



PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING SCHEDULED TO CONVENE AT 6:00 P.M. MONDAY NOVEMBER 18, 2019 IN THE CITY COUNCIL CHAMBERS, 110 NORTH POPLAR STREET, WEST BRANCH, IOWA.

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

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

AGENDA

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

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2. 2019 “Christmas Past” festival – Update provided by Community Development Group (CDG) Executive Director, Carolyn Anderson. This year the event will be December 6th and December 7th. The festival highlights include but are not limited to events such as: horse-drawn carriage rides, Street-side Fireplaces and many other family friendly activities.

I. Public Comment

Anyone wishing to address the City Council may come forward when invited; please state your name and address for the record. Public comments are typically limited to three minutes, and written comments may be submitted to the Deputy City Clerk.

J. Approve Agenda / Consent Agenda / Move to Action

Routine items and items not anticipated to be controversial are placed on the Consent Agenda to expedite the meeting. If a Council member, staff member or member of the Public wishes to discuss any item on the Consent Agenda, they can request the item be removed from the Consent Agenda for discussion.

1. **Motion to Approve** Meeting Minutes for City Council Meeting November 4, 2019.
2. **Motion to Approve** the Liquor License Renewal for “Down Under” located at 201 W. Main Street.
3. **Motion to Approve** Pay Estimate Number 7 for the College Street Bridge Replacement Project.
4. **Motion to Approve** the Claims Report.

K. Public Hearing / Non-Consent Agenda

1. **Third (Final) Reading of Ordinance 768** Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”.
2. **Third (Final) Reading of Ordinance 769** Amending Title “Traffic and Vehicles” Chapter 69 “Parking Regulations”.
3. **Second Reading of Ordinance 770** Amending Title “Animal Protection and Control” Chapter 55.22 “Licensing”.
4. **First Reading of Ordinance 771** Amending Title “Sewer Service Charges” Chapter 99.02 “Rate”.
5. **Discussion Item:** Consider funding Storm Water Drainage Design Work for a Privately Owned Downtown Parking Lot which effects several businesses and buildings downtown.
6. **Discussion Item:** Consider Allowing the Street Closure of Oliphant Street during West Branch High School Home Football Games.
7. **Resolution 1849** – Consider Approving the Request of Acciona Windpower North America, LLC to Rebate a Portion of Tax Increment Revenues.
8. **Resolution 1850** – A Consideration to Approve the Request of Casey’s Marketing Company to Rebate a Portion of Tax Increment Revenues.
9. **Resolution 1851** – Resolution Authorizing Internal Advance to the College Street and 2nd Street Improvement Project Capital Fund.

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10. **Resolution 1852** – Approving the Submission of the City of West Branch Fiscal Year 2018 – 2019 Annual Urban Renewal Report.
11. **Resolution 1853** –Obligating Funds from the Urban Renewal Tax Revenue Fund for the Payment of Annual Appropriation Tax Increment Financed Obligations in Fiscal Year 2021.
12. **Resolution 1854** – A Resolution Selecting a Financial Institution to Serve as a Depository and Banking Institution.

L. Reports

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

M. Comments from Mayor and Council Members

N. Adjournment

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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Presentation Item: Tax Increment Finance Report
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Maggie Burger, Vice President with Speer Financial Inc.
DATE:	November 14, 2019

BACKGROUND:

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

STAFF RECOMMENDATION:	Accept / Discuss the Presentation – No Action Needed
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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City of West Branch, Cedar County, IA

General Obligation Debt

Date	Fiscal Year	2013		2015		2016A		2016B		FY
		\$2,730,000 GO Corp Purp & Ref Bonds		\$855,000 GO Corp Purp Bonds		\$1,000,000 G.O. Corp. Purp.Bond		\$400,000 G.O. Taxable U.R. Bonds		
		Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	
01-Dec-2019			\$ 16,737.50		\$ 5,935.00		\$ 7,073.75		\$ 3,773.75	
01-June-2020	2020	\$ 170,000.00	186,737.50	\$ 85,000.00	90,935.00	\$ 85,000.00	92,073.75	\$ 45,000.00	48,773.75	20
01-Dec-2020			15,675.00		5,127.50		6,521.25		3,425.00	
01-June-2021	2021	175,000.00	190,675.00	85,000.00	90,127.50	85,000.00	91,521.25	50,000.00	53,425.00	21
01-Dec-2021			14,450.00		4,320.00		5,968.75		2,950.00	
01-June-2022	2022	175,000.00	189,450.00	90,000.00	94,320.00	90,000.00	95,968.75	50,000.00	52,950.00	22
01-Dec-2022			13,093.75		3,330.00		5,293.75		2,475.00	
01-June-2023	2023	180,000.00	193,093.75	90,000.00	93,330.00	90,000.00	95,293.75	50,000.00	52,475.00	23
01-Dec-2023			11,563.75		2,340.00		4,618.75		1,925.00	
01-June-2024	2024	185,000.00	196,563.75	95,000.00	97,340.00	90,000.00	94,618.75	50,000.00	51,925.00	24
01-Dec-2024			9,852.50		1,200.00		3,831.25		1,375.00	
01-June-2025	2025	190,000.00	199,852.50	100,000.00	101,200.00	95,000.00	98,831.25	55,000.00	56,375.00	25
01-Dec-2025			7,952.50				3,000.00		687.50	
01-June-2026	2026	80,000.00	87,952.50			95,000.00	98,000.00	55,000.00	55,687.50	26
01-Dec-2026			7,032.50				2,050.00			
01-June-2027	2027	80,000.00	87,032.50			100,000.00	102,050.00			27
01-Dec-2027			6,112.50				1,050.00			
01-June-2028	2028	80,000.00	86,112.50			100,000.00	101,050.00			28
01-Dec-2028			5,112.50							
01-June-2029	2029	85,000.00	90,112.50							29
01-Dec-2029			4,050.00							
01-June-2030	2030	85,000.00	89,050.00							30
01-Dec-2030			2,775.00							
01-June-2031	2031	90,000.00	92,775.00							31
01-Dec-2031			1,425.00							
01-June-2032	2032	95,000.00	96,425.00							32
		\$ 1,670,000.00	\$ 1,901,665.00	\$ 545,000.00	\$ 589,505.00	\$ 830,000.00	\$ 908,815.00	\$ 355,000.00	\$ 388,222.50	

City of West Branch, Cedar County, IA

General Obligation Debt

FY	2017		2017		Total Principal	Total Principal & Interest	Less Sewer Revenue	Less Water Revenue	Less LOST Revenue (2106A)	Less LOST Revenue (2017)	Less T.I.F. Revenue	Total Property Taxes	FY
	\$495,000 G.O. Judgement Settlement		\$4,200,000 G.O. Corp. Purp. Bond										
	"Callable" Principal	Principal & Interest	Principal	Principal & Interest									
	Issued: 6/2017	TIC -	Issued: 12/5/2017	TIC - 2.5836%									
20	\$ 99,000.00	\$ 6,435.00	\$ 340,000.00	\$ 47,236.25	\$ 824,000.00	\$ 911,191.25	\$ 87,860.00	\$ 115,615.00	\$ 22,803.93	\$ 189,475.00	\$ 377,901.82	\$ 204,726.75	20
21	99,000.00	4,826.25	350,000.00	43,836.25	844,000.00	923,411.25	92,047.50	114,302.50	22,549.78	191,175.00	376,588.48	206,159.24	21
22	99,000.00	3,217.50	365,000.00	40,336.25	869,000.00	940,242.50	91,067.50	112,832.50	23,445.63	197,775.00	376,372.62	209,991.75	22
23	99,000.00	1,608.75	375,000.00	36,686.25	884,000.00	946,487.50	89,982.50	116,205.00	23,135.13	204,175.00	369,640.62	205,836.75	23
24		102,217.50	400,000.00	32,936.25	820,000.00	873,383.75	93,792.50	114,335.00	22,824.63	215,375.00	230,771.62	249,668.75	24
25		100,608.75	405,000.00	432,936.25	845,000.00	889,195.00	92,405.00	117,300.00	23,612.38	215,250.00	232,721.38	252,101.24	25
26			220,000.00	22,873.75	450,000.00	484,513.75	95,905.00		23,230.00		233,022.50	166,870.00	26
27			225,000.00	19,848.75	405,000.00	433,931.25	94,065.00		23,943.00		179,184.50	165,670.00	27
28			235,000.00	16,473.75	415,000.00	438,636.25	92,225.00		23,483.00		179,894.50	166,670.00	28
29			240,000.00	12,948.75	325,000.00	343,061.25	95,225.00				148,427.50	117,470.00	29
30			175,000.00	9,228.75	260,000.00	273,278.75	93,100.00				149,397.50	44,060.00	30
31			180,000.00	6,385.00	270,000.00	279,160.00	95,550.00				150,010.00	42,760.00	31
32			190,000.00	3,325.00	285,000.00	289,750.00	97,850.00				155,250.00	41,400.00	32
	\$ 396,000.00	\$ 428,175.00	\$ 3,700,000.00	\$ 4,340,102.50	\$ 7,496,000.00	\$ 8,556,485.00	\$ 1,211,075.00	\$ 690,590.00	\$ 209,027.48	\$ 1,213,225.00	\$ 3,159,183.04	\$ 2,073,384.48	



City of West Branch, Cedar County, IA

Revenue Debt

*Does not count against the City's debt capacity

Date	Fiscal Year	2005		2007		Total Principal	Total Principal & Interest	Less Water Revenue	Total Property Taxes	FY
		\$860,000 SRF Water Rev		\$83,000 SRF Water Rev						
		"Callable" Principal	Principal & Interest	"Callable" Principal	Principal & Interest					
01-Dec-2019			\$ 3,150.00		\$ 510.00		\$ 3,660.00			
01-June-2020	2020	\$ 47,000.00	51,050.00	\$ 4,000.00	4,595.00	\$ 51,000.00	\$ 55,645.00	\$ 59,305.00	\$ -	20
01-Dec-2020			2,738.75		450.00		3,188.75			
01-June-2021	2021	48,000.00	51,521.25	5,000.00	4,425.00	53,000.00	55,946.25	59,135.00	-	21
01-Dec-2021			2,318.75		375.00		2,693.75			
01-June-2022	2022	50,000.00	52,981.25	5,000.00	5,437.50	55,000.00	58,418.75	61,112.50	-	22
01-Dec-2022			1,881.25		300.00		2,181.25			
01-June-2023	2023	51,000.00	53,418.75	5,000.00	5,350.00	56,000.00	58,768.75	60,950.00	-	23
01-Dec-2023			1,435.00		225.00		1,660.00			
01-June-2024	2024	53,000.00	54,845.00	5,000.00	5,262.50	58,000.00	60,107.50	61,767.50	-	24
01-Dec-2024			971.25		150.00		1,121.25			
01-June-2025	2025	55,000.00	56,248.75	5,000.00	5,175.00	60,000.00	61,423.75	62,545.00	-	25
01-Dec-2025			490.00		75.00		565.00			
01-June-2026	2026	56,000.00	56,630.00	5,000.00	5,087.50	61,000.00	61,717.50	62,282.50	-	26
		\$ 360,000.00	\$ 389,680.00	\$ 34,000.00	\$ 37,417.50	\$ 394,000.00	\$ 427,097.50	\$ 427,097.50	\$ -	

Speer Financial, Inc.
November 13, 2019

City of West Branch, Cedar County County, Iowa

T.I.F. Rebate Obligations

Date	Fiscal Year	Casey's Marketing Company *Annual Appropriation NTE: \$561,348.65		EMV Holdings, LLC *Annual Appropriation NTE: \$150,000.00		The Meadows - Part 4 *Annual Appropriation NTE: \$395,000.00		FY	Total Taxable Value	Total LMI	Total Rebate
		Incremental Value	100% Rebate	Incremental Value	70% Rebate	70% Rebate	LMI - 33.32%				
01-Dec-2019 01-June-2020	2020	\$ 1,252,610	\$ 26,709.51					20	\$ 1,252,610	\$ -	\$ 26,709.51
01-Dec-2020 01-June-2021	2021	1,252,610	33,900.00					21	1,252,610		33,900.00
01-Dec-2021 01-June-2022	2022	1,252,610	33,900.00		\$ 7,500.00		\$ 26,333.00	22	1,252,610		75,233.00
01-Dec-2022 01-June-2023	2023	1,252,610	33,900.00		7,500.00		26,333.00	23	1,252,610		75,233.00
01-Dec-2023 01-June-2024	2024	1,252,610	33,900.00		7,500.00		26,333.00	24	1,252,610		75,233.00
01-Dec-2024 01-June-2025	2025	1,252,610	33,900.00		7,500.00		26,333.00	25	1,252,610		75,233.00
01-Dec-2025 01-June-2026	2026	1,252,610	33,900.00		7,500.00		26,333.00	26	1,252,610		75,233.00
01-Dec-2026 01-June-2027	2027	1,252,610	33,900.00		7,500.00		26,333.00	27	1,252,610		75,233.00
01-Dec-2027 01-June-2028	2028	1,252,610	33,900.00		7,500.00		26,333.00	28	1,252,610		75,233.00
01-Dec-2028 01-June-2029	2029	1,252,610	33,900.00		7,500.00		26,333.00	29	1,252,610		75,233.00
01-Dec-2029 01-June-2030	2030	1,252,610	33,900.00		7,500.00		26,333.00	30	1,252,610		75,233.00
01-Dec-2030 01-June-2031	2031	1,252,610	33,900.00		7,500.00		26,333.00	31	1,252,610		75,233.00
01-Dec-2031 01-June-2032	2032	1,252,610	33,900.00				26,334.00	32	1,252,610		60,234.00
01-Dec-2032 01-June-2033	2033	1,252,610	33,900.00				26,334.00	33	1,252,610		60,234.00
01-Dec-2033 01-June-2034	2034	1,252,610	33,900.00				26,334.00	34	1,252,610		60,234.00
01-Dec-2034 01-June-2035	2035	1,252,610	33,900.00				26,334.00	35	1,252,610		60,234.00
01-Dec-2035 01-June-2036	2036	1,252,610	33,900.00				26,334.00	36	1,252,610		60,234.00
01-Dec-2036 01-June-2037	2037	1,252,610	33,900.00					37	1,252,610		33,900.00
01-Dec-2037 01-June-2038	2038	1,252,610	33,900.00					38	1,252,610		33,900.00

\$ 636,909.51

\$ 150,000.00

\$ 395,000.00

\$ 1,181,909.51

City of West Branch, Cedar County, Iowa

TIF Revenue Abatement

Date	Fiscal Year	2013 \$2,730,000 GO Corp Purp & Ref Bond Issued: 3/5/2013		2016A \$270,000 GO CP Bonds Issued 7/19/2016		2016B \$400,000 Tax GO UR Bond Issued 7/19/2016		2017 \$495,000 Judgement Settlement Issued 6/2017		FY
		Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	
01-Dec-2019					\$ 1,909.91		\$ 3,773.75		\$ 6,435.00	
01-June-2020	20	\$ 37,987.00	\$ 37,987.00	\$ 22,950.00	24,859.91	\$ 45,000.00	48,773.75	\$ 99,000.00	105,435.00	20
01-Dec-2020					1,760.74		3,425.00		4,826.25	
01-June-2021	21	37,987.00	37,987.00	22,950.00	24,710.74	50,000.00	53,425.00	99,000.00	103,826.25	21
01-June-2021					1,611.56		2,950.00		3,217.50	
01-Dec-2022	22	37,987.00	37,987.00	24,300.00	25,911.56	50,000.00	52,950.00	99,000.00	102,217.50	22
01-Dec-2022					1,429.31		2,475.00		1,608.75	
01-June-2023	23	37,987.00	37,987.00	24,300.00	25,729.31	50,000.00	52,475.00	99,000.00	100,608.75	23
01-Dec-2023					1,247.06		1,925.00			
01-June-2024	24			24,300.00	25,547.06	50,000.00	51,925.00			24
01-Dec-2024					1,034.44		1,375.00			
01-June-2025	25			25,650.00	26,684.44	55,000.00	56,375.00			25
01-Dec-2025					810.00		687.50			
01-June-2026	26			25,650.00	26,460.00	55,000.00	55,687.50			26
01-Dec-2026					553.50					
01-June-2027	27			27,000.00	27,553.50					27
01-Dec-2027					283.50					
01-June-2028	28			27,000.00	27,283.50					28
01-Dec-2028										
01-June-2029	29									29
01-Dec-2029										
01-June-2030	30									30
01-Dec-2030										
01-June-2031	31									31
01-Dec-2031										
01-June-2032	32									32
01-Dec-2032										
01-June-2033	33									33
01-Dec-2033										
01-June-2034	34									34
01-Dec-2034										
01-June-2035	35									35
01-Dec-2035										
01-June-2036	36									36
01-Dec-2036										
01-June-2037	37									37
01-Dec-2037										
01-June-2038	38									38

\$ 151,948.00 \$ 151,948.00
 \$ 224,100.00 \$ 245,380.04
 \$ 355,000.00 \$ 388,222.50
 \$ 396,000.00 \$ 428,175.00

City of West Branch, Cedar County, Iowa

TIF Revenue Abatement

FY	2017 \$1,695,000 GO Corp. Purp. Bonds Issued 6/2017		Transfer To General Obligation Debt Service Principal & Interest	Interfund Loan College St. & 2nd Imp \$207,000.00 Total	Tax Increment Financing Rebate Agreements	Total T. I. F.		FY
	Principal	Principal & Interest				Taxes	Fiscal Year	
							Certify December 1st	
20	\$ 105,000.00	\$ 21,863.75 126,863.75	\$ 377,901.82	\$ 50,000.00	\$ 26,709.51	\$ 454,611.33		20
21	105,000.00	20,813.75 125,813.75	376,588.48	75,000.00	33,900.00	485,488.48		21
22	110,000.00	19,763.75 129,763.75	376,372.62	82,000.00	75,233.00	533,605.62		22
23	110,000.00	18,663.75 128,663.75	369,640.62		75,233.00	444,873.62		23
24	115,000.00	17,563.75 132,563.75	230,771.62		75,233.00	306,004.62		24
25	115,000.00	16,126.25 131,126.25	232,721.38		75,233.00	307,954.38		25
26	120,000.00	14,688.75 134,688.75	233,022.50		75,233.00	308,255.50		26
27	125,000.00	13,038.75 138,038.75	179,184.50		75,233.00	254,417.50		27
28	130,000.00	11,163.75 141,163.75	179,894.50		75,233.00	255,127.50		28
29	130,000.00	9,213.75 139,213.75	148,427.50		75,233.00	223,660.50		29
30	135,000.00	7,198.75 142,198.75	149,397.50		75,233.00	224,630.50		30
31	140,000.00	5,005.00 145,005.00	150,010.00		75,233.00	225,243.00		31
32	150,000.00	2,625.00 152,625.00	155,250.00		60,234.00	215,484.00		32
33					60,234.00	60,234.00		33
34					60,234.00	60,234.00		34
35					60,234.00	60,234.00		35
36					60,234.00	60,234.00		36
37					33,900.00	33,900.00		37
38					33,900.00	33,900.00		38
\$ 1,590,000.00		\$ 1,945,457.50	\$ 3,159,183.04	\$ 207,000.00	\$ 1,181,909.51	\$ 4,548,092.55		

City of West Branch, Cedar County, Iowa

General Obligation Debt Capacity

Column:	#1	#2	#3	#4	#5	#6
	FY 18-19 1/1/2017	FY 19-20 1/1/2018	FY 20-21 1/1/2019	FY 21-22 1/1/2020	FY 22-23 1/1/2021	FY 23-24 1/1/2022
Assessed Valuation(100%)/GO Bond Capacity						
Property Valuation @(100%)(Actual/Projected)	\$216,865,596	\$225,095,748	\$230,723,142	\$236,491,220	\$242,403,501	\$248,463,588
Statutory GO Debt Limit @ 5% of 100% Value	\$10,843,280	\$11,254,787	\$11,536,157	\$11,824,561	\$12,120,175	\$12,423,179
Bonds Outstanding (Beginning Fiscal Year)						
GO Bonds (Outstanding - Maturities)	\$ 8,366,673.00	\$ 7,496,000.00	\$ 6,672,000.00	\$ 5,828,000.00	\$ 4,959,000.00	\$ 4,075,000.00
TIF Revenue Bonds Outstanding (Principal Only)						
TIF Rebate Agreements (Annual Appropriations)	25,154.00	26,709.51	33,900.00	75,233.00	75,233.00	75,233.00
Other Debt Outstanding (Principal Only)		-	-	-	-	-
Bonds Paid (During Fiscal Year)						
GO Debt (Principal Only) (Paid)	\$ 859,257.00	\$ 824,000.00	\$ 844,000.00	\$ 869,000.00	\$ 884,000.00	\$ 820,000.00
GO Debt Refunded (Principal Only) (Paid)	11,416.00					
TIF Rebate Agreements (Paid) (Annual Appropriation)	25,154.00	26,709.51	33,900.00	75,233.00	75,233.00	75,233.00
Other Debt (Principal Only) (Paid)						
Bonds Issued (During Fiscal Year)						
GO Bonds (Principal Only) (Issued)						
TIF Rebate Agreements (Annual Appropriations)						
TIF Rebate Agreements (Issued)						
Other Debt (Principal Only) (Issued)						
Remaining GO Debt Capacity (Not Obligated)	\$3,347,280	\$4,582,787	\$5,708,157	\$6,865,561	\$8,045,175	\$9,168,179
Percent of Capacity Remaining	30.87%	40.72%	49.48%	58.06%	66.38%	73.80%
GO Contingency Reserve (% of GO Capacity)	20%	\$2,168,656	\$2,250,957	\$2,307,231	\$2,364,912	\$2,424,035
		\$2,168,656	\$2,250,957	\$2,307,231	\$2,364,912	\$2,424,035
Total GO Capacity - Less Contingency Reserve	\$1,178,624	\$2,331,830	\$3,400,926	\$4,500,649	\$5,621,140	\$6,683,544
Percent of Capacity Remaining	10.87%	20.72%	29.48%	38.06%	46.38%	53.80%
Percent Increase for Property Valuation Projection	3.795%	2.500%	2.500%	2.500%	2.500%	2.500%

City of West Branch, Cedar County, Iowa

T. I. F. Debt Report

Original TIF District

Page 1

Frozen Base Value - \$5,899,963

Column:	#1	#2	#3	#4	#5
Fiscal Year	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
County Assessor's Value as of	1/1/2017	1/1/2018	1/1/2019	1/1/2020	1/1/2021

TIF Value Existing

TIF Captured Value (Commercial Property @ 100%)	\$53,067,554	\$56,560,625	\$57,691,838	\$58,845,674	\$60,022,588
Commercial Property Rollback %	90.000%	90.000%	90.000%	90.000%	90.000%
TIF Captured Value (Commercial Property Rollback Value)	\$47,760,799	\$50,904,563	\$51,922,654	\$52,961,107	\$54,020,329
TIF Industrial Property @ 100%	\$11,922,959	\$11,863,417	\$12,100,685	\$12,342,699	\$12,589,553
Industrial Property Rollback %	90.000%	90.000%	90.000%	90.000%	90.000%
TIF Captured Value (Industrial Property Rollback Value)	\$10,730,663	\$10,677,075	\$10,890,617	\$11,108,429	\$11,330,598
TIF Personal Property/Agricultural @ 100%	\$86,662	\$86,765	\$88,500	\$90,270	\$92,076
TIF Captured Value (Residential Property 100 % Value)	\$11,465,907	\$11,511,593	\$11,741,825	\$11,976,661	\$12,216,195
Residential Property Rollback %	55.6209%	56.9108%	55.0743%	55.0743%	55.0743%
TIF Captured Value (Residential Property Rollback Value)	\$6,377,441	\$6,551,340	\$6,466,728	\$6,596,062	\$6,727,984
TIF Captured Value (Multi-Residential Property 100 % Value)	\$1,241,838	\$1,242,802	\$1,242,802	\$1,242,802	\$1,242,802
Multi-Residential Property Rollback %	78.7500%	75.0000%	71.2500%	67.5000%	63.7500%
TIF Captured Value (Multi-Residential Property Rollback Value)	\$977,947	\$932,102	\$885,496	\$838,891	\$792,286

Total TIF Property Value (Taxable)	\$65,933,512	\$69,151,844	\$70,253,995	\$71,594,760	\$72,963,272
Rate/Thousand	\$27.267	\$27.063	\$27.063	\$27.063	\$27.063
Total TIF Revenue (Taxable Value x Rate/Thousand)	\$ 1,797,790.60	\$ 1,871,449.44	\$ 1,901,276.84	\$ 1,937,561.83	\$ 1,974,597.74

Total TIF Dollars	\$ 1,797,790.60	\$ 1,871,449.44	\$ 1,901,276.84	\$ 1,937,561.83	\$ 1,974,597.74
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Current / Future Debt Service Requirements GO Obligations	\$ 384,146.32	\$ 377,901.82	\$ 376,588.48	\$ 376,372.62	\$ 369,640.62
Current / Future TIF Rebate Obligations	\$ 25,154.00	\$ 26,709.51	\$ 33,900.00	\$ 75,233.00	\$ 75,233.00
Current / Future Interfund Loans	\$ 39,080.91	\$ 50,000.00	\$ 75,000.00	\$ 82,000.00	

UNCLAIMED T.I.F. DOLLARS	\$ 1,349,409.37	\$ 1,416,838.11	\$ 1,416,004.22	\$ 1,410,688.21	\$ 1,668,593.12
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TIF Value Future Growth-Building Completed In Calendar Year:	2017	2018	2019	2020	2021
Commercial Property (100%)	\$0	\$0	\$0	\$0	\$0
Industrial Property (100%)	\$0	\$0	\$0	\$0	\$0
Agricultural Property (100%)	\$0	\$0	\$0	\$0	\$0
Housing Units Constructed/Year	0	0	0	0	0
Housing Unit Value/Unit	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Housing Units Constructed 100% Value	\$0	\$0	\$0	\$0	\$0
Total Future Value	\$0	\$0	\$0	\$0	\$0
Valuation Growth Factor	4.881%	2.000%	2.000%	2.000%	2.000%



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Presentation Item: Update 2019 Christmas Past Festival
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Carolyn Anderson, Executive Director – Community Development Group
DATE:	November 14, 2019

BACKGROUND:

2019 “Christmas Past” festival – Update provided by Community Development Group (CDG) Executive Director, Carolyn Anderson. This year the event will be December 6th and December 7th. The festival highlights include but are not limited to events such as: horse-drawn carriage rides, Street-side Fireplaces and many other family friendly activities.



STAFF RECOMMENDATION:	Accept / Discuss the Presentation – No Action Needed
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

- 1:00 - 3:00 pm **Kids Crafts**
Town Hall • 113 N 1st St.
- 3:00 pm **'Twas the Night Before Christmas**
Friends Meeting House - Herbert Hoover National Historic Site
West Branch Maory Roger Laughlin will be reading the traditional Christmas Classic
- 3:00 - 8:00 pm **Heritage Museum Old Fashion Christmas Special Exhibit**
109 W Main St.
- 5:00 - 7:00 pm **Soup Supper & Live Nativity**
United Methodist Church • 203 N Downey St.
Free-will donation for meal
- 5:00 - 8:00 pm **Homemade Donuts**
Parking Lot of Presidential Motors • 209 E Main
Sponsored by the West Branch Boy Scouts of America with thanks to Presidential Motors for use of their parking lot
- 5:00 - 8:00 pm **Main Street Horse Drawn Wagons**
Village Green • Corner of East Main & S 2nd St.
Wagon rides will travel through the downtown Main Street District
- 5:00 - 8:00 pm **Step Back in Time Carriage Rides**
Heritage Square • Corner of West Main & Downey St.
Period carriage rides will travel through the Herbert Hoover National Historic Site
- 5:00 - 8:00 pm **Santa & Mrs. Claus**
Little Lights Events • 102 W Main St.
Bring your own camera for free or have a professional take one for \$10 per photo. Santa's Helpers from US Bank
- 5:00 - 8:00 pm **North Pole Outlet**
West Branch Fire Department Meeting Room
For Kids Up to 4th Grade.
Sponsored by Norm & Pat Bickford and Kathy Leong
- 5:00 - 8:30 pm **Bon Fire / Hot Dog Roasting**
West Branch Fire Station • S 2nd St
Sponsored by the West Branch Fire Department

- 5:00 - 8:30 pm **Gibson Trains**
West Branch Fire Station • S 2nd St.
Complementary cookies & coffee.
Sponsored by the Gibson Family and the West Branch Fire Department
- 5:00 - 9:00 pm **Brick Oven & Marshmallow Roasting**
Downtown Intersection of Main St. and Downey St.
Sponsored by the West Branch Lion's Club
- 7:00 - 9:00 pm **Dogs on Skis**
Brick Arch Winery • 116 W Main St.

MERCHANT OPEN HOUSES

- | | |
|--|---|
| Brick Arch Winery
116 W Main St.
6-9pm Fri & 12-9pm Sat | Cornerstone Real Estate
109 E Main St.
5-8pm Fri & 5-8pm Sat |
| Cornerstone Real Estate
109 E Main St.
5:30-7:30pm Fri & Sat | Cotton Creek Mill
113 W Main St.
5-7pm Fri |
| Frerich's Alpaca Farm
5732 350th St.
10am-5pm Sat | Guys & Gals Hairstyles
205 E Main St.
5:00-8:00pm Fri & Sat |
| Izzy's Treasurers
105 S Downey
5-9pm Fri & 10am-9pm Sat | Liberty Communications
117 N 1st St.
5-8pm Fri |
| Little Lights on the Lane
2 Eraber Ln.
10am-5pm Sat | Marg's Little Red House Antiques & Uniques
107 W Main St.
5-9pm Fri & 10am-9pm Sat |
| Red Barn Market Antiques
5475 Herbert Hoover Hwy NE
10am-5pm Sat & noon-4pm Sun | Roots Salon & Spa
109 E Main St.
5-8pm Fri |
| Touched By Power
109 N Downey
5-9pm Fri | West Branch Heritage Museum
109 W Main St.
5-7pm Fri & Sat |

2019



Christmas Past DOWNTOWN WEST BRANCH

DECEMBER
6TH & 7TH

EVENT PARTNERS



FRIDAY

- 4:00 - 7:00 pm **Art Market**
Little Lights Events 102 W Main St.
- 5:00 - 6:00 pm **Kids Craft**
NPS Visitor Center • Parkside Dr.
- 5:00 - 8:00 pm **Homemade Donuts**
Parking Lot of Presidential Motors • 209 E Main
Sponsored by the West Branch Boy Scouts of America with thanks to Presidential Motors for use of their parking lot
- 5:00 - 8:00 pm **Herbert Hoover Presidential Library & Museum - Free admission and Viva Hoover! The 1928 Goodwill Tour Display**
Herbert Hoover Presidential Library & Museum • 210 Parkside Dr.
Free admission sponsored by the Hoover Presidential Foundation
- 5:00 - 8:00 pm **North Pole Outlet**
West Branch Fire Department Meeting Room
For Kids Up to 4th Grade.
Sponsored by Norm & Pat Bickford and Kathy Leong
- 5:00 - 8:00 pm **Kiwanis Poinsettia Sales**
West Branch CDG Office - 111 E Main St.
- 5:00 - 8:00 pm **Main Street Horse Drawn Wagons**
Village Green • Corner of East Main & S 2nd St.
Wagon rides will travel through the downtown Main Street District
- 5:00 - 8:00 pm **Step Back in Time Carriage Rides**
Heritage Square • Corner of West Main & Downey St.
Period carriage rides will travel through the Herbert Hoover National Historic Site
- 5:00 - 9:00 pm **Brick Oven & Marshmallow Roasting**
Downtown Intersection of Main St. and Downey St.
Sponsored by the West Branch Lion's Club

- 5:00 - 9:00 pm **Bon Fire / Hot Dog Roasting**
West Branch Fire Station • S 2nd St
Sponsored by the West Branch Fire Department
- 5:00 - 9:00 pm **Gibson Trains**
West Branch Fire Station • S 2nd St.
Complementary cookies & coffee.
Sponsored by the Gibson Family and the West Branch Fire Department
- 5:30 - 8:00 pm **Santa & Mrs. Claus**
Little Lights Events • 102 W Main St.
Bring your own camera for free or have a professional take one for \$10 per photo. Santa's Helpers from US Bank
- 6:00 - 8:00 pm **Kids Crafts & Treats**
Town Hall • 113 N 1st St.
Sponsored by the West Branch Parks & Recreation, Public Library, and Friends of the West Branch Public Library
- 6:00 - 8:00 pm **Heritage Museum Old Fashioned Christmas Special Exhibit**
109 W Main St.
- 6:00 - 8:00 pm **Centerdale Women's Club Nut & Fruit Sales**
Town Hall • 113 N 1st St.
Sales support families in need, programs and projects in the community, and a scholarship
- 6:00 - 8:00 pm **Silent Auction**
Town Hall • 113 N 1st St.
All proceeds benefit the West Branch Community Development Group
- 6:30 - 8:00 pm **Decorating Cookies**
Herbert Hoover Presidential Library & Museum • 210 Parkside Dr.
Sponsored by the West Branch Kiwanis
- 6:30 - 7:00 pm **Friends Church Bell Choir**
Friends Church • 116 N Downey St.
- 7:00 pm **The Life of Herbert Hoover**
Herbert Hoover Presidential Library & Museum • 210 Parkside Dr.
Performance by Christopher Jive and the Uptown 45

- 7:00 - 9:00 pm **Mullins Brothers**
Brick Arch Winery • 116 W Main St.

SATURDAY

- 8:00 - 11:00 am **Candy and SERRV Sale**
United Methodist Church • 203 N Downey St.
- 8:30 - 10:30 am **Free Community Breakfast**
Friends Church • 116 N Downey St.
- 9:00 - 11:00 am **Annual Cookie Walk**
Bethany Lutheran Church • 235 S 2nd St.
- 9:00 am - 12:00 pm **Springdale United Methodist Church Bake Sale**
Springdale Agency • 101 N Downey St.
- 9:00 am - 7:00 pm **Silent Auction**
Town Hall • 113 N 1st St.
All proceeds benefit the West Branch Community Development Group
- 9:00 am - 7:00 pm **Centerdale Women's Club Nut & Fruit Sales**
Town Hall • 113 N 1st St.
Sales support families in need, programs and projects in the community, and a scholarship
- 9:00 am - 8:00 pm **Herbert Hoover Presidential Library & Museum - Free Admission and Holiday Traditions Tree Display**
Herbert Hoover Presidential Library & Museum • 210 Parkside Dr.
- 10:00 - 10:30 am **Friends Church Bell Choir**
Friends Church • 116 N Downey St.
- 10:00 am - 12:00 pm **Farmer's Market**
Town Hall • 113 N 1st St.
- 10:00 am - 5:00 pm **Art Market**
Little Lights Events • 102 W Main St.
- 10:00 am - 8:00 pm **Craft Fair**
Town Hall • 113 N 1st St.
- 12:00 pm **The Life of Herbert Hoover**
Herbert Hoover Presidential Library & Museum • 210 Parkside Dr.
Performance by Christopher Jive and the Uptown 45

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

**West Branch, Iowa
Council Chambers**

City Council Meeting

**November 4, 2019
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 p.m. Mayor Laughlin then invited the Council, Staff and members of the audience to stand and led the group in the Pledge of Allegiance. Roll call: Council members: Colton Miller, Jodee Stoolman, Nick Goodweiler, Brian Pierce and Jordan Ellyson were present. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Leslie Brick, City Attorney Kevin Olson, Finance Officer Gordon Edgar, Police Chief Mike Horihan, Sergeant John Hanna, Library Director Nick Shimmin and City Engineer Dave Schechinger.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

National Able Network and their Senior Community Service Employment Program (SCSEP) – Eric West, Career Services Coach.

West explained the program is a federally funded by the Department of Labor and operates in five state with Iowa being one of them. West said the National Able Network is an employee training program designed for persons over the age of 55 which allows individuals to re-enter the workforce and gain job skills. The National Able Network program pays the individual a stipend for work performed with no cost to the employer. West said the program has the ability to fill spots in Cedar, Jackson, Scott and Clinton counties and is looking to fill four spots in Cedar County.

Capital Improvement Reserve Levy – Redmond Jones II, City Administrator.

Jones said the proposed levy was featured in a couple of newspaper articles and a recent resident mailing. Jones said the levy is intended to allow cities to establish a capital improvement fund and may certify taxes not to exceed sixty-seven and one half cents per thousand dollars of taxable value each year to be levied for the fund for the purpose of accumulating moneys for the financing of specified capital improvements or carrying out a specific capital improvements plan.

West Branch Public Library 2019 Annual Report - Nick Shimmin, Library Director.

Shimmin presented the 2019 annual report and said that from input received from the community, they created a new strategic plan with the following goals in mind: satisfying your curiosity, knowing your community and visiting a comfortable place. Shimmin said events and programs are the most sought-after services provided at the library and in 2019 held over 368 programs or events, which is more than one per day.

PUBLIC COMMENT

No comment.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve Minutes for City Council Meeting October 21, 2019

Motion to approve the Claims Report

EXPENDITURES	11/4/2019	
BROWN'S WEST BRANCH	VEHICLE REPAIR	269.23
CASEYS GENERAL STORE	TIF REBATE BALANCE DUE	8,241.62
CATHERINE STEEN	UNIFORMS	149.85
CEDAR COUNTY PUBLIC HEALTH	FLU SHOT	30.00
CJ COOPER & ASSOCIATES	DRUG TESTING	35.00
CROELL, INC.	CONCRETE-DOWNEY SIDEWALK	1,367.25
CULLIGAN WATER TECHNOLOGIE	WATER SOFTENER SERVICE	50.15
HAWKINS INC	CHEMICALS	655.50
HD CLINE COMPANY	MOWER BLADES	162.96
HOLIDAY INN DES MOINES AIR	LODGING	201.60
IMWCA	IMWCA	2,097.00
IOWA NARCOTICS OFFICERS' A	MEMBERSHIP DUES	25.00

IOWA ONE CALL	UTILITY LOCATION SERVICE	110.70
JOHN DEERE FINANCIAL	TRUCK MOD, MINOR EQUIP, UNIFOR	2,137.37
JOHNSON COUNTY REFUSE INC.	LANDFILL-FALL CLEANUP	631.10
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,291.98
LYNCH'S EXCAVATING INC	REPLACE FIRE HYD AT FIRE STATI	13,328.65
LYNCH'S PLUMBING INC	BUILDING MAINTENANCE	667.85
MENARDS	SUPPLIES	773.29
MISCELLANEOUS VENDOR	TRAVIS SPRAT:REFUND E SPRATT	55.00
MOORE'S WELDING INC	TRUCK MODIFICATIONS	773.95
PLUNKETT'S PEST CONTROL IN	PEST CONTROL CITY OFFICE	95.18
PORT 'O' JONNY INC.	SERVICE-CEMETERY	90.00
QUILL CORP	OFFICE SUPPLIES	55.98
SCOTT M THOMA	BUILDING INCENTIVE PAYMENT	1,132.60
SENSUS USA	SOFTWARE SUPPORT	1,949.94
SHRED-IT USA	DOCUMENT DESTRUCTION	53.69
STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00
STOP STICK LTD	SUPPLIES	223.00
TOYNES IA. FIRE TRK.SERV	MAINTENANCE SERVICE	1,379.00
USA BLUE BOOK	SUPPLIES	286.14
VEENSTRA & KIMM INC.	ZONING MAP UPDATES	25,686.97
WENDLING QUARRIES INC	ROCK	588.40
WEST BRANCH REPAIRS	VEHICLE REPAIR	630.32
TOTAL		65,470.27
PAYROLL	SICK TIME PAY OUT 10/18/2019	2,691.22
PAYROLL	11/4/2019	43,367.14
PAID BETWEEN MEETINGS		
BOWERS CUSTOM SERVICES	DIRT, ROCK & HAULING	1,240.00
TAYLOR CONSTRUCTION INC	COLLEGE ST BRIDGE & RELATED WORK	214,380.09
WEST BRANCH REPAIRS	VEHICLE REPAIR	134.95
JULIA HIME	VIDEOGRAPHY SERVICE	100.00
MEDIACOM	CABLE SERVICE	41.90
US BANK CORPORATE CARD	SUPPLIES, TRAINING, LODGING	1,467.09
VERIZON WIRELESS	WIRELESS SERVICE	832.88
SPRINGDALE AGENCY	PROPERTY INSURANCE	14,598.00
LESLIE BRICK	TRAVEL EXPENSE	183.50
CEDAR COUNTY COOP	VEHICLE FUEL	1,472.52
TOTAL		234,450.93
GRAND TOTAL EXPENDITURES		345,979.56
FUND TOTALS		
001 GENERAL FUND	37,526.06	
022 CIVIC CENTER	144.08	
031 LIBRARY	6,180.31	
036 TORT LIABILITY	16,575.09	
110 ROAD USE TAX	8,085.67	
112 TRUST AND AGENCY	4,960.06	
125 T I F	8,241.62	
310 COLLEGE STREET BRIDGE	175,666.82	
318 COLLEGE ST & 2ND ST IMPROEMENTS	56,956.48	
319 RELOCATING WATER & SEWER	1,740.00	
600 WATER FUND	23,175.73	
610 SEWER FUND	6,727.64	
GRAND TOTAL	345,979.56	

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

PUBLIC HEARING / NON-CONSENT AGENDA

Second reading of Ordinance 768 Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”./ Move to action.

Jones noted that an additional stop sign was requested and added to the ordinance for the corner of Sullivan Street where it intersects with Ridge View Drive. The Council had no objections.

Motion by Stoolman, second by Pierce to approve the second reading of Ordinance 768. AYES: Stoolman, Pierce, Goodweiler, Miller, Ellyson. NAYS: None. Absent: Motion carried.

Second reading of Ordinance 769 Amending Title “Traffic and Vehicles” Chapter 69 “Parking Regulations”./ Move to action.

Miller asked if residents along Hilltop Drive were notified of the new parking restriction. Horihan said they had not been notified, but added the change is the result of an issue with parking on a blind curve and that he had received multiple complaints from area residents. Laughlin directed Horihan to make contact with the residents on Hilltop Drive prior to the third and final reading of the ordinance to allow public comment.

Motion by Stoolman, second by Ellyson to approve the second reading of Ordinance 769. AYES: Stoolman, Ellyson, Miller, Pierce, Goodweiler. NAYS: None. Motion carried.

First reading of Ordinance 770 Amending Title “Animal Protection and Control” Chapter 55.22 “Licensing”./ Move to action.

Brick said the change will allow residents to register their pets for multiple years coinciding with the rabies expiration date for added convenience and save the City costs associated with annual tag waste.

Motion by Miller, second by Stoolman to approve the first reading of Ordinance 770. AYES: Miller, Stoolman, Pierce, Goodweiler, Ellyson. NAYS: None. Motion carried.

Discussion: Regarding shared purchase of a batwing mower between the City of West Branch and the West Branch Community School District.

Jones said a meeting was held between Marty Jimmerson, West Branch School District Superintendent, Public Works Director Goodale and himself to discuss a joint purchase of a bat wing mower to be shared between the two entities. The mower is expected to cost approximately \$13,000 dollars. A 28E agreement would be established outlining storage of mower, maintenance agreements, scheduled use of mower and insurance needs. The Council agreed it was a good idea but wanted to make sure that the agreement was mutually beneficial for both parties. Olson said he would draft a 28E agreement for both parties review.

Discussion: Regarding debt financing for the remaining non-participating portions of College Street Bridge.

Jones said he met with Finance Officer Edgar and Speer Financials Maggie Burger to discuss funding options for the remaining balance on the non-participating portion of the project. Jones said it is unclear at this time how much of a short-fall there will be but Edgar is estimating it to be somewhere between two and four hundred thousand dollars. Jones said funding options are TIF, GO Bonds or possibly using contingency money from Cubby Park. The Council discussed those options and quickly decided against using the contingency money that they have earmarked for a future creek widening project. Jones said the original plan was to use TIF but not knowing for sure what the short fall is, Burger thought other options may be better. Miller stated that the non-participating part of the project was used for street improvements and suggested that road use tax dollars be used along with GO Bonds. City Engineer Dave Schechinger said he should have final costs later this week to help the City determine the next steps in their funding strategy. The Council asked for information as soon as possible to allow them time to make their decision before having to vote on the TIF certification at the next City Council meeting. Jones said Burger would be attending the November 18th City Council meeting to explain the funding options and answer any questions they would have before making a decision.

Motion to set a date for City Council Goal and Objective Setting meeting./ Move to action.

The council discussed potential dates for the goal setting session and decided on Monday, November 18th at 6:00 p.m.

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

Discussion: Strategy for incremental sewer rate increase over the next 3 years in preparation for the new wastewater treatment process.

Jones presented three rate increase options for the impending mandated sewer facility upgrade. Jones said in order to meet the requirements of a State Revolving Fund (SRF) loan, the City would need to generate approximately \$363,300 by 2022 when the new facility is expected to go on line. Jones said he and Edgar came up with a \$2.50 increase per 1000 gallons, per year added to the current sewer rate; year one \$10.29, year two \$12.79, year three \$15.29. This increased revenue would be placed in a separate fund and held for the first loan payment. Burger, of Speer Financial suggested two options of flat rates per user. Laughlin didn't feel that that a flat rate was the fairest option when comparing residents to commercial properties since commercial are typically the bigger user. Jones said he hoped to have the rates begin by the first of January 2020 and said he would be preparing an ordinance for the rate increase for Council consideration.

CITY ADMINISTRATOR REPORT

Jones reported that Baldrige Environmental will be taking their final sludge testing on November 22nd and will be able to determine how successful the trial program was. He also informed the Council that the College Street Bridge project is nearing completion and asked if the Council was interested in having a ribbon cutting ceremony. Jones said the bridge project would be ready for acceptance on November 18th.

CITY ATTORNEY REPORT

No report.

STAFF REPORTS

Edgar shared that the health insurance rates for 2020 had been received and they reflect an 11 percent decrease.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Miller said he had received an email with a video showing a contractor sawing concrete creating excess dust. Stoolman questioned an issue with the local cable channel on Liberty Communications. Shimmin said he was aware of the issue of the channel no longer being available but said he would need to contact Liberty directly to see if it could be resolved. Stoolman said she observed the sprinklers on at Cubby Park this past weekend after the park had been winterized. Laughlin directed Jones to contact Fehr-Graham for an explanation. Laughlin noted that he had been getting several resident complaints on the status of Cubby Park as well.

ADJOURNMENT

Motion to adjourn by Ellyson, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 8:50 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Motion to Approve the “Down Under” located at 102 W. Main Street Liquor License Renewal.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Leslie Brick, Deputy City Clerk
DATE:	November 12, 2019

BACKGROUND:

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

Renewal is effective December 1, 2019 – November 30, 2020.

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

"Turning Vision into Reality is our Business"



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Motion to Approve Pay Estimate Number 7 for the College Street Bridge Replacement Project.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones II, City Administrator / Dave Schechinger, V&K
DATE:	November 12, 2019

BACKGROUND:

This pay estimate in the amount of \$105,583.06 which covers 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
- Pay estimate 7 - \$105,583.06

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 8th 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.

260 22nd Avenue, Suite 4 • Corshville, Iowa 52241-1565
 319-466-1000 • 319-466-1002(FAX) • 825-241-2001(WATS)

November 6, 2019

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

PAY ESTIMATE NO. 7

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 October 11, 2019 - October 28, 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	472	\$ 15,104.00
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	502.8	\$ 40,224.00
11	2301-1033070	Standard or Slip Form PCC Pvm't, Cl C, Cl 3 Durability, 7"	SY	1,748	\$ 38.50	\$ 67,298.00	1748	\$ 67,298.00
12	2315-8275025	Surfacing, Driveway, Cl A Crushed Stone	Ton	155	\$ 23.50	\$ 3,642.50	93.09	\$ 2,187.62
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	2435-0130348	Manhole, San Sewer, SW-303, 48 In.	Ea.	2	\$ 7,250.00	\$ 14,500.00		\$ -
26	2435-0140148	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	1	\$ 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	923	\$ 13,845.00
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	2507-6800061	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	144	\$ 1,728.00
45	2510-6750600	Removal of Intakes and Utility Accesses	Ea.	8	\$ 425.00	\$ 3,400.00	7	\$ 2,975.00
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	109	\$ 4,005.75
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	20	\$ 600.00
50	2515-2475006	Driveway, P.C. Concrete, 6 In.	SY	134	\$ 44.50	\$ 5,963.00	134	\$ 5,963.00
51	2515-2475008	Driveway, P.C. Concrete, 8 In.	SY	142	\$ 52.50	\$ 7,455.00	94	\$ 4,935.00
52	2515-2475095	Driveway, P.C. Concrete, 9.5 In.	SY	362	\$ 63.50	\$ 22,987.00	223.3	\$ 14,179.55
53	2515-6745600	Removal of Paved Driveway	SY	64	\$ 12.50	\$ 800.00	64	\$ 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	2	\$ 7,800.00
58	2523-0000200	Electrical Circuits	LF	600	\$ 15.00	\$ 9,000.00	600	\$ 9,000.00
59	2523-0000310	Handholes and Junction Boxes	Ea.	3	\$ 1,400.00	\$ 4,200.00	3	\$ 4,200.00
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	0.75	\$ 15,000.00
63	2528-8445110	Traffic Control	LS	0.50	\$ 4,350.00	\$ 2,175.00	0.375	\$ 1,631.25
64	2533-4980005	Mobilization	LS	0.75	\$ 165,000.00	\$ 123,750.00	0.75	\$ 123,750.00
65	2549-0006320	Urethane Chimney Seal	Ea.	4	\$ 725.00	\$ 2,900.00	4	\$ 2,900.00
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, 8 In	Ea.		\$ 600.00	\$ -		\$ -
71	2554-0202200	Fittings By Count, DI, 22.5° Bend, 8 In.	Ea.		\$ 725.00	\$ -		\$ -
72	2554-0202200	Fittings By Count, DI, 45° Bend, 8 In.	Ea.		\$ 625.00	\$ -		\$ -
73	2554-0202200	Fittings By Count, DI, Cross, 12 In. X 8 I	Ea.		\$ 1,375.00	\$ -		\$ -
74	2554-0202200	Fittings By Count, DI, Reducer, 8 In. X 6	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, 8 In. X 8 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	194	\$ 1,358.00
93	2602-0000500	Open-Throat Curb Intake Sediment Filte	LF	60	\$ 20.00	\$ 1,200.00	10	\$ 200.00
94	2602-0010010	Mobilizations, Erosion Control	Ea.	1	\$ 500.00	\$ 500.00	1	\$ 500.00
95	2602-0010020	Mobilizations, Emergency Erosion Cont	Ea.	1	\$ 1,000.00	\$ 1,000.00		\$ -
Division I Price:						\$1,094,972.80		#####

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	2105-8425005	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	2315-8275025	Surfacing, Driveway, Cl A Crushed Stone	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	2	\$ 5,000.00
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	2502-8212036	Subdrain, Longitudinal, (Shoulder) 6 In.	LF	349	\$ 15.00	\$ 5,235.00	349	\$ 5,235.00
35	2502-8221303	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	349	\$ 12,825.75
48	2511-7526006	Sidewalk, P.C. Concrete, 6 In.	SY	185	\$ 46.00	\$ 8,510.00	117	\$ 5,382.00

	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	2526-8285000	Construction Survey	LS	0.25	\$ 20,000.00	\$ 5,000.00	0.25	\$ 5,000.00
63	2528-8445110	Traffic Control	LS	0.50	\$ 4,350.00	\$ 2,175.00	0.5	\$ 2,175.00
64	2533-4980005	Mobilization	LS	0.25	\$ 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	0.5	\$ 1,250.00
86	2601-2636044	Seeding and Fertilizing (Urban)	Acre	0.50	\$ 2,500.00	\$ 1,250.00	0.5	\$ 1,250.00
87	2601-2642120	Stabil Crop-Seeding & Fertilizing (Urban)	Acre	0.50	\$ 1,500.00	\$ 750.00	0.5	\$ 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	30	\$ 600.00
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		\$ -
Division II Price:						\$ 426,527.00		\$ 443,669.75

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	2105-8425005	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,	SY	847	\$ 38.50	\$ 32,609.50	874	\$ 33,649.00
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	2435-0130348	Manhole, San Sewer, SW-303, 48 In.	Ea.	1	\$ 7,500.00	\$ 7,500.00		\$ -
106	2435-0140148	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	2502-8212036	Subdrain, Longitudinal, (Shoulder) 6 In.	LF	499	\$ 15.00	\$ 7,485.00	499	\$ 7,485.00
111	2502-8221303	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	2503-0114218	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	2510-6745850	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	2	\$ 700.00
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	2526-8285000	Construction Survey	LS	1	\$ 7,000.00	\$ 7,000.00	1	\$ 7,000.00
123	2528-8445110	Traffic Control	LS	1	\$ 500.00	\$ 500.00	1	\$ 500.00
124	2533-4980005	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
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	0.2	\$ 600.00
129	2601-2636044	Seeding and Fertilizing (Urban)	Acre	0.20	\$ 3,000.00	\$ 600.00	0.2	\$ 600.00
130	2601-2642120	Stabil Crop-Seeding & Fertilizing (Urban)	Acre	0.20	\$ 2,000.00	\$ 400.00	0.2	\$ 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	40	\$ 560.00
136	2602-0000500	Open-Throat Curb Intake Sediment Filter	LF	20	\$ 25.00	\$ 500.00	20	\$ 500.00
137	2602-0010010	Mobilizations, Erosion Control	Ea.	1	\$ 500.00	\$ 500.00	1	\$ 500.00
138	2602-0010020	Mobilizations, Emergency Erosion Control	Ea.	1	\$ 1,000.00	\$ 1,000.00		\$ -
Division III Price:						\$ 144,525.30		\$ 140,844.23

MATERIALS STORED SUMMARY

Description	# of Units	Unit Price	Extended Cost
Total			\$ -

NON PARTICIPATING CHANGE ORDER ITEMS

Item Code	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
27	Intake, SW-501	Ea.	-2	\$ 2,500.00	\$ (5,000.00)	-	-
105	Manhole, San Sewer, SW-303, 48 In.	Ea.	-1	\$ 7,500.00	\$ (7,500.00)	-	-
116	Removal of Intakes and Utility Accesses	Ea.	-1	\$ 350.00	\$ (350.00)	-	-
8001	Manhole Adjustment	Ea.	1	\$ 5,280.00	\$ 5,280.00	1	\$ 5,280.00
8002	Fittings by Count DI, Sleeve 12"	Ea.	1	\$ 1,017.50	\$ 1,017.50	1	\$ 1,017.50
8003	Water Main, Trenched, DIP, 12"	LF	52	\$ 110.00	\$ 5,720.00	56.75	\$ 6,242.50
8004	Valve Removal	Ea.	1	\$ 600.00	\$ 600.00	1	\$ 600.00
8005	San Swr Service Relocation	Ea.	2	\$ 1,810.60	\$ 3,621.20	2	\$ 3,621.20
8006	Replacement of Unsuitable Backfill Mat	CY	99	\$ 26.51	\$ 2,633.24	99.33	\$ 2,633.24
8007	Excavation Class 10 Roadway & Borrow	CY	188	\$ 21.00	\$ 3,954.93	188.33	\$ 3,954.93
8008	Subgrade Stabil Mat'l Geogrid TX160	SY	705	\$ 6.60	\$ 4,653.00	750	\$ 4,950.00
8009	Intake, SW-503	Ea.	2	\$ 2,500.00	\$ 5,000.00	2	\$ 5,000.00
8010	Fittings by Count, DI, 45 Bend, 12"	Ea.	4	\$ 880.00	\$ 3,520.00	4	\$ 3,520.00
8011	SW-511 Intake Modifications	Ea.	2	\$ 1,925.00	\$ 3,850.00	2	\$ 3,850.00

PARTICIPATING CHANGE ORDER ITEMS

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

SUMMARY			
		Total Approved	Total Completed
		Contract Price	\$ 1,666,025.10
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

Stored \$ -
 Total Earned \$ 1,688,837.45
 Retainage (3%) \$ 30,000.00
 Total Earned Less Retainage \$ 1,658,837.45

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	
	Pay Estimate No. 6	\$ 214,380.09	

Total Previously Approved \$ 1,553,254.39
Amount Due This Request \$ 105,583.06

Percent Complete 99%

The amount **\$ 105,583.06** 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: November 6, 2019

Signature: _____
 Name: _____
 Title: _____
 Date: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: November 18, 2019
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AGENDA ITEM:	Motion to Approve the Claims Report.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	November 15, 2019

BACKGROUND:

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

STAFF RECOMMENDATION: Approve Claims Report – Move to Action

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

"Turning Vision into Reality is our Business"

EXPENDITURES

11/18/2019

AERO RENTAL INC	RECREATION SUPPLIES	41.95
ALLIANT ENERGY	UTILITY SERVICE	11,012.46
AMAZON	BOOKS, TECH & PROGRAM SUPPLIES	1,175.10
BAKER & TAYLOR INC.	BOOKS	1,560.85
BARRON MOTOR SUPPLY	SUPPLIES	426.60
BOCWAY INVESTMENTS LLC	BUILDING INCENTIVE PAYMENT	908.78
BROWN'S WEST BRANCH	VEHICLE MAINTENANCE	229.43
CAJ ENTERPRISES INC	HAULING - ROCK	160.97
CDW GOVERNMENT INC.	OFFICE SUPPLIES	124.61
CEDAR COUNTY RECORDER	RECORDING FEES	131.00
DEWEYS JACK & JILL	SUPPLIES	39.50
DODGE STREET TIRE & AUTO INC	TIRES	656.00
ELDON C STUTSMAN INC	GRASS SEED	273.80
FELD FIRE EQUIPMENT CO. INC	SUPPLIES	454.08
FINDAWAY WORLD LLC	FINDAWAY LEARNING SERIES	499.00
GAME TIME	PLAYGROUND EQUIP & MAINT SUPPLIES	790.90
HI-LINE ELECTRIC COMPANY INC	MAINTENANCE SUPPLIES	557.51
HOTSY CLEANING SYSTEMS	MAINTENANCE SUPPLIES	330.00
INTERSTATE ALL BATTERY CENTER	INTERSTATE ALL BATTERY CENTER	66.47
JOSHUA LANGFORD	BUILDING INCENTIVE PAYMENT	1,131.78
KELLY TREE FARM LLC	TREES	7,959.10
KNOCHE, REBECCA	MILEAGE	56.28
LIBERTY COMMUNICATIONS	SUPPLIES	208.00
LINN COUNTY R.E.C.	STREET LIGHTS	149.00
LYNCH'S PLUMBING INC	SUPPLIES	38.70
MENARDS	SUPPLIES	88.77
MENTE CONSTRUCTION CO	BUILDING INCENTIVE PAYMENT	357.79
MERCY IOWA CITY PHYSICIAN	DRUG TESTING	60.00
MERIDITH COLEMAN	BUILDING INCENTIVE PAYMENT	904.14
MIDWEST FRAME & AXLE	MAINTENANCE SUPPLIES	236.28
MIDWEST TAPE LLC	SUPPLIES	14.99
MISCELLANEOUS VENDOR	IOWA BARN:BOOK	29.95
OASIS ELECTRIC LLC	BUILDING MAINTENANCE	1,051.13
OLSON, KEVIN D	LEGAL SERVICES	1,500.00
OVERDRIVE INC	BOOKS & AUDIO BOOKS	329.98
PARKSIDE SERVICE	VEHICLE REPAIR	75.00
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER-LIB	503.50
PORT 'O' JONNY INC.	SERVICE - WAPSI PARK	90.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	886.00
QUILL CORP	MAINTENANCE SUPPLIES	206.79
RIVER PRODUCTS COMPANY INC	ROCK AND SPECIAL MATERIAL	418.65
STEVENS EROSION CONTROL IN	SUPPLIES	1,125.00
TIPTON ELECTRIC MOTORS	SUPPLIES	83.36
US BANK CORPORATE CARD	TRAVEL EXP, OFFICE, REC, PROG	2,868.92
US BANK EQUIPMENT FINANCE	LIBRARY COPIER LEASE	106.25
USA BLUE BOOK	SUPPLIES	67.55
WALMART COMMUNITY/RFC:LLC	DVDS, MAINT & PROGRAM SUPPLIES	475.08
WEST BRANCH FIREFIGHTERS FOUNDATION	PROMO/EDUCATIONAL MATERIALS	276.89
WEST BRANCH MIDDLE SCHOOL	ADVERTISING	50.00
WEST BRANCH REPAIRS	VEHICLE REPAIR	340.09
WEST BRANCH TIMES	PUBLIC ANNOUNCEMENTS	142.20
WESTGARD WOODWORKS	TOWN HALL ENTRY DOOR	2,292.00
WEX BANK	VEHICLE FUEL	1,728.96
TOTAL		45,291.14

PAYROLL		11/15/2019	56,328.58
PAID BETWEEN MEETINGS			
IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION	REGISTRATION FEE		15.00
UNITED PARCEL SERVICE	SHIPPING		45.64
SHANNON VACEK	UTILITY REFUND		66.45
CROELL, INC	REPLACE FIRE HYDRANT AT FIRE STATION		1,100.50
UNITED PARCEL SERVICE	SHIPPING		45.64
TOTAL			1,273.23
GRAND TOTAL EXPENDITURES			102,892.95
FUND TOTALS			
001 GENERAL FUND			39,751.14
022 CIVIC CENTER			2,818.25
031 LIBRARY			12,276.52
110 ROAD USE TAX			12,459.54
112 TRUST AND AGENCY			12,287.15
310 COLLEGE STREET BRIDGE			208.00
600 WATER FUND			12,006.98
610 SEWER FUND			11,085.37
			-
GRAND TOTAL			102,892.95

REVENUE-FISCAL YEAR 2020	
FUND	OCTOBER
001 GENERAL FUND	377,632.88
022 CIVIC CENTER	7,416.25
031 LIBRARY	90,640.64
036 TORT LIABILITY	17,978.26
110 ROAD USE TAX	28,862.31
112 TRUST & AGENCY	102,537.92
119 EMERGENCY TAX FUND	14,433.47
121 LOCAL OPTION SALES TAX	18,301.76
125 TIF	178,461.23
226 DEBT SERVICE	133,044.06
310 COLLEGE ST BRIDGE REPLACEMENT	100,938.83
500 CEMETERY PERPETUAL FUND	0.10
502 KROUTH INTEREST FUND	0.03
600 WATER FUND	46,935.78
610 SEWER FUND	35,093.00
740 STORM WATER UTILITY	5,183.41
TOTAL	1,157,459.93

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	WEST BRANCH TIMES	PUBLIC ANNOUNCEMENTS	142.20
		WEST BRANCH REPAIRS	VEHICLE REPAIR	224.14
		WEX BANK	VEHICLE FUEL	842.06
		INTERSTATE ALL BATTERY CENTER	INTERSTATE ALL BATTERY CEN	66.47
		BROWN'S WEST BRANCH	VEHICLE MAINTENANCE	63.83
			VEHICLE MAINTENANCE	165.60
		ALLIANT ENERGY	SERVICES	240.97
			SERVICES	203.46
		MERCY IOWA CITY PHYSICIAN & CLINIC SER	DRUG TESTING	20.00
		CDW GOVERNMENT INC.	CDW GOVERNMENT INC.	124.61
		DODGE STREET TIRE & AUTO INC	TIRES	656.00
			TOTAL:	2,749.34
		FIRE OPERATION	GENERAL FUND	PARKSIDE SERVICE
	VEHICLE REPAIR			45.00
OASIS ELECTRIC LLC	BUILDING MAINTENANCE			1,051.13
WEX BANK	VEHICLE FUEL			116.56
FELD FIRE EQUIPMENT CO. INC	SUPPLIES			284.00
	VEHICLE REPAIR			170.08
ALLIANT ENERGY	SERVICES			722.91
	SERVICES			53.31
HOTSY CLEANING SYSTEMS	MAINTENANCE SUPPLIES			165.00
WEST BRANCH FIREFIGHTERS FOUNDATION	PROMO/EDUCATIONAL MATERIAL			276.89
	TOTAL:			2,914.88
ROADS AND STREETS	GENERAL FUND	RIVER PRODUCTS COMPANY INC	ROCK AND SPECIAL MATERIAL	205.56
		STEVENS EROSION CONTROL INC	SUPPLIES	1,125.00
		ELDON C STUTSMAN INC	GRASS SEED	164.28
			TOTAL:	1,494.84
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	STREET LIGHTS	149.00
		ALLIANT ENERGY	SERVICES	2,325.26
			SERVICES	254.71
			TOTAL:	2,728.97
PARK & RECREATION	GENERAL FUND	DEWEYS JACK & JILL	SUPPLIES	9.30
		AERO RENTAL INC	RECREATION SUPPLIES	41.95
		PORT 'O' JONNY INC.	SERVICE - WAPSI PARK	90.00
		MENARDS	SUPPLIES	25.34
		US BANK CORPORATE CARD	TRAVEL EXP, OFFICE, REC, P	358.38
			TRAVEL EXP, OFFICE, REC, P	287.56
			TRAVEL EXP, OFFICE, REC, P	200.00
		ALLIANT ENERGY	SERVICES	51.06
		GAME TIME	PLAYGROUND EQUIP & MAINT S	790.90
			TOTAL:	1,854.49
		CEMETERY	GENERAL FUND	WEX BANK
ELDON C STUTSMAN INC	GRASS SEED			109.52
	TOTAL:			642.87
COMM & CULTURAL DEVEL	GENERAL FUND	US BANK CORPORATE CARD	TRAVEL EXP, OFFICE, REC, P	122.39
			TOTAL:	122.39
ECONOMIC DEVELOPMENT	GENERAL FUND	BOCWAY INVESTMENTS LLC	BUILDING INCENTIVE PAYMENT	908.78
		JOSHUA LANGFORD	BUILDING INCENTIVE PAYMENT	1,131.78
		MERIDITH COLEMAN	BUILDING INCENTIVE PAYMENT	904.14

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		MENTE CONSTRUCTION CO	BUILDING INCENTIVE PAYMENT	357.79
			TOTAL:	3,302.49
CLERK & TREASURER	GENERAL FUND	US BANK CORPORATE CARD	TRAVEL EXP, OFFICE, REC, P	675.75
		ALLIANT ENERGY	SERVICES	220.08
			TOTAL:	895.83
LEGAL SERVICES	GENERAL FUND	US BANK CORPORATE CARD	TRAVEL EXP, OFFICE, REC, P	692.34
		OLSON, KEVIN D	LEGAL SERVICES	1,500.00
			TOTAL:	2,192.34
LOCAL CABLE ACCESS	GENERAL FUND	ALLIANT ENERGY	SERVICES	100.00
			TOTAL:	100.00
COMMISSION	GENERAL FUND	CEDAR COUNTY RECORDER	RECORDING FEES	131.00
			TOTAL:	131.00
TOWN HALL	CIVIC CENTER	US BANK CORPORATE CARD	TRAVEL EXP, OFFICE, REC, P	37.11
		ALLIANT ENERGY	SERVICES	436.70
		WESTGARD WOODWORKS	TOWN HALL ENTRY DOOR	2,292.00
			TOTAL:	2,765.81
LIBRARY	LIBRARY	DEWEYS JACK & JILL	SUPPLIES	16.34
		OVERDRIVE INC	BOOKS & AUDIO BOOKS	274.98
		WALMART COMMUNITY/RFC9LLC	EBOOKS	55.00
			DVDS, MAINT & PROGRAM SUPP	9.84
			DVDS, MAINT & PROGRAM SUPP	59.95
			DVDS, MAINT & PROGRAM SUPP	293.05
			DVDS, MAINT & PROGRAM SUPP	112.24
		QUILL CORP	MAINTENANCE SUPPLIES	84.13
			TECHNOLOGY SUPPLIES	7.46
			MAINTENANCE SUPPLIES	32.29
			MAINTENANCE SUPPLIES	20.05
			TECHNOLOGY SUPPLIES	22.06
			TECHNOLOGY SUPPLIES	40.80
		KNOCHE, REBECCA	MILEAGE	56.28
		BAKER & TAYLOR INC.	BOOKS	302.78
			BOOKS	401.57
			BOOKS	142.96
			BOOKS	302.29
			BOOKS	132.40
			BOOKS	291.16
			BOOKS	12.31
		MIDWEST TAPE LLC	SUPPLIES	14.99
		US BANK CORPORATE CARD	TRAVEL EXP, OFFICE, REC, P	26.98
			TRAVEL EXP, OFFICE, REC, P	317.70
			TRAVEL EXP, OFFICE, REC, P	150.71
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER-LI	503.50
		ALLIANT ENERGY	SERVICES	776.24
		AMAZON	BOOKS, TECH & PROGRAM SUPP	405.21
			BOOKS, TECH & PROGRAM SUPP	153.97
			BOOKS, TECH & PROGRAM SUPP	596.93
			BOOKS, TECH & PROGRAM SUPP	18.99
		US BANK EQUIPMENT FINANCE	LIBRARY COPIER LEASE	106.25
		WEST BRANCH MIDDLE SCHOOL	ADVERTISING	50.00
		FINDAWAY WORLD LLC	FINDAWAY LEARNING SERIES	399.97

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		MISCELLANEOUS V IOWA BARNS	LEARNING SERIES	99.03
			IOWA BARNS:BOOK	29.95
			TOTAL:	6,295.74
ROADS & STREETS	ROAD USE TAX	DEWEYS JACK & JILL	SUPPLIES	13.86
		RIVER PRODUCTS COMPANY INC	ROCK AND SPECIAL MATERIAL	213.09
		WEST BRANCH REPAIRS	VEHICLE REPAIR	115.95
		MENARDS	SUPPLIES	63.43
		WEX BANK	VEHICLE FUEL	78.99
		TIPTON ELECTRIC MOTORS	SUPPLIES	16.78
			SUPPLIES	66.58
		CAJ ENTERPRISES INC	HAULING - ROCK	160.97
		ALLIANT ENERGY	SERVICES	38.06
		MERCY IOWA CITY PHYSICIAN & CLINIC SER	DRUG TESTING	40.00
		HOTSY CLEANING SYSTEMS	MAINTENANCE SUPPLIES	165.00
		KELLY TREE FARM LLC	TREES	7,959.10
		HI-LINE ELECTRIC COMPANY INC	MAINTENANCE SUPPLIES	185.84
		MIDWEST FRAME & AXLE	MAINTENANCE SUPPLIES	236.28
			TOTAL:	9,353.93
INVALID DEPARTMENT	COLLEGE STREET BRI	LIBERTY COMMUNICATIONS	SUPPLIES	208.00
			TOTAL:	208.00
WATER OPERATING	WATER FUND	LYNCH'S PLUMBING INC	SUPPLIES	38.70
		WEX BANK	VEHICLE FUEL	78.99
		ALLIANT ENERGY	SERVICES	2,994.94
		HI-LINE ELECTRIC COMPANY INC	MAINTENANCE SUPPLIES	185.84
		USA BLUE BOOK	SUPPLIES	67.55
			TOTAL:	3,366.02
SEWER OPERATING	SEWER FUND	OC ANALYTICAL SERVICES LLC	LAB ANALYSIS	886.00
		WEX BANK	VEHICLE FUEL	79.01
		ALLIANT ENERGY	SERVICES	2,594.76
		BARRON MOTOR SUPPLY	SUPPLIES	426.60
		HI-LINE ELECTRIC COMPANY INC	MAINTENANCE SUPPLIES	185.83
			TOTAL:	4,172.20

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
----- FUND TOTALS -----				
	001	GENERAL FUND		19,129.44
	022	CIVIC CENTER		2,765.81
	031	LIBRARY		6,295.74
	110	ROAD USE TAX		9,353.93
	310	COLLEGE STREET BRIDGE		208.00
	600	WATER FUND		3,366.02
	610	SEWER FUND		4,172.20

GRAND TOTAL:				45,291.14



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Third (Final) Reading of Ordinance 768 Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Mike Horihan, Police Chief
DATE:	October 30, 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.

Please note: A required stop for Sullivan Street where it intersects with Ridge View Drive has been added for the second reading.

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

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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.
- 60. Sullivan Street where it intersects with Ridge View 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

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Third (Final) Reading of Ordinance 769 Amending Title “Traffic and Vehicles” Chapter 69 “Parking Regulations”.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Mike Horihan, Police Chief
DATE:	October 30, 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.

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

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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

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Second Reading Ordinance 770 Amending Title “Animal Protection and Control” Chapter 55.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Leslie Brick, Deputy City Clerk
DATE:	October 30, 2019

BACKGROUND:

Earlier this year, the city website was enhanced to accept pet registrations online for added convenience for our residents and to increase the number of pets registered. The online option includes pet registration, purchasing dog park tags and accepting payments for these services. The online registrations are captured on a Google spreadsheet that is shared with the West Branch Police Department and provides the owner’s contact information as well as pet information for identification purposes and is available 24/365.

In addition, the current registration process requires pet owners to register their pets annually and receive a new city tag each year. Each year many un-sold tags are discarded creating unnecessary waste. Current processes were reviewed and a suggestion was made to the Animal Control Commission about issuing a lifetime tag for each registered pet. Tags can be issued for one, two, or three years coinciding with the rabies expiration date, eliminating the annual tag. This will add additional convenience for pet owner avoiding the annual registration process and less waste to the city for unused tags. Pet owners will continue to receive a reminder 30 days prior to the expiration of their city tag via U.S. mail.

The Animal Control Commission approved this recommendation at their March 12, 2019 meeting.

STAFF RECOMMENDATION:	Approve Second Reading Ordinance 770 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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ORDINANCE NO. 770

AN ORDINANCE AMENDING TITLE CHAPTER 55 “ANIMAL PROTECTION AND CONTROL”

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 55 “ANIMAL PROTECTION AND CONTROL” of the Code of West Branch, Iowa is hereby amended by making the following changes:

A. Add Section 55.22.3.C:

New animal registrations and renewals can be made in person or online via the City’s website providing all required information is provided. City tags will be issued for new pets upon receipt of payment.

B. Delete Section 55.22.5.B and insert in lieu thereof:

City tags will be issued once for the life of the animal. Tags can be issued for up to three (3) years coinciding with the rabies expiration date.

2. This amendment to the ordinance shall be in full effect from and after its publication as by law provided.

3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

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

Passed and approved this 2nd day of December, 2019.

First Reading: November 4, 2019
Second Reading: November 18, 2019
Third Reading: December 2, 2019

Roger Laughlin, Mayor

Attest:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	First Reading of Ordinance 771 Amending Title “Sewer Service Charges” Chapter 99.02 “Rate”.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones II, City Administrator
DATE:	November 12, 2019

BACKGROUND:

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

The attached memorandum is an explanation of the assumptions made to estimate the potential incremental step increase sewer rate system. As per our last discussion on this item, staff has requested review / analysis from Speer Financial (which is attached with this item).

State Revolving Fund (SRF) is our best choice to finance the design and construction of our potential wastewater infrastructure. Based on our early meetings with program coordinators we will need to bring in our financial advisors and bond counsel. Therefore, our numbers are open to change and should be considered for planning purposes at this time. The attached data, review notes, and memorandum is an explanation of the assumptions made to estimate the potential incremental step increase sewer rate system.

Option of Choice:

- City Staff Option (previously presented) - We would need to increase rates \$2.50 per 1000 gallons a year for the next three years. At this time, initial discussions are occurring with the new owners of West Branch Village, they will be determining if they will be partnering with the City. Therefore, until an agreement is reached we will hold off on any annual assessment for Wrest Branch Village (\$20,554.80 annually was previously discussed).

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

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The recommended changes in the Code of Ordinances are highlighted in red. A rounding adjusted was made from \$2.49 to \$2.50 to be reflected in three annual rate increases.

CHAPTER 99

SEWER SERVICE CHARGES

99.01 Sewer Service Charges Required

99.02 Rates

99.03 Special Rates

99.04 Private Water Systems

99.05 Abatement in Emergency

99.06 Abatement by City

99.07 Collection of Cost

99.01 SEWER SERVICE CHARGES REQUIRED. Every customer shall pay to the City sewer service fees as hereinafter provided.

(Code of Iowa, Sec. 384.84)

99.02 RATES FOR SEWER. Pursuant to Section 91.11, customers may install a separate meter to measure water which is not discharged into the sanitary sewer system.

(Ord. 644 – Aug. 08 Supp.)

Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed as follows:

\$7.79 per 1,000 gallons, with a 1,700 – gallon minimum, payable monthly effective July 01, 2016.

\$10.29 per 1,000 gallons, with a 1,700 – gallon minimum, payable monthly effective February 1, 2020.

\$12.79 per 1,000 gallons, with a 1,700 – gallon minimum, payable monthly effective February 1, 2021.

\$15.29 per 1,000 gallons, with a 1,700 – gallon minimum, payable monthly effective February 1, 2022.

99.03 SPECIAL RATES. Where, in the judgement of the Superintendent and the City Council, special conditions exist to the extent that the application of the sewer charges provided in Section 99.02 would be inequitable or unfair to either the City or the customer, a special rate shall be proposed by the Superintendent and submitted to the City Council for approval by resolution.

(Code of Iowa, Sec. 384.84)

99.04 PRIVATE WATER SYSTEMS. Customers whose premises are served by a private water system shall pay sewer charges based upon the water used as determined by the City either by an estimate agreed to by the customer or by metering the water system at the customer's expense. Any negotiated, or agreed upon sales or charges shall be subject to approval of the City Council.

(Code of Iowa, Sec. 384.84)

99.05 PAYMENT OF BILLS. All sewer service charges are due and payable under the same terms and conditions provided for payment of a combined service account as contained in Section 92.04 of this Code of Ordinances. Sewer service may be discontinued in accordance with the provisions contained in Section 92.05 if the combined service account becomes delinquent, and the provisions contained in Section 92.08 relating to lien notices shall also apply in the event of a delinquent account.

99.06 LIEN FOR NONPAYMENT. The owner of the premises served and any lessee or tenant thereof shall be jointly and severally liable for sewer service charges to the premises. Sewer service charges remaining unpaid and delinquent shall constitute a lien upon the premises served and shall be certified by the Clerk to the County Treasurer for collection in the same manner as property taxes.

(Code of Iowa, Sec. 384.84)

99.07 SPECIAL AGREEMENTS PERMITTED. No statement in these chapters shall be construed as preventing a special agreement, arrangement or contract between the Council, and any industrial concern whereby an industrial waste of unusual strength or character may be accepted subject to special conditions, rate and cost as established by the City Council.

[The next page is 496]



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Discussion Item: Consider Funding Storm Water Drainage Design Work for a Privately Owned Downtown Parking Lot which Effects Several Businesses and Buildings Downtown.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Roger Laughlin, Mayor
DATE:	November 13, 2019

BACKGROUND:

This downtown Parking Lot experience drainage issues during moderate to heavily rainfall. In some cases parked cars on Main adds to the problems of poor drainage issues of the parking lot marked in red. In the past these issues together has caused flooding in nearby businesses and Appreciation Park (a privately owned park).



STAFF RECOMMENDATION:	Seeking Direction / Feedback – No Action Needed
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Discussion Item: Consider Allowing the Street Closure of Oliphant Street during West Branch High School Home Football Games.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Mike Horihan, Chief of Police
DATE:	November 13, 2019

BACKGROUND:

Requested by the West Branch Community Schools to block off traffic on Oliphant St. during the West Branch High School home football games. The road would be closed the length of the concession stand.

On 11-8-2019 there was a close call between a car and a pedestrian during the West Branch High School home football game. This occurred in the close proximity of the concession stand. We have observed the ongoing problem with people in the street waiting in line for concessions and to use the bathroom. Even without those situations, there is an increased pedestrian traffic that would warrant closing off the roadway during the football game. I would recommend closing Oliphant Street, the length of the concession stand during the home West High School Football game. The road would be closed with barricades at that location. There would be signs posted at Orange St and Main Street that would indicated that Oliphant Street is not open to through traffic. (During the Home Football game.) This request is supported by the West Branch Police department and the West Branch Community Schools.

STAFF RECOMMENDATION: Seeking Direction / Feedback – No Action Needed
REVIEWED BY CITY ADMINISTRATOR:
COUNCIL ACTION:
MOTION BY:
SECOND BY:

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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Resolution 1849 – Consider Approving the Request of Acciona Windpower North America, LLC to Rebate a Portion of Tax Increment Revenues.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Redmond Jones II, City Administrator
DATE:	November 13, 2019

BACKGROUND:

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

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

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

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RESOLUTION 1849

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the Council has considered the issue of whether Acciona Windpower North America, LLC should be rebated a portion of tax increment revenues and this Council has concluded that the appropriation should occur for Fiscal Year 2020-2021.

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

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk

RESOLUTION 1849

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the Council has considered the issue of whether Acciona Windpower North America, LLC should be rebated a portion of tax increment revenues and this Council has concluded that the appropriation should occur for Fiscal Year 2020-2021.

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

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk

**RESOLUTION
FAILED**

18th day of November

Roger Laughlin, Mayor



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Resolution 1850 – A Consideration to Approve the Request of Casey’s Marketing Company to Rebate a Portion of Tax Increment Revenues.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Gordon Edgar. Finance Director
DATE:	November 13, 2019

BACKGROUND:

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

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

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

STAFF RECOMMENDATION:	Approve Resolution 1850 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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RESOLUTION 1850

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

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

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

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

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

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

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

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

* * * *

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

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator / Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Resolution 1851 – Resolution Authorizing Internal Advance to the College Street and 2 nd Street Improvement Project Capital Fund.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	November 13, 2019

BACKGROUND:

The City has undertaken and approved the College Street and 2nd Street Improvements Project and the City has incurred certain engineering fees and construction cost in connection with planning and construction of this project.

In order to make arrangements for the payment of the project expense for the aforementioned project it is necessary to facilitate an internal advance of funds to facilitate the repayment of said advancement from future bond proceeds.

It was advised and directed that an amount not to exceed \$107,000.00 be advanced from General Fund in order to fund project costs. The advance may be repaid to the General Fund without interest, out of incremental property tax revenues received with respect to the Urban Renewal Area, Road Use Tax funds, or other funds that may become available. It is intended that the Advance shall be repaid in 4 annual installments of not less than \$25,000.00 each, on or before July 1, 2021; July 1, 2022; July 1, 2023; and July 1, 2024.

STAFF RECOMMENDATION:	Approve Resolution 1851 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

RESOLUTION 1851

RESOLUTION AUTHORIZING INTERNAL ADVANCE TO THE COLLEGE STREET AND 2ND STREET IMPROVEMENTS PROJECT CAPITAL FUND

WHEREAS, the City has undertaken and approved the College Street and 2nd Street Improvements Project and the City has incurred certain engineering fees and construction costs (the "Project Costs") in connection with the planning and construction of the Project; and

WHEREAS, in order to make provision for the payment of the Project Costs, it is necessary to facilitate an internal advance of funds and to facilitate the repayment of said advance from future bond proceeds;

NOW, THEREFORE, IT IS RESOLVED the City Council of the City of West Branch, Cedar County, Iowa, as follows:

Section 1. It is directed that an amount not to exceed One Hundred Seven Thousand Dollars (\$107,000.00) be advanced from the General Fund (the "Advance") in order to fund the Project Costs. The Advance may be repaid to the General Fund without interest, out of incremental property tax revenues received with respect to the Urban Renewal Area, Road Use Tax funds, or other funds that may become available. It is intended that the Advance shall be repaid in four (4) annual installments of not less than \$25,000.00 each, on or before July 1, 2021, July 1, 2022, July 1, 2023 and July 1, 2024.

Section 2. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

Passed and approved this 18th day of November, 2019

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator / Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Resolution 1852 – Approving the Submission of the City of West Branch FY 2018 - 2019 Annual Urban Renewal Report.
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Gordon Edgar. Finance Director
DATE:	November 13, 2019

BACKGROUND:

The State of Iowa requires that each city which has adopted an Urban Renewal Area prepare an Annual Urban Renewal Report and submit the report to the Iowa Department of Management.

STAFF RECOMMENDATION:	Approve Resolution 1852 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

Annual Urban Renewal Report, Fiscal Year 2018 - 2019

Levy Authority Summary

Local Government Name: WEST BRANCH
 Local Government Number: 16G142

Active Urban Renewal Areas	U.R. #	# of TIF Taxing Districts
WEST BRANCH URBAN RENEWAL	16006	7

TIF Debt Outstanding: 4,788,758

TIF Sp. Rev. Fund Cash Balance as of 07-01-2018:	118,695	0	Amount of 07-01-2018 Cash Balance Restricted for LMI
TIF Revenue:	403,116		
TIF Sp. Revenue Fund Interest:	19,151		
Property Tax Replacement Claims	0		
Asset Sales & Loan Repayments:	0		
Total Revenue:	422,267		
Rebate Expenditures:	8,529		
Non-Rebate Expenditures:	423,862		
Returned to County Treasurer:	0		
Total Expenditures:	432,391		

TIF Sp. Rev. Fund Cash Balance as of 06-30-2019:	108,571	0	Amount of 06-30-2019 Cash Balance Restricted for LMI
---	---------	---	---

**Year-End Outstanding TIF
 Obligations, Net of TIF Special
 Revenue Fund Balance: 4,247,796**

♣ Annual Urban Renewal Report, Fiscal Year 2018 - 2019

Urban Renewal Area Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL
 UR Area Number: 16006

UR Area Creation Date: 11/1989

The City Council of West Branch, Iowa believes that the designation of an area of the City as an economic development/urban renewal area will enhance its attractiveness as a potential site for new and expanding businesses.

UR Area Purpose:

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
SPRINGDALE TWP/WEST BRANCH SCH/W BR (ORIG 1988)UR TIF INCREM	16093	16094	0
WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM	16103	16104	0
WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM	16105	16106	0
WEST BRANCH CITY/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM	16107	16108	6,202,082
WEST BRANCH CITY/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM	16109	16110	7,824,683
WEST BRANCH CITY/WEST BRANCH SCH/W BR UR TIF INCREM	16147	16148	0
WEST BRANCH CITY/WEST BRANCH SCH/CASEY/TIF INCREM	16195	16196	615,040

Urban Renewal Area Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	218,490	13,649,350	56,326,458	12,863,150	0	-9,260	84,526,508	0	84,526,508
Taxable	118,963	7,591,883	50,693,812	11,576,835	0	-9,260	71,136,410	0	71,136,410
Homestead Credits									49

TIF Sp. Rev. Fund Cash Balance as of 07-01-2018:

118,695

0

Amount of 07-01-2018 Cash Balance Restricted for LMI

TIF Revenue: 403,116
 TIF Sp. Revenue Fund Interest: 19,151
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 422,267

Rebate Expenditures: 8,529
 Non-Rebate Expenditures: 423,862
 Returned to County Treasurer: 0
Total Expenditures: 432,391

TIF Sp. Rev. Fund Cash Balance as of 06-30-2019:

108,571

0

Amount of 06-30-2019 Cash Balance Restricted for LMI

Projects For WEST BRANCH URBAN RENEWAL

Water Tower #2

Description: Water System Improvements
Classification: Roads, Bridges & Utilities
Physically Complete: Yes
Payments Complete: No

Casey's Marketing Co

Description: TIF Rebate Agreement
Classification: Commercial - retail
Physically Complete: Yes
Payments Complete: No

Acciona

Description: Legal Fees and Administrative Costs
Classification: Administrative expenses
Physically Complete: Yes
Payments Complete: No

Downtown East Redevelopment Project

Description: Downtown Redevelopment Project
Mixed use property (ie: a significant portion is residential and significant portion is commercial)
Classification:
Physically Complete: No
Payments Complete: No

Cubby Park Improvement

Description: Park Improvement Project
Recreational facilities (lake development, parks, ball fields, trails)
Classification:
Physically Complete: No
Payments Complete: No

College St & 2nd St Improvement Project

Description: Street Improvements
Classification: Roads, Bridges & Utilities
Physically Complete: No
Payments Complete: No

15 City's match to College St Bridge & non-participating costs of project (not to exceed \$1,000,000)

Description: Bridge & street improvements
Classification: Roads, Bridges & Utilities

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Physically Complete: No
Payments Complete: No

16 Water Main Upgrades on ROW included in Urban Renewal Plan (not to exceed \$1,000,000)

Description: Water Main Improvements
Classification: Roads, Bridges & Utilities
Physically Complete: No
Payments Complete: No

17 Development agreement with Meadows Development for \$395,000.

Description: TIF Rebate Agreement
Classification: Roads, Bridges & Utilities
Physically Complete: No
Payments Complete: No

18 Little Lights development agreement for \$150,000

Description: TIF Rebate Agreement
Classification: Commercial - hotels and conference centers
Physically Complete: No
Payments Complete: No

Debts/Obligations For WEST BRANCH URBAN RENEWAL

Water Tower #2

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	189,935
Interest:	0
Total:	189,935
Annual Appropriation?:	No
Date Incurred:	06/02/2005
FY of Last Payment:	2023

Casey's Marketing Co

Debt/Obligation Type:	Rebates
Principal:	561,349
Interest:	0
Total:	561,349
Annual Appropriation?:	Yes
Date Incurred:	05/18/2015
FY of Last Payment:	2027

Acciona- Judgement Settlement

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	495,000
Interest:	48,262
Total:	543,262
Annual Appropriation?:	No
Date Incurred:	05/04/2014
FY of Last Payment:	2023

Downtown Reinvestment 2016B

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	400,000
Interest:	41,467
Total:	441,467
Annual Appropriation?:	No
Date Incurred:	06/27/2016
FY of Last Payment:	2026

Park Improvement 2016A

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	247,050
Interest:	25,329
Total:	272,379
Annual Appropriation?:	No
Date Incurred:	06/27/2016
FY of Last Payment:	2028

Cubby Park Imp Series 2017

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,695,000
Interest:	401,285
Total:	2,096,285
Annual Appropriation?:	No
Date Incurred:	12/05/2017
FY of Last Payment:	2032

Res 1664 Acciona Legal Fees

Debt/Obligation Type:	Internal Loans
Principal:	39,081
Interest:	0
Total:	39,081
Annual Appropriation?:	No
Date Incurred:	11/20/2016
FY of Last Payment:	2019

318 College St & 2nd St Improvements

Debt/Obligation Type:	Internal Loans
Principal:	100,000
Interest:	0
Total:	100,000
Annual Appropriation?:	No
Date Incurred:	11/05/2018
FY of Last Payment:	2021

17 Little Lights developer agreement

Debt/Obligation Type:	Rebates
Principal:	150,000
Interest:	0
Total:	150,000
Annual Appropriation?:	Yes
Date Incurred:	04/01/2019
FY of Last Payment:	2031

18 KLM developer agreement

Debt/Obligation Type:	Rebates
Principal:	395,000
Interest:	0
Total:	395,000
Annual Appropriation?:	Yes
Date Incurred:	10/01/2018
FY of Last Payment:	2036

Non-Rebates For WEST BRANCH URBAN RENEWAL

TIF Expenditure Amount:	37,987
Tied To Debt:	Water Tower #2
Tied To Project:	Water Tower #2
TIF Expenditure Amount:	115,087
Tied To Debt:	Acciona- Judgement Settlement
Tied To Project:	Acciona
TIF Expenditure Amount:	39,081
Tied To Debt:	Res 1664 Acciona Legal Fees
Tied To Project:	Acciona
TIF Expenditure Amount:	27,134
Tied To Debt:	Park Improvement 2016A
Tied To Project:	Cubby Park Improvement
TIF Expenditure Amount:	53,745
Tied To Debt:	Downtown Reinvestment 2016B
Tied To Project:	Downtown East Redevelopment Project
TIF Expenditure Amount:	150,828
Tied To Debt:	Cubby Park Imp Series 2017
Tied To Project:	Cubby Park Improvement

Rebates For WEST BRANCH URBAN RENEWAL

615 SO DOWNEY ST

TIF Expenditure Amount:	8,529
Rebate Paid To:	CASEY'S GENERAL STORES
Tied To Debt:	Casey's Marketing Co
Tied To Project:	Casey's Marketing Co
Projected Final FY of Rebate:	2035

Jobs For WEST BRANCH URBAN RENEWAL

Project:	Water Tower #2
Company Name:	Acciona Windpower North America LLC
Date Agreement Began:	07/02/2007
Date Agreement Ends:	06/30/2017
Number of Jobs Created or Retained:	110
Total Annual Wages of Required Jobs:	3,333,616
Total Estimated Private Capital Investment:	11,000,000
Total Estimated Cost of Public Infrastructure:	0

◆ Annual Urban Renewal Report, Fiscal Year 2018 - 2019

Abatement Percentages: P&G Phase 1, FY12-45%, FY13-30%, FY14-15%; P&G Phase 2, FY13-95%, FY14-85%, FY15-75%, FY16-65%, FY17-55%, FY18-45%, FY19-35%, FY20-25%; P&G Phase 3, FY12-95%, FY13-85%, FY14-75%, FY15-65%, FY16-55%, FY17-45%, FY18-35%, FY19-25%;

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Sum of Private Investment Made Within This Urban Renewal Area
during FY 2019

Annual Urban Renewal Report, Fiscal Year 2018 - 2019

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: SPRINGDALE TWP/WEST BRANCH SCH/W BR (ORIG 1988)UR TIF INCREM
 TIF Taxing District Inc. Number: 16094

		UR Designation
TIF Taxing District Base Year:	1988	Slum No
FY TIF Revenue First Received:	1997	Blighted No
Subject to a Statutory end date?	No	Economic Development 12/1989

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	130,060	0	1,759,340	189,500	0	0	2,078,900	0	2,078,900
Taxable	70,815	0	1,583,406	170,550	0	0	1,824,771	0	1,824,771
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	566,189	1,512,711	0	1,512,711	30,542

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM
 TIF Taxing District Inc. Number: 16104

		UR Designation
TIF Taxing District Base Year:	1988	Slum No
FY TIF Revenue First Received:	1997	Blighted No
Subject to a Statutory end date?	No	Economic Development 12/1989

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	88,430	0	0	0	0	0	88,430	0	88,430
Taxable	48,148	0	0	0	0	0	48,148	0	48,148
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	96,406	0	0	0	0

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM

TIF Taxing District Inc. Number: 16106

	UR Designation
TIF Taxing District Base Year: 1993	Slum No
FY TIF Revenue First Received: 1997	Blighted No
Subject to a Statutory end date? No	Economic Development 08/1994

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	9,215	0	0	0	0

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM
 TIF Taxing District Inc. Number: 16108

	UR Designation
TIF Taxing District Base Year: 1988	Slum No
FY TIF Revenue First Received: 1997	Blighted No
Subject to a Statutory end date? No	Economic Development 12/1989

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	8,585,860	3,489,440	0	0	12,075,300	0	12,075,300
Taxable	0	0	7,727,274	3,140,496	0	0	10,867,770	0	10,867,770
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	2,423,638	9,651,662	6,202,082	3,449,580	94,059

FY 2019 TIF Revenue Received: 403,116

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM
 TIF Taxing District Inc. Number: 16110

	UR Designation
TIF Taxing District Base Year: 1993	Slum No
FY TIF Revenue First Received: 1997	Blighted No
Subject to a Statutory end date? No	Economic Development 08/1994

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	13,649,350	998,610	1,134,210	0	-9,260	17,251,230	0	17,251,230
Taxable	0	7,591,883	898,749	1,020,789	0	-9,260	10,666,338	0	10,666,338
Homestead Credits									49

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	2,761,105	10,666,338	7,824,683	2,841,655	77,483

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/W BR UR TIF INCREM
 TIF Taxing District Inc. Number: 16148

	UR Designation
TIF Taxing District Base Year: 2001	Slum No
FY TIF Revenue First Received: 2002	Blighted No
Subject to a Statutory end date? Yes	Economic Development 11/2002
Fiscal year this TIF Taxing District statutorily ends: 2022	

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	43,507,508	8,050,000	0	0	51,557,508	0	51,557,508
Taxable	0	0	39,156,757	7,245,000	0	0	46,401,757	0	46,401,757
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	43,410	46,401,757	0	46,401,757	1,265,224

FY 2019 TIF Revenue Received: 0

◆ Annual Urban Renewal Report, Fiscal Year 2018 - 2019

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/CASEY/TIF INCREM
 TIF Taxing District Inc. Number: 16196

		UR Designation
TIF Taxing District Base Year:	2016	Slum No
FY TIF Revenue First Received:		Blighted No
Subject to a Statutory end date?	No	Economic Development No

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,475,140	0	0	0	1,475,140	0	1,475,140
Taxable	0	0	1,327,626	0	0	0	1,327,626	0	1,327,626
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	860,100	615,040	615,040	0	0

FY 2019 TIF Revenue Received: 0

RESOLUTION 1852

**RESOLUTION APPROVING THE SUBMISSION OF THE CITY OF WEST BRANCH
FY 2019 ANNUAL URBAN RENEWAL REPORT**

WHEREAS, the State of Iowa now requires that each city which has adopted an Urban Renewal Area prepare an Annual Urban Renewal Report (the "Report") and submit the report to the Iowa Department of Management; and

WHEREAS, the FY 2018-2019 Annual Urban Renewal Report is now due; and

WHEREAS, prior to submitting the Report state law requires the City Council to approve the Report and its submission to the Iowa Department of Management,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of West Branch, Cedar County, Iowa, that the fiscal year 2018-2019 Annual Urban Renewal Report be approved and forwarded to the Iowa Department of Management.

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

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Resolution 1853 – Obligating Funds from the Urban Renewal Tax Revenue Fund for the Payment of Annual Appropriation Tax Increment Financed Obligations in Fiscal Year 2021.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	November 14, 2019

BACKGROUND:

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

STAFF RECOMMENDATION:	Approve the Resolution 1853 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

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

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

City: West Branch County: Cedar

Urban Renewal Area Name: West Branch Urban Renewal

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

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

Urban Renewal Area Indebtedness Not Previously Certified*: \$ 652,000

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

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

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

Notes/Additional Information:

Resolution 1743, a developers agreement with Meadows Development, Inc. including \$395,000 tax rebate payments.

Resolution 1797, a developers agreement with EMV Holdings, LLC including \$150,000 tax rebate payments.

Resolution 1851, interfund loan for College St. and 2nd St. improvements.

Dated this _____ day of _____, _____

Signature of Authorized Official

Telephone

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

City: West Branch County: Cedar

Urban Renewal Area Name: West Branch Urban Renewal

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

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. Developers agreement with KLM Investments (the Developer) for tax increment rebate payments of \$395,000. The agreement to terminate when aggregate payments total \$395,000 or December 31, 2035, whichever comes sooner. Payments are subject to annual appropriation by the City Council on or before December 1st of each year. <input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.	10-01-2018	395,000
2. Developers agreement with EMV Holdings, LLC, including tax rebate payments not-to-exceed \$150,000. Payments will be for ten fiscal years (20 payments). Payments are subject to annual appropriation by the City Council on or before December 1st of each year. <input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.	04-01-2019	150,000
3. Interfund Loan for College St. and 2nd St. Improvements recelpts to be requested in FY 2021 and FY 2022. <input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.	11-18-2019	107,000
4. _____ _____ _____ <input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5. _____ _____ _____ <input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

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

Total For City TIF Form 1.1 Page 1: 652,000

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

RESOLUTION NO. 1853

A RESOLUTION OBLIGATING FUNDS FROM THE URBAN RENEWAL TAX REVENUE
FUND FOR THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT
FINANCED OBLIGATIONS IN FISCAL YEAR 2021

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

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

WHEREAS; the City has scheduled payments in the amount of \$485,589 which shall become due in the fiscal year beginning July 1, 2019 with respect to costs associated with the Water Tower #2 Project, the Downtown East Redevelopment Project, Park Improvements-Pedersen Valley, Casey's General Store Rebate Agreement, 2017 GO Corporate Purpose Bond, College Street and 2nd Street Improvements Project, and Fidelity Bank & Trust Judgement Settlement Loan; and

WHEREAS; it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in the Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2020;

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

Section 1. The City Council obligates \$485,589 for appropriation from the Urban Renewal Tax Fund to the Annual Payment in the fiscal year beginning July 1, 2020.

Section 2. The City Clerk is hereby directed to reflect the total amount of \$485,589 in the City's budget for the next succeeding fiscal year.

PASSED, ADOPTED AND APPROVED this 18th day of November, 2019.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 18, 2019
AGENDA ITEM:	Resolution 1854 – Resolution Selecting a Financial Institution to Serve as a Depository and Banking Institution.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	November 14, 2019

BACKGROUND:

The City of West Branch in the past has utilized Community State Bank as its official depository and banking institution. Community State Bank has changed its name to Fidelity Bank & Trust. As a result, the City of West Branch will need to change the name of its official banking institution as well. Since the City has always received adequate service from Community State Bank, serving as the official depository and banking institution, it is recommended that the City of West Branch continue it working relationship with the Fidelity Bank & Trust (formally known as Community State Bank – same location same bank staff). Approval of this item would establish Fidelity Bank & Trust as the official depository and banking institution of the City of West Branch.

STAFF RECOMMENDATION:	Approve Resolution 1854 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

RESOLUTION 1854

**RESOLUTION SELECTING A FINANCIAL INSTITUTION TO SERVE AS
A DEPOSITORY AND BANKING INSTITUTION.**

WHEREAS, the City of West Branch requires a financial institution to serve as depository and banking institution for the City in order to conduct the financial affairs of the City, and

WHEREAS, the City of West Branch has in the past utilized Community State Bank as official depository and banking institution of the City of West Branch, and

WHEREAS, Community State Bank has changed its name to Fidelity Bank & Trust and

WHEREAS, the City of West Branch has received adequate service from Community State Bank, serving as the official depository and banking institution of the City of West Branch.

NOW THEREFORE BE IT RESOLVED that the City of West Branch shall continue to utilize Fidelity Bank & Trust, West Branch, Iowa, as the official depository and banking institution of the City of West Branch. The City of West Branch shall continue to deposit funds and maintain all necessary bank accounts with Fidelity Bank & Trust, with a total maximum amount of seven million dollars.

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

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk