



**PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING SCHEDULED TO CONVENE AT 7:00 P.M. MONDAY OCTOBER 21, 2019 IN THE CITY COUNCIL CHAMBERS, 110 NORTH POPLAR STREET, WEST BRANCH, IOWA.**

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

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

**AGENDA**

**A. Call to Order**

**B. Opening Ceremonies**

1. Pledge of Allegiance
2. Welcome

**G. Roll Call**

**D. Guest Speaker, Presentations and Proclamations**

1. Update from the West Branch City Safety Committee – Presented by Jose Gongora

**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 October 7, 2019.
2. **Resolution 1845** – A Resolution of Support and Financial Commitment for the Main Street Program in West Branch, Iowa.
3. **Motion to Approve** Pay Estimate Number 6 for the College Street Bridge Replacement Project.

*"Turning Vision into Reality is our Business"*

4. **Motion to Approve** the Claims Report.

**G. Public Hearing / Non-Consent Agenda**

1. **Discussion Item:** Hoover's Hometown Days 2019 and 2020.
2. **Resolution 1846** – A Resolution Approving Change Order #5 in the amount of \$2,424.00 for the College Street Bridge Replacement Project.
3. **Resolution 1847** – A Resolution Approving Change Order #6 in the amount of \$11,738.98 for the College Street Bridge Replacement Project.
4. **First Reading of Ordinance 768** Amending Title "Traffic and Vehicles" Chapter 65 "Stop or Yield Required".
5. **First Reading of Ordinance 769** Amending Title "Traffic and Vehicles" Chapter 69 "Parking Regulations".
6. **Resolution 1848** – Approving the Submission of the City of West Branch 2018 -2019 Annual Finance Report to the State Auditor's Office.

**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](http://www.westbranchiowa.org/government/council-videos). The minutes are not approved until the next regularly scheduled City Council meeting.)*

**West Branch, Iowa  
Council Chambers**

**City Council Meeting**

**October 7, 2019  
7:00 p.m.**

Mayor Pro Tem Colton Miller called the West Branch City Council meeting to order at 7:04 p.m. Mayor Pro Tem Miller 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 Brian Pierce were present. Jordan Ellyson was absent. Miller welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Leslie Brick, Public Works Director Matt Goodale, Police Chief Mike Horihan, Fire Chief Kevin Stoolman, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell, Finance Officer Gordon Edgar, City Attorney Kevin Olson and City Engineer Dave Schechinger.

**GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS**

Safety Committee Update (Jose Gongora) – postponed to a future meeting

**PUBLIC COMMENT**

No comments.

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

Motion to approve minutes for City Council Meeting September 16, 2019.

Motion to approve the appointment of Ty Doermann to the Nuisance Appeal Hearing Board.

Motion to approve Casey's General Store #3463 – Privilege Change – adding Class B Carryout Wine effective 11/1/2019.

Resolution 1841 – Authorizing an amount not to exceed \$2,873 for artist services from the University of Iowa for the design and development of a mural.

Motion to approve a quote in the amount not to exceed \$5,272.00 for carpentry services from Westgard Woodworks for the finishing and installation of Town Hall entry doors.

Motion to Approve the Claims Report.

<u>EXPENDITURES</u>	<u>10/7/2019</u>	<u>AMOUNT</u>
AE OUTDOOR POWER	LAWN MOWER	549.95
CHIEF SUPPLY CORPORATION	UNIFORM ACCESSORIES	135.95
CROELL, INC.	CONCRETE-BERANEK PARK	3,510.75
CY'S TREE SERVICE	TREE REMOVAL/STUMP GRINDING	4,925.00
GIERKE-ROBINSON COMPANY INC	SUPPLIES	108.84
HAWKINS INC	CHEMICALS-AZONE	815.50
HD SUPPLY CONST AND INDUST	SUPPLIES	78.67
HINKHOUSE GLENN OR PAMELA	BUILDING INCENTIVE PAYMENT	1,184.88
HOLLYWOOD GRAPHICS	GRAPHICS-NEW TRUCK	119.80
HY-VEE ACCOUNTS RECEIVABLE	FOOD-VOLLEYBALL TOURNAMENT	1,050.00
IMWCA	WORKERS' COMPENSATION PREMIUM	2,097.00
IOWA ONE CALL	LOCATION SERVICE	67.50
KNOCHE, REBECCA	BUILDING INCENTIVE PAYMENT	841.79
KOCH OFFICE GROUP	COPIER MAINTENANCE	267.99
LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	1,305.84
LYNCH'S PLUMBING INC	MAINTENANCE SUPPLIES	6.80
MEDIACOM	CABLE SERVICE	41.90
MENARDS	BUILDING MAINTENANCE SUPPLIES	61.23
MISCELLANEOUS VENDOR	LEAH COATES:REFUND OVERPAYMENT	15.00
MOORE'S WELDING INC	EQUIPMENT REPAIR	722.50
NORTHWAY WELL AND PUMP COMPANY	PUMP #3 REPAIRS	8,985.43
PATRICK HYDE	BUILDING INCENTIVE PAYMENT	1,115.45
PITNEY BOWES INC	POSTAGE METER RENTAL	180.00
PORT 'O' JONNY INC.	SERVICE-CEMETERY	90.00
PSC DISTRIBUTION	BUILDING MAINTENANCE SUPPLIES	466.46
QUILL CORP	OFFICE SUPPLIES	184.91
REDMOND JONES II	TRAVEL EXPENSE &	
	BUILDING INCENTIVE PAYMENT	2,045.45
SINCLAIR TRACTOR	MAINTENANCE SUPPLIES	112.82
STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00

THE HOME DEPOT PRO	BATHROOM SUPPLIES	47.67
THOMAS MARK & JEANETTE	BUILDING INCENTIVE PAYMENT	295.00
URBAN AND REGIONAL PLANNING	URBAN AND REGIONAL PLANNING	208.33
USA BLUE BOOK	BUILDING MAINTENANCE SUPPLIES	1,013.53
VEENSTRA & KIMM INC.	WB GOLF COURSE REVIEW	1,971.96
VEENSTRA & KIMM INC.	RESIDENTIAL SITE PLAN REVIEW	225.72
VEENSTRA & KIMM INC.	MEADOWS 3 & 4 CONSTRUCTION REVIEW	2,851.56
VEENSTRA & KIMM INC.	N DOWNEY & NORTHSIDE DR SIDEWALK & WATER	432.00
VEENSTRA & KIMM INC.	COLLEGE ST & 2ND ST IMPROVEMENTS	9,283.04
VEENSTRA & KIMM INC.	COLLEGE ST BRIDGE - BID & CONSTRUCTION	17,936.88
VEENSTRA & KIMM INC.	UTILITY RELOCATION FOR I-80 WIDENING - DESIGN	3,480.00
VERIZON WIRELESS	TELEPHONE SERVICE	802.73
WEST BRANCH FORD	2019 FORD F-550 W/ DUMP & PLOW	68,976.88
TOTAL		138,856.71
PAYROLL	9/20/2019	55,858.29
PAYROLL	10/4/2019	44,557.34
PAID BETWEEN MEETINGS		
FEHR GRAHAM	308 PV PARK CONSTRUCTION & ADD'L SERVICE	3,177.75
DON KRAMER	LIBRARY PROGRAM	247.00
US BANK EQUIPMENT FINANCE	LIBRARY COPIER LEASE	223.13
WEST BRANCH TIMES	LEGAL PUBLICATION & ADVERTISING	2,375.90
UPS	SHIPPING	22.82
US BANK CORPORATE CARD	CAMP ACTIVITIES & LIBRARY EQUIPMENT	8,028.56
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER	500.00
CJ COOPER & ASSOCIATES	DRUG TEST	133.00
REDMOND JONES II	TRAVEL EXPENSE	148.70
IWB, LLC	REFUND ESCROW BALANCE	5,000.00
TAYLOR CONSTRUCTION	310 COLLEGE ST BRIDGE & RELATED WORK	154,055.39
MATT TISINGER	UTILITY REFUND	100.00
JULIA HIME	VIDEOGRAPHY SERVICE	100.00
JOHN DEERE FINANCIAL	MAINTENANCE & REPAIR SUPPLIES	386.72
QUAD CITY SAFETY INC	CALIBRATING EQUIPMENT	473.43
HANNAH SWANSON	UTILITY DEPOSIT REFUND	71.61
BRANDON HAGMEIER	UTILITY DEPOSIT REFUND	28.56
TAMI FRANTZ	UTILITY DEPOSIT REFUND	66.45
ERIN STAUNTON	UTILITY DEPOSIT REFUND	32.90
TERRY FISK	LIBRARY PROGRAM	360.00
TOTAL		175,531.92
GRAND TOTAL EXPENDITURES		414,804.26
FUND TOTALS		
001 GENERAL FUND	82,555.71	
022 CIVIC CENTER	148.93	
031 LIBRARY	15,446.67	
036 TORT LIABILITY	1,977.09	
110 ROAD USE TAX	44,144.94	
112 TRUST AND AGENCY	17,161.01	
308 PARK IMP - PEDERSEN VALLEY	3,177.75	
310 COLLEGE STREET BRIDGE	171,992.27	
318 COLLEGE ST & 2ND ST IMPROVEMENTS	9,283.04	
319 RELOCATING WATER & SEWER	3,480.00	
600 WATER FUND	38,836.42	
610 SEWER FUND	26,202.93	
740 STORM WATER UTILITY	397.50	
GRAND TOTAL	414,804.26	

Stoolman asked where the mural was going to be placed and Jones reported that the mural would be painted on panels that could be moved but the desired location is where the old Casey's building sits. Miller stated he felt that Ty Doermann was an excellent choice for the Nuisance Appeal Board.

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

### **PUBLIC HEARING / NON-CONSENT AGENDA**

#### Resolution 1842 – Approving an Amendment to that certain Subdivider's Agreement for The Meadows Subdivision, Part 4, West Branch./ Move to action.

Miller called for a motion to amend the agenda item G-1 to correct the agenda to 'Approving an Amendment to that certain Subdivider's Agreement for The Meadow's Subdivision, Part 4. The agenda was incorrect, however the supporting resolution remained unchanged.

Motion by Stoolman, second by Goodweiler to amend agenda item G-1. AYES: Stoolman, Goodweiler, Pierce, Miller.

Olson explained that the Subdivider's Agreement previously approved required changes because the developer has decided to final plat a portion of The Meadow's Part 4 (now known as Part 4A). The final plat to be approved is for twenty-eight (28) lots which includes three (3) lots from The Meadow's Part 3B. Three lots from Part 3B, zoned RB-1 (Residence/Business), known as Lots 1, 2 & 3 are to be included with this final plat. Olson further explained that the remaining lots needed to be renumbered and mentioned that two lots have a minimum low opening which also needed to be amended from the original agreement. Olson asked for direction regarding the sanitary sewer connection fee district and said that the fee was originally miscalculated and that the developer would owe an additional \$1000.00 as shown in the amended agreement. Brad Larson, The Meadows, Inc., stated that in prior subdivisions they were charged two hundred fifty dollars per lot, not per dwelling. The Council discussed and determined that it was an administrative error and directed Olson to remove the additional fee from the agreement but the developer and others will be billed according the City Code going forward on future development.

Motion by Stoolman, second by Pierce to approve the Resolution 1842. AYES: Stoolman, Pierce, Goodweiler, Miller. Absent: Ellyson. NAYS: None. Motion carried.

#### Resolution 1843 – Approving the final plat for The Meadows Subdivision, Part 4A, West Branch./ Move to action.

Motion by Pierce, second by Stoolman to approve the Resolution 1843. AYES: Pierce, Stoolman, Miller, Goodweiler. Absent: Ellyson. NAYS: None. Motion carried.

#### Discussion: Wapsinonic Creek widening

Schechinger explained the project scope and said it was needed to reduce flooding in West Branch which has occurred many times in recent years. Schechinger said that USGS modeling shows widening the creek downstream is needed and will have a positive impact with future flooding issues. Schechinger stated that Gaskill property would need to be obtained in order to complete the project. Schechinger said he had been in contact with the property owner and they have declined to participate. Jones said that condemnation is imminent for the project to move forward. The Council discussed other potential options of upstream basins as a solution, but Schechinger said those structures would help, but would not be significant enough to address the flooding issue. The Council requested that Schechinger try to reach an agreement with the Gaskill's one more time before starting the condemnation process.

#### Discussion: Concerns and complaints regarding parking privileges on Division Street.

Horihan said this issue had been raised before by Robert's Towing who uses the street to gain access to his business. Horihan said that he has observed trucks parking along Division, but that it doesn't happen often and they don't stay parked very long. Horihan said he has contacted the trucking business STS Transportation to make them aware of the issue to see if they could come up with a solution. Both businesses are tenants and do not own the property where they conduct their businesses. Jones suggested widening the street which is narrow and assessing the adjacent property owners, but Council didn't feel that was the best solution at this time. Horihan said he would continue to monitor the situation and check in with STS Transportation to see if the parking issue could be resolved in a different manner.

Discussion: Regarding several traffic control issues and/or concerns related to new development.

Horihan said he had received some concerns regarding traffic signage needed at some of the new intersections in the new housing subdivisions and asked the Council for their feedback. Horihan suggested that a stop sign be added to the south end of Dawson Drive where it intersects with Main Street. He also suggested changing a three-way stop at Bickford/Greenview/Cedar-Johnson be changed to a four way stop with the addition of the new event center and new housing on Cedar-Johnson. Speed limit changes were also discussed for Cedar-Johnson Rd. The Council was in support of the Chief's changes and requested that the ordinances be prepared.

Discussion: Clarification on the City Council's direction regarding a year test program to establish alcohol retail at the Cubby Park Pavilion.

Russell said the Park & Recreation Commission met and changed directions on the prior suggested alcohol policy for Cubby Park. Russell stated that the commission agreed that alcohol sales would be hard to manage, however they liked the idea that allowed alcohol for adult only activities and that it would be a 'bring your own' policy. The Council agreed that alcohol sales would not be approved but leaned more against not allowing alcohol at all. The Council felt that the park is used for health and recreation and not for social drinking. Miller suggested that if adult events wanted to have alcohol consumed that they should go through the Special Event Permit process. Russell suggested polling residents on their thoughts regarding alcohol and report back to the Council. Stoolman stated that she didn't like alcohol on any City property. Currently, Beranek Park and Town Hall allow alcohol consumption. Chief Horihan said that the West Branch Police Department is against alcohol in the parks and Russell confirmed that neighbors of Cubby Park are also not in favor of alcohol in the park.

Discussion: Regarding a policy on waivers for sewer service charges.

Miller stated that City Code water/sewer billing procedures brought to the Council's attention since the last Council meeting, persuaded him to suggest that the Council create a policy regarding sewer forgiveness. Miller said that sewer forgiveness is requested a few times each year from residents and said that the City currently does not have a consistent policy of when they allow them or when they deny them. Miller suggested that the Council create a policy for this issue and asked staff to provide some guidance on assisting with the creation of the policy. Miller further suggested tabling the sewer waivers for two resident's on the agenda until a policy has been established and approved by the Council.

Motion to approve a sewer credit for Millie Verlo, 424 E. Main Street. /Move to action.

Motion by Goodweiler, second by Stoolman to table the agenda item. AYES: Goodweiler, Stoolman, Miller, Pierce. Absent: Ellyson. NAYS: None. Motion carried.

Motion to approve a sewer credit for James McLain, 700 Sullivan Street. / Move to action.

Motion by Goodweiler, second by Stoolman to table the agenda item. AYES: Goodweiler, Stoolman, Miller, Pierce. Absent: Ellyson. NAYS: None. Motion carried.

Resolution 1840 – Approving a Professional Service Agreement with Simmering-Cory, Iowa Codification in the Amount of \$7,000. /Move to action.

Deputy Clerk Brick explained that the City Code had not be recodified since 1999 and the last update was done in May 2015. Since that time, more than 30 new ordinances have been adopted and need to be included in the Code. Brick said she had received a quote from Simmering-Cory, Iowa Codification who the City has used in the past and felt that the services they offer would meet the City's needs.

Motion by Goodweiler, second by Stoolman to approve the Resolution 1840. AYES: Goodweiler, Stoolman, Miller, Pierce. Absent: Ellyson. NAYS: None. Motion carried.

Resolution 1844 – Accepting the low quotes for the demolition and salvage of structures A and B at 325 E. Green Street (a.k.a. the former Croell Ready Mix Site)./ Move to action.

Jones reviewed the quotes received and suggested that the low bid of one dollar be accepted from Mad Kat Farm for structure A and the bid of \$1900 from Barnhart Custom Service be accepted for structure B. The Council has no objections.

Motion by Pierce, second by Stoolman to approve the Resolution 1844. AYES: Pierce, Stoolman, Goodweiler, Miller. Absent: Ellyson. NAYS: None. Motion carried.

Motion to accept a quote from Alpha Graphics in the Amount of \$692.34 for printing and mailing services for a postcard mailing regarding the Capital Improvement Reserve Levy which will be on the November Ballot./ Move to action.

Jones presented a quote for the creation and postcard mailing informing residents of the upcoming ballot measure on November 5, 2019. Jones said the purpose is to inform voters of the measure and to provide information on its purpose.

Motion by Goodweiler, second by Pierce to approve the quote from Alpha Graphics. AYES: Goodweiler, Pierce, Stoolman, Miller. Absent: Ellyson. NAYS: None. Motion carried

### **CITY ADMINISTRATOR REPORT**

Jones reported on his recent attendance at the Iowa League Conference in Dubuque. Jones said flooding issues were a topic of discussion and noted several action taken by the City of Dubuque to address their issues. Jones said he would be attending the annual ICMA conference in Nashville, Tennessee the week of October 21<sup>st</sup> and would not be attending the next Council meeting and said the Deputy Brick would preside in his absence.

### **CITY ATTORNEY REPORT**

No report.

### **STAFF REPORTS**

No reports.

### **COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Goodweiler asked for an update on the completion date of the College Street Bridge Project. Schechinger stated that the project is a 'working days' contract and that weather does play a role, however there are fifteen days remaining.

Stoolman said she has been receiving numerous complaints on under-age drivers on golf carts on the west side of town. Chief Horihan said that the department has stopped several carts and admitted that it is a problem despite recent public communication.

Miller commented that the sidewalk connection to Northside Drive (completed by Public Works) looked great. Miller said that business owner Dave Peden asked for an update on the salt clean-up on his property on Cookson Drive. Goodale said the clean-up project was to be complete in 2021-2022 per DNR requirements.

### **ADJOURNMENT**

Motion to adjourn by Goodweiler, second by Stoolman. Motion carried on a voice vote. City Council meeting adjourned at 9:11 p.m.

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Colton Miller, Mayor Pro Tem

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



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	October 21, 2019
<b>AGENDA ITEM:</b>	<b>Resolution 1845</b> – A Resolution of Support and Financial Commitment for the Main Street Program in West Branch, Iowa.
<b>CITY GOAL:</b>	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	October 14, 2019

### BACKGROUND:

This Agreement is pursuant to contractual agreements between MainStreetAmerica (which is represented locally by the West Branch Community Development Group), and the Iowa Economic Development Authority to assist in the revitalization of the designated Main Street project area of West Branch, Iowa.

This arrangement has been supported by the city for years, and this item simply continues the city's long standing support for the West Branch Community Development Group's efforts to revitalization, rehabilitation, and preservation of the historic downtown west branch main street.

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

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## **Main Street Iowa Program Agreement**

Agreement # PS20 -G300-MSI-51

Effective Dates: January 1, 2020 – December 31, 2021

Agreement between the Iowa Economic Development Authority, the City of West Branch and Friends of Historic Downtown West Branch / DBA West Branch Community Development Group for the purpose of continuing the Main Street Program in West Branch.

THIS AGREEMENT is entered into and executed by the Iowa Economic Development Authority herein referred to as the "IEDA", the City of West Branch herein referred to as the "City", and Friends of Historic Downtown West Branch / DBA West Branch Community Development Group herein referred to as the Local Main Street Program".

WHEREAS, The City and Local Main Street Program established a partnership with IEDA in 2006 and desires that the program continue; and

WHEREAS, the IEDA desires to continue the relationship which has been established with the City and the Local Main Street Program;

NOW THEREFORE, in consideration of the foregoing and mutual covenants and agreements contained herein, the parties have agreed to do as follows:

### **SECTION I. The Local Main Street Program agrees to:**

1. Maintain the local program's focus on the revitalization of the designated Main Street district utilizing the Main Street Approach™. This focus should be reflected in the programs annual plan of action, goals and objectives, vision, and mission statement.
2. Employ a paid part-time Executive Director for the Local Main Street Program who will be responsible for the day-to-day administration of the Local Main Street Program in the community. Full-time employment is defined as 40 hours per week dedicated to the Local Main Street Program work. Part time employment is 25 hours per week dedicated to the Local Main Street Program work. The Local Main Street Program and City will work to the best of their ability to provide professional support, competitive compensation, and benefits for the Executive Director position. In the event this position is vacated during the time of this agreement, the Local Main Street Program agrees to fill this position in a reasonable time and provide a written timeline to fill this position to the Main Street Iowa State Coordinator.
3. Develop an accurate position description which includes the rate of compensation and describes the professional activities for which the Executive Director is responsible. A copy of which is to be provided to Main Street Iowa annually.
4. Maintain worker's compensation insurance for the Executive Director and staff.
5. Maintain an office within the designated boundaries of the local Main Street district.
6. Submit monthly performance reports to the IEDA by established deadlines. The reports will document the progress of the Local Main Street Program's activities. Should a Local Main Street Program become three months tardy on submission of monthly reports, program services available through Main Street Iowa will be suspended until the Local Main Street Program has submitted all late reports to become current.
7. Provide Main Street Iowa electronic (via email, web cloud, etc.) examples of local best practices and information demonstrating local success stories (e.g. action plans, marketing materials, quality images, programmatic documents, etc.)
8. Achieve Main Street America National Accreditation at a minimum once every two years. Not achieving Main Street America accreditation at a minimum once every two years will result in termination of this agreement and loss of recognition as a Main Street Program. Details of Main Street America National Accreditation Standards of Performance can be found on the Main Street America website: [www.mainstreet.org](http://www.mainstreet.org)

9. Participate, as required by Main Street Iowa, in training sessions as scheduled throughout the year. To remain in compliance and to be eligible for Main Street America accreditation, the Local Main Street Program must have representation at both days, in their entirety, of the three (3) training sessions held annually, indicated as mandatory on the program calendar. In addition, any newly hired Executive Director will be required to participate in Main Street Orientation, as soon after the hire date as feasible. Registration and all related travel expenses for training will be paid by the Local Main Street Program.
10. Work with the City to pass a Resolution of Support of the Local Main Street Program. This resolution must stipulate sources of funding for the program, a commitment to appoint a city official to represent the City on the local Main Street governing board of directors, and that the City will continue to follow the Main Street Approach™ as developed by Main Street America and espoused by Main Street Iowa for Main Street district revitalization.
11. Have a Resolution of Support passed by the Local Main Street Program Board of Directors. This resolution must stipulate a commitment to continue Main Street district revitalization following the Main Street Approach™ as developed by the Main Street America and espoused by Main Street Iowa.
12. Maintain a "Designated Main Street Network" membership with Main Street America.
13. Use the words "Main Street" when referring to and marketing the local program, either as an official part of the organization's name or as a tagline such as... "A Main Street Iowa Program". As a designated Main Street Iowa community, the Local Main Street Program is required to include the Main Street America and the Main Street Iowa logos on local program communication materials.
14. Promote the revitalization of the Main Street district through advocacy of tools and resources that support district investment, for example: development incentives, ordinances and policy that promote the revitalization of the district, design guidelines or standards that promote the protection of the traditional character of the district, district development planning, etc.
15. Submit with this signed Program Agreement, one (1) copy the City's Resolution of Support, one (1) copy of the Local Main Street Program Board of Director's Resolution of Support, (1) copy of the Executive Director's current job description, and one (1) completed W-9 of the Local Main Street Program.
16. Not assign this agreement to another organization without obtaining prior written approval of the IEDA.
17. Remain in compliance with the requirements of Main Street Iowa as outlined in this agreement. If the IEDA finds that the Local Main Street Program is not in compliance with the requirements of this program agreement:
  - a. The Local Main Street Program and City will be notified of non-compliance with an "Initial Warning" and given a 90-day probationary period in which to return to compliance. The Initial Warning will include a summary of non-compliant items and provide guidance on how to resolve the issues. During this probationary period, all Main Street Iowa services, with the exception of targeted technical assistance to help the Local Main Street Program mitigate non-compliant items, will be suspended, including eligibility for Main Street Iowa grant applications, awards nominations, and onsite technical assistance. The Local Main Street Program will be reevaluated by Main Street Iowa 90 days following the Initial Warning.
  - b. If the Local Main Street Program has failed to return to compliance as noted in the initial warning, Main Street Iowa may issue a Final Warning and given a second 90-day probationary period in which to return to compliance.
  - c. If the Local Main Street Program is not in compliance within 90 days after the Final Warning, Main Street Iowa may terminate this agreement with the local program. Notice of official termination will be made by a letter of notification from IEDA to the Local Main Street Program, City, and Main Street America. Termination of this agreement will result in the loss of recognition as a Main Street Iowa Program and discontinuation all Main Street Iowa services, activities provided in this agreement, and will cease using the trademarked brand "Main Street" and/or "Main Street Program" in its name or as part of its organization's identity. Once this agreement is terminated, the community must reapply for Main Street Iowa designation before it can receive Main Street Iowa program services.

**SECTION II. The CITY agrees to:**

1. Support and partner with the Local Main Street Program's focus on the revitalization of the designated Main Street district utilizing the Main Street Approach™.
2. Invest financially into the operation of the Local Main Street Program.
3. Pass a Resolution to demonstrate the City's support of the Local Main Street Program. This resolution must stipulate sources of funding for the program, a commitment to appoint a city official to represent the City on the Local Main Street Program governing board of directors, and that the City will continue to follow the Main Street Approach™ as developed by the Main Street America and espoused by Main Street Iowa for local Main Street district revitalization efforts.
4. Support the revitalization of the Main Street district through creation of tools and resources that support district investment, for example: development incentives, ordinances and policy that promote the revitalization of the district, design guidelines or standards that promote the protection of the traditional character of the district, district development planning, etc.
5. Support the Local Main Street Program in the completion of the annual Main Street America Accreditation process and compliance with this agreement.

**SECTION III. The IEDA agrees to:**

1. Administer the Main Street America Accreditation process in Iowa on behalf of Main Street America and recognize Local Main Street Programs and Cities who successfully meet the Main Street America Accreditation Standards.
2. Maintain a team of downtown revitalization specialists, including a Main Street Iowa State Coordinator, to handle communication between the Local Main Street Program, City, the Main Street Iowa Program, and state government agencies.
3. Coordinate at least three (3) statewide training sessions annually for the Local Main Street Program and City based on the combined needs of all Iowa Main Street Communities.
4. Conduct at least three one-day Main Street orientations for all new Executive Directors, board members and volunteers. The Orientation will introduce the Executive Director and Local Main Street Program volunteers and board members to the Main Street Program and to their immediate responsibilities. Orientation meetings will be held in a central Iowa location.
5. Conduct an on-site partnership visit at least once every two years.
6. Provide continuing advice and information to the Local Main Street Program and City.
7. Include the Local Main Street Program and City in the Main Street Iowa network.
8. Provide, as requested and can be scheduled, on-site technical assistance visits to the Local Main Street Program and City with Main Street Iowa personnel in the areas of design, economic vitality, promotion, organization, committee training, board planning retreat facilitation, and action planning.
9. Offer additional optional, regionally hosted trainings throughout the year.

**SECTION IV. The PARTIES hereto otherwise agree as follows:**

1. The term of this agreement shall be for a period of twenty-four months, beginning January 1, 2020 and ending December 31, 2021. It may be extended or revised by a written amendment signed by all three parties.
2. This agreement shall be binding upon and shall insure to the benefit of the parties and their successors.

3. Not to discriminate against any employee or applicant for employment because of race, color, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin. The parties further agree to take affirmative action to assure that employees are treated without regard to their race, color, region, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin during employment.
4. Any one party may terminate this agreement without cause after 30 days written notice to the other two parties.
5. This document memorializes all elements of this agreement, and both incorporates and supersedes any previous agreements or negotiations, whether oral or written.
6. The IEDA is limited to furnishing its technical services to the Local Main Street Program and City and thus nothing contained herein shall create any employer-employee relationship.

**IN WITNESS WHEREOF, the parties have executed this agreement.**

BY: \_\_\_\_\_ (Date)  
(Mayor Signature)

\_\_\_\_\_  
(Mayor Printed Name) West Branch, Iowa  
(City)

BY: \_\_\_\_\_ (Date)  
(Board President Signature)

\_\_\_\_\_  
(Board President Printed Name) Friends of Historic Downtown  
West Branch / DBA West  
Branch Community Development Group  
(Local Main Street Program)

BY: \_\_\_\_\_ (Date)  
Deborah V. Durham, Director  
Iowa Economic Development Authority

**RESOLUTION 1845**

**RESOLUTION OF SUPPORT AND FINANCIAL COMMITMENT FOR THE  
MAIN STREET PROGRAM IN WEST BRANCH, IOWA**

**WHEREAS**, an Agreement between the Iowa Economic Development Authority, West Branch Community Development Group and the City of West Branch for the purpose of continuing the Main Street Iowa program in west Branch and,

**WHEREAS**, this Agreement is pursuant to contractual agreements between Main Street America and the Iowa Economic Development Authority to assist in the revitalization of the designated Main Street project area of West Branch, Iowa, and,

**WHEREAS**, the City Council of West Branch endorses the goal of economic revitalization of the designated Main Street District within the context of preservation and rehabilitation of its historic buildings and supports the continuation of the Main Street Approach™ as developed by Main Street America and espoused by Main Street Iowa.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of West Branch, Iowa, meeting in regular session on October 21, 2019 that the City of West Branch hereby agrees to support both financially and philosophically the work of West Branch Community Development Group, designates the Main Street Board to supervise the Executive Director and commits to appoint a city official to represent the City on the local Main Street Board. The source of funds to support West Branch Community Development Group will be from general city budget.

\* \* \* \* \*

**Passed and approved this 21st day of October, 2019.**

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Roger Laughlin, Mayor

ATTEST:

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Leslie Brick, Deputy City Clerk



### REQUEST FOR COUNCIL CONSIDERATION

**MEETING DATE:** October 21, 2019

**AGENDA ITEM:** **Motion to Approve** Pay Estimate Number 6 for the College Street Bridge Replacement Project.

**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 / Dave Schechinger, V&K

**DATE:** October 14, 2019

**BACKGROUND:**

This pay estimate in the amount of \$214,380.09, is to cover work completed under the contract between the City of West Branch and Taylor Construction, Inc. for the College Street Bridge Replacement project.

Pay Estimates to date on the College Street Bridge Replacement Project:

- Pay estimate 1 - \$361,163.95
- Pay estimate 2 - \$248,327.73
- Pay estimate 3 - \$360,690.11
- Pay estimate 4 - \$208,192.56
- Pay estimate 5 - \$154,055.39
- Pay estimate 6 - \$214,380.09**

*Note: Pay Estimates by law are approved when a public bid is accepted and awarded. These items do not require additional passage by ordinance. On July 8<sup>th</sup> of 2019 the City Council voted to review change orders on the consent agenda in the form of a motion for reasons of transparency. This approach also cuts staff preparation time.*

**STAFF RECOMMENDATION:** Approve the Motion – Move to Action

**REVIEWED BY CITY ADMINISTRATOR:**

**COUNCIL ACTION:**

**MOTION BY:**

**SECOND BY:**

*"Turning Vision into Reality is our Business"*



# VEENSTRA & KIMM, INC.

860 22nd Avenue, Suite 4 • Coraville, Iowa 52241-1563  
315-466-1000 • 315-466-1008(FAX) • 866-241-8001(WATS)

October 10, 2019

Taylor Construction, Inc.  
7314 Columbus Street; P.O. Box 110  
New Vienna, IA 52065

**PAY ESTIMATE NO.** 6  
**COLLEGE STREET BRIDGE REPLACEMENT**  
**WEST BRANCH, IOWA**  
**BROS-8252(605)-8J-16**

Contract ID: 16-8252-605  
Account ID: 35554

Contract Amount \$1,666,025.10  
Contract Date February 14, 2019  
Pay Period September 17, 2019 - October 10, 2019

## BID ITEMS - DIVISION I

	Item Code	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1	2101-0850002	Clearing and Grubbing	Unit	130	\$ 10.00	\$ 1,300.00	159	\$ 1,590.00
2	2102-2710070	Excavation, Cl 10, Roadway & Borrow	CY	495	\$ 10.50	\$ 5,197.50	495	\$ 5,197.50
3	2102-2710090	Excavation, Cl 10, Waste	CY	1,630	\$ 7.25	\$ 11,817.50	1630	\$ 11,817.50
4	2102-2713090	Excavation, Cl 13, Waste	CY	359	\$ 12.00	\$ 4,308.00	359	\$ 4,308.00
5	2104-2710020	Excavation, Cl 10, Channel	CY	1,125	\$ 11.00	\$ 12,375.00	1125	\$ 12,375.00
6	2105-8425005	Topsoil, Furnish and Spread	CY	130	\$ 38.00	\$ 4,940.00	104	\$ 3,952.00
7	2115-0100000	Modified Subbase	CY	400	\$ 32.00	\$ 12,800.00	370	\$ 11,840.00
8	2213-7100400	Relocation of Mail Boxes	Ea.		\$ 620.00	\$ -		\$ -
9	2214-5145150	Pavement Scarification	SY	1,532	\$ 7.00	\$ 10,724.00	1532	\$ 10,724.00
10	2301-0685550	Bridge Approach Pvm't, as per plan	SY	502.8	\$ 80.00	\$ 40,224.00	251.4	\$ 20,112.00
11	2301-1033070	Standard or Slip Form PCC Pvm't, Cl C, Cl 3 Durability, 7"	SY	1,748	\$ 38.50	\$ 67,298.00	1471.243	\$ 56,642.86
12	2315-8275025	Surfacing, Driveway, Cl A Crushed Stone	Ton	155	\$ 23.50	\$ 3,642.50		\$ -
13	2401-6745625	Removal of Existing Bridge	LS	1	\$ 15,000.00	\$ 15,000.00	1	\$ 15,000.00
14	2401-6745650	Removal of Existing Structures	LS	1	\$ 800.00	\$ 800.00	1	\$ 800.00
15	2402-2720000	Excavation, Class 20	CY	210	\$ 50.00	\$ 10,500.00	210	\$ 10,500.00
16	2402-2721000	Excavation, Class 21	CY	150	\$ 150.00	\$ 22,500.00	150	\$ 22,500.00
17	2403-0100010	Structural Concrete (Bridge)	CY	371.4	\$ 600.00	\$ 222,840.00	371.4	\$ 222,840.00
18	2404-7775000	Reinforcing Steel	LB	8,794	\$ 1.05	\$ 9,233.70	8794	\$ 9,233.70
19	2404-7775005	Reinforcing Steel, Epoxy Coated	LB	57,113	\$ 1.10	\$ 62,824.30	57113	\$ 62,824.30
20	2414-6424119	Concrete Barrier Railing, Aesthetic	LF	174	\$ 215.00	\$ 37,410.00	174	\$ 37,410.00
21	2414-6445100	Structural Steel Pedestrian Hand Railing, 10 In. Height	LF	51.3	\$ 130.00	\$ 6,669.00	51.3	\$ 6,669.00
22	2414-6445100	Structural Steel Pedestrian Hand Railing, 4'-6 Height	LF	75.3	\$ 225.00	\$ 16,942.50	75.3	\$ 16,942.50
23	2416-0100015	Aprons, Concrete, 15 In. Dia.	Ea.		\$ 1,200.00	\$ -		\$ -
24	2416-0100024	Aprons, Concrete, 24 In. Dia.	Ea.	1	\$ 1,450.00	\$ 1,450.00	1	\$ 1,450.00
25	2435-0130345	Manhole, San Sewer, SW-303, 48 In.	Ea.	2	\$ 7,250.00	\$ 14,500.00		\$ -
26	2435-0140145	Manhole, St Sewer, SW-401, 48 In.	Ea.	1	\$ 3,850.00	\$ 3,850.00	1	\$ 3,850.00
27	2435-0250100	Intake, SW-501	Ea.	3	\$ 2,500.00	\$ 7,500.00	3	\$ 7,500.00
28	2435-0250300	Intake, SW-503	Ea.	1	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
29	2435-0250400	Intake, SW-504	Ea.	2	\$ 5,850.00	\$ 11,700.00	2	\$ 11,700.00
30	2435-0251224	Intake, SW-512, 24 In.	Ea.		\$ 1,500.00	\$ -		\$ -
31	2435-0251300	Intake, SW-513	Ea.	1	\$ 2,750.00	\$ 2,750.00	1	\$ 2,750.00
32	2435-0600010	Manhole Adjustment, Minor	Ea.	1	\$ 650.00	\$ 650.00		\$ -
33	2501-0201042	Piles, Steel, HP 10 X 42	LF	2,100	\$ 45.00	\$ 94,500.00	2100	\$ 94,500.00
34	2502-8212036	Subdrain, Longitudinal, (Shoulder) 6" Dia	LF	923	\$ 15.00	\$ 13,845.00	652	\$ 9,780.00
35	2502-8221303	Subdrain Outlet, DR-303	Ea.	9	\$ 75.00	\$ 675.00	6	\$ 450.00
36	2503-0114212	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 12 In.	LF	21	\$ 56.50	\$ 1,186.50	22	\$ 1,243.00
37	2503-0114215	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 15 In.	LF	207	\$ 60.00	\$ 12,420.00	232	\$ 13,920.00
38	2503-0114218	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 18 In.	LF		\$ 60.00	\$ -		\$ -
39	2503-0114224	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 24 In.	LF	471	\$ 72.50	\$ 34,147.50	471	\$ 34,147.50
40	2503-0200036	Remove Storm Sewer Pipe Less Than or Equal to 36 In.	LF	940	\$ 20.00	\$ 18,800.00	940	\$ 18,800.00

	Item Code	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
41	2507-2638650	Bridge Wing Armoring - Erosion Stone	SY	50	\$ 50.00	\$ 2,500.00	50	\$ 2,500.00
42	2507-3250005	Engineering Fabric	SY	660	\$ 2.00	\$ 1,320.00	660	\$ 1,320.00
43	2507-6000061	Revetment, Class E	Ton	841	\$ 42.25	\$ 35,532.25	813.41	\$ 34,366.57
44	2510-6745850	Removal of Pavement	SY	144	\$ 12.00	\$ 1,728.00		\$ -
45	2510-6750600	Removal of Intakes and Utility Accesses	Ea.	8	\$ 425.00	\$ 3,400.00	8	\$ 3,400.00
46	2511-6745900	Removal of Sidewalk	SY	308	\$ 6.50	\$ 2,002.00	308	\$ 2,002.00
47	2511-7526004	Sidewalk, P.C. Concrete, 4 In.	SY	191	\$ 36.75	\$ 7,019.25		\$ -
48	2511-7526006	Sidewalk, P.C. Concrete, 6 In.	SY	229	\$ 46.00	\$ 10,534.00		\$ -
49	2511-7528101	Detectable Warnings	SF	52	\$ 30.00	\$ 1,560.00		\$ -
50	2515-2475006	Driveway, P.C. Concrete, 6 In.	SY	134	\$ 44.50	\$ 5,963.00	69	\$ 3,070.50
51	2515-2475008	Driveway, P.C. Concrete, 8 In.	SY	142	\$ 52.50	\$ 7,455.00		\$ -
52	2515-2475095	Driveway, P.C. Concrete, 9.5 In.	SY	362	\$ 63.50	\$ 22,987.00		\$ -
53	2515-6745600	Removal of Paved Driveway	SY	64	\$ 12.50	\$ 800.00		\$ -
54	2518-6910000	Safety Closure	Ea.	2	\$ 125.00	\$ 250.00	2	\$ 250.00
55	2519-3300600	Fence, Safety	LF	1,040	\$ 5.00	\$ 5,200.00	425	\$ 2,125.00
56	2519-4200020	Remvl & Reinstall of Fence, Chain Link	LF	140	\$ 65.54	\$ 9,175.60	70	\$ 4,587.80
57	2523-0000100	Lighting Poles	Ea.	2	\$ 3,900.00	\$ 7,800.00	1.5	\$ 5,850.00
58	2523-0000200	Electrical Circuits	LF	600	\$ 15.00	\$ 9,000.00	500	\$ 7,500.00
59	2523-0000310	Handholes and Junction Boxes	Ea.	3	\$ 1,400.00	\$ 4,200.00	2	\$ 2,800.00
60	2524-6765010	Remove and Reinstall Sign as per plan	Ea.	4	\$ 150.00	\$ 600.00	2	\$ 300.00
61	2524-6765110	Removal of Type A Sign	Ea.	4	\$ 25.00	\$ 100.00	4	\$ 100.00
62	2526-8285000	Construction Survey	LS	0.75	\$ 20,000.00	\$ 15,000.00	0.6	\$ 12,000.00
63	2528-8445110	Traffic Control	LS	0.50	\$ 4,350.00	\$ 2,175.00	0.5	\$ 2,175.00
64	2533-4980005	Mobilization	LS	0.75	\$ 165,000.00	\$ 123,750.00	0.6	\$ 99,000.00
65	2549-0006320	Urethane Chimney Seal	Ea.	4	\$ 725.00	\$ 2,900.00	3	\$ 2,175.00
66	2554-0112004	Water Main, Trenched, DIP, 4 In.	LF		\$ 150.00	\$ -		\$ -
67	2554-0112006	Water Main, Trenched, DIP, 6 In.	LF		\$ 92.50	\$ -		\$ -
68	2554-0112008	Water Main, Trenched, DIP, 8 In.	LF		\$ 65.00	\$ -		\$ -
69	2554-0112012	Water Main, Trenched, DIP, 12 In.	LF		\$ 225.00	\$ -		\$ -
70	2554-0202200	Fittings By Count, DI, 11.25° Bend, 3 In.	Ea.		\$ 600.00	\$ -		\$ -
71	2554-0202200	Fittings By Count, DI, 22.5° Bend, 3 In.	Ea.		\$ 725.00	\$ -		\$ -
72	2554-0202200	Fittings By Count, DI, 45° Bend, 3 In.	Ea.		\$ 625.00	\$ -		\$ -
73	2554-0202200	Fittings By Count, DI, Cross, 12 In. X 8 In.	Ea.		\$ 1,375.00	\$ -		\$ -
74	2554-0202200	Fittings By Count, DI, Reducer, 3 In. X 6 In.	Ea.		\$ 375.00	\$ -		\$ -
75	2554-0202200	Fittings By Count, DI, Tee, 12 In. X 8 In.	Ea.		\$ 1,250.00	\$ -		\$ -
76	2554-0202200	Fittings By Count, DI, Tee, 6 In. X 4 In.	Ea.		\$ 585.00	\$ -		\$ -
77	2554-0202200	Fittings By Count, DI, Tee, 8 In. X 6 In.	Ea.		\$ 750.00	\$ -		\$ -
78	2554-0202200	Fittings By Count, DI, Tee, 3 In. X 3 In.	Ea.		\$ 850.00	\$ -		\$ -
79	2554-0204110	Water Service Stub, Copper, 1 In.	Ea.		\$ 1,725.00	\$ -		\$ -
80	2554-0207006	Valve, Gate, DIP, 6 In.	Ea.		\$ 1,250.00	\$ -		\$ -
81	2554-0207008	Valve, Gate, DIP, 8 In.	Ea.		\$ 1,650.00	\$ -		\$ -
82	2554-0207012	Valve, Gate, DIP, 12 In.	Ea.		\$ 2,800.00	\$ -		\$ -
83	2554-0210201	Fire Hydrant Assembly, WM-201	Ea.		\$ 5,250.00	\$ -		\$ -
84	2599-9999005	Removal of Hydrant Assembly	Ea.		\$ 800.00	\$ -		\$ -
85	2601-2634100	Mulching	Acre	0.50	\$ 2,500.00	\$ 1,250.00		\$ -
86	2601-2636044	Seeding and Fertilizing (Urban)	Acre	0.50	\$ 2,500.00	\$ 1,250.00		\$ -
87	2601-2642120	Stabil Crop-Seeding & Fertilizing (Urban)	Acre	0.50	\$ 1,500.00	\$ 750.00		\$ -
88	2601-2643110	Watering for Sod, Special Ditch Control, or Slope Protection	Mgal	0.07	\$ 60.00	\$ 4.20		\$ -
89	2601-2643300	Mobilization for Watering	Ea.	4	\$ 350.00	\$ 1,400.00		\$ -
90	2602-0000020	Silt Fence	LF	715	\$ 2.00	\$ 1,430.00		\$ -
91	2602-0000101	Maintenance of Silt Fence or Silt Fence for Ditch Check	LF	715	\$ 0.50	\$ 357.50		\$ -
92	2602-0000309	Perimeter and Slope Sediment Control Device, 9 In. Dia.	LF	80	\$ 7.00	\$ 560.00	20	\$ 140.00
93	2602-0000500	Open-Throat Curb Intake Sediment Filter	LF	60	\$ 20.00	\$ 1,200.00		\$ -
94	2602-0010010	Mobilizations, Erosion Control	Ea.	1	\$ 500.00	\$ 500.00	1	\$ 500.00
95	2602-0010020	Mobilizations, Emergency Erosion Control	Ea.	1	\$ 1,000.00	\$ 1,000.00		\$ -
<b>Division I Price:</b>						<b>\$1,094,972.80</b>		<b>\$ 934,530.73</b>



**BID ITEMS - DIVISION II**

	Item Code	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1	2101-0850002	Clearing and Grubbing	Unit		\$ 10.00	\$ -		\$ -
2	2102-2710070	Excavation, Cl 10, Roadway & Borrow	CY	70	\$ 10.50	\$ 735.00	70	\$ 735.00
3	2102-2710090	Excavation, Cl 10, Waste	CY	1,170	\$ 7.25	\$ 8,482.50	1170	\$ 8,482.50
4	2102-2713090	Excavation, Cl 13, Waste	CY	233	\$ 12.00	\$ 2,796.00	233	\$ 2,796.00
5	2104-2710020	Excavation, Cl 10, Channel	CY		\$ 11.00	\$ -		\$ -
6	2105-3425005	Topsoil, Furnish and Spread	CY	50	\$ 38.00	\$ 1,900.00	243	\$ 9,234.00
7	2115-0100000	Modified Subbase	CY	345	\$ 32.00	\$ 11,040.00	440	\$ 14,080.00
8	2213-7100400	Relocation of Mail Boxes	Ea.	2	\$ 620.00	\$ 1,240.00	4	\$ 2,480.00
9	2214-5145150	Pavement Scarification	SY	1,246	\$ 7.00	\$ 8,722.00	1246	\$ 8,722.00
10	2301-0685550	Bridge Approach Pvm't, as per plan	SY		\$ 80.00	\$ -		\$ -
11	2301-1033070	Standard or Slip Form PCC Pvm't, Cl C, Cl 3 Durability, 7"	SY	1,624	\$ 38.50	\$ 62,524.00	1624	\$ 62,524.00
12	2315-3275025	Surfacing, Driveway, Cl A Crushed Ston	Ton	4	\$ 23.50	\$ 94.00	4	\$ 94.00
13	2401-6745625	Removal of Existing Bridge	LS		\$ 15,000.00	\$ -		\$ -
14	2401-6745650	Removal of Existing Structures	LS		\$ 800.00	\$ -		\$ -
15	2402-2720000	Excavation, Class 20	CY		\$ 50.00	\$ -		\$ -
16	2402-2721000	Excavation, Class 21	CY		\$ 150.00	\$ -		\$ -
17	2403-0100010	Structural Concrete (Bridge)	CY		\$ 600.00	\$ -		\$ -
18	2404-7775000	Reinforcing Steel	LB		\$ 1.05	\$ -		\$ -
19	2404-7775005	Reinforcing Steel, Epoxy Coated	LB		\$ 1.10	\$ -		\$ -
20	2414-6424119	Concrete Barrier Railing, Aesthetic	LF		\$ 215.00	\$ -		\$ -
21	2414-6445100	Structural Steel Pedestrian Hand Railing, 10 In. Height	LF		\$ 130.00	\$ -		\$ -
22	2414-6445100	Structural Steel Pedestrian Hand Railing, 4'-6 Height	LF		\$ 225.00	\$ -		\$ -
23	2416-0100015	Aprons, Concrete, 15 In. Dia.	Ea.	1	\$ 1,200.00	\$ 1,200.00	1	\$ 1,200.00
24	2416-0100024	Aprons, Concrete, 24 In. Dia.	Ea.	1	\$ 1,450.00	\$ 1,450.00	1	\$ 1,450.00
25	2435-0130348	Manhole, San Sewer, SW-303, 48 In.	Ea.	1	\$ 7,250.00	\$ 7,250.00	1	\$ 7,250.00
26	2435-0140148	Manhole, St Sewer, SW-401, 48 In.	Ea.		\$ 3,850.00	\$ -		\$ -
27	2435-0250100	Intake, SW-501	Ea.	4	\$ 2,500.00	\$ 10,000.00	4	\$ 10,000.00
28	2435-0250300	Intake, SW-503	Ea.		\$ 5,000.00	\$ -		\$ -
29	2435-0250400	Intake, SW-504	Ea.	2	\$ 5,850.00	\$ 11,700.00	2	\$ 11,700.00
30	2435-0251224	Intake, SW-512, 24 In.	Ea.	1	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
31	2435-0251300	Intake, SW-513	Ea.	1	\$ 2,750.00	\$ 2,750.00	1	\$ 2,750.00
32	2435-0600010	Manhole Adjustment, Minor	Ea.		\$ 650.00	\$ -		\$ -
33	2501-0201042	Piles, Steel, HP 10 X 42	LF		\$ 45.00	\$ -		\$ -
34	2502-3212036	Subdrain, Longitudinal, (Shoulder) 6 In.	LF	349	\$ 15.00	\$ 5,235.00	349	\$ 5,235.00
35	2502-3221303	Subdrain Outlet, DR-303	Ea.	4	\$ 75.00	\$ 300.00	7	\$ 525.00
36	2503-0114212	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 12 In.	LF	50	\$ 56.50	\$ 2,825.00	20.5	\$ 1,158.25
37	2503-0114215	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 15 In.	LF	227	\$ 60.00	\$ 13,620.00	259	\$ 15,540.00
38	2503-0114218	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 18 In.	LF	170	\$ 60.00	\$ 10,200.00	260.5	\$ 15,630.00
39	2503-0114224	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 24 In.	LF	185	\$ 72.50	\$ 13,412.50	178.5	\$ 12,941.25
40	2503-0200036	Remove Storm Sewer Pipe Less Than or Equal to 36 In.	LF	223	\$ 20.00	\$ 4,460.00	223	\$ 4,460.00
41	2507-2638650	Bridge Wing Armoring - Erosion Stone	SY		\$ 50.00	\$ -		\$ -
42	2507-3250005	Engineering Fabric	SY		\$ 2.00	\$ -		\$ -
43	2507-6800061	Revetment, Class E	Ton		\$ 42.25	\$ -		\$ -
44	2510-6745850	Removal of Pavement	SY	73	\$ 12.00	\$ 876.00	73	\$ 876.00
45	2510-6750600	Removal of Intakes and Utility Accesses	Ea.	2	\$ 425.00	\$ 850.00	2	\$ 850.00
46	2511-6745900	Removal of Sidewalk	SY	235	\$ 6.50	\$ 1,527.50	235	\$ 1,527.50
47	2511-7526004	Sidewalk, P.C. Concrete, 4 In.	SY	116	\$ 36.75	\$ 4,263.00	116	\$ 4,263.00
48	2511-7526006	Sidewalk, P.C. Concrete, 6 In.	SY	185	\$ 46.00	\$ 8,510.00	185	\$ 8,510.00

	Item Code	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
49	2511-7528101	Detectable Warnings	SF	10	\$ 30.00	\$ 300.00	10	\$ 300.00
50	2515-2475006	Driveway, P.C. Concrete, 6 In.	SY	202	\$ 44.50	\$ 8,989.00	202	\$ 8,989.00
51	2515-2475008	Driveway, P.C. Concrete, 8 In.	SY		\$ 52.50	\$ -		\$ -
52	2515-2475095	Driveway, P.C. Concrete, 9.5 In.	SY		\$ 63.50	\$ -		\$ -
53	2515-6745600	Removal of Paved Driveway	SY	16	\$ 12.50	\$ 200.00	16	\$ 200.00
54	2518-6910000	Safety Closure	Ea.	2	\$ 125.00	\$ 250.00	2	\$ 250.00
55	2519-3300600	Fence, Safety	LF	260	\$ 5.00	\$ 1,300.00	460	\$ 2,300.00
56	2519-4200020	Remvl & Reinstall of Fence, Chain Link	LF		\$ 65.54	\$ -		\$ -
57	2523-0000100	Lighting Poles	Ea.		\$ 3,900.00	\$ -		\$ -
58	2523-0000200	Electrical Circuits	LF		\$ 15.00	\$ -		\$ -
59	2523-0000310	Handholes and Junction Boxes	Ea.		\$ 1,400.00	\$ -		\$ -
60	2524-6765010	Remove and Reinstall Sign as per plan	Ea.	1	\$ 150.00	\$ 150.00	0.5	\$ 75.00
61	2524-6765110	Removal of Type A Sign	Ea.	2	\$ 25.00	\$ 50.00	2	\$ 50.00
62	2526-3285000	Construction Survey	LS	0.25	\$ 20,000.00	\$ 5,000.00	0.25	\$ 5,000.00
63	2526-3445110	Traffic Control	LS	0.50	\$ 4,350.00	\$ 2,175.00	0.5	\$ 2,175.00
64	2533-4980005	Mobilization	LS	0.25	\$ 165,000.00	\$ 41,250.00	0.25	\$ 41,250.00
65	2549-0006320	Urethane Chimney Seal	Ea.	1	\$ 725.00	\$ 725.00	1	\$ 725.00
66	2554-0112004	Water Main, Trenched, DIP, 4 In.	LF	5	\$ 150.00	\$ 750.00	2	\$ 300.00
67	2554-0112006	Water Main, Trenched, DIP, 6 In.	LF	30	\$ 92.50	\$ 2,775.00	27	\$ 2,497.50
68	2554-0112008	Water Main, Trenched, DIP, 8 In.	LF	1,395	\$ 65.00	\$ 90,675.00	1395	\$ 90,675.00
69	2554-0112012	Water Main, Trenched, DIP, 12 In.	LF	5	\$ 225.00	\$ 1,125.00	5	\$ 1,125.00
70	2554-0202200	Fittings By Count, DI, 11.25° Bend, 8 In.	Ea.	3	\$ 600.00	\$ 1,800.00	3	\$ 1,800.00
71	2554-0202200	Fittings By Count, DI, 22.5° Bend, 8 In.	Ea.	2	\$ 725.00	\$ 1,450.00	2	\$ 1,450.00
72	2554-0202200	Fittings By Count, DI, 45° Bend, 8 In.	Ea.	1	\$ 625.00	\$ 625.00	4	\$ 2,500.00
73	2554-0202200	Fittings By Count, DI, Cross, 12 In. X 8 In.	Ea.	1	\$ 1,375.00	\$ 1,375.00	1	\$ 1,375.00
74	2554-0202200	Fittings By Count, DI, Reducer, 8 In. X 6 In.	Ea.	2	\$ 375.00	\$ 750.00	2	\$ 750.00
75	2554-0202200	Fittings By Count, DI, Tee, 12 In. X 8 In.	Ea.	2	\$ 1,250.00	\$ 2,500.00	2	\$ 2,500.00
76	2554-0202200	Fittings By Count, DI, Tee, 6 In. X 4 In.	Ea.	1	\$ 585.00	\$ 585.00	1	\$ 585.00
77	2554-0202200	Fittings By Count, DI, Tee, 8 In. X 6 In.	Ea.	1	\$ 750.00	\$ 750.00	1	\$ 750.00
78	2554-0202200	Fittings By Count, DI, Tee, 8 In. X 8 In.	Ea.	1	\$ 850.00	\$ 850.00	1	\$ 850.00
79	2554-0204110	Water Service Stub, Copper, 1 In.	Ea.	10	\$ 1,725.00	\$ 17,250.00	10	\$ 17,250.00
80	2554-0207006	Valve, Gate, DIP, 6 In.	Ea.	2	\$ 1,250.00	\$ 2,500.00	2	\$ 2,500.00
81	2554-0207008	Valve, Gate, DIP, 8 In.	Ea.	8	\$ 1,650.00	\$ 13,200.00	8	\$ 13,200.00
82	2554-0207012	Valve, Gate, DIP, 12 In.	Ea.	1	\$ 2,800.00	\$ 2,800.00	1	\$ 2,800.00
83	2554-0210201	Fire Hydrant Assembly, WM-201	Ea.	3	\$ 5,250.00	\$ 15,750.00	3	\$ 15,750.00
84	2599-9999005	Removal of Hydrant Assembly	Ea.	3	\$ 800.00	\$ 2,400.00	3	\$ 2,400.00
85	2601-2634100	Mulching	Acre	0.50	\$ 2,500.00	\$ 1,250.00		\$ -
86	2601-2636044	Seeding and Fertilizing (Urban)	Acre	0.50	\$ 2,500.00	\$ 1,250.00		\$ -
87	2601-2642120	Stabil Crop-Seeding & Fertilizing (Urban)	Acre	0.50	\$ 1,500.00	\$ 750.00		\$ -
88	2601-2643110	Watering for Sod, Special Ditch Control, or Slope Protection	Mgal	0.05	\$ 60.00	\$ 3.00		\$ -
89	2601-2643300	Mobilization for Watering	Ea.	4	\$ 350.00	\$ 1,400.00		\$ -
90	2602-0000020	Silt Fence	LF	165	\$ 2.00	\$ 330.00		\$ -
91	2602-0000101	Maintenance of Silt Fence or Silt Fence for Ditch Check	LF	165	\$ 0.50	\$ 82.50		\$ -
92	2602-0000309	Perimeter and Slope Sediment Control Device, 9 In. Dia.	LF		\$ 7.00	\$ -		\$ -
93	2602-0000500	Open-Throat Curb Intake Sediment Filter	LF	10	\$ 20.00	\$ 200.00		\$ -
94	2602-0010010	Mobilizations, Erosion Control	Ea.	1	\$ 500.00	\$ 500.00	1	\$ 500.00
95	2602-0010020	Mobilizations, Emergency Erosion Control	Ea.	1	\$ 1,000.00	\$ 1,000.00		\$ -
<b>Division II Price:</b>						<b>\$ 426,527.00</b>		<b>\$ 439,385.00</b>

**BID ITEMS - DIVISION III**

	Item Code	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
96	2102-2710070	Excavation, Cl 10, Roadway & Borrow	CY	50	\$ 8.00	\$ 400.00	50	\$ 400.00
97	2102-2710090	Excavation, Cl 10, Waste	CY	763	\$ 12.25	\$ 9,346.75	763	\$ 9,346.75
98	2102-2713090	Excavation, Cl 13, Waste	CY	143	\$ 8.25	\$ 1,179.75	143	\$ 1,179.75
99	2105-3425005	Topsoil, Furnish and Spread	CY	90	\$ 38.50	\$ 3,465.00	72	\$ 2,772.00
100	2115-0100000	Modified Subbase	CY	170	\$ 38.25	\$ 6,502.50	263	\$ 10,059.75
101	2214-5145150	Pavement Scarification	SY	810	\$ 0.25	\$ 202.50	810	\$ 202.50
102	2301-1033070	Standard or Slip Form PCC Pvm't, Cl C, Cl 3 Durability, 7"	SY	847	\$ 38.50	\$ 32,609.50	847	\$ 32,609.50
103	2303-0000100	HMA Mixture, Com Mix (Binder) per pl	Ton	120	\$ 126.30	\$ 15,156.00	131.14	\$ 16,562.98
104	2416-0100012	Aprons, Concrete, 12 In. Dia.	Ea.	2	\$ 1,050.00	\$ 2,100.00	2	\$ 2,100.00
105	2435-0130345	Manhole, San Sewer, SW-303, 48 In.	Ea.	1	\$ 7,500.00	\$ 7,500.00	1	\$ 7,500.00
106	2435-0140145	Manhole, St Sewer, SW-401, 48 In.	Ea.	1	\$ 2,750.00	\$ 2,750.00	1	\$ 2,750.00
107	2435-0250100	Intake, SW-501	Ea.	1	\$ 2,500.00	\$ 2,500.00	1	\$ 2,500.00
108	2435-0250400	Intake, SW-504	Ea.	1	\$ 5,750.00	\$ 5,750.00	1	\$ 5,750.00
109	2435-0251100	Intake, SW-511	Ea.	2	\$ 2,200.00	\$ 4,400.00	2	\$ 4,400.00
110	2502-5212036	Subdrain, Longitudinal, (Shoulder) 6 In.	LF	499	\$ 15.00	\$ 7,485.00	499	\$ 7,485.00
111	2502-5221303	Subdrain Outlet, DR-303	Ea.	6	\$ 75.00	\$ 450.00	2	\$ 150.00
112	2503-0114212	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 12 In.	LF	111	\$ 50.00	\$ 5,550.00	127	\$ 6,350.00
113	2503-0114215	Storm Sewer Gravity Main, Trenched, RCP, 2000D (Class III), 18 In.	LF	31	\$ 52.50	\$ 1,627.50	47	\$ 2,467.50
114	2503-0200036	Remove Storm Sewer Pipe Less Than or Equal to 36 In.	LF	115	\$ 10.00	\$ 1,150.00	144	\$ 1,440.00
115	2510-6745550	Removal of Pavement	SY	105	\$ 10.50	\$ 1,102.50	105	\$ 1,102.50
116	2510-6750600	Removal of Intakes and Utility Accesses	Ea.	2	\$ 350.00	\$ 700.00	3	\$ 1,050.00
117	2511-6745900	Removal of Sidewalk	SY	72	\$ 7.50	\$ 540.00	72	\$ 540.00
118	2511-7526004	Sidewalk, P.C. Concrete, 4 In.	SY	158	\$ 36.75	\$ 5,806.50	158	\$ 5,806.50
119	2511-7526006	Sidewalk, P.C. Concrete, 6 In.	SY	20	\$ 46.00	\$ 920.00	20	\$ 920.00
120	2511-7528101	Detectable Warnings	SF	40	\$ 30.00	\$ 1,200.00	40	\$ 1,200.00
121	2518-6910000	Safety Closure	Ea.	3	\$ 125.00	\$ 375.00	3	\$ 375.00
122	2526-3285000	Construction Survey	LS	1	\$ 7,000.00	\$ 7,000.00	1	\$ 7,000.00
123	2528-2445110	Traffic Control	LS	1	\$ 500.00	\$ 500.00	0.8	\$ 400.00
124	2533-4980005	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00	0.8	\$ 4,000.00
125	2549-0006320	Urethane Chimney Seal	Ea.	1	\$ 725.00	\$ 725.00	1	\$ 725.00
126	2554-0112024	Water Main, Trenched, DIP, 24 In.	LF	20	\$ 150.00	\$ 3,000.00	20	\$ 3,000.00
127	2599-9999005	Removal of Hydrant Assembly	Ea.	1	\$ 1,250.00	\$ 1,250.00	1	\$ 1,250.00
128	2601-2634100	Mulching	Acre	0.20	\$ 3,000.00	\$ 600.00		\$ -
129	2601-2636044	Seeding and Fertilizing (Urban)	Acre	0.20	\$ 3,000.00	\$ 600.00		\$ -
130	2601-2642120	Stabil Crop-Seeding & Fertilizing (Urban)	Acre	0.20	\$ 2,000.00	\$ 400.00		\$ -
131	2601-2643110	Watering for Sod, Special Ditch Control, or Slope Protection	Mgal	0.03	\$ 60.00	\$ 1.80		\$ -
132	2601-2643300	Mobilization for Watering	Ea.	4	\$ 350.00	\$ 1,400.00		\$ -
133	2602-0000020	Silt Fence	LF	120	\$ 5.00	\$ 600.00		\$ -
134	2602-0000101	Maintenance of Silt Fence or Silt Fence for Ditch Check	LF	120	\$ 1.00	\$ 120.00		\$ -
135	2602-0000309	Perimeter and Slope Sediment Control Device, 9 In. Dia.	LF	40	\$ 14.00	\$ 560.00		\$ -
136	2602-0000500	Open-Throat Curb Intake Sediment Filte	LF	20	\$ 25.00	\$ 500.00		\$ -
137	2602-0010010	Mobilizations, Erosion Control	Ea.	1	\$ 500.00	\$ 500.00		\$ -
138	2602-0010020	Mobilizations, Emergency Erosion Cont	Ea.	1	\$ 1,000.00	\$ 1,000.00		\$ -
<b>Division III Price:</b>						<b>\$ 144,525.30</b>		<b>\$ 143,394.73</b>

MATERIALS STORED SUMMARY			
Description	# of Units	Unit Price	Extended Cost
<b>Total</b>			\$ -

NON PARTICIPATING CHANGE ORDER ITEMS								
Item Code	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed	
27	2435-0250100	Intake, SW-501	Ea.	-2	\$ 2,500.00	\$ (5,000.00)	-	-
105	2435-0130348	Manhole, San Sewer, SW-303, 48 In.	Ea.	-1	\$ 7,500.00	\$ (7,500.00)	-	-
116	2510-6750600	Removal of Intakes and Utility Accesses	Ea.	-1	\$ 350.00	\$ (350.00)	-	-
8001	2435-0600020	Manhole Adjustment	Ea.	1	\$ 5,280.00	\$ 5,280.00	1	\$ 5,280.00
8002	2554-0202200	Fittings by Count DI, Sleeve 12"	Ea.	1	\$ 1,017.50	\$ 1,017.50	1	\$ 1,017.50
8003	2554-0112012	Water Main, Trenched, DIP, 12"	LF	52	\$ 110.00	\$ 5,720.00	56.75	\$ 6,242.50
8004	2599-9999005	Valve Removal	Ea.	1	\$ 600.00	\$ 600.00	1	\$ 600.00
8005	2504-0220000	San Swr Service Relocation	Ea.	2	\$ 1,810.60	\$ 3,621.20	2	\$ 3,621.20
8006	2552-0000220	Replacement of Unsuitable Backfill Mat	CY	99	\$ 26.51	\$ 2,633.24	99.33	\$ 2,633.24
8007	2102-2710070	Excavation Class 10 Roadway & Borrow	CY	188	\$ 21.00	\$ 3,954.93	188.33	\$ 3,954.93
8008	2113-0001100	Subgrade Stabil Mat'l Geogrid TX160	SY	705	\$ 6.60	\$ 4,653.00	750	\$ 4,950.00
8009	2435-0250300	Intake, SW-503	Ea.	2	\$ 2,500.00	\$ 5,000.00	2	\$ 5,000.00
8010	2554-0202200	Fittings by Count, DI, 45 Bend, 12"	Ea.	4	\$ 850.00	\$ 3,520.00	4	\$ 3,520.00
8011	2599-9999005	SW-511 Intake Modifications	Ea.	2	\$ 1,925.00	\$ 3,850.00	2	\$ 3,850.00

PARTICIPATING CHANGE ORDER ITEMS								
25	2435-0130348	Manhole, San Sewer, SW-303, 48 In.	Ea.	-2	\$ 7,250.00	\$ (14,500.00)	-	-
45	2510-6750600	Removal of Intakes and Utility Accesses	Ea.	-2	\$ 425.00	\$ (850.00)	-	-
8001	2435-0600020	Manhole Adjustment	Ea.	2	\$ 5,280.00	\$ 10,560.00	2	\$ 10,560.00
8005	2504-0220000	San Swr Service Relocation	Ea.	2	\$ 1,810.60	\$ 3,621.20	2	\$ 3,621.20
8006	2552-0000220	Replacement of Unsuitable Backfill Mat	CY	50	\$ 26.51	\$ 1,316.75	49.67	\$ 1,316.75
8012	2504-0240036	Remove San Sewer Pipe <= 36"	LF	45	\$ 62.76	\$ 2,837.38	45.21	\$ 2,837.38
8013	2599-9999003	Excavation & Backfill w/Native Material	CY	97	\$ 46.59	\$ 4,519.23	97	\$ 4,519.23
8014	2510-6750600	Removal of Intakes & Utility Accesses	Ea.	2	\$ 1,210.00	\$ 2,420.00	2	\$ 2,420.00
<b>Total Change Orders:</b>					<b>\$ 36,924.43</b>		<b>\$ 65,943.93</b>	

**SUMMARY**

		<b>Total Approved</b>	<b>Total Completed</b>
Contract Price		\$ 1,666,025.10	\$ 1,517,310.46
Approved Change Order (list each)	Change Order No. 1		
	Change Order No. 2		
	Change Order No. 3		
	Change Order No. 4		
Revised Contract Price		\$ 1,702,949.53	\$ 1,583,254.39

Stored \$ -  
 Total Earned \$ 1,583,254.39  
 Retainage (3%) \$ 30,000.00  
**Total Earned Less Retainage \$ 1,553,254.39**

Total Previously Approved (list each)			
	Pay Estimate No. 1	\$ 361,163.95	
	Pay Estimate No. 2	\$ 248,327.73	
	Pay Estimate No. 3	\$ 360,690.11	
	Pay Estimate No. 4	\$ 214,637.12	
	Pay Estimate No. 5	\$ 154,055.39	

**Total Previously Approved \$ 1,338,874.30**  
**Amount Due This Request \$ 214,380.09**

Percent Complete 93%

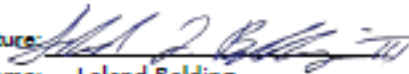
The amount \$ 214,380.09 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:  
Taylor Construction, Inc.

Recommended By:  
Veenstra & Kimm, Inc.

Approved By:  
West Branch, Iowa

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

Signature:   
 Name: Leland Belding  
 Title: Engineer  
 Date: October 10, 2019

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> October 21, 2019
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<b>AGENDA ITEM:</b> Motion to Approve the Claims Report.
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<b>CITY GOAL:</b> Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
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<b>PREPARED BY:</b> Gordon Edgar, Finance Director
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<b>DATE:</b> October 14, 2019
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### 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.

<b>STAFF RECOMMENDATION:</b> Approve Claims Report – Move to Action
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<b>REVIEWED BY CITY ADMINISTRATOR:</b>
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<b>COUNCIL ACTION:</b>
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<b>MOTION BY:</b>
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<b>SECOND BY:</b>
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*"Turning Vision into Reality is our Business"*

## EXPENDITURES

10/21/2019

AERO RENTAL INC	EQUIPMENT RENTAL	627.00
ALLIANT ENERGY	ALLIANT ENERGY	12,595.56
ALTORFER INC	VEHICLE REPAIR PARTS	6.85
AMAZON	BOOKS, OFFICE & MAINT SUPPLIES	829.39
BAKER & TAYLOR INC.	BOOKS	1,006.06
BANKERS ADVERTISING COMPANY	OFFICE SUPPLIES	20.58
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	34.05
BEAN & BEAN	GRAVE OPENINGS	2,200.00
BRICK, LESLIE	MILEAGE	85.08
CAJ ENTERPRISES INC	ROCK	241.29
CEDAR COUNTY RECORDER	RECORDING FEES	48.00
CEDAR RAPIDS PHOTO COPY INC	COPIER MAINTENANCE	18.54
CONLEY & JENNA NASH	BUILDING INCENTIVE PAYMENT	1,064.80
CULLIGAN WATER TECHNOLOGIE	WATER SOFTENER SERVICE	23.20
CY'S TREE SERVICE	TREE TRIMMING	2,575.00
D&R PEST CONTROL	PEST CONTROL	70.00
DAN'S OVERHEAD DOORS & MOR	BUILDING MAINTENANCE	493.75
DEWEYS JACK & JILL	LIB & PARK PROGRAM SUPPLIES	59.56
ENVIRONMENTAL MANAGEMENT SERVICES	ASBESTOS REMOVAL	890.00
FEHR GRAHAM	308 PV PARK CONST SERVICES	1,908.00
FELD FIRE EQUIPMENT CO. INC	SUPPLIES & UNIFORMS	1,728.00
HARRY'S CUSTOM TROPHIES LT	PARTICIPANT RIBBONS	180.00
HD CLINE COMPANY	LAWN MOWER BAGGER	3,581.48
HI-LINE ELECTRIC COMPANY INC	MAINTENANCE SUPPLIES	503.08
HOLLYWOOD GRAPHICS	JERSEYS	1,887.00
HOSPERS & BROTHER PRINTERS	OFFICE SUPPLIES	202.25
ICAD GROUP	DUES	2,750.00
IOWA CODIFICATION INC	CODIFICATION SERVICES-PHASE 1	1,500.00
IOWA DEPARTMENT OF NATURAL	2020 ANNUAL WATER USE FEE	95.00
JOHNSON COUNTY REFUSE INC.	RECYCLING SEPTEMBER	4,018.50
KIECK'S CAREER APPAREL & UNIFORMS	UNIFORMS	119.05
LINN COUNTY R.E.C.	STREET LIGHTS	148.12
LYNCH, RYAN OR LINDSEY	BUILDING INCENTIVE PAYMENT	1,917.47
MARTIN P GILLESPIE	BUILDING INCENTIVE PROGRAM	847.03
MENARDS	SUPPLIES	138.45
MIDLAND GIS SOLUTIONS, LLC	INTEGRITY GIS WEBSITE HOSTING	3,600.00
MISCELLANEOUS VENDOR	VIRTUAL ADV STUDIOS:VENDOR REFUND	50.00
OASIS ELECTRIC LLC	BUILDING MAINTENANCE	563.68
OLSON, KEVIN D	LEGAL SERVICES - OCTOBER, 2019	1,500.00
PITNEY BOWES PURCHASE POWER	PITNEY BOWES PURCHASE POWER	500.00
PORT 'O' JONNY INC.	SERVICE-WAPSI PARK	90.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	970.00
QUILL CORP	OFFICE SUPPLIES	246.35
RIVER PRODUCTS COMPANY INC	ROADSTONE	319.42
SEYDEL, RANDY AND LINDSAY	BUILDING INCENTIVE PAYMENT	2,777.96
SHIMMIN, NICK	REGISTRATION	45.00
STATE HYGIENIC LAB	LAB ANALYSIS	26.00
UPS	SHIPPING	22.82
US BANK EQUIPMENT FINANCE	COPIER LEASE PAYMENT	106.25
WALMART COMMUNITY/RFCSELLC	DVDS, PROGRAM SUPPLIES	301.71
WATER SOLUTIONS UNLIMITED	CHEMICALS	1,956.06
WEST BRANCH COMMUNITY SCHOOL	TRANSPORTATION-PARK & REC PROGRAMS	1,982.47
WEST BRANCH FORD	VEHICLE REPAIR	1,190.49

WEST BRANCH TIMES	LEGAL PUBLICATIONS & ADVERTISIG	456.86
WEX BANK	VEHICLE FUEL	1,851.30
<b>TOTAL</b>		<b>62,968.51</b>
<b>PAYROLL</b>	<b>10/18/2019</b>	<b>55,107.29</b>
<b>PAID BETWEEN MEETINGS</b>		
UPS	SHIPPING	22.82
WESTGARD WOODWORKS	DEPOSIT ON DOOR INSTALLATION	2,200.00
<b>TOTAL</b>		<b>2,222.82</b>
<b>GRAND TOTAL EXPENDITURES</b>		<b>120,298.62</b>
<b>FUND TOTALS</b>		
001 GENERAL FUND		54,203.70
022 CIVIC CENTER		3,278.03
031 LIBRARY		10,201.45
110 ROAD USE TAX		6,555.46
112 TRUST AND AGENCY		12,185.80
308 PARK IMP - PEDERSEN VALLEY		5,408.00
312 DOWNTOWN EAST REDEVELOPMENT		890.00
600 WATER FUND		15,137.07
610 SEWER FUND		12,439.11
		-
<b>GRAND TOTAL</b>		<b>120,298.62</b>

**REVENUE-FISCAL YEAR 2020**  
**FUND**

**SEPTEMBER**

001 GENERAL FUND	133,278.92
022 CIVIC CENTER	1,637.90
031 LIBRARY	607.98
036 TORT LIABILITY	4,416.91
110 ROAD USE TAX	33,362.33
112 TRUST & AGENCY	25,191.47
119 EMERGENCY TAX FUND	3,545.91
121 LOCAL OPTION SALES TAX	18,301.74
125 TIF	22,874.92
226 DEBT SERVICE	30,941.93
310 COLLEGE ST BRIDGE REPLACEMENT	266,182.82
500 CEMETERY PERPETUAL FUND	586.25
501 KROUTH PRINCIPAL FUND	383.18
502 KROUTH INTEREST FUND	88.64
600 WATER FUND	53,069.91
610 SEWER FUND	37,889.52
740 STORM WATER UTILITY	5,202.10
<b>TOTAL</b>	<b>637,562.43</b>



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
POLICE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	824.91		
		ALLIANT ENERGY	SERVICES	296.50		
		WEST BRANCH FORD	VEHICLE REPAIR	1,190.49		
			TOTAL:	2,311.90		
FIRE OPERATION	GENERAL FUND	KIECK'S CAREER APPAREL & UNIFORMS	UNIFORMS	119.05		
		WEX BANK	VEHICLE FUEL	51.71		
		FELD FIRE EQUIPMENT CO. INC	SUPPLIES & UNIFORMS	1,644.00		
			SUPPLIES & UNIFORMS	84.00		
		ALLIANT ENERGY	SERVICES	889.49		
		HOSPERS & BROTHER PRINTERS	OFFICE SUPPLIES	202.25		
		CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	23.20		
			TOTAL:	3,013.70		
ROADS AND STREETS	GENERAL FUND	AERO RENTAL INC	EQUIPMENT RENTAL	627.00		
			TOTAL:	627.00		
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	STREET LIGHTS	148.12		
		ALLIANT ENERGY	SERVICES	2,347.11		
			SERVICES	231.18		
			TOTAL:	2,726.41		
PARK & RECREATION	GENERAL FUND	HARRY'S CUSTOM TROPHIES LTD	PARTICIPANT RIBBONS	180.00		
		DEWEYS JACK & JILL	LIB & PARK PROGRAM SUPPLIE	25.72		
		RIVER PRODUCTS COMPANY INC	ROADSTONE	106.40		
		WEST BRANCH COMMUNITY SCHOOLS	TRANSPORTATION-PARK & REC	1,982.47		
		PORT 'O' JONNY INC.	SERVICE-WAPSI PARK	90.00		
		MENARDS	SUPPLIES	138.45		
		HOLLYWOOD GRAPHICS	JERSEYS	1,887.00		
		CAJ ENTERPRISES INC	ROCK	80.38		
		ALLIANT ENERGY	SERVICES	180.17		
			SERVICES	13.70		
			TOTAL:	4,684.29		
		CRMETERY	GENERAL FUND	WEST BRANCH TIMES	LEGAL PUBLICATIONS & ADVER	32.00
				HD CLINE COMPANY	REPAIR PARTS	81.48
WEX BANK	VEHICLE FUEL			698.77		
BEAN & BEAN	GRAVE OPENINGS			2,200.00		
	TOTAL:			3,012.25		
ECONOMIC DEVELOPMENT	GENERAL FUND	ICAD GROUP	DUES	2,750.00		
		LYNCH, RYAN OR LINDSEY	BUILDING INCENTIVE PAYMENT	935.18		
			BUILDING INCENTIVE PAYMENT	982.29		
		CONLEY & JENNA NASH	BUILDING INCENTIVE PAYMENT	1,064.80		
		SEYDEL, RANDY AND LINDSAY	BUILDING INCENTIVE PAYMENT	1,279.81		
			BUILDING INCENTIVE PAYMENT	1,498.15		
		MARTIN P GILLESPIE	BUILDING INCENTIVE PROGRAM	47.31		
			BUILDING INCENTIVE PAYMENT	799.72		
			TOTAL:	9,357.26		
		CLERK & TREASURER	GENERAL FUND	BRICK, LESLIE	MILEAGE	85.08
IOWA CODIFICATION INC	CODIFICATION SERVICES-PHAS			1,500.00		
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE			166.00		
ALLIANT ENERGY	SERVICES			428.35		
	TOTAL:			2,179.43		

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT			
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES CEDAR COUNTY RECORDER OLSON, KEVIN D	LEGAL PUBLICATIONS & ADVER	362.86			
			RECORDING FEES	34.00			
			LEGAL SERVICES - OCTOBER,	1,500.00			
			TOTAL:	1,916.86			
SOLID WASTE	GENERAL FUND	WEST BRANCH TIMES JOHNSON COUNTY REFUSE INC.	LEGAL PUBLICATIONS & ADVER	42.00			
			RECYCLING SEPTEMBER	4,018.50			
			TOTAL:	4,060.50			
LOCAL CABLE ACCESS	GENERAL FUND	ALLIANT ENERGY	SERVICES	100.00			
			TOTAL:	100.00			
COMMISSION	GENERAL FUND	CEDAR COUNTY RECORDER	RECORDING FEES	14.00			
			TOTAL:	14.00			
NON-DEPARTMENTAL	GENERAL FUND	MISCELLANEOUS V VIRTUAL ADV STUDIOS	VIRTUAL ADV STUDIOS:VENDOR	50.00			
			TOTAL:	50.00			
TOWN HALL	CIVIC CENTER	ALLIANT ENERGY DAN'S OVERHEAD DOORS & MORE INC	SERVICES	531.84			
			BUILDING MAINTENANCE	493.75			
			TOTAL:	1,025.59			
LIBRARY	LIBRARY	DEWEYS JACK & JILL WALMART COMMUNITY/RFCSLLC  CEDAR RAPIDS PHOTO COPY INC OASIS ELECTRIC LLC SHIMMIN, NICK  QUILL CORP  BAKER & TAYLOR INC.  D&R PEST CONTROL ALLIANT ENERGY BANKERS ADVERTISING COMPANY AMAZON  US BANK EQUIPMENT FINANCE	LIB & PARK PROGRAM SUPPLIE	12.92			
			DVDS, PROGRAM SUPPLIES	105.76			
			DVDS, PROGRAM SUPPLIES	141.10			
			DVDS, PROGRAM SUPPLIES	7.44			
			DVDS, PROGRAM SUPPLIES	47.41			
			COPIER MAINTENANCE	18.54			
			BUILDING MAINTENANCE	563.68			
			REGISTRATION	15.00			
			PROGRAM SUPPLIES	30.00			
			OFFICE SUPPLIES	57.88			
			TECHNOLOGY SUPPLIES	48.96			
			MAINTENANCE SUPPLIES	66.29			
			SUPPLIES	23.23			
			OFFICE SUPPLIES	49.99			
			BOOKS	346.74			
			BOOKS	287.68			
			BOOKS	240.22			
			BOOKS	146.65			
			BOOKS	15.23			
			PEST CONTROL	70.00			
			SERVICES	1,085.24			
			OFFICE SUPPLIES	20.58			
			BOOKS, OFFICE & MAINT SUPP	50.89			
			BOOKS, OFFICE & MAINT SUPP	54.96			
			BOOKS, OFFICE & MAINT SUPP	168.81			
			BOOKS, OFFICE & MAINT SUPP	415.74			
			BOOKS, OFFICE & MAINT SUPP	138.99			
			COPIER LEASE PAYMENT	106.25			
			TOTAL:	4,305.72			
			ROADS & STREETS	ROAD USE TAX	DEWEYS JACK & JILL RIVER PRODUCTS COMPANY INC ALTORFER INC WEX BANK	LIB & PARK PROGRAM SUPPLIE	20.92
						ROADSTONE	213.02
						VEHICLE REPAIR PARTS	6.85
VEHICLE FUEL	91.96						

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CY'S TREE SERVICE	TREE TRIMMING	2,575.00
		CAJ ENTERPRISES INC	ROCK	160.91
		ALLIANT ENERGY	SERVICES	36.12
		BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	34.05
		HI-LINE ELECTRIC COMPANY INC	MAINTENANCE SUPPLIES	503.08
			TOTAL:	3,641.91
INVALID DEPARTMENT	PARK IMP - PEDERSE	HD CLINE COMPANY	LAWN MOWER BAGGER	3,500.00
		FEHR GRAHAM	308 PV PARK CONST SERVICES	1,100.50
			308 PV PARK ADD'L SERVICE	807.50
			TOTAL:	5,408.00
INVALID DEPARTMENT	DOWNTOWN EAST REDE	ENVIRONMENTAL MANAGEMENT SERVICES OF I	ASBESTOS REMOVAL	890.00
			TOTAL:	890.00
WATER OPERATING	WATER FUND	IOWA DEPARTMENT OF NATURAL RESOURCES	2020 ANNUAL WATER USE FEE	95.00
		STATE HYGIENIC LAB	LAB ANALYSIS	26.00
		WEX BANK	VEHICLE FUEL	91.99
		WATER SOLUTIONS UNLIMITED INC.	CHEMICALS	1,956.06
		FITNEY BOWES PURCHASE POWER	REFLENISH POSTAGE	167.00
		ALLIANT ENERGY	SERVICES	3,670.04
		MIDLAND GIS SOLUTIONS, LLC.	INTEGRITY GIS WEBSITE HOST	1,800.00
			TOTAL:	7,806.06
SEWER OPERATING	SEWER FUND	UPS	SHIPPING	22.82
		QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	970.00
		WEX BANK	VEHICLE FUEL	91.99
		FITNEY BOWES PURCHASE POWER	REFLENISH POSTAGE	167.00
		ALLIANT ENERGY	SERVICES	2,785.82
		MIDLAND GIS SOLUTIONS, LLC.	INTEGRITY GIS WEBSITE HOST	1,800.00
			TOTAL:	5,837.63

===== FUND TOTALS =====		
001	GENERAL FUND	34,053.60
022	CIVIC CENTER	1,025.59
031	LIBRARY	4,305.72
110	ROAD USE TAX	3,641.91
308	PARK IMP - PEDERSEN VALLE	5,408.00
312	DOWNTOWN EAST REDEVELOPME	890.00
600	WATER FUND	7,806.06
610	SEWER FUND	5,837.63
GRAND TOTAL:		62,968.51



**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	October 21, 2019
<b>AGENDA ITEM:</b>	<b>Discussion Item:</b> Hoover’s Hometown Days 2019 and 2020.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Melissa Russell, Parks and Recreation Director
<b>DATE:</b>	October 14, 2019

**BACKGROUND:**

The 2019 Hoover Hometown Days wrap up meeting was on September 12, 2019. Several activities increased in popularity such as Booster Bingo and Eastern Iowa Brass Band and the fireworks on the lawn. Most of the activities remained the same in popularity or decreased in numbers. The Hoover Hometown Day committee feels the decrease in the advertising budget has resulted in fewer visitors from outside the community attending the events. All of the committees are looking at ways to modify the event to draw in more participants.

<b>STAFF RECOMMENDATION:</b>	Seeking Discussion and Feedback – No Action Needed
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	October 21, 2019
<b>AGENDA ITEM:</b>	<b>Resolution 1846</b> – A Resolution Approving Change Order # 5 in the amount of \$2,424.00 for the College Street Bridge Replacement Project.
<b>CITY GOAL:</b>	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
<b>PREPARED BY:</b>	Dave Schechinger, Veenstra & Kimm, Inc
<b>DATE:</b>	October 14, 2019

### BACKGROUND:

This change order was discussed and approved in September. This is the official Change Order No. 5 in the amount of \$2,424.00;

The Fobian Brothers requested an intake and storm pipe be installed near the grain bins to deal with potential water damage risk. Fobian's had water sitting near the empty bins during a pas rain event. The current 6" tile line located on the Fobian's property is inactive due to years of silt build up and the outlet is undetermined. This item corrects this problem.

<b>STAFF RECOMMENDATION:</b>	Approve the Resolution 1846 / Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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**CHANGE ORDER**  
For Local Public Agency Projects

No.: 5

Non-Substantial:

Substantial:

\_\_\_\_\_  
Administering Office  
Concurrence Date

Accounting ID No. (5-digit number): 35554

Project Number: BROS-8252(605)--8J-16

Contract Work Type: Bridge Replacement - CCS

Local Public Agency: City of West Branch

Contractor: Taylor Construction, Inc.

Date Prepared: September 24, 2019

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

- 8015 Change Add item for Nylo-Plast 8" Drop-In Grate" - Division 2
- 8016 Change Add item "Storm Sewer Gravity Main, Trenched 8-inch" - Division 2
- 8017 Change Add item "Connection to Existing Intake" - Division 2

B - Reason for change:

8015, 8016, 8017 Additional storm sewer and intake required to provide adequate drainage for the Fobian property.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

- 8015 Agreed Unit Price
- 8016 Agreed Unit Price
- 8017 Agreed Unit Price

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

8015 The April 2018 through March 2019 IDOT Summary of Awarded Contract Prices does not include prices for "Nylo-Plast 8" Drop-In Grate". The price is similar to prices on previous projects. The unit price includes \$100.00 minimum prime contractor markup in accordance with Standard Specification 1109.03,B.,3.

8016 The unit price is lower than the low (\$41/LF) price shown in the April 2018 through March 2019 IDOT Summary of Awarded Contract Prices. The unit price includes 10% prime contractor markup in accordance with Standard Specification 1109.03,B.,3.

8017 The unit price is lower than the low (\$700/Ea.) price shown in the April 2018 through March 2019 IDOT Summary of Awarded Contract Prices. The unit price includes \$100.00 minimum prime contractor markup in accordance with Standard Specification 1109.03,B.,3.

E - Contract time adjustment:  No Working Days added  Working Days added: \_\_\_\_\_  Unknown at this time

Justification for selection:

F - Items included in contract:

Participating		Line Number	Item Description	For deductions enter as "-x.xx"		Amount .xx
Federal-aid	State-aid			Unit Price .xx	Quantity .xxx	
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>				TOTAL		

G - Items not included in contract:

Participating		Change Number	Item Number	Item Description	For deductions enter as "-x.xx"		Amount .xx
Federal-aid	State-aid				Unit Price .xx	Quantity .xxx	
		8015	2599-9999006	Nylo-Plast 8" Drop-In Grate	\$350.00	1.000	\$350.00
		8016	2503-0110008	Storm Sewer Gravity Main, Trenched 8-inch	\$36.85	40.000	\$1,474.00
		8017	2435-0700020	Connection to Existing Intake	\$600.00	1.000	\$600.00
2,424							
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>				TOTAL			\$2,424.00

H. Signatures

Agreed: \_\_\_\_\_ Date \_\_\_\_\_  
           Contractor

Recommended: \_\_\_\_\_ Date \_\_\_\_\_  
           Project Engineer

Approved: \_\_\_\_\_ Date \_\_\_\_\_ Other (optional) \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
           Person in Responsible Charge

          \_\_\_\_\_ Date \_\_\_\_\_ Other (optional) \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
           Contracting Authority (optional)

          \_\_\_\_\_ Date \_\_\_\_\_  
           Iowa DOT Administering Office

Approval is contingent upon funds being available under the existing project agreement or upon additional Federal-aid funds being made available by a modified project agreement.

FHWA Concurrence: \_\_\_\_\_ Date \_\_\_\_\_  
           Federal Highway Division Administration  
           (if required)

DISTRIBUTION (after fully executed on LPA projects): Original - Finance; Copies - Contractor, Project Engineer, Contracting Authority, Administering Office.

Date distributed: \_\_\_\_\_ Initials: \_\_\_\_\_

**RESOLUTION 1846**

**A RESOLUTION APPROVING CHANGE ORDER #5 IN THE AMOUNT OF \$2,424.00  
IN PROJECT SAVINGS FOR THE COLLEGE STREET BRIDGE REPLACEMENT  
PROJECT**

**WHEREAS**, the College Street Bridge Project is critical to the flow of transportation in the West Branch Community; and

**WHEREAS**, this project exist in an area with older infrastructure; and

**WHEREAS**, this change order adjusts the contract amount due to modifications to the project that ultimately will result preventing property damage; and

**WHEREAS**, the current 6” tile line located on the private property that could open to water damage risk; and

**WHEREAS**, the City Council was requested to assist said property protect against potential storm water damage.

**WHEREAS**, the City Council has agreed to assist this very important local business.

**WHEREAS**, it is now necessary to approve change order #5 in the amount of \$2,424.00 for the College Street Bridge Project.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of West Branch, that Change Order #5 in the amount of \$2,424.00 for the College Street Bridge Replacement Project is approved.

\* \* \* \* \*

**Passed and approved this 21st day of October, 2019.**

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Roger Laughlin, Mayor

ATTEST:

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Leslie Brick, Deputy City Clerk





**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	October 7, 2019
<b>AGENDA ITEM:</b>	<b>Resolution 1847</b> – A Resolution Approving Change Order # 6 in the amount of \$11,738.98 for the College Street Bridge Replacement Project.
<b>CITY GOAL:</b>	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
<b>PREPARED BY:</b>	Redmond Jones, City Administrator @ Mayor’s Request
<b>DATE:</b>	October 3, 2019

**BACKGROUND:**

Change order number 6, in the amount of \$11,738.98 is for the relocation of a 2” water service line that was discovered during construction and in conflict with a storm sewer intake along East College Street. It also includes an air release valve required on the 12” water main that is routed over the 24” storm sewer. The final item is for the excavation and replacement of unsuitable materials beneath the roadway.

<b>STAFF RECOMMENDATION:</b>	Approve Resolution 1847 / Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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**CHANGE ORDER**  
For Local Public Agency Projects

No.: 6

Non-Substantial:

Substantial:

Administering Office  
Concurrence Date

Accounting ID No. (5-digit number): 35554

Project Number: BROS-8252(605)--8J-16

Contract Work Type: Bridge Replacement - CCS

Local Public Agency: City of West Branch

Contractor: Taylor Construction, Inc.

Date Prepared: September 24, 2019

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

- 8018 Change Add item for "Water Service Stub, Copper, 2-In" - Division 2
- 8019 Change Add item "Air Release Valve" - Division 2
- 8007 Change Increase in bid item "Excavation Class 10 Roadway & Borrow" - Division 1

B - Reason for change:

- 8018 Relocation and reconnection of a 2" water service line that was discovered during construction and in conflict with a storm intake along East College Street.
- 8019 Air release valve required to ensure there is not a hammer lock affect in the 12" water main that is routed over the 24" storm sewer.
- 8007 Soil beneath the roadway was found to be unsuitable to reach compaction specifications.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

- 8018 Agreed Unit Price
- 8019 Agreed Unit Price
- 8007 Contract Price

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

- 8018 The unit price is between the average (\$71.35/LF) and the high (\$175/LF) prices shown in the April 2018 through March 2019 IDOT Summary of Awarded Contract Prices. The unit price includes 10% prime contractor markup in accordance with Standard Specification 1109.03.B.,3.
- 8019 The April 2018 through March 2019 IDOT Summary of Awarded Contract Prices does not include prices for "Air Release Valve". The price is similar to prices on previous projects. The unit price includes 10% prime contractor markup in accordance with Standard Specification 1109.03.B.,3.
- 8007 Per Standard Specification 2102.05, A., 1., c., 2.

E - Contract time adjustment:  No Working Days added  Working Days added: \_\_\_\_\_  Unknown at this time

Justification for selection:

F - Items included in contract:

Participating				For deductions enter as "-x.xx"			
Federal-aid	State-aid	Line Number	Item Description		Unit Price .xx	Quantity .xxx	Amount .xx
x		8007	Excavation Class 10 Roadway & Borrow		\$21.00	153.000	\$3,213.00
						<b>TOTAL</b>	\$3,213.00

G - Items not included in contract:

Participating				For deductions enter as "-x.xx"			
Federal-aid	State-aid	Change Number	Item Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
		8018	2554-0205120	Water Service Stub, Copper 2-In	\$177.97	34.000	\$6,050.98
		8019	2599-9999007	Air Release Valve	\$2,475.00	1.000	\$2,475.00
						<b>TOTAL</b>	\$8,525.98

H. Signatures

Agreed: \_\_\_\_\_ Date \_\_\_\_\_  
           Contractor

Recommended: \_\_\_\_\_ Date \_\_\_\_\_  
                   Project Engineer

Approved: \_\_\_\_\_ Date \_\_\_\_\_ Other (optional) \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
                   Person in Responsible Charge

                  \_\_\_\_\_ Date \_\_\_\_\_ Other (optional) \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
                   Contracting Authority (optional)

                  \_\_\_\_\_ Date \_\_\_\_\_  
                   Iowa DOT Administering Office

Approval is contingent upon funds being available under the existing project agreement or upon additional Federal-aid funds being made available by a modified project agreement.

FHWA Concurrence: \_\_\_\_\_ Date \_\_\_\_\_  
                           Federal Highway Division Administration  
                           (if required)

DISTRIBUTION (after fully executed on LPA projects): Original - Finance; Copies - Contractor, Project Engineer, Contracting Authority, Administering Office.

Date distributed: \_\_\_\_\_ Initials: \_\_\_\_\_

**RESOLUTION 1847**

**A RESOLUTION APPROVING CHANGE ORDER #6 IN THE AMOUNT OF \$11,738.98 IN PROJECT SAVINGS FOR THE COLLEGE STREET BRIDGE REPLACEMENT PROJECT**

**WHEREAS**, the College Street Bridge Project is critical to the flow of transportation in the West Branch Community; and

**WHEREAS**, this project exist in an area with older infrastructure; and

**WHEREAS**, this change order adjusts the contract amount due to modifications to an unexpected discovery during construction and in conflict with a storm sewer intake along East College Street; and

**WHEREAS**, this change order number 6 also includes an air release valve required on the 12” water main that is routed over the 24” storm sewer, which requires excavation and replacement of unsuitable materials beneath the roadway; and

**WHEREAS**, it is now necessary to approve change order #6 in the amount of \$11,738.98 for the College Street Bridge Replacement Project.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of West Branch, that Change Order #6 in the amount of \$11,738.98 for the College Street Bridge Replacement Project is approved.

\* \* \* \* \*

**Passed and approved this 21st day of October, 2019.**

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Roger Laughlin, Mayor

ATTEST:

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Leslie Brick, Deputy City Clerk



**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	October 21, 2019
<b>AGENDA ITEM:</b>	<b>First Reading of Ordinance 768</b> Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Mike Horihan, Police Chief
<b>DATE:</b>	October 15, 2019

**BACKGROUND:**

*Recommend a Stop Sign to be Place on Dawson Drive*

The Police Department would like a stop sign to be placed on Dawson Drive (south bound) where is intersects with West Main St. Main Street already carries a significant amount of vehicle traffic. When Dawson Drive opens up that also will carry a significant amount of traffic.

Code 65.02 Stop Required

Every Driver of a vehicle shall stop before entering an intersection as required herein:  
On Dawson Street where it intersects with West Main St.

The police department would like to request a stop sign to be place on Dawson Street where it intersects with West Orange Street, north and south approach. Would like to have a stop sign on West Orange Street where it intersects with Dawson Street, both the east and west approach. Like to make an addition to code 65.02 Stop Required

Code 65.02 Stop Required

Every Driver of a vehicle shall stop before entering an intersection as required herein:  
Dawson Street where it intersects with West Orange Street, north and south approach.  
West Orange Street where it intersects with Dawson Street, both the east and west approach.

<b>STAFF RECOMMENDATION:</b>	Approve the First Reading/ Feedback from City Council
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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**ORDINANCE 768**

**AN ORDINANCE AMENDING TITLE "TRAFFIC AND VEHICLES" CHAPTER 65 "STOP OR YIELD REQUIRED".**

**WHEREAS**, the West Branch City Council finds it in the best interest of the residents of West Branch to have a stop sign installed on Dawson Drive (south bound) where it intersects with West Main Street and a four-way stop on Dawson Drive where it intersects with West Orange Street (North, South, East and West approach) in order to provide for the safety of the West Branch Community.

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

**Section 1. Amendment.** The Code of Ordinances is hereby amended by the City Council of West Branch, Iowa by adding the following language to Title, "TRAFFIC AND VEHICLES", Chapter 65, "STOP OR YIELD REQUIRED", Section 65.02, STOP REQUIRED.

- 57. The south bound lane of Dawson Drive to its intersection with West Main Street.
- 58. Dawson Drive on both the north and south approach to its intersection with West Orange Street.
- 59. West Orange Street on both the east and west approach to its intersection with Dawson Drive.

**Section 2. Conflicts.** All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

**Section 3. Adjudication.** If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**Section 4. Effective Date.** This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

\* \* \* \* \*

**Passed and approved this 18th day of November, 2019.**

First Reading:           October 21, 2019  
 Second Reading:       November 4, 2019  
 Third Reading:         November 18, 2019

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

ATTEST:

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



**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	October 21, 2019
<b>AGENDA ITEM:</b>	<b>First Reading of Ordinance 769</b> Amending Title “Traffic and Vehicles” Chapter 69 “Parking Regulations”.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Mike Horihan, Police Chief
<b>DATE:</b>	October 15, 2019

**BACKGROUND:**

***Recommend No Parking on the Northside of Hilltop Dr. 300 ft. from Pedersen Street.***

The police department is getting several complaints of people parking on or near the curve towards the top of the hill (North side of the Road). This would be the north side of Hilltop Dr, just west of Pedersen Street. The Hill and curve cause a blind spot as people try to go around the parked cars. Recommend a no parking sign between signs in the curve, on the north side of the road. The South side already has no parking.

Recommending an ordinance addition to 69.08: no parking between signs on the north side of Hilltop Drive, 150 feet west from Pedersen St. to 280 feet west of Pedersen St.

<b>STAFF RECOMMENDATION:</b>	Approve the First Reading/ Feedback from City Council
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

*"Turning Vision into Reality is our Business"*

**ORDINANCE 769**

**AN ORDINANCE AMENDING TITLE "TRAFFIC AND VEHICLES" CHAPTER 69 "PARKING REGULATIONS".**

**WHEREAS**, the City of West Branch, Iowa has jurisdiction to establish Parking Regulations within the corporate limits of the City of West Branch; and

**WHEREAS**, No Parking Zones shall mean, so stop, stand, or parking of a vehicle in any of the following designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal; and

**WHEREAS**, the City Council has heretofore deemed it necessary and desirable to pass legislation regulating the no parking zones within the City.

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

**Section 1. Amendment.** The Code of Ordinances is hereby amended by the City Council of West Branch, Iowa by adding the following language to Title, "TRAFFIC AND VEHICLES", Chapter 69, "PARKING REGULATIONS", Section 69.08, NO PARKING ZONES.

68. The North side of Hilltop Dr., 150 feet West of Pedersen Street and 280 feet West of Pedersen Street. This includes the hill and curve on Hilltop Drive.

**Section 2. Conflicts.** All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

**Section 3. Adjudication.** If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**Section 4. Effective Date.** This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

\* \* \* \* \*

**Passed and approved this 18th day of November, 2019.**

First Reading: October 21, 2019  
Second Reading: November 4, 2019  
Third Reading: November 18, 2019

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

ATTEST:

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





**REQUEST FOR COUNCIL CONSIDERATION**

<b>MEETING DATE:</b>	October 21, 2019
<b>AGENDA ITEM:</b>	<b>Resolution 1848</b> – Approving the Submission of the City of West Branch 2018 -2019 Annual Finance Report to the State Auditor’s Office.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Gordon R. Edgar, Finance Director
<b>DATE:</b>	October 15, 2019

**BACKGROUND:**

Chapter 384.22 of the Code of Iowa requires the City of West Branch to submit a City Annual Financial Report (AFR) for the year ending June 30, 2019 to be filed with the Office of Auditor of State by December 1, 2019. It should also be noted, that Chapter 384.16 of the Code of Iowa requires certain information included in the AFR be used in preparing the fiscal year 2021 annual certified budget. Property taxes will not be levied for fiscal year 2021 if a city fails to comply with statutory budgeting requirements and all state funds will be withheld (Chapter 384.16(7) of the Code of Iowa) until the city complies with these statutory requirements.

<b>STAFF RECOMMENDATION:</b>	Approve Resolution 1848 – Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

*"Turning Vision into Reality is our Business"*

STATE OF IOWA  
2019  
FINANCIAL REPORT  
FISCAL YEAR ENDED  
JUNE 30, 2019  
CITY OF WEST BRANCH, IOWA  
DUE: December 1, 2019

16201600800000  
CITY OF WEST BRANCH  
PO Box 218  
WEST BRANCH IA 52358-0218  
POPULATION: 2322

NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS

	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
<b>Revenues and Other Financing Sources</b>				
Taxes Levied on Property	1,724,998		1,724,998	1,737,833
Less: Uncollected Property Taxes-Levy Year	0		0	
<b>Net Current Property Taxes</b>	1,724,998		1,724,998	1,737,833
Delinquent Property Taxes	0		0	
TIF Revenues	403,116		403,116	406,058
Other City Taxes	283,281	0	283,281	196,570
Licenses and Permits	41,934	0	41,934	39,500
Use of Money and Property	80,844	23,692	104,536	7,000
Intergovernmental	799,957	0	799,957	1,384,539
Charges for Fees and Service	116,167	963,344	1,079,511	1,092,375
Special Assessments	0	0	0	
Miscellaneous	101,036	19,469	120,505	36,250
Other Financing Sources	168,500	0	168,500	165,000
Transfers In	1,021,241	0	1,021,241	870,185
<b>Total Revenues and Other Sources</b>	4,741,074	1,006,505	5,747,579	5,935,310
<b>Expenditures and Other Financing Uses</b>				
Public Safety	609,151		609,151	761,642
Public Works	392,936		392,936	396,053
Health and Social Services	0		0	
Culture and Recreation	626,013		626,013	626,113
Community and Economic Development	59,637		59,637	66,960
General Government	175,403		175,403	186,341
Debt Service	1,063,861		1,063,861	1,063,762
Capital Projects	2,821,540		2,821,540	4,747,000
<b>Total Governmental Activities Expenditures</b>	5,748,541	0	5,748,541	7,847,871
BUSINESS TYPE ACTIVITIES		717,048	717,048	740,136
<b>Total All Expenditures</b>	5,748,541	717,048	6,465,589	8,588,007
Other Financing Uses	0	0	0	
Transfers Out	819,008	202,233	1,021,241	870,185
<b>Total All Expenditures/and Other Financing Uses</b>	6,567,549	919,281	7,486,830	9,458,192
<b>Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses</b>	-1,826,475	87,224	-1,739,251	-3,522,882
Beginning Fund Balance July 1, 2018	5,019,161	295,550	5,314,711	4,972,864
Ending Fund Balance June 30, 2019	3,192,686	382,774	3,575,460	1,449,982

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds

Pension Trust Funds

Private Purpose Trust Funds

Agency Funds

Indebtedness at June 30, 2019	Amount	Indebtedness at June 30, 2019	Amount
General Obligation Debt	7,890,000	Other Long-Term Debt	4,260
Revenue Debt	0	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	10,843,279

CERTIFICATION

The foregoing report is correct to the best of my knowledge and belief

Signature of Preparer	Publication 10/24/2019
Printed name of Preparer	Phone Number
Signature of Mayor or other City official (Name and Title)	Date Signed

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**REVENUE P2**  
**CITY OF WEST BRANCH**  
**REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2019**  
**NON-GAAP/CASH BASIS**

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
<b>Section A - Taxes</b>	1								1
<b>Taxes levied on property</b>	2	1,116,902	312,214	295,882			1,724,998		1,724,998
Less: Uncollected Property Taxes - Levy Year	3						0		0
Net Current Property Taxes	4	1,116,902	312,214	295,882	0	0	1,724,998		1,724,998
Delinquent Property Taxes	5						0		0
<b>Total Property Tax</b>	6	1,116,902	312,214	295,882	0	0	1,724,998		1,724,998
<b>TIF Revenues</b>	7			403,116			403,116		403,116
<b>Other City Taxes</b>									
Utility Tax Replacement Excise Taxes	8	10,451	2,927	2,489			15,867		15,867
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9	22,574					22,574		22,574
Parimutuel Wager Tax	10						0		0
Gaming Wager Tax	11						0		0
Mobile Home Tax	12	7,916	2,208	1,879			12,003		12,003
Hotel / Motel Tax	13	16,747					16,747		16,747
Other Local Option Taxes	14		216,090				216,090		216,090
<b>Total Other City Taxes</b>	15	57,688	221,225	4,368	0	0	283,281	0	283,281
<b>Section B - Licenses and Permits</b>	16	41,934					41,934		41,934
<b>Section C - Use of Money and Property</b>	17								17
Interest	18	54,875	278	19,151		3,530	77,834	23,692	101,526
Rents and Royalties	19	3,010					3,010		3,010
Other Miscellaneous Use of Money and Property	20						0		0
	21						0		0
<b>Total Use of Money and Property</b>	22	57,885	278	19,151	0	3,530	80,844	23,692	104,536
<b>Section D - Intergovernmental</b>	24								24
<b>Federal Grants and Reimbursements</b>	26								26
Federal Grants	27						0		0
Community Development Block Grants	28						0		0
Housing and Urban Development	29						0		0
Public Assistance Grants	30						0		0
Payment in Lieu of Taxes	31						0		0
NPS CONTRACTS	32	11,108					11,108		11,108
<b>Total Federal Grants and Reimbursements</b>	33	11,108	0	0	0	0	11,108	0	11,108

**REVENUE P3**  
**CITY OF WEST BRANCH**  
**REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2019**  
**NON-GAAP/CASH BASIS**

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
<b>Section D - Intergovernmental - Continued</b>	41								41
<b>State Shared Revenues</b>	43								43
Road Use Taxes	44		299,969				299,969		299,969
<b>Other state grants and reimbursements</b>	48								48
State grants	49						0		0
Iowa Department of Transportation	50				203,265		203,265		203,265
Iowa Department of Natural Resources	51	714					714		714
Iowa Economic Development Authority	52						0		0
CEBA grants	53						0		0
Commercial & Industrial Replacement Claim	54	60,141	16,842	14,322			91,305		91,305
<b>LIBRARY FUNDING</b>	55	1,289					1,289		1,289
	56						0		0
	57						0		0
	58						0		0
	59						0		0
<b>Total State</b>	60	62,144	316,811	0	14,322	203,265	596,542	0	596,542
<b>Local Grants and Reimbursements</b>									
County Contributions	63	19,880					19,880		19,880
Library Service	64						0		0
Township Contributions	65	172,427					172,427		172,427
Fire/EMT Service	66						0		0
	67						0		0
	68						0		0
	69						0		0
<b>Total Local Grants and Reimbursements</b>	70	192,307	0	0	0	0	192,307	0	192,307
<b>Total Intergovernmental (Sum of lines 33, 60, and 70)</b>	71	265,559	316,811	0	14,322	203,265	799,957	0	799,957
<b>Section E -Charges for Fees and Service</b>	72								72
Water	73						0	507,997	507,997
Sewer	74						0	396,132	396,132
Electric	75						0		0
Gas	76						0		0
Parking	77						0		0
Airport	78						0		0
Landfill/garbage	79	46,994					46,994		46,994
Hospital	80						0		0

**REVENUE P4**  
**CITY OF**  
**REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,**  
**NON-GAAP/CASH BASIS**

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
<b>Section E - Charges for Fees and Service - Continued</b>	81										81
Transit	82							0		0	82
Cable TV	83							0		0	83
Internet	84							0		0	84
Telephone	85							0		0	85
Housing Authority	86							0		0	86
Storm Water	87							0	59,215	59,215	87
Other:	88										88
Nursing Home	89							0		0	89
Police Service Fees	90	6,965						6,965		6,965	90
Prisoner Care	91							0		0	91
Fire Service Charges	92	1,446						1,446		1,446	92
Ambulance Charges	93							0		0	93
Sidewalk Street Repair Charges	94							0		0	94
Housing and Urban Renewal Charges	95							0		0	95
River Port and Terminal Fees	96							0		0	96
Public Scales	97							0		0	97
Cemetery Charges	98	5,525						5,525		5,525	98
Library Charges	99							0		0	99
Park, Recreation, and Cultural Charges	100	27,668						27,668		27,668	100
Animal Control Charges	101							0		0	101
	102							0		0	102
<b>SUBDIVISION &amp; SIDEWALK REPAIR CHARGES</b>	103	19,051	8,518					27,569		27,569	103
<b>Total Charges for Service</b>	104	107,649	8,518	0	0	0	0	116,167	963,344	1,079,511	104
<b>Section F - Special Assessments</b>	106							0		0	106
<b>Section G - Miscellaneous</b>	107										107
Contributions	108	39,642				15,000		54,642		54,642	108
Deposits and Sales/Fuel Tax Refunds	109							0		0	109
Sale of Property and Merchandise	110	800					1,200	2,000		2,000	110
Fines	111	1,992						1,992		1,992	111
Internal Service Charges	112							0		0	112
	113							0		0	113
REIMBURSEMENTS	114	4,062				20,962		25,024	66	25,090	114
FUEL TAX REFUND	115	7,071						7,071		7,071	115
SOLID WASTE STICKERS/BAGS	116	2,547						2,547		2,547	116
MISCELLANEOUS	117	7,760						7,760		7,760	117
METERS	118							0	19,403	19,403	118
	119							0		0	119
<b>Total Miscellaneous</b>	120	63,874	0	0	0	35,962	1,200	101,036	19,469	120,505	120

**REVENUE P5**  
**CITY OF**  
**REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,**  
**NON-GAAP/CASH BASIS**

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
<b>Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)</b>	121	1,711,491	859,046	422,267	314,572	239,227	4,730	3,551,333	1,006,505	4,557,838	121
<b>Section H - Other Financing Sources</b>	123										123
Proceeds of capital asset sales	124	168,500						168,500		168,500	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125							0		0	125
Proceeds of anticipatory warrants or other short-term debt	126							0		0	126
Regular transfers in and interfund loans	127	42,810	32,104		379,293	143,171		597,378		597,378	127
Internal TIF loans and transfers in	128	39,081			384,782			423,863		423,863	128
	129							0		0	129
	130							0		0	130
<b>Total Other Financing Sources</b>	131	250,391	32,104	0	764,075	143,171	0	1,189,741	0	1,189,741	131
<b>Total Revenues except for Beginning Balances (Sum of lines 121 and 131)</b>	132	1,961,882	891,150	422,267	1,078,647	382,398	4,730	4,741,074	1,006,505	5,747,579	132
<b>Beginning Fund Balance July 1, 2018</b>	134	732,893	476,224	118,695	55,583	3,469,290	166,476	5,019,161	295,550	5,314,711	134
<b>Total Revenues and Other Financing Sources (Sum of lines 132 and 134)</b>	136	2,694,775	1,367,374	540,962	1,134,230	3,851,688	171,206	9,760,235	1,302,055	11,062,290	136

**EXPENDITURES P6**  
**CITY OF WEST BRANCH**  
**EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2019**  
**NON-GAAP/CASH BASIS**

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (i))	Line
<b>Section A — Public Safety</b>	1										1
Police Department/Crime Prevention	2	355,721	96,817					452,538		452,538	2
Jail	3							0		0	3
Emergency Management	4							0		0	4
Flood control	5							0		0	5
Fire Department	6	137,211	2,833					140,044		140,044	6
Ambulance	7							0		0	7
Building Inspections	8	12,878	2,181					15,059		15,059	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10	1,510						1,510		1,510	10
Other Public Safety	11							0		0	11
	12							0		0	12
	13							0		0	13
<b>Total Public Safety</b>	14	507,320	101,831		0	0	0	609,151		609,151	14
<b>Section B — Public Works</b>	15										15
Roads, Bridges, Sidewalks	16	48,698	255,916					304,614		304,614	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18							0		0	18
Traffic Control Safety	19							0		0	19
Snow Removal	20		13,754					13,754		13,754	20
Highway Engineering	21	337	7,421					7,758		7,758	21
Street Cleaning	22							0		0	22
Airport (if not an enterprise)	23							0		0	23
Garbage (if not an enterprise)	24	66,810						66,810		66,810	24
Other Public Works	25							0		0	25
	26							0		0	26
	27							0		0	27
<b>Total Public Works</b>	28	115,845	277,091		0	0	0	392,936		392,936	28
<b>Section C — Health and Social Services</b>	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36							0		0	36
	37							0		0	37
	38							0		0	38
<b>Total Health and Social Services</b>	39	0	0		0	0	0	0		0	39
<b>Section D — Culture and Recreation</b>	40										40
Library Services	41	217,100	40,949					258,049		258,049	41
Museum, Band, Theater	42							0		0	42
Parks	43	118,063	19,653					137,716		137,716	43
Recreation	44							0		0	44
Cemetery	45	121,723	23,703					145,426		145,426	45
Community Center, Zoo, Marina, and Auditorium	46	15,950						15,950		15,950	46
Other Culture and Recreation	47	65,139	3,733					68,872		68,872	47
	48							0		0	48
	49							0		0	49
<b>Total Culture and Recreation</b>	50	537,975	88,038		0	0	0	626,013		626,013	50

**EXPENDITURES P7**  
**CITY OF**  
**EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued**  
**NON-GAAP/CASH BASIS**

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (i))	Line
<b>Section E — Community and Economic Development</b>	51										51
Community beautification	52							0		0	52
Economic development	53	29,584						29,584		29,584	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55	21,525						21,525		21,525	55
Other community and economic development	56							0		0	56
TIF Rebates	57			8,528				8,528		8,528	57
	58							0		0	58
<b>Total Community and Economic Development</b>	59	51,109	0	8,528	0	0	0	59,637		59,637	59
<b>Section F — General Government</b>	60										60
Mayor, Council and City Manager	61	16,160	1,331					17,491		17,491	61
Clerk, Treasurer, Financial Administration	62	116,633	15,391					132,024		132,024	62
Elections	63							0		0	63
Legal Services and City Attorney	64	25,888						25,888		25,888	64
City Hall and General Buildings	65							0		0	65
Tort Liability	66							0		0	66
Other General Government	67							0		0	67
	68							0		0	68
	69							0		0	69
<b>Total General Government</b>	70	158,681	16,722		0	0	0	175,403		175,403	70
<b>Section G — Debt Service</b>	71				1,063,861			1,063,861		1,063,861	71
	72							0		0	72
	73							0		0	73
<b>Total Debt Service</b>	74	0	0	0	1,063,861	0	0	1,063,861		1,063,861	74
<b>Section H — Regular Capital Projects — Specify</b>	75										75
Reap Grt Pro, Park Imp PV, Coll St Bridge, Dtn Redev, Coll & 2nd St Imp	76					2,821,540		2,821,540		2,821,540	76
	77							0		0	77
<b>Subtotal Regular Capital Projects</b>	78	0	0		0	2,821,540	0	2,821,540		2,821,540	78
<b>TIF Capital Projects — Specify</b>	79										79
	80							0		0	80
	81							0		0	81
<b>Subtotal TIF Capital Projects</b>	82	0	0		0	0	0	0		0	82
<b>Total Capital Projects</b>	83	0	0		0	2,821,540	0	2,821,540		2,821,540	83
<b>Total Governmental Activities Expenditures</b>	84	1,370,930	483,682	8,528	1,063,861	2,821,540	0	5,748,541		5,748,541	84
(Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)	85										85

TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"

**EXPENDITURES P8**

CITY OF  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued  
NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Section I — Business Type Activities</b>	87										87
Water — Current Operation	88								343,894	343,894	88
Capital Outlay	89									0	89
Debt Service	90								59,355	59,355	90
Sewer and Sewage Disposal — Current Operation	91								284,511	284,511	91
Capital Outlay	92									0	92
Debt Service	93									0	93
Electric — Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility — Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking — Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport — Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105									0	105
Landfill/Garbage — Current operation	106									0	106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital — Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit — Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet — Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority — Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water — Current Operation	120								29,288	29,288	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type — Current Operation	123									0	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds — Specify	126									0	126
	127									0	127
	128									0	128
<b>Total Business Type Activities</b>	129								717,048	717,048	129

**EXPENDITURES P9**

CITY OF WEST BRANCH  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2019 – Continued  
NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Subtotal Expenditures (Sum of lines 84 and 129)</b>	130	1,370,930	483,682	8,528	1,063,861	2,821,540	0	5,748,541	717,048	6,465,589	130
<b>Section J — Other Financing Uses Including Transfers Out</b>	131										131
Regular transfers out	132	136,446	251,414			7,285		395,145	202,233	597,378	132
Internal TIF loans/repayments and transfers out	133			423,863				423,863		423,863	133
	134							0		0	134
<b>Total Other Financing Uses</b>	135	136,446	251,414	423,863	0	7,285	0	819,008	202,233	1,021,241	135
<b>Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)</b>	136	1,507,376	735,096	432,391	1,063,861	2,828,825	0	6,567,549	919,281	7,486,830	136
	137										137
<b>Ending fund balance June 30, :</b>	138										138
<b>Governmental:</b>	139										139
Nonspendable	140						171,206	171,206		171,206	140
Restricted	141	180,153	632,278	108,571	70,369	1,022,863		2,014,234		2,014,234	141
Committed	142	62,721						62,721		62,721	142
Assigned	143							0		0	143
Unassigned	144	944,525						944,525		944,525	144
<b>Total Governmental</b>	145	1,187,399	632,278	108,571	70,369	1,022,863	171,206	3,192,686		3,192,686	145
<b>Proprietary</b>	146								382,774	382,774	146
<b>Total Ending Fund Balance June 30,</b>	147	1,187,399	632,278	108,571	70,369	1,022,863	171,206	3,192,686	382,774	3,575,460	147
<b>Total Requirements (Sum of lines 136 and 147)</b>	148	2,694,775	1,367,374	540,962	1,134,230	3,851,688	171,206	9,760,235	1,302,055	11,062,290	148

**OTHER P10**

Part III Intergovernmental Expenditures Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. Enter amount.

Purpose	Amount paid to other local governments	Purpose	Amount paid to State
Correction		Highways	
Health		All other	
Highways			
Libraries			
Police protection			
Sewerage			
Sanitation	14,332		
All other	8,551		

Part IV Wages & Salaries Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.

<b>YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID</b>		<b>Amount</b>
		1,029,184

Part V Debt Outstanding, Issued, and Retired

Transit subsidies

A. Long-Term Debt

Debt During the Fiscal Year					Debt Outstanding JUNE 30,				
Purpose	Line	Debt Outstanding JULY 1, NaN	Issued	Retired	General Obligation	TIF Revenue	Revenue	Other	Interest Paid This Year
Water Utility	1.	444,000		50,000	394,000				9,355
Sewer Utility	2.								
Electric Utility	3.								
Gas Utility	4.								
Transit-Bus	5.								
Industrial Revenue	6.								
Mortgage Revenue	7.								
TIF Revenue	8.								
Other Purposes / Miscellaneous	9.		5,000	740				4,260	428
GO	10.	8,366,673		870,673	7,496,000				190,587
Parking	11.								
Airport	12.								
Stormwater	13.								
Section 108	14.								
<b>Total Long-Term</b>		<b>8,810,673</b>	<b>5,000</b>	<b>921,413</b>	<b>7,890,000</b>	<b>0</b>	<b>0</b>	<b>4,260</b>	<b>200,370</b>

B. Short-Term Debt Amount

Outstanding as of June 1, NaN

Outstanding as of JUNE 30,

<b>DEBT LIMITATION FOR GENERAL OBLIGATIONS</b>		<b>Amount</b>	
Part VI	Actual valuation - January 1, NaN	216,865,596	x 0.5 = \$ 10,843,279.8

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30,

Type of asset	Amount				
	Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)	All other Funds (d)	Total (e)
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	1,317,594	2,257,866	3,575,460		

REMARKS

If you budget on a NON-GAAP CASH BASIS, the amount in the Total below SHOULD EQUAL the following summed amounts on the sheet All Funds P1: Ending fund balance, column C PLUS the amounts in the shaded Note area.

**RESOLUTION 1848**

**RESOLUTION APPROVING THE SUBMISSION OF THE CITY OF WEST BRANCH 2018-2019 ANNUAL FINANCIAL REPORT TO THE STATE AUDITOR'S OFFICE**

**WHEREAS**, Chapter 384.22 of the Code of Iowa requires the City of West Branch to submit a City Annual Financial Report (AFR) for the year ending June 30, 2019 to be filed with the Office of Auditor of State by December 1, 2019; and

**WHEREAS**, Property taxes will not be levied for fiscal year 2021 if a city fails to comply with statutory budgeting requirements and all state funds will be withheld (Chapter 384.16(7) of the Code of the Code of Iowa) until the city complies with these statutory requirements.

**BE IT RESOLVED** by the City Council of the City of West Branch, Cedar County, Iowa, that the 2018-2019 Annual Financial Report be approved and forwarded to the Iowa State Auditor's Office.

\* \* \* \* \*

**Passed and approved this 21<sup>st</sup> day of October, 2019.**

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

ATTEST:

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