



PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING SCHEDULED TO CONVENE AT 7:00 P.M. MONDAY AUGUST 19, 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. Update on Closing Out Cubby Park Improvement Project – Nate Kass, Principal / Branch Manager with Fehr Graham Engineering & Environmental.

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 City Council Meeting August 5, 2019.
2. **Motion to Approve** Meeting Minutes for City Council Closed Meeting August 6, 2019.

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3. **Motion to Approve** a Block Party Permit to the West Branch United Methodist Church for their annual tailgate celebration.
4. **Motion to Approve** the Claims Report.

G. Public Hearing / Non-Consent Agenda

1. **Resolution 1836** – Approving Change Order #8 for \$3,000.00 amended from the Original Change Order of \$7,586.67 Associated with the Lift Rental Expense, Work Stoppage, Additional Installation Labor, and Material Transportation related to the Pavilion Panels.
2. **Resolution 1832** – Approving Partial Pay Estimate Number 12 In the Amount of \$17,973.33 to Needham Excavating Inc. for the Cubby Park Improvements Project.
3. **Resolution 1833** – A Resolution Approving a 28e Agreement between the City of West Branch and the West Branch Public School District regarding use of ROW for the construction of a Press Box at the Rose Bowl.
4. **Resolution 1834** – A Resolution Authorizing additional budget funding not to exceed \$5,000 for the in-house install of 250ft of sidewalk connecting the Northside development to existing public sidewalk.
5. **Discussion Item:** Location of a Replacement Light Post Downtown.
6. **Discussion Item:** Strategy for Incremental Sewer Rate Increases over the next 3 years in preparation for the new wastewater treatment process.
7. **Resolution 1835** – A Resolution Authorizing the Transfer of Funds to the West Branch Public Library Parking Lot Improvement Project.
8. **Discussion Item:** Regarding Gateway Park Signage at Cubby Park.

H. Reports

1. City Administrator's Report
2. City Attorney Report
3. City Staff Hearsays

I. Comments from Mayor and Council Members

J. Adjournment

"Turning Vision into Reality is our Business"

(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

**August 5, 2019
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:03 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, Brian Pierce and Jordan Ellyson were present. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Leslie Brick, Police Chief Mike Horihan, Sargent John Hanna, Public Works Director Matt Goodale, Library Director Nick Shimmin and Finance Officer Gordon Edgar.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

No comments.

PUBLIC COMMENT

No comments.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve minutes for City Council Meeting July 22, 2019.

Motion to approve a Class C Liquor License (5 day license) for Apres Wine Bar & Bistro, located a 2 Ember Lane, from August 15, 2019 to August 20, 2019 (Pending Fire Inspection).

Motion to approve Pay Estimate #3 for the College Street Bridge Project.

Motion to approve Pay Estimate #4 for the College Street Bridge Project.

Motion to approve the Claims Report.

Motion to approve the Claims Report.

August Claims and June Revenues

EXPENDITURES	8/5/2019	
ACTION SEWER & SEPTIC SERVICES	SEWER CLEANING	943.25
BALDRIDGE ENVIRONMENTAL SERVICE	SEWAGE LAGOON ENZYMES	5,000.00
BEAVER HEATING AND AIR CONDITIONING	SERVICE CALL	562.50
BRET F STOUT	REPLACE STORM SEWER INTAKE	3,790.00
CEDAR COUNTY FIRE ASSOCIATION	DUES - 2018 & 2019	30.00
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	23.20
ECONO SIGNS LLC	SIGNS	3,471.96
FEHR GRAHAM	308 PV PARK CONST SERVICE & ADD'L SERVICE	1,477.50
IOWA DEPARTMENT OF NATURAL RESOURCES	NPDES FEE 7-1-19 TO 6-30-20	210.00
IOWA ONE CALL	LOCATION SERVICE	80.10
JOHN DEERE FINANCIAL	SUPPLIES	1,019.50
JOURNEYED COM INC	3 ADOBE LICENSES-LIB, P & R, CABLE	1,220.04
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,282.59
LYNCH'S PLUMBING INC	REPAIR PARTS	29.30
MATT PARROTT/STOREY KENWORTHY	LASER CHECKS	346.08
MENARDS	MENARDS	347.86
MISCELLANEOUS VENDOR	CAMIE KELLEY - REFUND	100.00
MOORE'S WELDING INC	EQUIPMENT REPAIR	140.00
OLSON, KEVIN D	LEGAL SERVICES - AUG, 2019	1,500.00
PLUNKETT'S PEST CONTROL INC	PEST CONTROL - CITY OFFICE	95.18
PORT 'O' JONNY INC.	SERVICE-LITTLE LEAGUE	267.00
QC ANALYTICAL SERVICES LLC	TRAINING	150.00
ROBERT'S TOWING & RECOVERY	TOWING SERVICE	105.00
SCHIMBERG CO	SUPPLIES	822.53
SCOTT M THOMA	BUILDING INCENTIVE PAYMENT	2,214.58
SHRED-IT USA	DOCUMENT DESTRUCTION	54.17
STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00
TAYLOR CONSTRUCTION INC	COLL ST BRIDGE & RELATED WORK	369,711.52
UNIFORM DEN INC.	UNIFORMS	78.28
VEENSTRA & KIMM INC.	ZONING MAP UPDATES	333.00
VEENSTRA & KIMM INC.	I-80 WIDENING COORDINATION	528.00

VEENSTRA & KIMM INC.	318 COLLEGE ST & 2ND ST IMPROVEMENTS	7,279.94
VEENSTRA & KIMM INC.	BRIDGE INSPECTION	1,020.00
VEENSTRA & KIMM INC.	WW TREATMENT PLANT FACILITY STUDY	180.90
VEENSTRA & KIMM INC.	ENGINEERING SERVICE-MEADOWS 3,4	1,491.58
VEENSTRA & KIMM INC.	COLLEGE ST BRIDGE BID & CONSTRUCTION	16,255.07
WEST BRANCH COMMUNITY SCHOOL	LIGHTS & ATHLETIC FIELD USAGE	1,000.00
WEST BRANCH COMMUNITY SCHOOL	LIBRARY PARKING LOT IMPROVEMENTS	54,202.05
WEST BRANCH FORD	REPAIR PARTS	23.13
WINDSTAR LINES INC	CHARTER LOST ISLAND WATERPARK	1,025.00
TOTAL		478,654.81

PAYROLL 7/26/2019 59,530.90

PAID BETWEEN MEETINGS

EASTERN IOWA BRASS BAND	ENTERTAINMENT - HHTD	2,000.00
JULIA HIME	VIDEOGRAPHY SERVICES	50.00
REDMOND JONES	TRAVEL EXPENSE	528.43
REBECCA KNOCE	VIDEOGRAPHY SERVICES	150.00
MEDIACOM	CABLE SERVICE	41.90
JEREMY BOEKELMAN	ENTERTAINMENT - INFLATABLES - HHTD	11,250.00
NEEDHAM EXCAVATING	308 PV PARK CONSTRUCTION	94,919.11
US BANK CREDIT CARD	OFFICE SUPPLIES, CAMP PROGRAMS	2,405.03
VERIZON WIRELESS	TELEPHONE SERVICE	802.73
BODY SOUND LLC	SOUND & LIGHTS - HHTD	1,050.00
F & B COMMUNICATIONS	WEB HOSTING SERVICE	359.40
ROSTER'S ULTIMATE RACING	ENTERTAINMENT - HHTD	400.00
UPS	SHIPPING	73.05
TOTAL		114,029.65

GRAND TOTAL EXPENDITURES 652,215.36

FUND TOTALS

001 GENERAL FUND	52,488.59
022 CIVIC CENTER	654.07
031 LIBRARY	6,609.61
110 ROAD USE TAX	9,337.50
112 TRUST AND AGENCY	13,159.15
308 PARK IMP - PEDERSEN VALLEY	96,396.61
310 COLLEGE STREET BRIDGE	247,674.74
318 COLLEGE ST & 2ND ST IMPROVEMENTS	145,571.79
320 LIBRARY PARKING LOT IMPROVEMENTS	54,202.05
600 WATER FUND	7,704.44
610 SEWER FUND	14,626.81
740 STORM WATER UTILITY	3,790.00
GRAND TOTAL	652,215.36

REVENUE-FISCAL YEAR 2019

FUND	JUNE	
001 GENERAL FUND		33,990.37
022 CIVIC CENTER		112.97
031 LIBRARY		476.78
036 TORT LIABILITY		81.95
110 ROAD USE TAX		24,216.35
112 TRUST & AGENCY	513.60	
119 EMERGENCY TAX FUND		64.68
121 LOCAL OPTION SALES TAX		17,114.51
125 TIF		480.81
226 DEBT SERVICE		491.78
310 COLLEGE ST BRIDGE REPLACEMENT		175473.76
500 CEMETERY PERPETUAL FUND		576.71
501 KROUTH PRINCIPAL FUND		376.27
502 KROUTH INTEREST FUND		87.18
600 WATER FUND		44,462.38
610 SEWER FUND		35,281.77
740 STORM WATER UTILITY		4,950.94
TOTAL		338,752.81

Jones provided a revised Pay Estimate number four for council consideration. It was determined that in error was made on the version submitted in the council packet. The correct pay estimate amount is \$ 214,637.12 and includes participating, non-participating and alternate amounts for completed work on the College Street Bridge project.

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

PUBLIC HEARING / NON-CONSENT AGENDA

Discussion - Latest developments regarding the downtown mural project.

Jones informed the Council that the mural location previously selected has fallen through and a new location was being considered. Jones said that he had a meeting with Cedar County Economic Development Director, Rod Ness and artist Ali Hval to discuss other options. Jones said it was determined that the mural could be painted on panels and installed as a billboard. The new location being considered is at the former Casey's site once the building has been removed. The Council expressed their desire to find a permanent location for the mural and preferably located on City property so that they wouldn't have to worry if a property owner would change their mind and want the mural removed at a later date. Jones said if that were the case, a contract would be drawn up to obligate each party for the installation/de-installation of the mural. Jones further stated that funds for the project would come from hotel/motel tax dollars and that the U of Iowa was paying for half of the project.

Discussion - Accepting the Wastewater Treatment Facility Plan and receiving the Wastewater Task Group's top 3 recommendations.

Jones said the waste water task force had completed their review of various waste water treatment solutions and provided the groups top three recommendations for consideration. The first, Submerged Attached Growth Reactor (SAGR), which is a lagoon enhancement system that forces waste water into aerated coarse gravel beds to achieve ammonia limits required by the Iowa Department of Natural Resources. Cost of project \$6,312,000. Second, Lemna Technologies, a company which has introduced a floating modular cover system. This solution consists of individual casing that fasten together to form a complete cover over the water surface. Cost of project \$7,294,000. Third, Sequencing Batch Reactor (SBR), the only mechanical plant solution. This would require an upgrade in operator certifications which come at a higher operating expense but is able to accommodate unforeseen / over performing population growth. Cost of project \$6,617,000.

The Council felt that the SAGR system, with approval from the City Engineer was the best option for West Branch and directed Jones to proceed with the planning of that system. Jones said he would begin exploring financing options and a future sewer rate structure that will help with funding the project.

Resolution 1831 – Approving a purchase agreement between Casey's Marketing Company and the City of West Branch. /Move to action.

Jones said City Attorney Olson had finally been able to negotiate an agreement with Casey's Marketing Company. The agreement includes Casey's removing the building and providing a chip & seal parking lot for city use.

Motion by Goodweiler, second by Pierce to approve the Resolution 1831. AYES: Goodweiler, Pierce, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

Resolution 1830 – Approve a Fund Transfer to the West Branch Public Library. /Move to action.

Motion by Ellyson, second by Goodweiler to approve the Resolution 1830. AYES: Ellyson, Goodweiler, Miller, Stoolman, Pierce. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Jones reported to that he has a meeting with the owner of Point Builders on Tuesday to discuss Change Order #8 (Resolution 1799) that the Council previously failed. Jones asked what the Council was comfortable with paying. The Council said \$3,000 was all they were willing to offer. Jones also said that discussions were still taking place on a county wide project for the Iowa / Cedar County Great Places and asked if any council member was interested in participating in the committee.

CITY ATTORNEY REPORT

Kevin Olson was absent.

STAFF REPORTS

Library Director Nick Shimmin announced the re-hiring of Becky Knoche as the Youth Librarian. Becky is replacing Soli Page who recently vacated the position to take a job in Illinois. Shimmin also stated that he now a member of the Community Development Group (CDG) board. Shimmin listed a few projects the group is working on which include new, matching benches for the downtown, recent re-location of the CDG office to the Heritage Museum building, and planning of Christmas Past.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Pierce thanked the staff for their work on putting on another successful Hoover’s Hometown Days. He said the event and quick clean-up efforts did not go unnoticed. Pierce said on a positive note, he noticed that people are starting to use Cubby Park’s playground, ball fields and pickle ball courts. But on a negative note, their weeds everywhere, sink holes in the out fields, dormant grass and trees and said “it looks like an abandoned park”. The council discussed the many items still remaining and wants some answers from Fehr Graham. The council agreed that it is time to hire someone else to finish the park and file for damages against the project.

Miller asked for a timeline for the sidewalk on North Downey Street (to connect with Brian Shay’s project) to Northside Drive. Goodale reminded the Council that there is a twelve water main dead-ended near Northside Drive that needs to be addressed before moving forward. Goodale said he will discuss options with the City Engineer for installing the sidewalk separately from addressing the water main issue. Miller also said the new owners of the West Branch Village (Haven Park) is interested in meeting with City officials on a possible trail project.

ADJOURNMENT

Motion to adjourn by Ellyson, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 8:27 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk

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West Branch, Iowa

Special City Council Meeting

August 6, 2019

Council Chambers

6:30 p.m.

Mayor Roger Laughlin called the Special West Branch City Council meeting to order at 6:35 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. City Staff: Redmond Jones II was present.

Motion to adjourn to closed session to discuss City Administrator annual review per Section 21.5(i) of the Code of Iowa. / Move to action.

Motion by Miller, second by Ellyson to adjourn to closed session. Motion carried on a voice vote.

ADJOURNMENT

The Special City Council meeting adjourned at 8:35 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: August 19, 2019

AGENDA ITEM: Motion to Approve a Block Party Permit to the West Branch United Methodist Church for their annual tailgate celebration.

CITY GOAL: Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.

PREPARED BY: Gordon Edgar, Finance Director
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DATE: August 14, 2019

BACKGROUND:

This is an annual event. Previous years have concluded without incident.

STAFF RECOMMENDATION: Approve Motion – Move to Action
--

REVIEWED BY CITY ADMINISTRATOR:
--

COUNCIL ACTION:

MOTION BY:

SECOND BY:

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BLOCK PARTY PERMIT APPLICATION

A block party is defined as an event open to a specific/defined neighborhood or area; where no admission fee is charged for attendance; where alcoholic beverages are not sold or where no entrance fee or admission is charged for service of alcoholic beverages; where a street closure, if necessary, shall not exceed six (6) hours; where the use of portable restroom facilities is not necessary.

Any and all requests for temporary street closings require approval by the West Branch City Council.

Name: Jennifer Herring / West Branch UMC - church
Address: 912 Echo Ave. *Tailgates*
City: Mechanicsville State: IA Zip: 52306 *NO charge.*
Email: jennifer.herring@fbfs.com Home Phone: 563-432-7168
Business Phone: 319-643-4128 Cell Phone: 319-331-1314

Street(s) requested to be temporarily closed for block party, including termination points: Green Street, between N. Downey & N. 1st St.

(example: Main Street between N. 1st St. and N. 2nd St.)

Date(s) Requested for Block Party September 4, 2019 Alternate Date(s) Requested _____

Start Time of Block Party 5:00pm End Time of Block Party 8:30pm

Will there be outdoor, live or amplified music? Y N

If "yes", please be aware of noise provisions in West Branch Code of Ordinances, Chapter 40.03(2).

Have all neighbors within the enclosed area and/or impacted area been notified of the temporary street closure for the event? Y N *Not been a problem in the past.*

City Barricade Requirements

A \$50 refundable deposit is required for the use of barricades. All block parties within the City of West Branch are required to use barricades provided by the City of West Branch. The West Branch Public Works Department will deliver barricades on the weekday prior to the block party at the address provided. Please return the barricades to the same address to be picked up the first work day following the block party. The barricade deposit shall be refunded at the sole discretion of the City of West Branch. Submit a check for \$50, made payable to the City of West Branch and mail it to: City of West Branch, PO Box 218, West Branch, IA 52358 or drop it off at the City Office at 110 N. Poplar Street, West Branch, IA.

I Agree:

I have been advised of the requirements for a Block Party Permit and agree to meet all requirements established by the City of West Branch. Furthermore, I understand that if all requirements are not met, the Block Party Permit can be cancelled by the City of West Branch at any time, including at the start of or during the event. In the event that an organization is the applicant, I hereby certify, that I have the legal authority to represent the applicant and/or the participants, and that I have read the above requirements, understand the provisions, and freely and voluntarily sign it. I further understand that the City Council of the City of West Branch had the authority to grant or deny for this event.

I further voluntarily assume all risk of loss, damage, or injury that may be sustained by me or my guests while participating in, traveling from, or observing any of the events that are part of the block party, and I hereby release the City of West Branch and all its offices, elected officials, employees, and other agents from any and all liability associated with the block party.

All picnic tables, inflatables, etc. must be placed on ONE side of the street within the approved temporary street closing area in the event that emergency vehicle access is needed.

Signature: Jennifer N. Hearing
Date: 8/14/19

For Office Use Only:	
Date Application Received:	_____
City Council Meeting Date:	_____
City Council Action:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Date Applicant Notified:	_____
Barricade Fee \$50.00 (refundable) Paid:	_____
Date Refunded:	_____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: August 19, 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:	August 13, 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:

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EXPENDITURES

ALLIANT ENERGY
 ALPHA GRAPHICS
 AMAZON
 BAKER & TAYLOR INC.
 BARRON MOTOR SUPPLY
 BEAN & BEAN
 BIBLIONIX
 BIG TEN RENTALS
 BRET F STOUT
 BROWN'S WEST BRANCH
 BUSINESS RADIO SALES
 CEDAR COUNTY RECORDER
 CEDAR RAPIDS PHOTO COPY INC
 D&R PEST CONTROL
 DAN & DEBBIES CEAMERY
 DEMCO
 DEWEYS JACK & JILL
 FELD FIRE EQUIPMENT CO. INC.
 HAWKINS INC
 HD CLINE COMPANY
 IMWCA
 IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
 IOWA RURAL WATER ASSOCIATION
 JOHNSON CONTROLS
 JOHNSON COUNTY REFUSE INC
 L. L. PELLING CO. INC
 LENOCH & CILEK
 LINN COUNTY R.E.C.
 MENARDS
 AMANDA FRAUENHOLZ
 NORTHWAY WELL AND PUMP COMPANY
 OASIS ELECTRIC LLC
 OVERDRIVE INC
 PAUL O'NEIL
 PITNEY BOWES PURCHASE POWER
 PLUNKETT'S PEST CONTROL INC
 PORT 'O' JONNY INC.
 QC ANALYTICAL SERVICES LLC
 QUILL CORP
 RACOM CORPORATION
 SHIMMIN, NICK
 STATE HYGIENIC LAB
 STATE LIBRARY OF IOWA
 THE HOME DEPOT PRO
 THOMAS HEATING & AIR LLC
 UPS
 US BANK CORPORATE CARD
 WALMART COMMUNITY/RFCs LLC
 WEST BRANCH FORD
 WEST BRANCH REPAIRS
 WEST BRANCH TIMES
 WEX BANK

TOTAL**PAYROLL**

8/19/2019

UTILITIES 12,129.07
 BROCHURES 754.00
 BOOKS, PROGRAM SUPPLIES 577.40
 BOOKS 1,599.87
 MAINTENANCE SUPPLIES 225.55
 GRAVE OPENINGS 2,750.00
 AUTOMATION SUBSCRIPTION 1,709.20
 CHAIR & TENT RENTAL HHTD 1,166.17
 STORM WATER REPAIR 1,190.00
 VEHICLE REPAIR-MAINTENANCE 213.06
 REPROGRAM RADIOS 65.00
 RECORDING FEES 41.00
 COPIER MAINTENANCE 368.99
 PEST CONTROL 70.00
 CAMP EVENT 249.84
 OFFICE SUPPLIES 294.36
 DAY CAMP & MAINTENANCE SUPPLIES 146.89
 EQUIPMENT REPAIR 600.00
 CHEMICALS 814.50
 EQUIPMENT REPAIR 81.48
 WORKERS COMPENSATION INSURANCE 2,097.00
 CERTIFICATION FEES 125.00
 IOWA RURAL WATER ASSOC. 300.00
 EQUIPMENT MAINTENANCE 3,278.79
 RECYCLING JULY 2019 3,961.50
 COLD PATCH 478.40
 EQUIPMENT 69.99
 STREET LIGHTS 151.10
 SUPPLIES 408.96
 TEACHING CLASSES 265.00
 EQUIPMENT REPAIR 14,297.08
 STREET LIGHT REPAIR 258.10
 BOOKS 275.99
 CLOTHING ALLOWANCE 194.99
 REPLENISH POSTAGE METERS 1,059.85
 PEST CONTROL 95.18
 PORTABLE RESTROOM SERVICE 784.00
 QC ANALYTICAL SERVICES LLC 913.00
 OFFICE SUPPLIES 124.62
 REPAIR LABOR 166.10
 SUPPLIES 29.60
 LAB ANALYSIS 81.00
 DATABASE SUBSCRIPTION 164.32
 MAINTENANCE SUPPLIES 87.32
 SERVICE CALL 118
 SHIPPING 24.35
 DAY CAMP ACTIVITIES, LIBRARY SUPPLIES 3,683.56
 DVDS & PROGRAM SUPPLIES 700.36
 VEHICLE REPAIR 363.1
 VEHICLE REPAIR 246.28
 ADVERTISING 2,215.58
 VEHICLE FUEL 2,517.71

64,582.21

8/9/2019 47,863.64

PAID BETWEEN MEETINGS

KELSEY HARRINGTON	UTILITY REFUND	100.00
DREW CHARLES	UTILITY REFUND	66.45
LARS LARSON	UTILITY REFUND	67.95
ALEC JACKSON	UTILITY REFUND	35.90
CROELL INC	STREET REPAIR	123.00
ZACK MURDOCK	MEALS & FOOD	296.57
TAYLOR CONSTRUCTION	COLLEGE ST BRIDGE & RELATED WORK	214,637.12
UPS	SHIPPING	22.82

TOTAL **215,349.81**

GRAND TOTAL EXPENDITURES **327,795.66**

FUND TOTALS

001 GENERAL FUND	49,304.86
022 CIVIC CENTER	475.59
031 LIBRARY	15,326.14
036 TORT LIABILITY	1,977.09
110 ROAD USE TAX	4,029.40
310 COLLEGE STREET BRIDGE	101,710.28
318 COLLEGE ST & 2ND ST IMPROVEMENTS	112,926.84
112 TRUST AND AGENCY	5,158.02
600 WATER FUND	24,549.90
610 SEWER FUND	11,147.54
740 STORM WATER UTILITY	1,190.00

GRAND TOTAL **327,795.66**

REVENUE-FISCAL YEAR 2020

FUND	JULY
001 GENERAL FUND	32,428.20
022 CIVIC CENTER	98.03
031 LIBRARY	336.92
036 TORT LIABILITY	169.93
110 ROAD USE TAX	23,969.40
112 TRUST & AGENCY	1,064.98
119 EMERGENCY TAX FUND	134.07
121 LOCAL OPTION SALES TAX	17,450.39
125 TIF	1,169.96
226 DEBT SERVICE	1,068.95
500 CEMETERY PERPETUAL FUND	0.51
502 KROUTH INTEREST FUND	0.18
600 WATER FUND	44,305.19
610 SEWER FUND	35,213.56
740 STORM WATER UTILITY	5,121.67
TOTAL	162,531.94

Late Claim
Additions

Reply Reply All Forward



Thu 8/15/2019 10:38 AM

Gordon Edgar <gordon@westbranchiowa.org>

Additional claims 8-19-19

To Redmond Jones

I placed the PDF of the additional claims in the holding folder for 8-19-19. There were four items.

Gordon

Gordon Edgar
Finance Officer
City of West Branch
PO Box 218 110 N. Poplar St.
West Branch, IA 52358

319-643-5888 ext12
319-643-2305 fax
www.westbranchiowa.org
gordon@westbranchiowa.org

ADDITIONAL EXPENDITURES		8/19/2019
JULIA HIME	VIDEOGRAPHY SERVICES	100.00
HOTSY CLEANING SYSTEMS	MAINTENANCE SUPPLIES	272.23
TIPTON ELECTRIC MOTORS	EQUIPMENT REPAIR	376.02
WEST BRANCH REPAIRS	VEHICLE REPAIR	191.60
TOTAL		939.85
FUND TOTALS		
001 GENERAL FUND		939.85
GRAND TOTAL		939.85

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
POLICE OPERATION	GENERAL FUND	RACOM CORPORATION	REPAIR LABOR	105.00		
			VEHICLE REPAIR	61.10		
		WEST BRANCH REPAIRS	VEHICLE REPAIR	20.53		
			VEHICLE FUEL	1,327.25		
		WEX BANK	VEHICLE REPAIR-MAINTENANCE	79.73		
			VEHICLE REPAIR/MAINTENANCE	128.33		
		BROWN'S WEST BRANCH	VEHICLE REPAIR	5.00		
			UTILITY SERVICE	41.83		
		ALLIANT ENERGY	SERVICES	204.06		
			MAINTENANCE SUPPLIES	161.40		
		BARRON MOTOR SUPPLY	VEHICLE REPAIRS	353.10		
			TOTAL:	2,497.33		
		FIRE OPERATION	GENERAL FUND	BUSINESS RADIO SALES	REPROGRAM RADIOS	65.00
					SERVICE CALL	118.00
THOMAS HEATING & AIR LLC	VEHICLE FUEL			140.53		
	EQUIPMENT REPAIR			600.00		
WEX BANK	SERVICES			612.17		
	TOTAL:			1,535.70		
STREET LIGHTING	GENERAL FUND	OASIS ELECTRIC LLC	STREET LIGHT REPAIR	44.97		
			SERVICES	2,333.40		
		ALLIANT ENERGY	SERVICES	168.04		
			TOTAL:	2,546.41		
PARK & RECREATION	GENERAL FUND	DEWEYS JACK & JILL	DAY CAMP & MAINTENANCE SUP	39.24		
			DAY CAMP & MAINTENANCE SUP	101.06		
		LENOCH & CILEK	EQUIPMENT	69.99		
			VEHICLE REPAIR	225.75		
		WEST BRANCH REPAIRS	DAY CAMP ACTIVITIES, LIBRA	1,169.09		
			LIGHTS-LIONS FIELD	26.90		
		US BANK CORPORATE CARD	LIGHTS 219 E GREEN	13.68		
			SERVICES	54.18		
		ALLIANT ENERGY	CAMP EVENT	249.84		
			MAINTENANCE SUPPLIES	43.66		
		DAN & DEBBIES CEAMERY	MAINTENANCE SUPPLIES	43.66		
			THE HOME DEPOT PRO	AMANDA FRAUENHOLZ:TEACHING	215.00	
		MISCELLANEOUS V AMANDA FRAUENHOLZ	TOTAL:	2,252.05		
			CEMETERY	GENERAL FUND	HD CLINE COMPANY	EQUIPMENT REPAIR
WEX BANK	VEHICLE FUEL	384.55				
BEAN & BEAN	GRAVE OPENINGS	2,750.00				
	TOTAL:	3,216.03				
COMM & CULTURAL DEVEL	GENERAL FUND	WEST BRANCH TIMES	LEGAL PUB & ADVERTISING	1,560.00		
			HHTD SUPPLIES	213.13		
		OASIS ELECTRIC LLC	PORTABLE RESTROOM SERVICE	784.00		
			SUPPLIES	208.97		
		PORT 'O' JONNY INC.	SUPPLIES	199.99		
			SUPPLIES	199.99		
		MENARDS	CHAIR & TENT RENTAL HHTD	1,166.17		
			DAY CAMP ACTIVITIES, LIBRA	428.76		
		BIG TEN RENTALS	UTILITY SERVICE	41.84		
			US BANK CORPORATE CARD	BROCHURES	438.78	
		ALLIANT ENERGY	SHCSDULES & POSTERS	315.22		
			ALPHA GRAPHICS	TOTAL:	5,356.86	

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
CLERK & TREASURER	GENERAL FUND	QUILL CORP	JANITORIAL SUPPLIES	49.91
		PLUNKETT'S PEST CONTROL INC	PEST CONTROL CITY OFFICE	47.59
			PEST CONTROL - TOWN HALL	47.59
		PITNEY BOWES PURCHASE POWER	REFLENISH POSTAGE	166.00
		ALLIANT ENERGY	SERVICES	203.63
		IOWA MUNICIPAL FINANCE OFFICERS ASSN.	CERTIFICATION FEES	125.00
		TOTAL:		639.72
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL PUB & ADVERTISING	543.58
		CKDAR COUNTY RECORDER	RECORDING FEES	41.00
TOTAL:			584.58	
SOLID WASTE	GENERAL FUND	JOHNSON COUNTY REFUSE INC.	RECYCLING JULY 2019	3,961.50
TOTAL:			3,961.50	
LOCAL CABLE ACCESS	GENERAL FUND	ALLIANT ENERGY	SERVICES	99.99
TOTAL:			99.99	
COMMISSION	GENERAL FUND	US BANK CORPORATE CARD	KNOX BOXES	1,667.00
TOTAL:			1,667.00	
NON-DEPARTMENTAL	GENERAL FUND	MISCELLANEOUS V THE BOX LUNCH	THE BOX LUNCH:REFUND-DOUBL	50.00
TOTAL:			50.00	
TOWN HALL	CIVIC CENTER	ALLIANT ENERGY	SERVICES	475.59
TOTAL:			475.59	
LIBRARY	LIBRARY	OVERDRIVE INC	BOOKS	275.99
		WEST BRANCH TIMES	ADVERTISING	112.00
		WALMART COMMUNITY/RFCSLLC	DVDS & PROGRAM SUPPLIES	12.94
			DVDS & PROGRAM SUPPLIES	4.47
			DVDS & PROGRAM SUPPLIES	184.48
			DVDS & PROGRAM SUPPLIES	180.60
			DVDS & PROGRAM SUPPLIES	243.44
			DVDS & PROGRAM SUPPLIES	74.43
		CEDAR RAPIDS PHOTO COPY INC	COPIER MAINTENANCE	368.99
		STATE LIBRARY OF IOWA	DATABASE SUBSCRIPTION	164.32
		DEMCO	OFFICE SUPPLIES	120.21
			SUPPLIES	174.15
		SHIMMIN, NICK	SUPPLIES	19.00
			SHIMMIN, NICK	10.60
		QUILL CORP	SUPPLIES	24.64
			SUPPLIES	8.58
			OFFICE SUPPLIES	41.49
		BAKER & TAYLOR INC.	BOOKS	323.09
			BOOKS	279.77
			SUPPLIES	15.78
			BOOKS	310.32
			BOOKS	148.50
			BOOKS	320.80
			BOOKS	201.61
		US BANK CORPORATE CARD	LIBRARY SUPPLIES	252.72
			LIBRARY SUPPLIES	87.72
			LIBRARY SUPPLIES	78.27
		PITNEY BOWES PURCHASE POWER	LIB-REFLENISH POSTAGE MEYE	559.85
		D&R PEST CONTROL	PEST CONTROL	70.00

DEPARTMENT	FUND	VENUE NAME	DESCRIPTION	AMOUNT
				710.50
			ICE	3,278.79
			SUPPLIES	49.17
			BOOKS, PROGRAM SUPPLIES	6.96
			BOOKS, PROGRAM SUPPLIES	318.35
			BOOKS, PROGRAM SUPPLIES	202.92
			AUTOMATION SUBSCRIPTION	1,709.20
			TOTAL:	10,944.65
POLICE OPERATIONS	TORT LIABILITY	IMWCA	WORK COMP - POLICE	556.24
			TOTAL:	556.24
FIRE OPERATION	TORT LIABILITY	IMWCA	WORK COMP - FIRE	746.88
			TOTAL:	746.88
BUILDING INSPECTIONS	TORT LIABILITY	IMWCA	WORK COMP - BLDG INSPECT	20.13
			TOTAL:	20.13
ROADS & STREETS	TORT LIABILITY	IMWCA	WORK COMP - STREETS	358.75
			TOTAL:	358.75
LIBRARY	TORT LIABILITY	IMWCA	WORK COMP - LIBRARY	20.75
			TOTAL:	20.75
PARK & RECREATION	TORT LIABILITY	IMWCA	WORK COMP - PARK & REC	142.32
			TOTAL:	142.32
CEMETERY	TORT LIABILITY	IMWCA	WORK COMP - CEMETERY	84.87
			TOTAL:	84.87
CLERK & TREASURER	TORT LIABILITY	IMWCA	WORK COMP - ADMIN	47.15
			TOTAL:	47.15
ROADS & STREETS	ROAD USE TAX	DEWEYS JACK & JILL LINN COUNTY R.E.C. L. L. PELLING CO. INC WEX BANK ALLIANT ENERGY BARRON MOTOR SUPPLY	DAY CAMP & MAINTENANCE SUP STREET LIGHTS COLD PATCH VEHICLE FUEL SERVICES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES	6.59 151.10 478.40 221.77 34.54 60.62 3.53
			TOTAL:	956.55
WATER OPERATING	WATER FUND	STATE HYGIENIC LAB IOWA RURAL WATER ASSOC. HAWKINS INC IMWCA WEX BANK PITNEY BOWES PURCHASE POWER ALLIANT ENERGY PAUL O'NEIL NORTHWAY WELL AND PUMP COMPANY	LAB ANALYSIS IOWA RURAL WATER ASSOC. CHEMICALS WORK COMP - WATER VEHICLE FUEL REPLENISH POSTAGE UTILITIES-WATER TOWER SERVICES CLOTHING ALLOWANCE EQUIPMENT REPAIR SUBMERSIBLE PUMP	81.00 300.00 814.50 85.09 221.77 167.00 99.28 2,441.33 194.99 10,407.43 3,889.65
			TOTAL:	18,702.04
SEWER OPERATING	SEWER FUND	UPS	SHIPPING	24.35

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		QC ANALYTICAL SERVICES LLC	QC ANALYTICAL SERVICES LLC	913.00
		IMWCA	WORK COMP - SEWER	34.82
		WEX BANK	VEHICLE FUEL	221.84
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	167.00
		ALLIANT ENERGY	SERVICES	4,568.11
			TOTAL:	5,929.12
STORM WATER UTILITY	STORM WATER UTILIT	BRET F STOUT	STORM WATER REPAIR	1,190.00
			TOTAL:	1,190.00

031	LIBRARY	10,944.65
036	TORT LIABILITY	1,977.09
110	ROAD USE TAX	956.55
600	WATER FUND	18,702.04
610	SEWER FUND	5,929.12
740	STORM WATER UTILITY	1,190.00
GRAND TOTAL:		64,582.21



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 19, 2019
AGENDA ITEM:	Resolution 1836 – Approving Change Order #8 for \$3,000 amended from the Original Change Order Amount of \$7,586.67 Associated with the Lift Rental Expense, Work Stoppage, Additional Installation Labor, and Material Transportation related to the Pavilion Panels.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Redmond Jones, City Administrator
DATE:	August 13, 2019

BACKGROUND:

This change order for work at Cubby Park is recommended in order to reflect additional payment for removal of installed polycarbonate panels on the south side of the Pavilion, transporting panels to and from the city shop for application of the decal film, and additional lift rental required for completing this work. The exhibit included with the change order is a Change Order Request provided by Needham Excavating Inc.

This Change Order request has been amended to reflect a \$4,586.67 reduction which was negotiated settlement with the contractor(s). Thus, amending the original change order request of \$7,586.67 to the current request of \$3,000.00;

This amount was suggested by City Council and ultimately settled on by Point Builders in one on one meetings with the City Administrator.

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

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CHANGE ORDER 8

(Revision 2)

No.: 8

Date of Issuance: August 13, 2019 Effective Date: August 19, 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 removal of installed polycarbonate panels on the south side of the Pavilion, transporting panels to and from the city shop for application of the decal film, and additional lift rental required for completing this work.

Reason for Change Order:

Installation of the polycarbonate panels to allow for natural light into the Pavilion was deemed to be too transparent and city staff and/or elected officials directed the removal of the materials installed. The council chose to have a decal film applied to the interior of the panels prior to installation. Because the installation had already commenced, there was additional labor required to remove the panels already installed. Due to weather conditions and the requirement of the film application to have the materials above freezing and in dry conditions, the panels were transported by the contractor to the city shop and back to the project site after the film was applied.

Attachments: (List documents supporting change):

See attached information 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

\$ 3,000.00 Increase

Contract Price with all approved Change Orders

\$ 2,911,641.84

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

0 days days or date

Contract Time with all approved Change Orders

34 days; 5/1/19 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)

Date

By: _____

(Signature)

Date

By: _____

(Signature)

Date

END SECTION.

RESOLUTION 1836

RESOLUTION APPROVING CHANGE ORDER #8 FOR \$3,000.00 FOR THE LIFT RENTAL EXPENSE RELATED TO WORK STOPPAGE, ADDITIONAL INSTILLATION LABOR AND MATERIAL TRANSPORTATION RELATED TO THE PAVILION PANELS.

WHEREAS, the installation of the polycarbonate panels to allow for natural light into the Pavilion was deemed to be too transparent and the city directed the removal of the materials installed; and

WHEREAS, the City Council chose to have a decal film applied to the interior of the panels prior to installation; and

WHEREAS, as a result that installation had already commenced when this preference was discovered, there was additional expenses incurred; and

WHEREAS, due to weather conditions and the requirement of the film application to have the materials applied above freezing and in dry conditions, the panels were transported by the contractor to the city shop and back to the project site after the film was applied; and

WHEREAS, Needham Excavating Inc. is requesting payment for the removal of installed polycarbonate panels, transporting panels to and from the city shop for application of the decal film, and additional lift rental required for completing this work.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa approves the change order #8 for \$3,000.00 relating to the terms and explanations of this resolution.

* * * * *

Passed and approved this 19th day of August, 2019.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 19, 2019
AGENDA ITEM:	Resolution 1832 – Approving Partial Pay Estimate Number 12 In the Amount of \$17,973.33 to Needham Excavating Inc. for the Cubby Park Improvements Project.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Redmond Jones II, City Administrator
DATE:	August 13, 2019

BACKGROUND:

This is pay estimate number twelve (12) in the amount of \$17,973.33 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
- Partial Pay Estimate Number Ten (10) in the amount of \$178,421.16
- Partial Pay Estimate Number Eleven (11) in the amount of \$94,919.11

This would bring the project to 97.36% completed

STAFF RECOMMENDATION: Seek Direction / Feedback from Council
REVIEWED BY CITY ADMINISTRATOR:
COUNCIL ACTION:
MOTION BY:
SECOND BY:

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

Name of Contractor: Heedham 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: \$ 2,911,641.84 CC08			From: June 30, 2019 Through: July 27, 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	618.04	\$ 14,462.14	4578.86	\$ 107,145.32
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	88.4	\$ 2,965.82	4393	\$ 147,385.15
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		\$ -	244	\$ 15,018.20
56	7010-108-F-0	BEAM CURB, PCC	393	LF	\$ 22.35		\$ -	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		\$ -	4893	\$ 164,160.15
59	7030-108-C-2	SHARED USE PATH, PCC, 8" THICK (NOMINAL) REINFORCED	14	SY	\$ 90.55		\$ -	14	\$ 1,267.70
60	7030-108-E-0	SIDEWALK, PCC, 4" THICK	885	SY	\$ 44.75		\$ -	835	\$ 37,366.25
61	7030-108-G-0	DETECTABLE WARNING	104	SF	\$ 44.75		\$ -	112	\$ 5,012.00
62	7080-108-B-0	ENGINEERING FABRIC (PLAYGROUND)	600	SY	\$ 1.30		\$ -	600	\$ 780.00
63	8020-108-C-0	PAINTED PAVEMENT MARKINGS, DURABLE	1	LS	\$ 1,680.00		\$ -	1	\$ 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		\$ -	6	\$ 1,107.00
65	8030-108-A-0	SIGN, INSTALL, HANDICAP	5	EA	\$ 125.00		\$ -	5	\$ 625.00
66	8030-108-A-0	SIGN, INSTALL, HANDICAP W/ VAN	1	EA	\$ 135.00		\$ -	1	\$ 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 PERMAHEHT LAWN	4.57	AC	\$ 2,884.70	0.18	\$ 519.25	4.18	\$ 12,058.05
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
71	9010-108-A-1	CONVENTIONAL SEEDING AND FERTILIZING, SHORT GRASS PRAIRIE	2.05	AC	\$3,594.00		\$ -	1.78	\$ 6,397.32
72	9010-108-A-1	CONVENTIONAL SEEDING AND FERTILIZING, FLOOD PLAIN	0.47	AC	\$3,570.00	0.05	\$ 178.50	0.47	\$ 1,677.90
73	9010-108-B-0	HYDRAULIC MULCHING	10.42	AC	\$1,127.50		\$ -	9.58	\$ 10,801.45
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		\$ -	1	\$ 6,500.00
77	9030-108-B-0	PLANTS, TREE, AUTUM BLAZE FREEMAN MAPLE - 3" CAL.	9	EA	\$670.35		\$ -	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		\$ -	3	\$ 1,691.25
80	9030-108-B-0	PLANTS, TREE, RIVER BIRCH - 10' HT.	10	EA	\$317.80		\$ -	10	\$ 3,178.00
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		\$ -	4	\$ 1,585.00
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		\$ -	5	\$ 2,065.00
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		\$ -	73	\$ 1,430.80
95	9030-108-B-0	PLANTS, SHRUB, GRO-LOW FRAGRANT SUMAC - 18" HT.	14	EA	\$68.35		\$ -	14	\$ 956.90
96	9030-108-B-0	PLANTS, SHRUB, NEON FLASH SPIREA - 18" HT.	78	EA	\$66.00		\$ -	61	\$ 4,026.00
97	9030-108-B-0	PLANTS, SHRUB, MISSION STRAIN ARBORVITAE, 5' HT.	48	EA	\$236.10		\$ -	48	\$ 11,332.80
98	9030-108-B-0	PLANTS, SHRUB, ARROWWOOD VIBURNUM - 36" HT.	31	EA	\$95.10		\$ -	31	\$ 2,948.10
99	9030-108-F-0	LIVE FASCINE	200	LF	\$64.90		\$ -		\$ -
100	9040-108-A-2	SWPPP, MANAGEMENT	1	LS	\$2,950.00		\$ -	0.9	\$ 2,655.00
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		\$ -	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-N-1	SILT FENCE OR SILT FENCE DITCH CHECK, INSTALLATION	4,250	LF	\$1.35		\$ -	2528	\$ 3,412.80
106	9040-108-N-2	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF SEDIMENT	1,500	LF	\$0.65		\$ -		\$ -
107	9040-108-N-3	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF DEVICE	4,250	LF	\$0.34		\$ -	2528	\$ 859.52
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		\$ -	1127	\$ 3,550.05
113	9080-108-A-0	CONCRETE STEPS	40	SF	\$53.00		\$ -	40	\$ 2,120.00
114	9080-108-B-0	HANDRAIL, ALUMINUM	10	LF	\$150.00		\$ -	10	\$ 1,500.00
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
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		\$ -	157	\$ 7,379.00
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		\$ -	6	\$ 7,665.00
127	9090-108-K-0	TRASH RECEPTACLES	9	EA	\$1,400.00		\$ -	9	\$ 12,600.00
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	-11	\$ (7,582.30)	24	\$ 16,543.20
131	9090-108-M-0	LANDSCAPE BOULDERS - SEAT STONES	18	TON	\$470.35	10	\$ 4,703.50	18	\$ 8,466.30
132	9090-108-M-0	LANDSCAPE BOULDERS - PLAYGROUND STEPPER BOULDERS	22	TON	\$336.20	2	\$ 672.40	22	\$ 7,396.40
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		\$ -	0.95	\$ 296,875.00
135	11,010-108-A	CONSTRUCTION SURVEY	1	LS	\$ 20,600.00		\$ -	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		\$ -	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
A05		POLYCARBONATE PANEL WORK	1	LS	\$3,000.00	1	\$ 3,000.00	1	\$ 3,000.00
		TOTAL BASE BID					\$ 18,919.31		\$ 2,834,883.51

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

This Period	Retainer 5.00%	Total to Date
\$ 18,919.31	Amount Earned	\$ 2,834,883.51
\$ 945.98	Amount Retained	\$ 141,744.18
XXXXXXXXXXXXXXXXXXXXXX	Previous Payments	\$ 2,675,166.00
\$ 17,973.33	Amount Due	\$ 17,973.33

Estimated Percent of Job Completed 97.36%

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 1832

A RESOLUTION APPROVING PARTIAL PAY ESTIMATE NUMBER 12 IN THE AMOUNT OF \$17,973.33 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 Eleven (11) in the amount of \$2,707,822.25 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 Twelve (12) in the amount of \$17,973.33 and the project is now approximately 97.36% complete.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, that Partial Pay Estimate Number Twelve in the amount of \$17,973.33 to Needham Excavating Inc. of Walcott, IA is approved.

* * * * *

Passed and approved this 19th day of August, 2019.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator / City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 19, 2019
AGENDA ITEM:	Resolution 1833 – A Resolution Approving a 28e Agreement between the City of West Branch and the West Branch Public School District regarding the use of ROW for the construction and location of a Press Box at the Rose Bowl.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Kevin Olson, City Attorney
DATE:	August 1, 2019

BACKGROUND:

The purpose of this 28e Agreement is to set forth the duties and obligations of the City and the School District in connection of the Project by the School known as the Press Box at the Rose Bowl.

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"

28E AGREEMENT

THIS AGREEMENT entered into by and between the City of West Branch, Iowa, 110 N. Poplar Street, West Branch, Iowa 52358 (hereafter referred to as the "City"); and the West Branch Community School District, 148 N. Oliphant Street, West Branch, Iowa 52358 (hereafter referred to as "School").

WHEREAS, the Board of Directors of the West Branch Community School District has heretofore deemed it necessary and desirable to reconstruct the Press Box at the Little Rose Bowl on Oliphant Street (the "Project"); and

WHEREAS, the School has requested that the Project be constructed in part on the Oliphant Street right-of-way; and

WHEREAS, the City has agreed to allow the School to construct the Project within said right-of-way; and

WHEREAS, it is now necessary for the City and School to enter into a 28E Agreement to Project.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **PURPOSE.** The purpose of this 28E Agreement is to set forth the duties and obligations of the City and School in connection with the construction of the Project by the School.

2. **CONSIDERATION.** It is hereby expressly acknowledged by both the City and School that construction of the Project by the School and the payment in part by the City in accordance with the terms and conditions set forth in this Agreement constitutes mutual and sufficient consideration to enter into this Agreement.

3. **SEPARATE ENTITY.** Further, it is hereby noted that no separate legal entity shall be created by this Agreement. However, the City Administrator and the School Superintendent shall be responsible for administering this agreement.

4. **DUTIES AND RESPONSIBILITIES OF THE PARTIES.**

A. The School shall have the right to construct part of the Project within the Oliphant Street right-of-way. The School shall own and maintain the Press Box and shall have exclusive use of the Press Box.

B. The School shall pay for the entirety of the construction of the Project.

5. TERMINATION

This Agreement shall terminate on June 30, 2024, unless renewed as provided herein.

6. RENEWAL

The School shall have the option to renew this Agreement upon the same terms and conditions for successive five-year terms beginning July 1, 2024 provided that the School is not in default of any of its obligations under this Agreement at the time the renewal is to be effective. Renewal will be automatically effective for each option period unless the School gives written notice to the City of non-renewal by the immediately preceding April 1. This Agreement will terminate when the School discontinues the use of the Press Box, and at such time, the School shall remove the Press Box from the right-of-way and replace the surface in a manner that is comparable to the surrounding right-of-way not covered by the Press Box.

7. DECLARATION OF DEFAULT AND NOTICE

In the event that the City or the School determines that the other has defaulted in the performance of its obligations under this Agreement, either party may declare that default has occurred and give notice thereof to the defaulting party. Notice of default shall be given in writing, shall specify the nature of the default and the provision of this Agreement involved, and shall specify what action is required of the defaulting party to correct the default. The defaulting party shall have thirty (30) days from the date of its receipt of the notice of default to correct the default. If at the end of said thirty-day period the default has not, in the opinion of the aggrieved party, been corrected, that party may thereupon pursue all lawful remedies, including but not limited to, termination of this Agreement, an action for specific performance thereof, and action for damages for breach thereof.

8. NOTICES.

All notices given under this Agreement shall be in writing and shall be deemed delivered on the date of placing the notice in the U.S. Mail, postage prepaid, to the following address:

For the School:

West Branch Community Schools
148 N. Oliphant Street

West Branch, Iowa 52358
ATTN: Superintendent

For the City:

City of West Branch
110 N. Poplar Street
West Branch, Iowa 52358
ATTN: City Administrator

9. INDEMNITIES. Each party to this Agreement expressly agrees to save and hold the other party, its employees and agents, harmless from any and all claims filed against both or either party arising from the performance of the duties and obligations under this Agreement. This does not waive any of the defenses of governmental immunity available to the City or the School under Section 670.4 of the Code of Iowa, as it now exists and as it may be amended from time to time.

10. FILING. The Board Secretary of the School shall file this Agreement with the Iowa Secretary of State's office as required by Section 28E.8 of the Code of Iowa.

Executed and approved this ____ day of _____, 2019.

CITY:

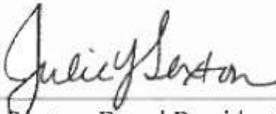
Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk

Executed and approved this ____ day of _____, 2019.

SCHOOL:



Julie Sexton, Board President

ATTEST:



Angie Klinkhammer, Board Secretary

RESOLUTION 1833

RESOLUTION APPROVING A 28E AGREEMENT WITH THE WEST BRANCH COMMUNITY SCHOOL DISTRICT REGARDING THE ENCROACHMENT OF THE LITTLE ROSE BOWL PRESS BOX ON THE OLIPHANT STREET RIGHT-OF-WAY.

WHEREAS, the West Branch Community School District recently replaced the Press Box structure at the Little Rose Bowl and said Press Box encroaches upon the Oliphant Street right-of-way; and

WHEREAS, the City Attorney has drafted a 28E Agreement to allow said encroachment that requires the approval of both the City Council and the Board of Directors of the West Branch Community School District; and

WHEREAS, said Board of Directors has approved said 28E Agreement; and

WHEREAS, it is in the best interests of the City to approve said 28E Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the aforementioned 28E Agreement be and the same is hereby approved. Further, the Mayor and City Clerk are directed to execute said Agreement on behalf of the City.

BE IT FURTHER RESOLVED, that the City Clerk is directed to file a copy of the fully executed agreement with the Iowa Secretary of State as required by law.

* * * * *

Passed and approved this 19th day of August, 2019.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 19, 2019
AGENDA ITEM:	Resolution 1834 – A Resolution Authorizing Additional Funding from the Budget in the Amount not to Exceed \$5,000 for the installation of 250ft of sidewalk connecting the Northside Development to existing public sidewalk.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Matt Goodale, Public Works Director
DATE:	August 13, 2019

BACKGROUND:

As legislated in Resolution 1785 approved back in March of this year. The developer of Northside First Addition Condos (Brian Shay) was required to build public sidewalk on his property as apart his development agreement with the city.

It was the intent that this sidewalk would be connected to existing public sidewalks once the Northside sidewalks were installed. In order to meet this commitment this item was devised as a low cost approach to this issue.

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

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RESOLUTION 1835

A RESOLUTION AUTHORIZING ADDITIONAL FUNDING FROM THE BUDGET IN THE AMOUNT NOT TO EXCEED \$5,000 FOR THE INSTALLATION OF 250FT OF SIDEWALK CONNECTING THE NORTHSIDE DEVELOPMENT TO EXISTING PUBLIC SIDEWALK.

BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the City Clerk is hereby authorized the budgeting of 250ft of sidewalk connecting the Northside Development to existing public sidewalk.

* * * * *

PASSED AND APPROVED this 19th day of August, 2019

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator / City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 19, 2019
AGENDA ITEM:	Discussion Item: Regarding the location of a Replacement Light Post Downtown.
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:	August 13, 2019

BACKGROUND:

The Ornamental Street Light at the north east corner of Poplar and Main has been the victim of two car accidents where the light post has been struck and damaged. As staff works to get the pole replaced, there is some concern with the nature of on-site parking at the Groom Station that continuing to locate a street light there will invite future car accidents at that location.



Despite being a desired location by the business (The Groom Station); for safety and general downtown lighting reasons, a “plan b site” has been identified by the West Branch Times building which falls in line with the symmetrical placement of other street light and provides much needed lighting for the public parking lot between the Winery and the West Branch Times Building.

STAFF RECOMMENDATION:	Seek Direction / Feedback from City Council
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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Current Ornamental Street Light Locations (shown in red marks)



Option "A", last location where the light post was damaged twice in car related accidents. It is believed to be an obstruction for on-site parking.

Option "B", would provide some lighting for the public parking lot to the east and provide street light on main which has to rely on the street light at Oliphant as the closet street light on the south side of main west of the street light by the winery.

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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 19, 2019
AGENDA ITEM:	Discussion Item: A Strategy for Incremental Sewer Rate Increases Over the Next 3 Years in Preparation for the New Wastewater Treatment Process.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Redmond Jones, City Administrator / Gordon Edgar, Finance Director
DATE:	August 1, 2019

BACKGROUND:

The Public Works Department Sewer Utility division will be required to implement new wastewater compliance regulations which will affect the current rate structure. In the past, the sanitary sewer rate has been generated on the volume of water a property consumed; however, a potential incremental step increase rate system will have to take into account a large portion of the cost of the City’s sewer structure will be attributed to the infrastructure upgrades needed due to the aforementioned compliance regulations (unfunded mandates).

The attached memorandum is an explanation of the assumptions made to estimate the potential incremental step increase sewer rate system.

STAFF RECOMMENDATION:	Seek Council Direction / Feedback
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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M E M O R A N D U M

TO: Mayor and City Council
 FROM: Redmond Jones II, City Administrator
 DATE: August 19th, 2019
 RE: Sewer Rate Increase Strategy (Due to Infrastructure Investment)

Based on the following assumptions, staff would recommend three annual \$2.49 rate increases in preparation for the revenue needed for debt service payment related to a new wastewater treatment facility.

Assumptions For Staff Estimate:

- Currently our rate is \$7.79 per 1000 gallons
- Our actual Sewer Revenue for the past three years are listed below.

Sewer Revenues for the past 3 fiscal years (actuals)		
FY 2018 - 2019	FY 2017 -2018	FY 2016 - 2017
\$378,871	\$386,315	\$363,163

- In order to determine a unit value (which would equate to each additional \$1.00 added to our current rate), we used our last year’s revenue actual of \$378,871 divided it by our current sewer rate of \$7.79 per 1000. This gave us a unit value (equivalent) of \$48,635 of revenue generated for every \$1.00 billed per 1000 gallons.
- \$1.00 per 1000 gallons \approx \$48,635
- Based on construction cost of the SAGR wastewater treatment facility at \$6,312,000. Principal only would require a debt service of \$315,600 annually over the next 20 year period.
- This expense does not include \$954,000 expected operational and management (O&M) expense that Veenstra & Kimm engineering anticipates with this project. If we add an additional 20 year amortization for O&M that would be another principle only amount of \$47,700. This amount may or may not be allowed to be financed with capital expense.

- Debt Service \$315,600 added with additional annual O&M expense \$47,700 totals an annual need of \$363,300 a year once the project comes on line in 2022.
- Dividing \$363,300 by a three year incremental rate increase process, we would need to increase rates to equate to \$121,100 in revenues additionally each year for the next three years in preparation of operational expenses and our first debt service payment in 2022.
- Using our unit value assumption of \$48,635 per \$1.00 additional dollar of sewer rate increase. We would need to increase rates \$2.49 per 1000 gallons a year for the next three years.
- This would make our overall sewer rate \$15.26 per 1000 at the end of the three year period. With the 1700 gallon minimum, the rate payer who uses the 1700 minimum gallons would pay \$26.00 a month on sewer.

These calculation do not include interest rates and the third year of the step increase strategy may need to include an adjustment for this variable. However, our assumptions used conservative revenue actuals which should give some insulation from unforeseen interest rate hikes. For example, budget planning purposes this year we used \$390,000 as an estimate for Sewer Revenue projection, and with additional new residents this number should increase during the 3 year design and construction period.

As a reference of how our current rates compare; please see below (please note: that the West Branch row reflects \$7.79 rate and the 1700 gallons minimum requirement. That would be a calculation of $7.79 \times 1700 = 13.25$ rounded):

Peer Cities.

It is useful to compare West Branch property tax levies and city utility rates with peer cities to identify any key differences. In addition, these cities may be useful resources for city administration to share ideas and perhaps resources. During this analysis, it was identified that the City of Roland is also exploring options to expand their wastewater treatment facility due to DNR compliance requirements. As demonstrated in Table 8.5. below, West Branch continues to have one of the lowest property tax levies among its peer cities.

Table 8.5. - Peer City Analysis
Charges for Water, Sewer, Stormwater Utility, Property Taxes, Garbage, and Recycling

	Water Greater of Charge per 1,000 Gallons or Minimum Charge	Sewer Greater of Charge per 1,000 Gallons or Minimum Charge	Stormwater Utility Charge	City Property Tax Levy	School Property Tax Levy	Consolidated Property Tax Levy	Garbage	Recycling
Durant	\$ 18.54	\$ 45.09	NA	\$14.77977	\$10.65976	\$ 32.87573	\$19.00 Large \$17.00 Small	Free
Earlham	\$ 24.21	\$ 19.09	\$ 3.00	\$12.99288	\$16.74933	\$ 39.70000	\$ 16.83	Free
Mitchellville	\$ 19.15	\$ 10.57	NA	\$13.83465	\$19.48372	\$ 41.80005	\$ 10.10	\$ 3.00
Roland	\$ 13.70	\$ 19.78	NA	\$11.01829	\$14.27149	\$ 32.08326	\$ 18.00	NA
Tiffin	\$ 12.50	\$ 24.25	\$3 Residents \$5 Businesses	\$11.80205	\$16.95949	\$ 36.61639	\$13.50 Large \$11.50 Small	\$ 5.50
Tipton	\$ 18.16	\$ 18.16	\$ 5.00	\$13.71054	\$12.12238	\$ 32.31184	\$22.25 Large \$18.25 Small	Free
Wilton	\$ 15.51	\$ 22.57	NA	\$14.24170	\$14.81696	\$ 37.73289	\$ 13.00	Free
West Branch	\$ 13.25	\$ 13.25	\$ 3.00	\$13.09246	\$13.75022	\$ 32.10178	Sticker System*	\$ 4.75

Note: Water, Sewer, Stormwater, Garbage, and Recycling charges are all collected monthly. Property tax levies are all annual based on January 1st property valuation.
*Residents purchase stickers for weekly garbage collection. Each sticker cost \$1.25. A 20 gallon bag requires one sticker while a 35 gallon can requires two stickers.

Reference: is from the West Branch draft Comprehensive Plan



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 19, 2019
AGENDA ITEM:	Resolution 1835 – A Resolution Authorizing the Transfer of Funds to the West Branch Public Library Parking Lot Improvement Project.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	August 14, 2019

BACKGROUND:

The funds to pay for this project were approved in the FY2020 budget. This entry will move funds to the Library Parking Lot project from the General Fund and allow the project to be closed.

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

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RESOLUTION 1835

A RESOLUTION TO APPROVE A FUND TRANSFER TO FUND THE LIBRARY PARKING LOT IMPROVEMENT PROJECT

BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the City Clerk is hereby authorized to transfer funds effective August 1, 2019, as follows:

T/O	General Fund	001	\$ 54,202.05	Transfer from General Fund-Budgeted in FY20
T/I	Library Parking Lot Improvement Project	320	\$ 54,202.05	Transfer from General Fund-Budgeted in FY20

* * * * *

PASSED AND APPROVED this 19th day of August, 2019

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator / City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 19, 2019
AGENDA ITEM:	Discussion Item: Regarding Gateway Park Signage at Cubby Park.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Nick Goodwilder, City Council Member
DATE:	August 16, 2019

BACKGROUND:

As we get closer to closing out the Cubby Park Improvement Project, it may be time to begin the process of determining gateway signage for Cubby Park.
(examples)



STAFF RECOMMENDATION:	Seek Direction and Feedback – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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