINE	200	LF	\$64.90		\$ -		\$ -
100	9040-108-A-2	SWPPP, MANAGEMENT	1	LS	\$2,950.00	0.05	\$ 147.50	0.75	\$ 2,212.50
101	9040-108-E-0	TEMPORARY RECP, TYPE 2	11,100	SY	\$1.45		\$ -	7637	\$ 11,073.65
102	9040-108-F-1	WATTLES, 9", INSTALLATION, MAINTENANCE	6,300	LF	\$1.68	144	\$ 241.92	1396	\$ 2,345.28
103	9040-108-F-2	WATTLES, REMOVAL	6,300	LF	\$0.17		\$ -		\$ -
104	9040-108-J-0	RIP RAP, EROSION STONE W/FABRIC	150	TON	\$28.90		\$ -	144.23	\$ 4,168.25
105	9040-108-H-1	SILT FENCE OR SILT FENCE DITCH CHECK, INSTALLATION	4,250	LF	\$1.35		\$ -	2528	\$ 3,412.80
106	9040-108-H-2	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF SEDIMENT	1,500	LF	\$0.65		\$ -		\$ -
107	9040-108-H-3	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF DEVICE	4,250	LF	\$0.34		\$ -	170	\$ 57.80
108	9040-108-O-2	STABILIZED CONSTRUCTION ENTRANCE	200	TON	\$26.85		\$ -	28.47	\$ 764.42
109	9040-108-P-1	DUST CONTROL, WATER	24,000	SY	\$0.04		\$ -		\$ -
110	9040-108-T-1	INLET PROTECTION DEVICE, SURFACE APPLIED, INSTALLATION AND MAINTENANCE	18	EA	\$78.25		\$ -	18	\$ 1,408.50
111	9040-108-T-2	INLET PROTECTION DEVICE, REMOVAL	18	EA	\$28.00		\$ -		\$ -
112	9060-108-H-0	FENCING CAP, OUTFIELD FENCE	1,226	LF	\$3.15		\$ -		\$ -
113	9080-108-A-0	CONCRETE STEPS	40	SF	\$53.00		\$ -		\$ -
114	9080-108-B-0	HANDRAIL, ALUMINUM	10	LF	\$150.00		\$ -		\$ -
115	9090-108-A-0	SPORTSFIELD EQUIPMENT - SOFTBALL FIELD	1	LS	\$1,950.00		\$ -	1	\$ 1,950.00
116	9090-108-A-0	SPORTSFIELD EQUIPMENT - LITTLE LEAGUE FIELD 1	1	LS	\$1,950.00		\$ -	1	\$ 1,950.00
117	9090-108-A-0	SPORTSFIELD EQUIPMENT - LITTLE LEAGUE FIELD 2	1	LS	\$1,950.00		\$ -	1	\$ 1,950.00
118	9090-108-B-0	ELECTRONIC SCOREBOARDS	3	EA	\$ 10,135.00		\$ -	3	\$ 30,405.00
119	9090-108-C-0	BATTING CAGE EQUIPMENT	1	LS	\$11,190.00		\$ -	1	\$ 11,190.00
120	9090-108-D-0	BLEACHERS, ALUMINUM, 15' LONG, 4 ROWS	9	EA	\$2,135.00		\$ -	9	\$ 19,215.00
121	9090-108-E-0	PICKLEBALL COURT EQUIPMENT	1	LS	\$11,350.00		\$ -	1	\$ 11,350.00
122	9090-108-F-0	PICKLE BALL COURT SURFACING	1	LS	\$4,280.00	1	\$ 4,280.00	1	\$ 4,280.00
123	9090-108-G-0	PLAYGROUND EQUIPMENT	1	LS	\$ 98,235.00		\$ -	1	\$ 98,235.00
124	9090-108-H-0	SAFETY SURFACING - 12" DEPTH	157	CY	\$47.00		\$ -		\$ -
125	9090-108-I-0	BIKE RACKS	1	LS	\$2,740.00		\$ -	1	\$ 2,740.00
126	9090-108-J-0	PARK BENCHES	6	EA	\$1,277.50		\$ -		\$ -
127	9090-108-K-0	TRASH RECEPTACLES	9	EA	\$1,400.00		\$ -		\$ -
128	9090-108-L-0	FLAG POLE - 30' HT. WITH INTEGRAL LIGHT	1	EA	\$5,900.00		\$ -	1	\$ 5,900.00
129	9090-108-L-0	FLAG POLE - 25' HT.	2	EA	\$5,895.00		\$ -	2	\$ 11,790.00

Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
130	9090-108-M-0	LANDSCAPE BOULDERS - STONE STEPS AND OUTCROPPING	24	TON	\$689.30	35	\$ 24,125.50	35	\$ 24,125.50
131	9090-108-M-0	LANDSCAPE BOULDERS - SEAT STONES	18	TON	\$470.35	8	\$ 3,762.80	8	\$ 3,762.80
132	9090-108-M-0	LANDSCAPE BOULDERS - PLAYGROUND STEPPER BOULDERS	22	TON	\$336.20	20	\$ 6,724.00	20	\$ 6,724.00
133	9100-108-A-0	ELECTRICAL SYSTEM	1	LS	\$149,942.65		\$ -	0.995	\$ 149,192.94
134	9110-108-A-0	PAVILION BUILDING AND APPERTENANCES	1	LS	\$312,500.00		\$ -	0.89	\$ 278,125.00
135	11,010-108-A	CONSTRUCTION SURVEY	1	LS	\$ 20,600.00	0.25	\$ 5,150.00	1	\$ 20,600.00
136	11,020-108-A	MOBILIZATION	1	LS	\$ 118,685.00		\$ -	1	\$ 118,685.00
137	11,050-108-A-0	CONCRETE WASHOUT	1	LS	\$ 5,765.00	0.5	\$ 2,882.50	1	\$ 5,765.00
		FENCING A BID ITEMS							
FA1	9060-108-A-0	CHAIN LINK FENCE, ALUMINIZED, 6' TALL (06A)	984	LF	\$ 15.35		\$ -	984	\$ 15,104.40
FA2	9060-108-A-0	CHAIN LINK FENCE, ALUMINIZED, 6' TALL (06B)	1126	LF	\$ 17.90		\$ -	1127	\$ 20,173.30
FA3	9060-108-A-0	CHAIN LINK FENCE, ALUMINIZED, 10' TALL (10A)	402	LF	\$ 29.20		\$ -	402	\$ 11,738.40
FA4	9060-108-A-0	CHAIN LINK FENCE, ALUMINIZED, 20' TALL (20A)	180	LF	\$ 107.40		\$ -	180	\$ 19,332.00
FA5	9060-108-B-0	GATES, CHAIN LINK, ALUMINIZED, 4' WIDE	7	EA	\$ 447.50		\$ -	7	\$ 3,132.50
FA6	9060-108-B-0	GATES, CHAIN LINK, ALUMINIZED, 6' TALL, DOUBLE 6" (12' WIDE)	3	EA	\$ 750.00		\$ -	3	\$ 2,250.00
		FIELD LIGHTING A BID ITEMS							
LA1	9100-108-B-0	FIELD LIGHTING, HID CONTROL SYSTEM AND DISTRIBUTION FOR 3	1	LS	\$50,355.00		\$ -	1	\$ 50,355.00
LA2	9100-108-C-0	FIELD LIGHTING POLES & LUMINAIRES, HID, SOFTBALL FIELD	1	LS	\$134,277.00		\$ -	1	\$ 134,277.00
LA3	9100-108-C-0	FIELD LIGHTING, HID - LITTLE LEAGUE FIELD 1	1	LS	\$95,113.00		\$ -	1	\$ 95,113.00
LA4	9100-108-C-0	FIELD LIGHTING, HID - LITTLE LEAGUE FIELD 2	1	LS	\$89,518.00		\$ -	1	\$ 89,518.00
		DUGOUT A BID ITEMS							
DA1	9090-108-N-0	DUGOUT, LUMBER FRAMED, 10' DEEP x 32' WIDE	6	EA	\$7,193.50		\$ -	6	\$ 43,161.00
DA2	9090-108-O-0	TWO TIER DUGOUT BENCH, LUMBER, 24' LONG	6	EA	\$560.00		\$ -	6	\$ 3,360.00
A01		4" HDPE PERFORATED DRAIN TILE	1340	LF	\$15.00		\$ -	1500	\$ 22,500.00
A02		IRRIGATION SYSTEM BOOSTER PUMP	1	LS	\$3,512.30		\$ -	1	\$ 3,512.30
A03	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 12"	88	LF	\$70.00		\$ -	88	\$ 6,160.00
A04		CREEK RESTORATION	40,000	LS	\$1.00		\$ -	26921.81	\$ 26,921.81
		TOTAL BASE BID					\$ 187,811.77		\$ 2,716,049.36

PARTIAL PAY ESTIMATE NUMBER TEN
 CUBBY PARK IMPROVEMENTS, WEST BRANCH, IOWA
 PROJECT NUMBER 16-072

This Period	Retainer 5.00%	Total to Date	
\$ 187,811.77	Amount Earned	\$ 2,716,049.36	
\$ 9,390.61	Amount Retained	\$ 135,802.47	
XXXXXXXXXXXXXXXXXXXX	Previous Payments	\$ 2,401,825.73	
\$ 178,421.16	Amount Due	\$ 178,421.16	

Estimated Percent of Job Completed

93.38%

Is Contractor's Construction Progress on Schedule?

No - weather has hindered expected progress

Submitted By:

Approved By:

Needham Excavating, Inc.

City of West Branch, Iowa

By: _____ Date: _____

By: _____ Date: _____

Joseph D. Needham, President

Gordon R. Edgar, Finance Officer / Deputy City Clerk

Recommended By:

Fehr Graham

By: _____ Date: _____

Redmond Jones II, City Administrator

By: _____ Date: _____

Nathan P. Kass, PE, PLS

RESOLUTION 1820

A RESOLUTION APPROVING PARTIAL PAY ESTIMATE NUMBER 10 IN THE AMOUNT OF \$178,421.16 TO NEEDHAM EXCAVATING INC. FOR THE CUBBY PARK IMPROVEMENTS PROJECT.

WHEREAS, Needham Excavating Inc. of Walcott, Iowa was awarded the construction contract for Cubby Park Improvements for West Branch, Iowa (the “Project”) by the West Branch City Council through the passage of Resolution 1680 on January 16, 2018 in the amount of \$2,945,427.39; and

WHEREAS, Needham Excavating has declared that said project has started and work has been rendered in accordance with drawings and specifications on the Project, based on observations West Branch project managers and the project managers of Fehr Graham who are contracted with the City of West Branch to oversee the construction process.

WHEREAS, the City Council of West Branch, approved Partial Pay Estimate Number One (1) through Nine (9) in the amount of \$2,434,481.98 to Needham Excavating Inc. of Walcott, Iowa to date; and

WHEREAS, it is now necessary to for the City Council to accept and approve the Pay Estimate Number Ten (10) in the amount of \$178,421.16 and the project is now approximately 93.38% complete.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, that Partial Pay Estimate Number Nine in the amount of \$178,421.16 to Needham Excavating Inc. of Walcott, IA is approved.

* * * * *

Passed and approved this 24th day of June, 2019.

Colton Miller, Mayor Pro Tem

ATTEST:

Redmond Jones II, City Administrator / City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Resolution 1821 – Approving Change Order #9 in the Amount of \$2,356.59 for Roll-up Insect Screening Required for the Cubby Park Concession Stand at the Pavilion.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Nate Kass, Fehr Graham
DATE:	June 19, 2019

BACKGROUND:

Screens are required by state health code for outside food service. This item was never in the project specifications and was over looked.

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

"Turning Vision into Reality is our Business"

Genius Sierra 800

Pull Down Retractable Screen

geniusscreens.com

Porch



Lanai



Gazebo

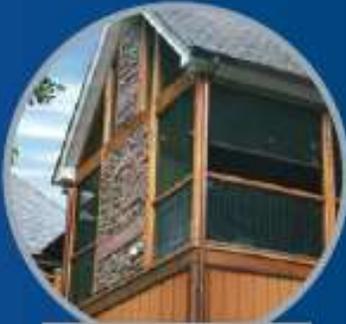


Retractable screens are the ideal solution for enclosing a **Porch, Lanai, Gazebo, Garage** or any opening up to 192" wide x 96" tall. Genius screens stay out of sight in their form-fitting cassette until needed. No spring cleaning! Simply pull down your new Genius retractable screen and enjoy the outdoors!

Genius
Retractable Screen Systems

Genius

Retractable Screen Systems



Many Applications
Ideal for larger openings
on decks, dens & patios.



Perfect for Summer
Lets the air in, keeps
summer pests out!



Use Multiple Screens
to enclose existing
porches and lanais.

SERIES: **SIERRA 800**
with 18x16 CHARCOAL COLOR INSECT SCREEN FABRIC

STANDARD RESIZABLE SCREEN KITS:
Knock-down (KD) resizable screens

MODEL	WIDTH	HEIGHT	LIST PRICE
SIE800	48"	96"	
	60"	96"	
	72"	96"	
	84"	96"	
	96"	96"	
	108"	96"	
	144"	96"	
	192"	96"	

CUSTOM MADE SCREENS:

MODEL	WIDTH RANGE	HEIGHT RANGE	LIST PRICE
SIE800	26" – 48"	12" – 96"	
	48 1/8"–60"	12" – 96"	
	60 1/8"–72"	12" – 96"	
	72 1/8"–84"	12" – 96"	
	84 1/8"–96"	12" – 96"	
	96 1/8"–108"	12" – 96"	
	108 1/8"–144"	12" – 96"	
	144 1/8"–192"	12" – 96"	

FRAME COLORS



ORDERING INSTRUCTIONS: Please Specify:

- Quantity
- Product Model (SIE800)
- Frame Color
- Standard Resizable Kit or Custom Made Screen
- Size (Width x Height)
->If Custom Made Screen please reference the net opening dimension; indicate if Recess or Surface Mount installation
- Add Any Other Desired Options

SERIES: **SIERRA 800**

with 18x16 CHARCOAL COLOR INSECT SCREEN FABRIC

OPTIONS FOR CUSTOM MADE SCREENS

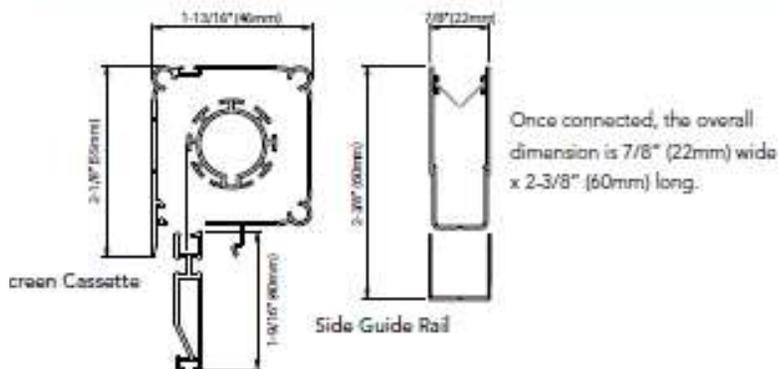
2030 Solar Insect Screen [Color: Charcoal]	List per Sq. ft. (W x H) / 144 = Sq. Ft.
SheerWeave 1000 Fabric: [Colors: White, Antique White]	List per Sq. ft. (W x H) / 144 = Sq. Ft.
SheerWeave 2360 Fabric: [Colors: Oyster, Oyster Beige]	List per Sq. ft. (W x H) / 144 = Sq. Ft.
Bulb Seal for Pull-Bar	List per lineal in of width measurement

Optional 30mm Side Guide Rails with Wind Pile (for openings us to 72" wide) | No Additional Charge

BUILT TO ORDER MINIMUMS & MAXIMUMS BY TYPE OF SCREEN FABRIC:

FABRIC	MIN. WIDTH	MAX. WIDTH	MIN. HEIGHT	MAX. HEIGHT
Standard 18x16 Insect Screen	26"	192"	24"	96"
2030 Solar Insect Screen	26"	108"	24"	80"
SheerWeave 1000 (Colors: White, Antique White)	26"	108"	24"	56"
SheerWeave 2360 (Colors: Oyster, Oyster Beige)	26"	108"	24"	59"

PART PROFILES



CHANGE ORDER 9

No.: 9

Date of Issuance: June 18, 2019 Effective Date: June 25, 2019
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:

Additional payment for supplying and installing insect screening for the roll-up windows for concessions sales on the Pavilion.

Reason for Change Order:

Screens are required by state health code for outside food service. See attached for additional explanation.

Attachments: (List documents supporting change):

See attached Change Order Request provided by Needham Excavating Inc.

CHANGE IN CONTRACT PRICE:

Original Contract Price

\$ 2,945,427.39

Previous Change Orders No.

1 To No. 7

\$ 36,785.55 Decrease

Contract Price prior to this Change Order

\$ 2,908,641.84

Net Increase (Decrease) of this Change Order

\$ 2,356.59 Increase

Contract Price with all approved Change Orders

\$ 2,910,998.43

CHANGE IN CONTRACT TIMES:

Original Contract Times

By November 2, 2018 days or dates

Net change from previous Change Orders

Convert to working days

Contract Time prior to this Change Order

34 working days

Net Increase (Decrease) of this Change Order

Install screens within two weeks from approval days or date

Contract Time with all approved Change Orders

Approx. 7/8/19 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.

POINT BUILDERS, LLC
4900 BOWLING ST SW, STE 100
CEDAR RAPIDS, IA 52404
Ph : 319-364-5053

Change Request

To: NEEDHAM EXCAVATING INC
137 NORTH MAIN STREET
WALCOTT, IA 52773
Ph: 563-529-5840 Fax: (563)284-6178

Number: 1
Date: 7/18/18
Job: 735 CUBBY PARK PAVILION
Phone:

Description: Insect Screen

We are pleased to offer the following specifications and pricing to make the following changes:
Additional cost to for the bug screens that were not specified. John Jensen looked in on the CRL screen products but they do not make the screen roll up that big to fit the openings. The company he did find was called Metro Screen Works.

The total amount to provide this work is \$2,356.59

If you have any questions, please contact me at (319)365-7894.

Submitted by: John Jensen
RAYNOR DOOR/CEDAR RAPIDS

Approved by: _____
Date: _____

POINT BUILDERS, LLC

4900 BOWLING ST SW, STE 100
CEDAR RAPIDS, IA 52404
Ph : 319-364-5053

Change Request

To: NEEDHAM EXCAVATING INC
137 NORTH MAIN STREET
WALCOTT, IA 52773
Ph: 563-529-5840 Fax: (563)284-6178

Number: 1
Date: 7/18/18
Job: 735 CUBBY PARK PAVILION
Phone:

Description: Insect Screen

We are pleased to offer the following specifications and pricing to make the following changes:

Additional cost to for the bug screens that were not specified, John Jensen looked in on the CRL screen products but they do not make the screen roll up that big to fit the openings. The company he did find was called Metro Screen Works.

Description	Labor	Material	Equipment	Subcontract	Other	Price
SUPERINTENDENT				\$75.00		\$75.00
PROJECT MANAGER				\$85.00		\$85.00
OVERHEAD DOORS				\$1,960.00		\$1,960.00
					Subtotal:	\$2,120.00
			Percent	\$2,120.00	10.00%	\$212.00
			Insurance	\$2,120.00	1.16%	\$24.59
					Total:	\$2,356.59

If you have any questions, please contact me at (319)365-7894.

Submitted by: John Jensen
RAYNOR DOOR/CEDAR RAPIDS

Approved by: _____
Date: _____

RESOLUTION 1821

**A RESOLUTION APPROVING CHANGE ORDER #9 IN THE AMOUNT OF \$2,356.59
FOR ROLL-UP INSECT SCREENING REQUIRED FOR THE CUBBY PARK
CONCESSION STAND AT THE PAVILION**

WHEREAS, Needham Excavating, Inc. of Walcott, Iowa was awarded the construction contract for Cubby Park Improvements for West Branch, Iowa (the “Project”) by the West Branch City Council through the passage of Resolution 1680 on January 16, 2018 in the amount of \$2,945,427.39; and

WHEREAS, Change Order #9 is for insect screens, which are required by Iowa State Health Code for outside food service; and

WHEREAS, the additional payment for supplying and installing insect screening for the roll-up windows for concession sales at the Pavilion is for the amount of \$2,356.59; and

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the City Council approves a change order with Needham Excavating, Inc. for the Cubby Park Improvements project for West Branch, IA in an amount of \$2,356.59

Passed and approved this 24th day of June, 2019.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator / City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	June 24, 2019
AGENDA ITEM:	Resolution 1822 – Approving a Quote not to exceed \$4,395.00 from D&N Fence Company Inc. to Install 220 feet of 5 foot tall green vinyl chain link fencing along the Cubby Park and Crestview property line.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Redmond Jones II, City Administrator
DATE:	June 19, 2019

BACKGROUND:

Some time ago, the City reached an agreement with Care Initiatives (Crestview Specialty Care) to install a five foot green vinyl fence along the property boarder with Cubby Park and Crestview. The fence will extend from east side of Scott drive side walk (approximately 3 feet from sidewalk edge) to the hill located to the northeast of the existing building (approximately 3 feet east of the storage facility located in that area). The cost was agreed to borne by the city in exchange for an easement to locate certain electrical facilities for the Cubby Park project. It was also agreed upon that this fence would completed before the City Council accepts completion of the Cubby Park project.

The agreement calls for a green vinyl, but it doesn't specify residential grade or commercial grade, the difference between these specifications amount to \$645 (shown Bid 1 or Bid 3 of the quote).

STAFF RECOMMENDATION:	Approve Resolution 1822 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

AGREEMENT

THIS AGREEMENT entered into by and between the City of West Branch, Iowa, an Iowa municipal corporation, 110 N. Poplar Street, West Branch, Iowa 52358 (hereafter the "City"); and Care Initiatives., 1611 West Lakes Parkway, West Des Moines, Iowa 50266 (hereafter the "Owner").

WHEREAS, the Owner is the Owner of the property generally referred to as 451 W. Orange Street, West Branch, Iowa, where the Owner operates Crestview Specialty Care (the "Property"); and

WHEREAS, the City is in the process of constructing "Cubby Park", which is located adjacent to the Property (the "Project"); and

WHEREAS, as part of the Project, the City desires to obtain an easement from the Owner so locate certain electrical facilities for the Project; and

WHEREAS, the Owner has agreed to provide the easement to City under the following terms and conditions:

1. That as a part of the Project, the City or the City's agent, at its sole cost and expense, will construct a five-foot green vinyl fence (the "Fence") along the Property's border with the proposed "Cubby Park," which extends from Scott Drive to the hill located to the northeast of the existing building; and the City or the City's agent, at its sole cost and expense will return the property to the same condition after the construction as it was before the construction.
2. That Owner grants the City or its agent access to enter onto the Property in order to construct said Fence and the City hereby indemnifies the Owner from any and all claims for said installation.
3. That said Fence shall be constructed prior to the acceptance of the Project by the West Branch City Council.
4. In exchange for constructing the Fence on the Owner's Property, the Owner will execute, contemporaneously with the execution of this Agreement, the Utility Easement attached hereto as Exhibit "A."

Dated this 4TH day of SEPTEMBER, 2018.

CARE INITIATIVES:

CITY:

By: Jim [Signature]
DAVE DIXON VP/CFO
Print name and title

[Signature]
Roger Laughlin, Mayor

ATTEST (if necessary):

ATTEST:

By: Leslie Brick

[Signature]
Redmond Jones II, City Administrator/Clerk

STATE OF IOWA, COUNTY OF CEDAR, ss:

This Agreement was acknowledged before me on this 10th day of September, 2018, by Roger Laughlin and Redmond Jones II, as Mayor and City Clerk respectively of the City of West Branch, Iowa.



Leslie Brick
Notary Public

STATE OF Iowa, COUNTY OF Cedar, ss:

This instrument was acknowledged on this 14th day of September, 2018, by Dave Dixon and _____ as _____ and _____ respectively of Care Initiatives,.

[Signature]
Notary Public





QUOTE

Wednesday, June 19, 2019

D & N Fence Co., Inc.

"Craftsmanship at its finest"

4000 Blairs Ferry Rd. NE
Cedar Rapids, IA 52411
Phone: (319)-393-0468
Fax: (319)-393-0667
Email: dnfenceco@qwestoffice.net

TO: City of West Branch
Attn: Redmond Jones
110 N Poplar St.
West Branch, IA 52358
PH: 319-643-5888
CELL: 319-530-1320
Email: rjones11@westbranchiowa.org

Job: North End of Scott Dr.

Bid 1: Install 220' of 5' (8ga residential grade) green vinyl chain link fence.
\$3,750.00

Bid 2: Same as bid 1 using black vinyl chain link fence.
\$2,530.00

Bid 3: 220' of 5' tall (8ga fuse bonded commercial grade) green vinyl chain link fence;
2½" terminal posts; 2' line posts.
\$4,395.00

Bid 4: Same as bid 3 using black vinyl chain link fence.
\$3,670.00

NOTE: All post driven in ground; top 18" set in concrete.

Customer gets own permit, stakes fence line and locates all private utilities.

NOTE: Due to the possible effects of Tariffs on Steel, our prices are guaranteed for 10 days.

Sign _____ Date _____

Quotation prepared by: Bruce Earhart

THANK YOU FOR YOUR BUSINESS!

RESOLUTION 1822

A RESOLUTION APPROVING A QUOTE NOT TO EXCEED \$4,395.00 FROM D&N FENCE COMPANY INC. TO INSTALL 220 FEET OF 5 FOOT TALL GREEN VINYL CHAIN LINK FENCING ALONG THE CUBBY PARK AND CRESTVIEW PROPERTY LINE

WHEREAS, the City is in the process of finishing the final stages of construction on “Cubby Park”; and

WHEREAS, the agreed upon installation of 220 feet of 5 foot tall green vinyl chain link fence is one of the remaining item to be complete before the City Council accepts the project as complete; and

WHEREAS, D&G Fence Company has previously conducted satisfactory work for the City of West Branch and on the Cubby Park project, and the cost for the aforementioned fencing and installation is consider to be of value at an amount not to exceed \$4,395.00; and

WHEREAS, it is now necessary for the City Council to approve accepting the quote and authorizing the City Administrator to engage D&G Fence Company for the serves set within.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the City Council approves accepting the quote and authorizing the City Administrator to engage D&G Fence Company for the Fencing and installation of 220 feet of 5 foot tall green vinyl chain link fencing at Cubby Park in West Branch, IA in an amount not to exceed \$4,395.00

Passed and approved this 24th day of June, 2019.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator / City Clerk