



**PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING
SCHEDULED TO CONVENE AT 7:00 P.M. MONDAY NOVEMBER 02, 2020 IN THE CITY
COUNCIL CHAMBERS, 110 NORTH POPLAR STREET, WEST BRANCH, IOWA.**

Mayor
Mayor Pro Tem
Council Member
Council Member
Council Member
Council Member
City Administrator
City Attorney
Deputy City Clerk

Roger Laughlin
Colton Miller
Jodee Stoolman
Nick Goodweiler
Tom Dean
Jerry Sexton
Redmond Jones II
Kevin Olson
Leslie Brick

mayor@westbranchiowa.org
mcolton@rocketmail.com
j.stoolmanwbcc@yahoo.com
nickgoodweilerwbcc@gmail.com
tdiowa@hotmail.com
jerrysextonwb@gmail.com
rjonesii@westbranchiowa.org
kevinolsonlaw@gmail.com
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. Electronic Meeting (Pursuant to Iowa Code section 21.8) An electronic meeting is being held because a meeting in person is impossible or impractical due to concerns for the health and safety of council members, staff and the public presented by COVID-19. You can watch and/or participate in the meeting at the following link <https://zoom.us/j/5322527574> or dial in phone number 1-312-626-6799 with Meeting ID 532 252 7574. A video of the meeting will also be made available November 6th on the City Website. For your safety and the safety of others please explore all available opportunities to participate by phone or computer. If you are unable to attend or participate by computer or phone, you may come to City Hall as an audience member.*

AGENDA

A. Call to Order

B. Opening Ceremonies

1. Pledge of Allegiance
2. Welcome

C. Roll Call

D. Guest Speaker, Presentations and Proclamations.

1. Jessi Simon – West Branch Community Development Group (CDG) Executive Director. Will give an update on the Status of the West Branch Christmas Past Event Planning. This year the event will be December 6th and December 7th. The festival highlights several COVID-19 sensitive events such as: Ice Rink, Drive-thru Hot Cocoa Stand and many other family friendly activities.
2. Maggie Burger – Senior Vice President at Speer Financial. Ms. Burger will provide her presentation on Tax Increment Financing later on the agenda (**Hold Presentation before item 6 entitled: "Approval Annual Urban Renewal Report"**).

"Turning Vision into Reality is our Business"

E. Public Comment

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

F. Approve Agenda / Consent Agenda / Move to Action

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

1. **Motion to Approve** Meeting Minutes for City Council Meeting October 19, 2020.
2. **Motion to Approve** a Special Event Permit Application for the Christmas Past event.
3. **Motion to Approve** the Claims Report.

G. Public Hearing / Non-Consent Agenda

1. **Second Reading of Ordinance 781** – Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”.
2. **Third Reading of Ordinance 777** – An Ordinance Providing that General Property Taxes Levied and Collected Each Year on Lot 26, Cedar Edge Addition, West Branch Iowa, be Paid to a Special Fund for Payment Agreed in Connection with the West Branch Urban Renewal Area.
3. **Second Reading of Ordinance 778** – An Ordinance Amending Chapter 165; Entitled, “Zoning Regulations”.
4. **Public Hearing:** on a Proposal to Vacate the City’s Interest in a Sanitary Sewer Easement Located in Loethen Ridge Estates, West Branch, Iowa.
5. **Resolution 1947** – Approving and Accepting the Proposal to Vacate the City’s Interest in a Sanitary Sewer Easement Located in Loethen Ridge Estates, West Branch, Iowa.
6. **Resolution 1948** – Approving the Submission of the City of West Branch FY 2019 – 2020 Annual Urban Renewal Report.
7. **Discussion Item:** Consider the Johnson County Proposal Options to Participate in the Herbert Hoover Hwy and Johnson Cedar Rd Intersection.
8. **Discussion Item:** Consider an Ordinance Change Regarding Swimming Pools.
9. **Discussion Item:** Setting a date and time for a Workshop regarding developing the priorities for a Capital Improvement Plan.
10. **Resolution 1949** – Amending Resolution 1934 Requesting Reimbursement from the Iowa Covid-19 Government Relief Fund.

H. Reports

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

I. Comments from Mayor and Council Members

J. Adjournment



A Main Street Iowa Community

2020 Christmas Past Sponsorship Opportunities

We know things will need to look very different this year to meet the required public safety precautions but we are confident that we can all ban together to provide a festive, fun and safe event for our community to enjoy. Christmas Past is set for the first weekend in December 2020.

What's New?! In an effort to naturally disperse crowds and enable social distancing we will be expanding Christmas Past to take place over 4 days this year, starting on Thursday, December 3rd and wrapping up on Sunday, December 6th. Many event elements that traditionally gather large crowds indoors will be adjusted to be enjoyed virtually, picked up to enjoy at home or modified in other ways. The CDG Board voted to cancel the traditional carriage rides in 2020 due to an inability to social distance or sanitize between riders. However, we are excited to feature a different event "headliner" for this unique year. Plans are being finalized to bring a synthetic Ice Skating Rink to the Main Street district and allow families or small groups to reserve staggered times to enjoy the timeless (and socially distanced) activity. There will be a fee to make a skating reservation and that fee will be reimbursed back to guests as Downtown Dollars to encourage everyone to shop, eat and support our Main Street businesses.



West Branch Community Development Group is seeking sponsor support to help cover expenses associated with Christmas Past. Sponsoring Christmas Past allows your business to strategically generate visibility, invest in the community through quality programming, associate your business with a successful community development initiative and support our mission to improve the well-being of West Branch.

Questions about Sponsorship?

Contact Jessi Simon, WBCDG Executive Director, at 643-7100 or mainstreetwestbranch@gmail.com.



A Main Street Iowa Community

West Branch Christmas Past 2020 Sponsorship Levels & Benefits

Presenting Sponsor - \$1,000 Investment

- Your business name or logo on your own dedicated banner prominently displayed on the Ice Rink fencing for the entirety of the event. (If you do not have a banner to provide, we will print a 2.5x4' banner using your logo)
- Prominent logo placement on digital program and printed signage
- Logo inclusion and sponsor recognition on Ice Skating Reservation webpage
- Premier inclusion in press releases
- Premier inclusion in all paid advertising (radio, newspaper, social media)
- Tagged as Co-Host on the 2020 Christmas Past Facebook event page
- Dedicated "Sponsor Spotlight" post on Facebook event page featuring information about your products/services, logo, link, etc.

Supporting Sponsor - \$500 Investment

- Your business logo printed on a shared banner with all supporting & contributing sponsors to be displayed on the Ice Rink fencing for the entirety of the event.
- Business name listed on digital program and printed signage
- Mention in press releases
- Dedicated "Sponsor Spotlight" post on Facebook event page featuring information about your products/services, logo, link, etc.

Contributing Sponsor - \$250 Investment

- Your business name printed on a shared banner with all supporting & contributing sponsors to be displayed on the Ice Rink fencing for the entirety of the event.
- Business name listed on digital program and printed signage
- Mention in press releases

SPONSORSHIP FORM

Please complete the form below and return to WBCDG **by October 30, 2020 with payment** to ensure full sponsor benefits. Mail to PO Box 786 or email this information to mainstreetwestbranch@gmail.com.
Checks payable to WBCDG or pay via Venmo @mainstreetWB.

Business Name: _____

Contact Name: _____

Mailing Address: _____

Phone: _____

Email: _____

2020 Christmas Past Sponsorship:

☐ Presenting Sponsor ☐ Supporting Sponsor ☐ Contributing Sponsor

THANK YOU FOR YOUR SUPPORT!

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

West Branch, Iowa
Council Chambers

City Council
Regular Meeting

October 19, 2020
7:00 p.m.

An Electronic Meeting (pursuant to Iowa Code Section 21.8) of the City Council of the City of West Branch, Cedar County, IA was held on Monday, September 21, 2020 at 7:00 p.m. because a meeting in person was impossible or impractical due to concerns for the health and safety of Council Members, Staff and the Public presented by COVID-19.

Until further notice, all of our Council Meetings will be held electronically. Persons may still attend, observe and participate in the meeting at the Council Chambers, City Office, 110 N. Poplar St, West Branch, Iowa. Social distancing practices shall be observed for any persons attending the meeting in person at City Hall.

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:01 p.m. Roll call: Council members: Colton Miller, Jodee Stoolman, Nick Goodweiler, Jerry Sexton and Tom Dean were present. City Staff: City Administrator Redmond Jones II, Deputy City Clerk Leslie Brick, Finance Officer Gordon Edgar and Police Chief Mike Horihan and City Attorney Kevin Olson were present. Attending via Zoom: City Engineer Dave Schechinger, Library/IT Director Nick Shimmin, Public Works Director Matt Goodale.

GUEST SPEAKER PRESENTATIONS

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion to Approve Minutes for City Council Meeting October 5, 2020.

Motion to Approve Minutes for City Council Special Meeting October 13, 2020.

Motion to Approve an Extension to this year's Football Season to Include a Special Event Permit to Close Oliphant Street for Two (2) Additional games of Varsity Football.

First Reading of Ordinance 781 – Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”.

Resolution 1946 –Approving the Submission of the City of West Branch Fiscal Year 2020 Annual Finance Report to the State Auditor's Office.

Motion to Approve the Claims Report.

October Claims and September Revenues

EXPENDITURES	10/19/2020	
ALLIANT ENERGY	ALLIANT ENERGY	11,279.00
AMAZON	BOOKS, SUPPLIES	971.88
ARSL	DUES JESSICA SCHAFER	49.00
AT & T MOBILITY	WIRELESS SERVICE	389.03
BAKER & TAYLOR INC.	BOOKS	161.52
BARNES & NOBLE BOOKSELLERS	SPHERE RINGS	39.92
BARRON MOTOR SUPPLY	VEHICLE REPAIR PARTS	139.80
BES WATER SOLUTIONS	SEWAGE LAGOON ENZYMES	5,000.00
CDW GOVERNMENT INC.	OFFICE SUPPLIES	673.93
CEDAR COUNTY RECORDER	RECORDING FEES	40.00
D&R PEST CONTROL	PEST CONTROL SERVICE	70.00
DAN'S OVERHEAD DOORS & MORE	BUILDING REPAIR	489.00
DIAMOND VOGEL PAINTS	STREET PAINT	1,783.85
ELITE HOLDING COMPANY	SAFETY CLOTHING	1,792.24
GIERKE-ROBINSON COMPANY INC	SUPPLIES	622.81

IMWCA
 IOWA DEPARTMENT OF NATURAL
 IOWA PARK AND RECREATION ASSOCIATION
 JOHNSON COUNTY REFUSE INC.
 KANOPY
 MCELFRSH, SARA
 MENARDS
 MERCY IOWA CITY PHYSICIAN
 NELSON, CATHERINE OR WATERS, CHRISTY
 OVERDRIVE INC
 PETERSON, ADAM D OR LINDSEY
 PITNEY BOWES PURCHASE POWER
 PORT 'O' JONNY INC.
 QUILL CORP
 RACOM CORPORATION
 REDMOND JONES II
 ROCK VALLEY PHYSICAL THERAPY
 RUSSELL, MELISSA
 SCHIMBERG CO
 STATE HYGIENIC LAB
 STATE LIBRARY OF IOWA
 SURVEYING AND MAPPING LLC
 THOMAS MARK & JEANETTE
 UNUM LIFE INSURANCE COMPANY
 WELLMARK
 WEST BRANCH COMMUNITY SCHOOL
 WEX BANK

TOTAL - 72,260.16

PAYROLL 10/16/2020 60,639.73

PAID BETWEEN MEETINGS

VERIZON	WIRELESS SERVICE	672.36
VARIOUS	UTILITY REFUNDS	108.17
BRICK, LESLIE	MILEAGE	16.59
HOFFMAN, MEGAN	CLEANING SERVICES	297.00

TOTAL 1,094.12

FUND TOTALS

001 GENERAL FUND	30,785.25
022 CIVIC CENTER	1,035.85
031 LIBRARY	3,133.84
036 TORT LIABILITY	2,164.30
110 ROAD USE TAX	3,480.18
112 TRUST AND AGENCY	10,179.20
600 WATER FUND	9,794.68
610 SEWER FUND	11,686.86

GRAND TOTAL 133,994.01

IMWCA	2,345.00
2021 ANNUAL WATER USE FEE	95.00
TRAINING	30.00
RECYCLING & TRASH - SEP 2020	15,436.00
VIDEO RENTAL	11.00
MCELFRSH, SARA	1,111.22
SUPPLIES	127.33
PHYSICAL - KOBER	137.00
BUILDING INCENTIVE PAYMENT	1,068.55
EBOOKS, AUDIOBOOKS	372.83
BUILDING INCENTIVE PAYMENT	900.46
REPLENISH POSTAGE METER	500.00
SERVICE-WAPSI PARK	103.00
OFFICE SUPPLIES	329.76
RADIO IMPROVEMENTS	543.62
BUILDING INCENTIVE PAYMENT	2,208.26
DRUG TEST	43.00
OFFICE SUPPLIES, RECREATION SUPPLIES	299.88
SUPPLIES	1,127.15
LAB ANALYSIS	326.00
PACKAGE SUBSCRIPTION FEE	164.32
GIS WEBSITE HOSTING	3,600.00
BUILDING INCENTIVE PAYMENT	888.68
LIFE INSURANCE	721.88
HEALTH INSURANCE	14,804.33
GYM RENTAL	495.00
WEX BANK	968.91

REVENUE-FISCAL YEAR 2021

FUND	SEP
001 GENERAL FUND	92,262.29
022 CIVIC CENTER	962.46
031 LIBRARY	2,295.77
036 TORT LIABILITY	2,147.75
110 ROAD USE TAX	32,976.35
112 TRUST & AGENCY	13,615.40
119 EMERGENCY TAX FUND	1,875.82
121 LOCAL OPTION SALES TAX	20,282.25
125 TIF	7,648.33
226 DEBT SERVICE	16,339.74
500 CEMETERY PERPETUAL FUND	600.11
501 KROUTH PRINCIPAL FUND	233.81
502 KROUTH INTEREST FUND	62.63

Motion by Sexton, second by Dean approved agenda/ consent agenda item. AYES: Sexton, Dean, Goodweiler, Stoolman, Miller. NAYS: None. Motion carried.

PUBLIC HEARING / NON-CONSENT AGENDA

Second Reading of Ordinance 777 – An Ordinance Providing that General Property Taxes Levied and Collected Each Year on Lot 26, Cedar Edge Addition, West Branch Iowa, be Paid to a Special Fund for Payment Agreed in Connection with the West Branch Urban Renewal Area. / Move to action.

No discussion.

Motion by Sexton, second by Goodweiler to approve the second reading of Ordinance 777. AYES: Sexton, Goodweiler, Miller, Stoolman, Dean. NAYS: None. Motion carried.

Public Hearing: On the Proposed Amendment to Section 165.12 of the West Branch Zoning Ordinance.

Laughlin opened the public hearing at 7:04 p.m. Brick explained the amendment would add clarification on how to determine rear yards for corner lots that is currently lacking in the code. Brick added that a public hearing was held at the September 22nd Planning & Zoning Commission and that there were no public comments on the matter. There were no public comments at this meeting. Laughlin closed the public hearing at 7:06 p.m.

First Reading of Ordinance 778 – Amending Chapter 165; Entitled, “Zoning Regulations”. / Move to action.

No discussion.

Motion by Miller, second by Goodweiler to approve the first reading of Ordinance 778. AYES: Miller, Goodweiler, Sexton, Dean, Stoolman. NAYS: None. Motion carried.

Public Hearing: On the intent to Construct the “Wapsi Creek Widening at Beranek Park” Project and Approve the Acquisition of Property via Eminent Domain.

Laughlin opened the public hearing at 7:07 p.m. There were no public comments on the matter. Laughlin closed the public hearing at 7:08 p.m.

Resolution 1944 – Authorizing the intent for Acquisition of Property Interests for the Wapsi Creek Widening at Beranek Park Project. / Move to action.

City Attorney Kevin Olson explained that the public hearing and adoption of this resolution is a step in the process to continue negotiations with said property owners and/or utilize eminent domain if needed. Olson added that eminent domain is not the intent as he hopes the City can work together with the property owners and come to an agreement. Motion by Goodweiler, second by Sexton to approve Resolution 1944. AYES: Goodweiler, Sexton, Miller Stoolman, Dean. NAYS: None. Motion carried.

Motion to Approve Setting the Date of November 16th for a Public Hearing: Regarding the Request for Proposals to Dispose of and Develop Property. / Move to action.

Olson explained that a public hearing is required to dispose of property purchased in a TIF district and requires a thirty day notice. After the public hearing is held, the City can move forward with a purchase agreement with the proposed buyers. Olson clarified that the property in question is a portion of the former Rummells Farm on Fawcett Drive south

of the Croell Redi Mix plant that the City purchased in 2016. Motion by Miller, second by Sexton. AYES: Miller, Sexton, Stoolman, Dean, Goodweiler. NAYS: None. Motion carried.

Motion to Approve Setting the Date of November 2nd for a Public Hearing: Regarding Vacating a Storm Sewer Easement Related to Loethen Ridge Estates Subdivision. / Move to action.

Olson explained that there is an old sanitary sewer line that is no longer in use by the City that has an access easement. The easement is located in Lot 14 in the new subdivision and needs to be vacated so the lot can be a buildable lot. The Council had no objections to vacating the line.

Motion by Goodweiler, second by Stoolman. AYES: Goodweiler, Stoolman, Dean, Miller, Sexton. NAYS: None. Motion carried

Resolution 1942 – Approving the Final Plat of Loethen Ridge Estates. / Move to action.

Laughlin introduced the resolution and noted that this would approve the final plat and Subdivider's agreement. Olson explained that per Chapter 170.19, the Council can approve the final plat without all of the public improvements completed contingent upon the developer provide a letter of credit for the remaining improvements. Olson confirmed that a letter of credit had been received in the amount of \$344,089. This amount was agreed upon by the City Engineer and the developer's engineer. Mike Welch, Axiom Consultants, on behalf of the developer confirmed that he met with Schechinger and reviewed a punch list of remaining infrastructure items. Welch provided a timeline for completion of public improvements which are intended to be complete by the end of November. Laughlin pointed out that the detention basin (Outlot A) will be maintained by the developer and/or homeowners association, which includes installing sidewalks, maintenance and snow removal.

Motion by Goodweiler, second by Sexton to approve Resolution 1942. AYES: Goodweiler, Sexton, Stoolman, Dean, Miller. NAYS: None. Motion carried.

Resolution 1943 – Approving the Amount Not-to-Exceed \$100,000 to be Contributed to the West Branch School District Over the Next Five Years for the Construction of a Turn Lane, Crosswalk, and Related Sidewalks, Required for the High School Expansion Project. / Move to action.

Laughlin stated that Council has been discussing this topic for the past several months and now it is time for the City to make a decision on whether or not they will support the school with financial assistance. At last meeting, Jones presented a five year payment plan which would contribute \$100,000 to the school for the turn lane project. Jones said that based on comments from some of the Council, the requirement that the school use its contingency money first (before asking the City for help), was removed from the resolution language. Instead, Jones added that a 28E Agreement would be drawn up to outline the agreement by both parties. Jones said he would like to see that the school commit to adding pedestrian safety measures along with the turn lanes such as pedestrian signals or a stop light or signage. Stoolman stated that she had discussions with some residents who feel that the school is 'double-dipping' from the taxpayers. Laughlin said his feeling is that the residents are getting an improved street and that all residents will benefit from it. Sexton said he still wasn't completely convinced that the school was causing the increased traffic and that development on the west side of town was the creating the need.

Motion by Dean, second by Sexton to approve Resolution 1943. AYES: Dean, Sexton, Goodweiler. NAYS: Miller, Stoolman. Motion carried.

Resolution 1945 – Engineering Service Agreement (Waste Water)

Miller expressed his concern over past City projects that did not go well when a project manager was not assigned to oversee them. He stated this is most likely the largest (and most expensive) project the City will undertake and felt the Council should consider hiring a project manager for it. Laughlin stated that V&K's Schechinger has always performed at top level and had no concerns with the letting him take the lead for the City. Laughlin encouraged the Council to thoroughly read the agreement and understand what is in the contract. Schechinger added that the agreement hires his company to design and oversee the construction project and provided a timeline that starts with a bid letting next year with a project completion in 2022. Schechinger said they were a little behind schedule due to the pilot program the City is participating in with Baldridge Environmental. Schechinger advised the Council that the project, estimated at \$7.1 million includes the design work and construction costs. He added that the City would borrow from the State Revolving Fund (SRF) and explained the twenty year loan at a low interest rate set by the state. Jones stated he wanted to set (Council's) expectations and reminded them that the SRF would determine the user rate required to re-pay the loan and

added that the implementation of the three year sewer rate increase that started in February of 2020 is expected to generate approximately \$720,000 of revenue toward the project over the three year period. Sexton asked if there were any grants available to help offset the costs and Jones replied that he has been looking for any financial opportunities and would continue to do so.

Motion by Miller, second by Sexton to approve Resolution 1945. AYES: Miller, Sexton, Stoolman, Dean, Goodweiler. NAYS: None. Motion carried.

Discussion: Capital Improvement Plan

Jones presented a list of City projects for the Council to consider to be the start of a new Capital Improvements Plan and asked them to come up with some of their own that they would want to see. Jones said this was a first step in identifying needs and wants of the City and the ability to prioritize the projects and determine funding sources. Jones asked the Council to provide some ideas to him prior to the goal setting process.

CITY ADMINISTRATOR REPORT

No Report

CITY ATTORNEY REPORT

No report.

STAFF REPORTS

Goodale reported that he put a bid in for a dump truck from the City of Manchester and that the bid had been accepted. Goodale said the truck is a 2009, single axle with 19,000 miles and is very good shape. He said they would be picking up the truck next week.

Goodale said Paul O'Neil would be retiring in January, but using vacation starting in mid-December. He said he would like to fill O'Neil's position as soon as possible from the pool of candidates from recent interviews.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Goodweiler asked for an update on the old Casey's site. Olson responded that he had talked with their attorney last week, but didn't offer any details of the conversation.

Laughlin said discussions had been occurring on getting the Greenview connection completed yet this fall, but that there was still work that needed to be done by the City which includes adding to an existing storm sewer and moving of other utilities. Laughlin said he didn't think the connection would happen as soon as hoped and said next spring was more likely. Dean reiterated that the project needs to keep moving forward and not stall. Schechinger added that contacts have been made with the utility companies to have the utilities moved but that a timeline had not been given. Laughlin said that plans to move forward with replacing Horihan were taking place. He noted that Christmas Past planning is on-going and that this year's event would be spread over four days; Thursday, Friday, Saturday and Sunday.

ADJOURNMENT

Motion to adjourn the regular meeting by Miller, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 8:26 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Motion to Approve a Special Event Permit for the 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:	Jessi Simon, CDG Executive Director
DATE:	October 28, 2020

BACKGROUND:

2020 “Christmas Past festival – Update provided by Community Development Group (CDG) Executive Director, Jessi Simon, This year the event will be on Thursday, December 3 at 12 noon; and end Sunday, December 6 at 5pm.



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

"Turning Vision into Reality is our Business"



Special Event Permit Application

Private events, ceremonies, or parties that anticipate less than 50 people and do not collect any money, sell any products, goods or services including food, beverage, or alcohol, do not use roads, streets, or pathways and do not have amplified sound or large tents do not require a Special Event Permit. A Facility Reservation form may be required. The City of West Branch may waive the submission deadline in extreme cases of unforeseen events.

Please supply the information requested below. Attach additional sheets, if necessary, to provide the required information. In issuing a permit for a special event, the City considers the following items:

1. The event is reasonably likely to cause injury to persons or property, create a disturbance, cause disorderly conduct or encourage or result in violation of the law, or community standards;
2. The event will be unreasonably and substantially interrupt the safe and orderly movement of pedestrians and vehicular traffic in the area;
3. The proposed location is adequate for the size and nature of the event;
4. The event does not unreasonably interfere with the intended use of the area;
5. The Applicant's apparent ability to execute the event;
6. The Applicant's apparent ability to obtain the appropriate insurance (if applicable);
7. The event unreasonably conflicts with other scheduled special events in the community;
8. Approvals by other governing agencies; and
9. All permit requirements have been met.

The application review process begins when the City of West Branch has received a completed application. Applications for special events must be approved by all appropriate departments, including but not limited to the West Branch Police Department, Fire Department, Public Works, Public Library, Parks and Recreation, Administration, and the City Council. In the event the application is denied by the City; the applicant may appeal to the West Branch City Council in writing within five (5) days of denial. The decision of the West Branch City Council is final.

FOR CITY OFFICE USE:

Approved by _____ Date of Approval _____

West Branch Administration _____ West Branch Fire Department _____ West Branch Police Department _____

West Branch Public Library _____ West Branch Public Works _____ West Branch Parks and Recreation _____

Other _____ Other _____

Notes:

- 1) Poplar street is part of WBCSD and they need to give approval
- 2) Public works will add additional trash cans downtown.
- 3) CDG volunteers will work traffic control and intersections.
- 4) Boy scouts will be in the former Casey's parking lot



Special Event Permit Application

Event Title/Name: A Christmas Past 2020

Event Organization: West Branch Community Development Group Phone: 641-7100

Organization Address: 109 W Main St Tax ID #: 20-3304311

City: West Branch State: IA Zip Code: 52358

Event Website: mainstreetwestbranch.org Event Email: mainstreetwestbranch@gmail.com

Event Coordinator Name and Title: Jessi Simon, Executive Director

Event Coordinator Email: mainstreetwestbranch@gmail.com

Event Coordinator Cell Number: 319-530-2985

Event Coordinator Address: 109 W Main St (PO Box 786)

City: West Branch State: IA Zip Code: 52358

Description of Event: Community festival providing timeless holiday activities and supporting local small businesses and organizations through special promotions. See attached schedule.

Requested Location(s) -All city facilities will also need to be reserved using the Facility Request Form. If there is a request to shut down a street, a traffic control plan including detour route drawing needs to be submitted.

Town Hall, Heritage Square,

Event set up will begin: (date, day of the week and time)	Event will begin: (date, day of the week, and time)	Event will end: (date, day of the week, and time)	Removal and clean-up will be completed: (date, day of the week, and time)
Thursday, Dec 3 8am	Thursday, Dec 3, Noon	Sunday, Dec 6, 5pm	Monday, Dec 7 5pm

Maximum Number of Participants: 500 per day Maximum Number of Vehicles: Unsure

Will there be an admission fee? See attached What is the admission fee? See attached

Will food be sold? Yes Organizers are responsible for making sure vendors have secured the appropriate permits.

Will alcohol be permitted or sold? No Organizers are responsible for insuring all permits have been obtained and all laws and regulations are followed.

Has all approval from non-city agencies (such as NPS, Johnson County, Cedar County, WBCSD) been granted? Yes
Please list other agencies involved. Yes, NPS and Cedar County Public Health

Traffic Control Plan (please attach diagram): See attached for reverse parade on Saturday 9-11am

#35



Public Notification Plan: Press releases, social media promotions, website, and brochures

Amplified Sound/Noise Plan: Holiday music to be played on bluetooth speakers at Ice Rink.
Possibly blue-tooth speakers to play holiday music on Main Street from 10am-8pm each day.

Site Plan/Race Course Map (please attach diagram): See attached.

#4) Boy scout donuts will be in the old Casey's.

Security Plan: Will work with WBPd to keep an eye on ice rink when not in use (overnight) and generally be visible during the festival.

Restoration Plan: Big Ten Rental will remove the ice rink Monday morning.

Trash Management Plan: ~~May need public works to empty trash more frequently these few days.~~

#2) Request access to the restrooms outside WBPd for use by guests while skating.

Signs/Banner Plan: Sponsor banners will be displayed on the fence of the ice rink. Signage to encourage masks and social distancing will be placed throughout Main Street.

Insurance policy: Yes - this is locked in.

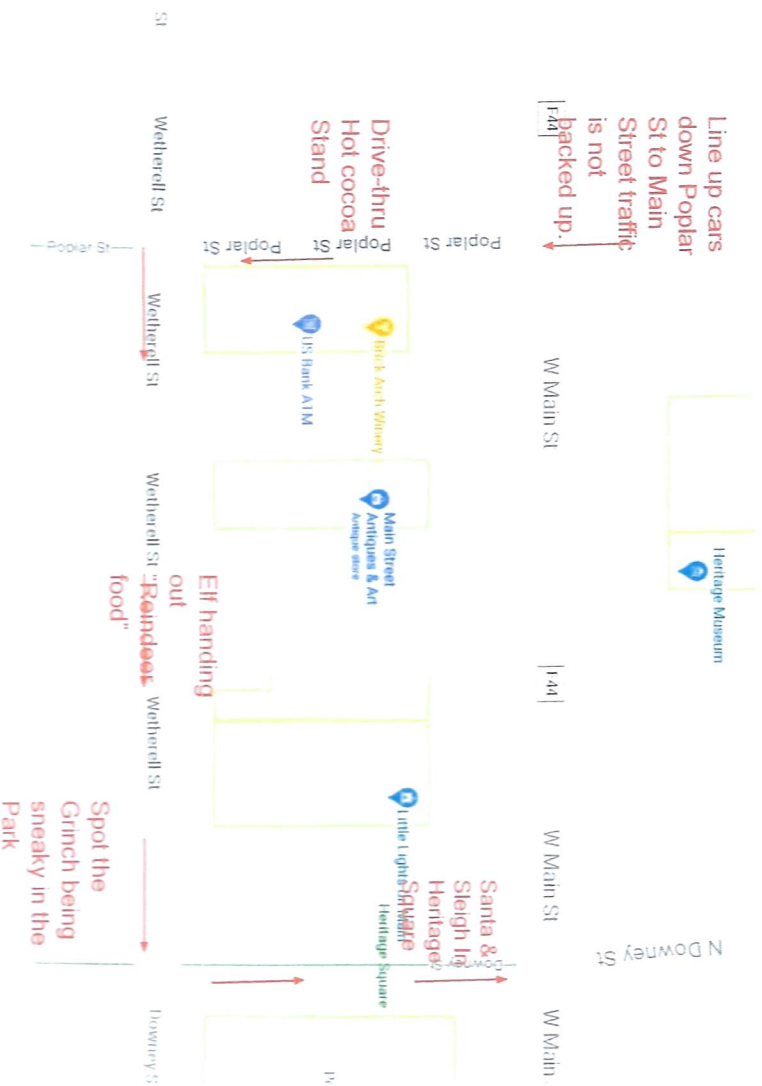
Signature: *Jim Sumner* Date: 10/23/2020

****By signing this form, you are agreeing that you have read the attached guidelines and agree with each as stated.

Return completed form to: West Branch City Office, PO Box 218 or 110 N. Poplar St., West Branch, IA 52358.

Please contact Parks and Recreation Director Melissa Russell with any questions 319-930-0393 or melissa@westbranchiowa.org.

Reverse Parade - Santa & Friends



Traffic directed to enter the parade line at the Bus Barn, they will wrap around to pass the Library and pick up craft kits, cookie kits, etc in their parking lot, traffic volunteer will direct them when to cross Main Street so traffic is not disturbed, they will continue around Wetherall St where they can purchase bake sale items, see the Grinch and stop to talk to Santa in Heritage Square)

Synthetic Ice Rink - A Christmas Past



Ice Rink is 33'x55'. 1st choice for set-up is on 2nd Street (NPS permit submitted) but it depends if Big Ten Rental thinks it's level enough. *Not level enough*

2nd Choice is to set it up behind the Fire Station in the parking lot.

Either way it will be OUTDOORS. The North Bay will be used for checking guests in/out and skate rental.

A CHRISTMAS PAST 2020 - Thursday, December 3 - Sunday, December 6

- Expanded dates to naturally disperse crowds and enable social distancing.
- Masks required / encouraged.
- Generally our approach was to avoid indoor elements where large groups have tended to gather in the past. Instead we took creative approaches!
- A few things have been cancelled due to inability to meet safety precautions related to COVID-19 (as directed by Cedar County Public Health): No carriage rides, no North Pole Outlet, no Train display, no traditional Pictures with Santa.
- New this year: Synthetic Ice Skating rink will be placed outside WBFD. Families or small groups will reserve times to enjoy the timeless activity. Staggered times will enable social distancing. \$10 fee to reserve a time, which will be reimbursed as Downtown Dollars after you skate (retail promo to benefit Main Street businesses).

Thursday, December 3

- 10am - Synthetic Ice Skating rink is delivered and assembled (outside WBFD)
CDG decorates fencing and hangs sponsors banners
Lions Club to set up Belgium Towers at Main/Downey intersection
- 2pm - Ice Skating Begins (Reservations Required)
Main Street - Merchant Open Houses / Retail Promotion (Ask ALL to be OPEN)
Museum on Main - Smithsonian Exhibit (Open in Town Hall) - TBD
CDG Silent Auction (Town Hall)
Holiday StoryWalks (WBPL + CDG)
Vintage Sleigh Photo Opp in Heritage Square
- 5pm - Tree Lighting Ceremony in Village Green
Belgium Towers (Lions Club - Main/Downey intersection)
Bon Fire / Hot Dog Roasting (WBFD)
Homemade Donuts (Boy Scouts - location ~~to be~~ Casey's parking lot)
- 8pm - End time

Friday, December 4

- 10am - Ice Skating Begins (Reservations Required)
Main Street - Merchant Open Houses / Retail Promotion (Ask ALL to be OPEN 11-8)
Museum on Main - Smithsonian Exhibit (Open in Town Hall) - TBD
CDG Silent Auction (Town Hall)
Holiday StoryWalks (WBPL + CDG)
- 5pm - Belgium Towers (Lions Club - Main/Downey intersection)
Bon Fire / Hot Dog Roasting (WBFD)
Homemade Donuts (Boy Scouts - location ~~to be~~ Casey's parking lot)
- 9pm - End time

Saturday, December 5

- 8am - Springdale Church Breakfast Bake-Sale (Perhaps in US Bank lot on Popular side)
Coffee/cocoa (Enlow lot, accessible as drive-thru)

9-11 - Reverse Parade featuring drive-thru experiences to talk with Santa (social distanced), get reindeer food from Elves, spot the Grinch, pick-up kids craft kits, etc.

10am - Ice Skating Begins (Reservations Required)

Main Street - Retail Promotion (Ask ALL to be OPEN 10-8)

Museum on Main - Smithsonian Exhibit (Open in Town Hall) - TBD

CDG Silent Auction (Town Hall)

Craft Vendors in Little Lights (half the vendors to ensure reduced capacity of venue)

Holiday StoryWalks (WBPL + CDG)

Vintage Sleigh Photo Opp in Heritage Square

5pm - Belgium Towers (Lions Club - Main/Downey intersection)

Bon Fire / Hot Dog Roasting (WBFD)

Homemade Donuts (Boy Scouts - location tbd)

Candy and SERVW Sale (UMC)

Soup Supper - To Go (UMC)

Live Nativity (UMC)

9pm - End time

Sunday, December 6

Noon- Ice Skating Begins (Reservations Required)

Main Street - Merchant Open Houses / Retail Promotion (Ask ALL to be OPEN Noon - 5)

Museum on Main - Smithsonian Exhibit (Open in Town Hall) - TBD

CDG Silent Auction (Town Hall)

Holiday StoryWalks (WBPL + CDG)

5pm - End time

Monday, December 7

Ice Skating rink is removed by Big Ten Rental.

TBD - OTHER ORGANIZATIONS TO CONFIRM OR PLANS IN PROGRESS

- Adding Thurs for Boy Scouts, Lions Club and WBFD
- Extended hours for Main Street retail
- Any other open houses for non-retail businesses - suggest they participate by providing hot cocoa for the reverse parade
- Cooking decorating by Kiwanis? Could hand out during the reverse parade.
- Farmer's Market?
- Craft Market - Potentially inside Little Lights
- Music to play throughout Main Street
- Music at Ice Rink
- Cookie Walk (Bethany Lutheran Church)
- Anything at NPS Visitor Center?
- Any music / performers at winery / bars or churches?
- Heritage Museum "Old Fashioned Christmas Special Exhibit"?
- Friends Church - Free Community Breakfast, Bell Choir?



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/28/2020

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

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

PRODUCER
SPRINGDALE AGENCY, INC.
101 N DOWNEY ST
WEST BRANCH, IA 52358-8667
319-643-5525

CONTACT NAME:	
PHONE (A/C, No, Ext): 319-643-5525	FAX (A/C, No): 319643-2674
E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE	
INSURER A: United States Fire Insurance	NAIC #: 21113
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS:

Friends of Historic Downtown West Branch
PO BOX 786
WEST BRANCH, IA 52358-0786

COVERAGES

CERTIFICATE NUMBER: USS452509

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADOL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			SRPGAPML-101-0720	12/03/2020 12:01 AM	12/07/2020 12:01 AM	GENERAL AGGREGATE \$2,000,000.00
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						PRODUCTS - COMP/OP AGG \$2,000,000.00
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						PERSONAL & ADV INJURY \$1,000,000.00
							EACH OCCURRENCE \$1,000,000.00
							FIRE DAMAGE (Any one fire) \$300,000.00
							MED EXP (Any one person) \$0.00
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTO						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						
	<input type="checkbox"/> NON-OWNED AUTOS						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR						AGGREGATE \$
	EXCESS LIAB						
	<input type="checkbox"/> CLAIMS-MADE						
	DED						EACH OCCURRENCE \$0.00
	RETENTION \$						GENERAL AGGREGATE \$0.00
							EACH OCCURRENCE \$
							GENERAL AGGREGATE \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Community Christmas Celebration

The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.

Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

CERTIFICATE HOLDER

City of West Branch
PO Box 218
West Branch, IA 52358

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Springdale Agency, Inc.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
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:	October 28, 2020

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:	

EXPENDITURES**11/2/2020**

AMAZON	BOOKS AND SUPPLIES	1,139.29
BAKER & TAYLOR INC.	BOOKS	525.41
BEAVER HEATING AND AIR CON	BEAVER HEATING AND AIR CONDITI	272.00
BRICK, LESLIE	TRAVEL EXPENSES	151.94
CROELL, INC.	STREET IMPROVEMENTS	6,089.38
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	23.20
D&R PEST CONTROL	D&R PEST CONTROL	70.00
DEMCO	SUPPLIES	303.99
FROST GLORIA J	BUILDING INCENTIVE PAYMENT	933.93
GIERKE-ROBINSON COMPANY IN	SUPPLIES	761.19
HANSEN, TRENT	HARD DRIVES & INSTALLATION	2,828.00
HAWKINS INC	CHEMICALS	900.81
HD SUPPLY CONST AND INDUST	REBAR	151.89
IMWCA	IMWCA	2,345.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	47.70
JOHNSON COUNTY REFUSE INC.	LANDFILL-FALL CLEANUP	330.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,594.54
LYNCH'S PLUMBING INC	SUPPLIES	186.30
LYNCH, RYAN OR LINDSEY	BUILDING INCENTIVE PAYMENT	1,813.57
MENARDS	SUPPLIES	44.96
NORLAB INC	SUPPLIES	79.00
OLSON, KEVIN D	LEGAL SERVICES= NOVEMBER, 2020	1,500.00
PLUNKETT'S PEST CONTROL INC	PEST CONTROL CITY OFFICE	95.18
PORT 'O' JONNY INC.	SERVICE-CEMETERY	95.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	825.00
QUILL CORP	DISINFECTANT WIPES	248.80
REDMOND JONES II	TRAVEL EXPENSES	150.83
RICKARD SIGN & DESIGN	LABELS	150.00
SAWYER, TIFFANY	BUILDING INCENTIVE PAYMENT	1,175.59
SENSUS USA	SOFTWARE SUPPORT	1,949.94
STATE INDUSTRIAL PRODUCTS	SUPPLIES	333.00
TYLER TECHNOLOGIES	SOFTWARE ANNUAL FEE,SETUP FEE	1,376.00
VEENSTRA & KIMM INC.	MEADOWS 3 & 4 CONST REVIEW	9,254.43
WERLING ABSRACT COMPANY	NEW ABSTRACT LBL4 RUMMELS COMM	900.00
WEST LIBERTY GUN CLUB, INC	MEMBERSHIP	360.00
ZIPPY'S SALT BARN LLC	ROAD SALT	2,665.95
TOTAL		41,671.82

PAYROLL**10/30/2020 48,199.09****PAID BETWEEN MEETINGS**

CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	57.12
EMERGENCY SERVICES MARKETING	SUBSCRIPTION RENEWAL	735.00
JULIA HIME	VIDEOGRAPHY SERVICE	100.00
MEGAN HOFFMAN	CLEANING SERVICE	315.00
JOHN DEERE FINANCIAL	SAFETY EQUIPMENT	624.70
JOHNSON COUNTY AMBULANCE SERVICE	MEDICAL SUPPLIES	614.09
LINN COUNTY REC	STREET LIGHTS	180.10
MEDIACOM	CABLE SERVICE	41.90
MOORE'S WELDING INC	EQUIPMENT REPAIR	45.00
DUSTIN PARI	LIBRARY PROGRAM	250.00
PITNEY BOWES PURCHASE POWER	REPLENISH POSTABE MACHINE	500.00

PYRAMID SERVICES INC	SUPPLIES	252.50
QUAD CITY SAFETY INC	EQUIPMENT REPAIR	207.22
RACOM CORPORATION	PAGERS	2,411.90
SARAH PAULOS	LIBRARY PROGRAM	300.00
US BANK CORPORATE CARD	CONFERENCES, TRAINING, SUPPLIES	1,829.09
US BANK EQUIPMENT FINANCE	COPIER LEASE	106.25
WALMART COMMUNITY/RFCSELLC	SUPPLIES	17.78
WEST BRANCH FIREFIGHTERS FOUNDATION	FIRE PREVENTION SUPPLIES	125.00
WEST BRANCH TIMES	PUBLICATION OF LEGAL NOTICES	404.30
CITY OF MANCHESTER	STERLING DUMP/PLOW TRUCK	35,205.42
TOTAL		44,322.37
GRAND TOTAL EXPENDITURES		134,193.28
FUND TOTALS		
001 GENERAL FUND		54,598.48
022 CIVIC CENTER		163.90
031 LIBRARY		9,458.91
036 TORT LIABILITY		6,434.07
110 ROAD USE TAX		13,639.33
112 TRUST AND AGENCY		5,352.28
308 PARK IMPROVEMENTS - PEDERSEN VALLEY		698.56
312 DOWNTOWN EAST REDEVELOPMENT		900.00
321 WIDENING WAPSI CREEK @ BERANEK PARK		13,029.00
323 I-80 WEST, WATER MAIN RELOCATE		12,044.42
600 WATER FUND		10,195.70
610 SEWER FUND		7,678.63
GRAND TOTAL		134,193.28

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	QUILL CORP	OPERATIONAL SUPPLIES	4.10
			OFFICE SUPPLIES	162.16
			OFF SUPPLIES/ OP SUPPLIES	30.18
			OFF SUPPLIES/ OP SUPPLIES	17.95
		HANSEN, TRENT	HARD DRIVES & INSTALLATION	2,828.00
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	328.50
		WEST LIBERTY GUN CLUB, INC	MEMBERSHIP	360.00
			TOTAL:	3,730.89
FIRE OPERATION	GENERAL FUND	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	88.22
		CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	23.20
		RICKARD SIGN & DESIGN	LABELS	150.00
			TOTAL:	261.42
PARK & RECREATION	GENERAL FUND	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	187.72
			TELEPHONE SERVICE	91.30
			TOTAL:	279.02
CEMETERY	GENERAL FUND	PORT 'O' JONNY INC.	SERVICE-CEMETERY	95.00
			TOTAL:	95.00
ECONOMIC DEVELOPMENT	GENERAL FUND	LYNCH, RYAN OR LINDSEY	BUILDING INCENTIVE PAYMENT	982.29
			BUILDING INCENTIVE PROGRAM	831.28
		SAWYER, TIFFANY	BUILDING INCENTIVE PAYMENT	1,175.59
		FROST GLORIA J	BUILDING INCENTIVE PAYMENT	933.93
			TOTAL:	3,923.09
CLERK & TREASURER	GENERAL FUND	PLUNKETT'S PEST CONTROL INC	PEST CONTROL CITY OFFICE	47.59
		BRICK, LESLIE	TRAVEL EXPENSES	151.94
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	433.48
		REDMOND JONES II	TRAVEL EXPENSES	150.83
			TOTAL:	783.84
LEGAL SERVICES	GENERAL FUND	OLSON, KEVIN D	LEGAL SERVICES= NOVEMBER,	1,500.00
			TOTAL:	1,500.00
SOLID WASTE	GENERAL FUND	JOHNSON COUNTY REFUSE INC.	LANDFILL-FALL CLEANUP	330.00
			TOTAL:	330.00
LOCAL CABLE ACCESS	GENERAL FUND	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	64.95
			TOTAL:	64.95
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	MEADOWS 3 & 4 CONST REVIEW	2,652.70
			PUD REVIEW	543.00
			LOETHEN RIDGE CONST REVIEW	551.63
			TOTAL:	3,747.33
TOWN HALL	CIVIC CENTER	PLUNKETT'S PEST CONTROL INC	PEST CONTROL TOWN HALL	47.59
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	44.31
			TOTAL:	91.90
LIBRARY	LIBRARY	BEAVER HEATING AND AIR CONDITIONING IN	BEAVER HEATING AND AIR CON	272.00
		LYNCH'S PLUMBING INC	SERVICE CALL	96.60
		DEMCO	SUPPLIES	303.99
		QUILL CORP	DISINFECTANT WIPES	14.97
			OFFICE SUPPLIES	7.34

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		BAKER & TAYLOR INC.	OFFICE SUPPLIES	12.10
			BOOKS	271.89
			BOOKS	16.35
			BOOKS	237.17
		D&R PEST CONTROL	D&R PEST CONTROL	70.00
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	211.19
		AMAZON	BOOKS AND SUPPLIES	310.23
			BOOKS AND SUPPLIES	17.07
			BOOKS AND SUPPLIES	117.92
			BOOKS AND SUPPLIES	694.07
			TOTAL:	2,652.89
POLICE OPERATIONS	TORT LIABILITY	IMWCA	WORK COMP - POLICE	494.11
			TOTAL:	494.11
FIRE OPERATION	TORT LIABILITY	IMWCA	WORK COMP - FIRE	764.89
			TOTAL:	764.89
BUILDING INSPECTIONS	TORT LIABILITY	IMWCA	WORK COMP - BLDG INSPECT	18.84
			TOTAL:	18.84
ROADS & STREETS	TORT LIABILITY	IMWCA	WORK COMP - STREETS	489.18
			TOTAL:	489.18
LIBRARY	TORT LIABILITY	IMWCA	WORK COMP - LIBRARY	28.60
			TOTAL:	28.60
PARK & RECREATION	TORT LIABILITY	IMWCA	WORK COMP - PARK & REC	241.43
			TOTAL:	241.43
CEMETERY	TORT LIABILITY	IMWCA	WORK COMP - CEMETERY	81.19
			TOTAL:	81.19
CLERK & TREASURER	TORT LIABILITY	IMWCA	WORK COMP - ADMIN	46.06
			TOTAL:	46.06
ROADS & STREETS	ROAD USE TAX	LYNCH'S PLUMBING INC	SUPPLIES	89.70
		CROELL, INC.	STREET IMPROVEMENTS	2,057.50
			STREET IMPROVEMENTS	1,531.00
			STREET IMPROVEMENTS	1,711.50
			CAP ITAL IMPROVEMENT SHOP	789.38
		VEENSTRA & KIMM INC.	GREENVIW EXT PRELIM DESIGN	2,922.10
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	48.24
		STATE INDUSTRIAL PRODUCTS	SUPPLIES	89.00
		GIERKE-ROBINSON COMPANY INC	SUPPLIES	703.08
			SUPPLIES	31.78
			SUPPLIES	89.89
		HD SUPPLY CONST AND INDUSTRIAL	REBAR	151.89
		ZIPPY'S SALT BARN LLC	ROAD SALT	2,665.95
			TOTAL:	12,817.45
INVALID DEPARTMENT	DOWNTOWN EAST REDE	WERLING ABSRACT COMPANY	NEW ABSTRACT LBL4 RUMMELS	900.00
			TOTAL:	900.00
INVALID DEPARTMENT	WIDENING WAPSI CRE	VEENSTRA & KIMM INC.	321 CHANNEL WIDENING FLOOD	362.00
			TOTAL:	362.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
INVALID DEPARTMENT	I-80 WEST, WATER M	VEENSTRA & KIMM INC.	I-80 WEST WATER MAIN RELOC	1,672.00
			TOTAL:	1,672.00
WATER OPERATING	WATER FUND	IOWA ONE CALL	UTILITY LOCATION SERVICE	23.85
		TYLER TECHNOLOGIES	SOFTWARE ANNUAL FEE,SETUP	688.00
		SENSUS USA	SOFTWARE SUPPORT	1,949.94
		HAWKINS INC	CHEMICALS	900.81
		MENARDS	SUPPLIES	44.96
		IMWCA	WORK COMP - WATER	128.96
		VEENSTRA & KIMM INC.	COLL ST WATER MAIN 4TH TO	551.00
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	48.24
		NORLAB INC	SUPPLIES	79.00
			TOTAL:	4,414.76
SEWER OPERATING	SEWER FUND	IOWA ONE CALL	UTILITY LOCATION SERVICE	23.85
		TYLER TECHNOLOGIES	SOFTWARE ANNUAL FEE,SETUP	688.00
		QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	825.00
		IMWCA	WORK COMP - SEWER	51.74
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	48.39
		STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00
			TOTAL:	1,880.98

===== FUND TOTALS =====		
001	GENERAL FUND	14,715.54
022	CIVIC CENTER	91.90
031	LIBRARY	2,652.89
036	TORT LIABILITY	2,164.30
110	ROAD USE TAX	12,817.45
312	DOWNTOWN EAST REDEVELOPME	900.00
321	WIDENING WAPSI CREEK @ BE	362.00
323	I-80 WEST, WATER MAIN REL	1,672.00
600	WATER FUND	4,414.76
610	SEWER FUND	1,880.98

	GRAND TOTAL:	41,671.82



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Second Reading of Ordinance 781 – Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	October 28, 2020

BACKGROUND:

Recommend a Stop Sign to be Place on Dawson Drive Where it Meets Prairie View Dr.

The Police Department would like a stop sign to be placed on Dawson Drive (north bound) where it intersects with Prairie View Drive.

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 Prairie View Drive.

Recommend a Stop Sign to be Place on Prairie View Drive Where it Meets Cedar / Johnson Road.

The police department would like to request a stop sign to be placed on Prairie View Drive where it intersects with Cedar/Johnson Road, north and east approach.

Code 65.02 Stop Required

Every Driver of a vehicle shall stop before entering an intersection as required herein:

Prairie View Drive where it intersects with Cedar / Johnson County Road, north and west approach.

STAFF RECOMMENDATION:	Approve Second Reading of Ordinance 781–Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

FINAL PLAT

THE MEADOWS SUBDIVISION PART 4B

WEST BRANCH, IOWA

LEGAL DESCRIPTION

THE MEADOWS SUBDIVISION PART 4B BEING PART OF AUDITOR'S PARCEL G, AS RECORDED IN PLAT BOOK 1, PAGE 103 OF THE CEDAR COUNTY RECORDS OFFICE, IN THE SOUTHWEST QUARTER (SW 1/4) OF THE SOUTHWEST QUARTER (SW 1/4) OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 4 WEST, IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 17 OF THE MEADOWS SUBDIVISION PART 4A, AN OFFICIAL PLAT NOW IN THE CITY OF WEST BRANCH, THENCE ALONG THE EAST LINE OF OUTLOT B OF SAID PART 4A N40°55'59"W, 640.23 FEET; THENCE ALONG SAID EAST LINE N12°36'53"W, 125.00 FEET; THENCE ALONG SAID EAST LINE N00°13'30"W, 115.39 FEET TO THE NORTH LINE OF SAID OUTLOT B; THENCE ALONG SAID NORTH LINE S84°40'30"W, 40.00 FEET TO THE WEST LINE OF SAID OUTLOT B; THENCE ALONG SAID WEST LINE S04°33'30"E, 140.00 FEET; THENCE ALONG SAID WEST LINE S01°30'01"E, 122.00 FEET; THENCE ALONG SAID WEST LINE S01°30'01"E, 172.00 FEET TO THE EAST RIGHT-OF-WAY LINE OF CEDAR-JOHNSON ROAD; THENCE ALONG SAID NORTH LINE N86°46'49"E, 758.70 FEET; THENCE S51°47'30"E, 135.10 FEET TO THE NORTH LINE OF SAID PARCEL G; THENCE ALONG S03°31'30"E, 298.71 FEET; THENCE S84°40'30"W, 13.79 FEET; THENCE S10°57'43"E, 214.87 FEET TO THE WEST LINE OF THE MEADOWS SUBDIVISION PART 2 AND OFFICIAL PLAT NOW IN THE CITY OF WEST BRANCH; THENCE ALONG SAID WEST LINE S07°15'28"E, 293.07 FEET TO THE NORTH LINE OF SAID MEADOWS SUBDIVISION PART 4A; THENCE ALONG SAID NORTH LINE S40°04'03"W, 282.01 FEET; THENCE ALONG SAID NORTH LINE S44°53'11"W, 66.18 FEET; THENCE ALONG SAID NORTH LINE S40°04'03"W, 134.00 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 12.45 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.



- KEY NOTES:**
- 1. PUBLIC UTILITY EASEMENT
 - 2. DRAINAGE AND STORM SEWER EASEMENT
 - 3. DRAINAGE EASEMENT
 - 4. ST. SANITARY SEWER & PUBLIC ACCESS EASEMENT

PLAT APPROVALS

CEAR COUNTY AUDITOR _____ DATE _____

CHARTER / DEEDS _____ DATE _____

WEST BRANCH CITY CLERK _____ DATE _____

WEST BRANCH PLANNING & ZONING _____ DATE _____

SEPTENNARY BOARD _____ DATE _____

LANDS BEFORE ME: _____

ADDITIONAL RECORDS FOR THIS PLAT: _____

UTILITY APPROVALS

ALCOA ENERGY _____ DATE _____

CEAR COUNTY ST. _____ DATE _____

CEAR COUNTY ST. _____ DATE _____

CEAR COUNTY ST. _____ DATE _____

CEAR COUNTY ST. _____ DATE _____

CEAR COUNTY ST. _____ DATE _____

- NOTES:**
1. BASE OF BEARINGS IS IN MEASUREMENTS IN THE IOWA PLANE COORDINATE SYSTEM NORTH ZONE AND 43.
 2. UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND FRACTIONS.
 3. EASEMENT OF CLOSURE IS VETERAN'S HOME.
 4. OUTLOT A TO BE INCORPORATED TO THE CITY OF WEST BRANCH.
 5. LOT A TO BE INCORPORATED TO THE CITY OF WEST BRANCH AS STREET ROW.

CURVE #	LENGTH	RADIUS	DELTA	CHORD DIA.	CHORD LEN.
C1	125.44	181.02	107°15'14"	177.59	177.59
C2	86.11	125.00	107°15'14"	89.94	89.94
C3	86.11	125.00	107°15'14"	89.94	89.94
C4	115.17	125.00	107°15'14"	115.17	115.17
C5	115.17	125.00	107°15'14"	115.17	115.17
C6	115.17	125.00	107°15'14"	115.17	115.17
C7	115.17	125.00	107°15'14"	115.17	115.17
C8	115.17	125.00	107°15'14"	115.17	115.17

LINE #	LENGTH	BEARING
L1	40.00	S40°40'30"W
L2	115.39	S01°30'01"E
L3	115.39	S01°30'01"E
L4	115.39	S01°30'01"E
L5	115.39	S01°30'01"E
L6	115.39	S01°30'01"E
L7	115.39	S01°30'01"E
L8	115.39	S01°30'01"E

- LEGEND**
- 1. SET 1/4" @ 1" = 100'
 - 2. SET 1/4" @ 1" = 100'
 - 3. FOUND 1/4" @ 1" = 100'
 - 4. FOUND PROPERTY CORNER AS LABELED
 - 5. YELLOW PLASTIC CAP
 - 6. RED PLASTIC CAP
 - 7. PROPOSED BOUNDARY/PROPERTY LINE
 - 8. EXISTING PROPERTY LINE
 - 9. PROPOSED EASEMENT
 - 10. PREVIOUSLY RECORDED AS

FINAL PLAT

1 OF 1

PROJECT NUMBER: 180024

PROJECT OWNER: BOELK

DATE: SEPTEMBER 8, 2020

PROJECT: THE MEADOWS PART 4B

DESIGNER: KLM, LLC

DRAWING LOG

NO.	DESCRIPTION OF CHANGES	DATE



ORDINANCE 781

**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 (north bound) where it intersects with Prairie View Drive and a stop sign installed on Prairie View Drive where it intersects with Cedar / Johnson Road (North, 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.

61. The north bound lane of Dawson Drive to its intersection with Prairie View Drive.
62. Prairie View Drive on the north and west approach to its intersection with Cedar / Johnson Road.

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 16th day of November, 2020.

First Reading: October 19, 2020
Second Reading: November 2, 2020
Third Reading: November 16, 2020

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Third (Final) Reading of Ordinance 777 – An Ordinance Providing that General Property Taxes Levied and Collected Each Year on Lot 26, Cedar Edge Addition, West Branch Iowa, be Paid to a Special Fund for Payment Agreed in Connection with the West Branch Urban Renewal Area.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Kevin Olson, City Attorney
DATE:	October 30, 2020

BACKGROUND:

Whereas, the City of West Branch as one of its City Goals “Developing Inviting High Profile Visually Impactful Projects: Including Projects that Establish West Branch as a Destination; Involving Branding and Other Projects that Reflect Sound Use of Tax Dollars. Furthermore, the City seeks to promote the public interest of assisting business interest grow employment opportunities, and industry productivity with its city limits.

Our efforts with developing Memorandum of Understanding and working with EMV Holdings, LLC (AKA Little Lights) a local business has been successful in establishing a Development Agreement which included a calculating project appraisal to determine the appropriate level of Tax Rebate as presented in this ordinance, and hence the following language.

An ordinance providing that general property taxes levied and collected each year on lot 26, cedars edge addition, west branch, Iowa, in the city of west branch, county of cedar, state of Iowa, by and for the benefit of the state of Iowa, city of west branch, county of cedar, west branch community school district, and other taxing districts, be paid to a special fund for payment of principal and interest on loans, monies advanced to and indebtedness, including bonds issued or to be issued, incurred by said city in connection with said west branch urban renewal area.

STAFF RECOMMENDATION:	Approve the Third Reading of Ordinance 777 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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ORDINANCE 777

AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON LOT 26, CEDARS EDGE ADDITION, WEST BRANCH, IOWA, IN THE CITY OF WEST BRANCH, COUNTY OF CEDAR, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF WEST BRANCH, COUNTY OF CEDAR, WEST BRANCH COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY SAID CITY IN CONNECTION WITH SAID WEST BRANCH URBAN RENEWAL AREA.

WHEREAS, EMV Holdings, LLC and the City of West Branch entered into that certain development agreement for the construction of a project located on Lot 26, Cedars Edge Addition, West Branch, Iowa (the "Property"); and

WHEREAS, the Property is located in the West Branch Urban Renewal Area; and

WHEREAS, indebtedness has been incurred by the City, and additional indebtedness is anticipated to be incurred in the future, to finance urban renewal project activities within the West Branch Urban Renewal Area, and the continuing needs of redevelopment of the Property within the West Branch Urban Renewal Area are such as to require the continued application of the incremental tax resources of the West Branch Urban Renewal Area; and

WHEREAS, the following enactment is necessary to accomplish the objectives described in the premises.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, IOWA, THAT:

Section 1: The taxes levied against the Property by and for the benefit of the State of Iowa, City of West Branch, County of Cedar, West Branch Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 2: As to the Property, that portion of the taxes which would be produced by the rate at which the tax is levied each year by and for each of the taxing districts taxing the Property in the West Branch Urban Renewal Area upon the total sum of the assessed value of Property, being the first day of the calendar year preceding the effective date of this Ordinance, that date being January 1, 2019, shall be allocated to and when collected be paid into a fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. The taxes so determined may be referred to herein as the "base period taxes." The assessed value of the Property on said date, being January 1, 2019 is \$170,220.00.

Section 3: That portion of the taxes each year in excess of base period taxes for the Property shall be allocated to and when collected be paid into the special tax increment fund previously established by the City of West Branch to pay the principal of and interest on loans, monies advanced to, or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under authority of Section 403.9 or Section 403.12 of the Code of Iowa, incurred by the City of West Branch, Iowa to finance or refinance, in whole or in part, urban renewal projects undertaken within the West Branch Urban Renewal Area pursuant to the Urban Renewal Plan, as amended.

Section 4: At such time as the loans, monies advanced, bonds and interest thereon and indebtedness of the City of West Branch referred to in Section 3 hereof have been paid, or the City has provided for the division of taxes for a total of twenty (20) fiscal years, whichever is sooner, all monies thereafter received from taxes upon the Property shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 5: All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. In the event that any provision of this Ordinance shall be determined to be contrary to law it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to the West Branch Urban Renewal Area and the territory contained therein.

Section 6: This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this ____ day of November, 2020.

First Reading: October 5, 2020
Second Reading: October 19, 2020
Third Reading: November 2, 2020

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Second Reading of Ordinance 778 – An Ordinance Amending Chapter 165; Entitled, “Zoning Regulations”.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones, City Administrator / Leslie Brick, Deputy City Clerk
DATE:	October 28, 2020

BACKGROUND:

The Planning & Zoning Commission of the City of West Branch, Iowa, believes that the clarification of certain sections in the Zoning Code will lead to a clearer understanding of the Code’s requirements. A more uniform and consistent wording in the language contained within certain sections in the Zoning Code will aide in making the Zoning Code more navigable and lead to more consistent interpretation of the requirements.

STAFF RECOMMENDATION:	Approve the Second Reading of Ordinance 778 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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ORDINANCE 778
AN ORDINANCE AMENDING CHAPTER 165; ENTITLED “ZONING REGULATIONS.”

WHEREAS, the Planning & Zoning Commission of the City of West Branch, Iowa, believes that the clarification of certain sections in the Zoning Code will lead to a clearer understanding of the Code’s requirements; and

WHEREAS, the Planning & Zoning Commission of the City of West Branch, Iowa, believes that a more uniform and consistent wording in the language contained within certain sections in the Zoning Code will aide in making the Zoning Code more navigable and lead to more consistent interpretation of the requirements; and

WHEREAS, the Planning & Zoning Commission recommends to the City Council of the City of West Branch, adoption of these amendment recommendations in the Zoning code; and

WHEREAS, the City Council of the City of West Branch, Iowa has reviewed these recommendations and concurs with the Planning & Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED:

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 165 “ZONING REGULATIONS” of the Code of West Branch, Iowa is hereby amended by revising the following subsections to Chapter 165.

165.12 CORNER LOTS.

165.12 – Amend by adding number 4:

4. **Corner lots with a frontage ratio of not more than 2;3, the narrowest frontage shall be considered the front yard to determine the required rear yard set-back. Corner lots with a lot frontage ratio of greater than 2:3, either frontage can be considered the front yard to determine the required rear yard set-back.**

Passed and approved this 16th day of November, 2020.

First Reading: October 19, 2020
Second Reading: November 2, 2020
Third Reading: November 16, 2020

Roger Laughlin, Mayor

Attest:

Leslie Brick, Deputy Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Public Hearing: On a Proposal to Vacate the City's Interest in a Sanitary Sewer Easement Located in Loethen Ridge Estates, West Branch, Iowa.
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:	October 28, 2020

BACKGROUND:

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSAL TO VACATE THE CITY'S INTEREST IN A STORM SEWER EASEMENT LOCATED IN LOETHEN RIDGE ESTATES, WEST BRANCH, IOWA.

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the City Council of the City of West Branch in the Council Chambers, at the City Hall at 110 N. Poplar Street, at 7:00 o'clock P.M., on **Monday, November 2nd, 2020**. Said public hearing shall be to consider the intent and proposal of vacating and disposing of the City's interest in a storm sewer easement located in Loethen Ridge Estates.

BE FURTHER ADVISED that all interested persons are invited to attend and be heard on the proposal to vacate and dispose of the City's interest in the aforementioned easement. Further information regarding the above-referenced easement may be obtained by contacting the West Branch City Clerk.

Redmond Jones II, City Clerk,
By Direction of the City Council

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

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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Resolution 1947 – A Resolution Vacating a Portion of that Certain Sanitary Sewer Easement Located in Loethen Ridge Estates, West Branch, Iowa.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Kevin Olson, City Attorney
DATE:	October 28, 2020

BACKGROUND:

The owner of Loethen Ridge Estates has requested that the City vacate a portion of the sanitary sewer easement on the Property, said easement being recorded in Book 768 at Page 1, Records of the Cedar County Recorder's Office... the City Engineer has indicated that the City does not need said public utility easement.

STAFF RECOMMENDATION:	Approve the Resolution 1947 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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RESOLUTION 1947

**A RESOLUTION A RESOLUTION VACATING A PORTION OF THAT CERTAIN
SANITARY SEWER EASEMENT LOCATED IN LOETHEN RIDGE ESTATES, WEST
BRANCH, IOWA.**

WHEREAS, the owner of Loethen Ridge Estates, West Branch, Iowa (the “Property”), has requested that the City vacate a portion of the sanitary sewer easement on the Property, said easement being recorded in Book 768 at Page 1, Records of the Cedar County Recorder’s Office; and

WHEREAS, the City Engineer has indicated that the City does not need said public utility easement; and

WHEREAS, that a public hearing on said vacation has been held pursuant to published notice of the same.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the portion of the sanitary sewer easement located on the Property is hereby vacated.

BE IT FURTHER RESOLVED that the City Clerk shall record this Resolution in the Office of the Cedar County Recorder to serve as proof of vacation and release of said portion of the utility easement without further documentation from the City.

* * * * *

Passed and approved this 2nd day of November, 2020.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator /Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Resolution 1948 – Approving the Submission of the City of West Branch FY 2019 – 2020 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:	October 28, 2020

BACKGROUND:

Please include the Speer Financial Presentation before this item is considered and/or approved.

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.
See Information (entitled presentation).

Resolution 1948

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 1948 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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City of West Branch, Cedar County, IA

General Obligation Debt

		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										
		Issued: 3/5/2013	TIC -2.32%	Issued: 8/18/15	TIC - 2.20%	Issued: 7/19/2016	TIC - 1.83%	Issued: 7/19/2016	TIC - 2.27%									
Date	Fiscal Year	Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest									
01-Dec-2020		\$	15,675.00	\$	5,127.50	\$	6,521.25	\$	3,425.00									
01-June-2021	2021	\$	175,000.00	\$	85,000.00	\$	85,000.00	\$	50,000.00	21								
01-Dec-2021			14,450.00		4,320.00		5,968.75		2,950.00									
01-June-2022	2022		175,000.00		90,000.00		90,000.00		50,000.00	22								
01-Dec-2022			13,093.75		3,330.00		5,293.75		2,475.00									
01-June-2023	2023		180,000.00		90,000.00		90,000.00		50,000.00	23								
01-Dec-2023			11,563.75		2,340.00		4,618.75		1,925.00									
01-June-2024	2024		185,000.00		95,000.00		90,000.00		50,000.00	24								
01-Dec-2024			9,852.50		1,200.00		3,831.25		1,375.00									
01-June-2025	2025		190,000.00		100,000.00		95,000.00		55,000.00	25								
01-Dec-2025			7,952.50				3,000.00		687.50									
01-June-2026	2026		80,000.00				95,000.00		55,000.00	26								
01-Dec-2026			7,032.50				2,050.00											
01-June-2027	2027		80,000.00				100,000.00			27								
01-Dec-2027			6,112.50				1,050.00											
01-June-2028	2028		80,000.00				100,000.00			28								
01-Dec-2028			5,112.50															
01-June-2029	2029		85,000.00							29								
01-Dec-2029			4,050.00															
01-June-2030	2030		85,000.00							30								
01-Dec-2030			2,775.00															
01-June-2031	2031		90,000.00							31								
01-Dec-2031			1,425.00															
01-June-2032	2032		95,000.00							32								
		\$	1,500,000.00	\$	1,698,190.00	\$	460,000.00	\$	492,635.00	\$	745,000.00	\$	809,667.50	\$	310,000.00	\$	335,675.00	

Speer Financial, Inc.

October 27, 2020

City of West Branch, Cedar County, IA

General Obligation Debt

2017			2017		Total	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											
Issued: 6/2017 TIC -		Issued: 12/5/2017 TIC - 2.5836%											
FY	"Callable" Principal	Principal & Interest	Principal	Principal & Interest	Principal								
		\$ 4,826.25	\$ 43,836.25										
21	\$ 99,000.00	103,826.25	\$ 350,000.00	393,836.25	\$ 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	3,217.50 102,217.50	365,000.00	40,336.25 405,336.25	869,000.00	71,242.50 940,242.50	91,067.50	112,832.50	23,445.63	197,775.00	376,372.62	209,991.75	22
23	99,000.00	1,608.75 100,608.75	375,000.00	36,686.25 411,686.25	884,000.00	62,487.50 946,487.50	89,982.50	116,205.00	23,135.13	204,175.00	369,640.62	205,836.75	23
24			400,000.00	32,936.25 432,936.25	820,000.00	53,383.75 873,383.75	93,792.50	114,335.00	22,824.63	215,375.00	230,771.62	249,668.75	24
25			405,000.00	27,936.25 432,936.25	845,000.00	44,195.00 889,195.00	92,405.00	117,300.00	23,612.38	215,250.00	232,721.38	252,101.24	25
26			220,000.00	22,873.75 242,873.75	450,000.00	34,513.75 484,513.75	95,905.00		23,230.00		233,022.50	166,870.00	26
27			225,000.00	19,848.75 244,848.75	405,000.00	28,931.25 433,931.25	94,065.00		23,943.00		179,184.50	165,670.00	27
28			235,000.00	16,473.75 251,473.75	415,000.00	23,636.25 438,636.25	92,225.00		23,483.00		179,894.50	166,670.00	28
29			240,000.00	12,948.75 252,948.75	325,000.00	18,061.25 343,061.25	95,225.00				148,427.50	117,470.00	29
30			175,000.00	9,228.75 184,228.75	260,000.00	13,278.75 273,278.75	93,100.00				149,397.50	44,060.00	30
31			180,000.00	6,385.00 186,385.00	270,000.00	9,160.00 279,160.00	95,550.00				150,010.00	42,760.00	31
32			190,000.00	3,325.00 193,325.00	285,000.00	4,750.00 289,750.00	97,850.00				155,250.00	41,400.00	32
	\$ 297,000.00	\$ 316,305.00	\$ 3,360,000.00	\$ 3,905,630.00	\$ 6,672,000.00	\$ 7,558,102.50	\$ 1,123,215.00	\$ 574,975.00	\$ 186,223.55	\$ 1,023,750.00	\$ 2,781,281.22	\$ 1,868,657.73	

City of West Branch, Cedar County, IA

Revenue Debt

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

		2005		2007		Total	Total Principal & Interest	Less	Total Property Taxes	FY
		\$860,000 SRF Water Rev		\$83,000 SRF Water Rev				Water		
		Rate Ref: 12/1/2015	TIC - 2.00%	Issued: 5/5/2007	TIC - 3.25%			Revenue		
Date	Fiscal Year	"Callable" Principal	Principal & Interest	"Callable" Principal	Principal & Interest	Principal				
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
		\$ 313,000.00	\$ 335,480.00	\$ 30,000.00	\$ 32,312.50	\$ 343,000.00	\$ 367,792.50	\$ 367,792.50	\$ -	

Presentation

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-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	\$ 8,774.26	22	1,252,610	\$ 8,774.26	75,233.00
01-Dec-2022 01-June-2023	2023	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	23	1,252,610	8,774.26	75,233.00
01-Dec-2023 01-June-2024	2024	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	24	1,252,610	8,774.26	75,233.00
01-Dec-2024 01-June-2025	2025	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	25	1,252,610	8,774.26	75,233.00
01-Dec-2025 01-June-2026	2026	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	26	1,252,610	8,774.26	75,233.00
01-Dec-2026 01-June-2027	2027	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	27	1,252,610	8,774.26	75,233.00
01-Dec-2027 01-June-2028	2028	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	28	1,252,610	8,774.26	75,233.00
01-Dec-2028 01-June-2029	2029	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	29	1,252,610	8,774.26	75,233.00
01-Dec-2029 01-June-2030	2030	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	30	1,252,610	8,774.26	75,233.00
01-Dec-2030 01-June-2031	2031	1,252,610	33,900.00		7,500.00		26,333.00	8,774.26	31	1,252,610	8,774.26	75,233.00
01-Dec-2031 01-June-2032	2032	1,252,610	33,900.00				26,334.00	8,774.26	32	1,252,610	8,774.26	60,234.00
01-Dec-2032 01-June-2033	2033	1,252,610	33,900.00				26,334.00	8,774.26	33	1,252,610	8,774.26	60,234.00
01-Dec-2033 01-June-2034	2034	1,252,610	33,900.00				26,334.00	8,774.26	34	1,252,610	8,774.26	60,234.00
01-Dec-2034 01-June-2035	2035	1,252,610	33,900.00				26,334.00	8,774.26	35	1,252,610	8,774.26	60,234.00
01-Dec-2035 01-June-2036	2036	1,252,610	33,900.00				26,334.00	8,774.26	36	1,252,610	8,774.26	60,234.00
01-Dec-2036 01-June-2037	2037								37			
01-Dec-2037 01-June-2038	2038								38			
		\$ 542,400.00		\$ 150,000.00		\$ 395,000.00				\$ 1,087,400.00		

SPEER FINANCIAL, INC.

October 27, 2020

Presentation
City of West Branch, Cedar County, Iowa

TIF Revenue Abatement

		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		
Date	Fiscal Year	Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	FY
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

\$ 113,961.00 \$ 113,961.00 \$ 201,150.00 \$ 218,610.22 \$ 310,000.00 \$ 335,675.00 \$ 297,000.00 \$ 316,305.00

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	
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	84,007.26	542,379.88	22
23	110,000.00	18,663.75 128,663.75	369,640.62		84,007.26	453,647.88	23
24	115,000.00	17,563.75 132,563.75	230,771.62		84,007.26	314,778.88	24
25	115,000.00	16,126.25 131,126.25	232,721.38		84,007.26	316,728.64	25
26	120,000.00	14,688.75 134,688.75	233,022.50		84,007.26	317,029.76	26
27	125,000.00	13,038.75 138,038.75	179,184.50		84,007.26	263,191.76	27
28	130,000.00	11,163.75 141,163.75	179,894.50		84,007.26	263,901.76	28
29	130,000.00	9,213.75 139,213.75	148,427.50		84,007.26	232,434.76	29
30	135,000.00	7,198.75 142,198.75	149,397.50		84,007.26	233,404.76	30
31	140,000.00	5,005.00 145,005.00	150,010.00		84,007.26	234,017.26	31
32	150,000.00	2,625.00 152,625.00	155,250.00		69,008.26	224,258.26	32
33					69,008.26	69,008.26	33
34					69,008.26	69,008.26	34
35					69,008.26	69,008.26	35
36					69,008.26	69,008.26	36
37						-	37
38						-	38
\$ 1,485,000.00		\$ 1,796,730.00	\$ 2,781,281.22	\$ 157,000.00	\$ 1,219,013.90	\$ 4,157,295.12	

City of West Branch, Cedar County, Iowa

General Obligation Debt Capacity

Column:	#1	#2	#3	#4	#5	#6
	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	FY 24-25 1/1/2023
Assessed Valuation(100%)/GO Bond Capacity						
Property Valuation @(100%)(Actual/Projected)	\$225,095,748	\$243,824,276	\$249,919,883	\$256,167,880	\$262,572,077	\$269,136,379
Statutory GO Debt Limit @ 5% of 100% Value	\$11,254,787	\$12,191,214	\$12,495,994	\$12,808,394	\$13,128,604	\$13,456,819
Bonds Outstanding (Beginning Fiscal Year)						
GO Bonds (Outstanding - Maturities)	\$ 7,496,000.00	\$ 6,672,000.00	\$ 5,828,000.00	\$ 4,959,000.00	\$ 4,075,000.00	\$ 3,255,000.00
TIF Revenue Bonds Outstanding (Principal Only)						
TIF Rebate Agreements (Annual Appropriations)	26,709.51	33,900.00	75,233.00	75,233.00	75,233.00	75,233.00
Other Debt Outstanding (Principal Only)		-	-	-	-	-
Bonds Paid (During Fiscal Year)						
GO Debt (Principal Only) (Paid)	\$ 824,000.00	\$ 844,000.00	\$ 869,000.00	\$ 884,000.00	\$ 820,000.00	\$ 845,000.00
GO Debt Refunded (Principal Only) (Paid)						
TIF Rebate Agreements (Paid) (Annual Appropriation)	26,709.51	33,900.00	75,233.00	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)	\$4,582,787	\$6,363,214	\$7,536,994	\$8,733,394	\$9,873,604	\$11,046,819
Percent of Capacity Remaining	40.72%	52.20%	60.32%	68.18%	75.21%	82.09%
GO Contingency Reserve (% of GO Capacity)	20%					
	\$2,250,957	\$2,438,243	\$2,499,199	\$2,561,679	\$2,625,721	\$2,691,364
Total GO Capacity - Less Contingency Reserve	\$2,331,830	\$3,924,971	\$5,037,795	\$6,171,715	\$7,247,883	\$8,355,455
Percent of Capacity Remaining	20.72%	32.20%	40.32%	48.18%	55.21%	62.09%
Percent Increase for Property Valuation Projection	8.320%	2.500%	2.500%	2.500%	2.500%	2.500%

Presentation

City of West Branch, Cedar County, Iowa

T. I. F. Debt Report

Original TIF District

Frozen Base Value - \$5,899,963

Column:	#1	#2	#3	#4	#5
Fiscal Year	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
County Assessor's Value as of	1/1/2018	1/1/2019	1/1/2020	1/1/2021	1/1/2022

TIF Value Existing

TIF Captured Value (Commercial Property @ 100%)	\$56,560,625	\$62,563,276	\$64,127,358	\$65,730,542	\$67,373,805
Commercial Property Rollback %	90.000%	90.000%	90.000%	90.000%	90.000%
TIF Captured Value (Commercial Property Rollback Value)	\$50,904,563	\$56,306,948	\$57,714,622	\$59,157,488	\$60,636,425
TIF Industrial Property @ 100%	\$11,863,417	\$11,923,123	\$12,221,201	\$12,526,731	\$12,839,899
Industrial Property Rollback %	90.000%	90.000%	90.000%	90.000%	90.000%
TIF Captured Value (Industrial Property Rollback Value)	\$10,677,075	\$10,730,811	\$10,999,081	\$11,274,058	\$11,555,909
TIF Personal Property/Agricultural @ 100%	\$86,765	\$32,475	\$33,287	\$34,119	\$34,972
TIF Captured Value (Residential Property 100 % Value)	\$11,511,593	\$11,568,772	\$11,857,991	\$12,154,441	\$12,458,302
Residential Property Rollback %	56.9180%	55.0743%	55.0743%	55.0743%	55.0743%
TIF Captured Value (Residential Property Rollback Value)	\$6,552,169	\$6,371,420	\$6,530,706	\$6,693,973	\$6,861,323
TIF Captured Value (Multi-Residential Property 100 % Value)	\$1,242,802	\$1,303,036	\$1,303,036	\$1,303,036	\$1,303,036
Multi-Residential Property Rollback %	75.0000%	71.2500%	67.5000%	63.7500%	63.7500%
TIF Captured Value (Multi-Residential Property Rollback Value)	\$932,102	\$928,413	\$879,549	\$830,685	\$830,685

Total TIF Property Value (Taxable)	\$69,152,673	\$74,370,067	\$76,157,245	\$77,990,323	\$79,919,314
Rate/Thousand	\$27.063	\$28.416	\$28.416	\$28.416	\$28.416
Total TIF Revenue (Taxable Value x Rate/Thousand)	\$ 1,871,471.87	\$ 2,113,303.56	\$ 2,164,088.08	\$ 2,216,176.93	\$ 2,270,991.24

Total TIF Dollars	\$ 1,871,471.87	\$ 2,113,303.56	\$ 2,164,088.08	\$ 2,216,176.93	\$ 2,270,991.24
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Current / Future Debt Service Requirements GO Obligations	\$ 377,901.82	\$ 376,588.48	\$ 376,372.62	\$ 369,640.62	\$ 230,771.62
Current / Future TIF Rebate Obligations	\$ 26,709.51	\$ 33,900.00	\$ 75,233.00	\$ 75,233.00	\$ 75,233.00
Current / Future Interfund Loans	\$ 50,000.00	\$ 75,000.00	\$ 82,000.00		

UNCLAIMED T.I.F. DOLLARS	\$ 1,416,860.54	\$ 1,627,815.08	\$ 1,637,214.46	\$ 1,910,172.31	\$ 1,963,036.86
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TIF Value Future Growth-Building Completed In Calendar Year:	2018	2019	2020	2021	2022
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	7.545%	2.500%	2.500%	2.500%	2.500%

SPEER FINANCIAL, INC.

October 27, 2020

[illegible]

Background for Resolution 1948

Annual Urban Renewal Report, Fiscal Year 2019 - 2020

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: 4,307,004

TIF Sp. Rev. Fund Cash Balance as of 07-01-2019:	108,571	0	Amount of 07-01-2019 Cash Balance Restricted for LMI
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TIF Revenue:	461,103
TIF Sp. Revenue Fund Interest:	6,241
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	467,344

Rebate Expenditures:	40,275
Non-Rebate Expenditures:	428,663
Returned to County Treasurer:	0
Total Expenditures:	468,938

TIF Sp. Rev. Fund Cash Balance as of 06-30-2020:	106,977	0	Amount of 06-30-2020 Cash Balance Restricted for LMI
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Year-End Outstanding TIF
Obligations, Net of TIF Special
Revenue Fund Balance: 3,731,089

Background for Resolution 1948

♣ Annual Urban Renewal Report, Fiscal Year 2019 - 2020

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	160093	160094	0
WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM	160103	160104	0
WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM	160105	160106	0
WEST BRANCH CITY/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM	160107	160108	0
WEST BRANCH CITY/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM	160109	160110	9,673,586
WEST BRANCH CITY/WEST BRANCH SCH/W BR UR TIF INCREM	160147	160148	6,051,333
WEST BRANCH CITY/WEST BRANCH SCH/CASEY/TIF INCREM	160195	160196	1,221,980

Urban Renewal Area Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	218,490	13,693,100	59,869,440	12,756,700	0	-7,408	88,008,642	0	88,008,642
Taxable	122,643	7,793,841	53,882,496	11,481,030	0	-7,408	74,381,342	0	74,381,342
Homestead Credits									51

TIF Sp. Rev. Fund Cash Balance as of 07-01-2019:

108,571

0

Amount of 07-01-2019 Cash Balance Restricted for LMI

TIF Revenue: 461,103
 TIF Sp. Revenue Fund Interest: 6,241
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 467,344

Rebate Expenditures: 40,275
 Non-Rebate Expenditures: 428,663
 Returned to County Treasurer: 0
Total Expenditures: 468,938

TIF Sp. Rev. Fund Cash Balance as of 06-30-2020:

106,977

0

Amount of 06-30-2020 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
Classification:	Mixed use property (ie: a significant portion is residential and significant portion is commercial)
Physically Complete:	No
Payments Complete:	No

Cubby Park Improvement

Description:	Park Improvement Project
Classification:	Recreational facilities (lake development, parks, ball fields, trails)
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

Background for Resolution 1948

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:	151,948
Interest:	0
Total:	151,948
Annual Appropriation?:	No
Date Incurred:	06/02/2005
FY of Last Payment:	2023

Casey's Marketing Co

Debt/Obligation Type:	Rebates
Principal:	552,820
Interest:	0
Total:	552,820
Annual Appropriation?:	Yes
Date Incurred:	05/18/2015
FY of Last Payment:	2038

Acciona- Judgement Settlement

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	396,000
Interest:	32,175
Total:	428,175
Annual Appropriation?:	No
Date Incurred:	05/04/2014
FY of Last Payment:	2023

Downtown Reinvestment 2016B

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	355,000
Interest:	33,223
Total:	388,223
Annual Appropriation?:	No
Date Incurred:	06/27/2016
FY of Last Payment:	2026

Park Improvement 2016A

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	224,100
Interest:	21,280
Total:	245,380
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:	1,590,000
Interest:	355,458
Total:	1,945,458
Annual Appropriation?:	No
Date Incurred:	12/05/2017
FY of Last Payment:	2032

318 College St & 2nd St Improvements

Debt/Obligation Type:	Internal Loans
Principal:	50,000
Interest:	0
Total:	50,000
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:	111,870
Tied To Debt:	Acciona- Judgement Settlement
Tied To Project:	Acciona
TIF Expenditure Amount:	50,000
Tied To Debt:	318 College St & 2nd St Improvements
Tied To Project:	College St & 2nd St Improvement Project
TIF Expenditure Amount:	26,905
Tied To Debt:	Park Improvement 2016A
Tied To Project:	Cubby Park Improvement
TIF Expenditure Amount:	53,048
Tied To Debt:	Downtown Reinvestment 2016B
Tied To Project:	Downtown East Redevelopment Project
TIF Expenditure Amount:	148,853
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:	40,275
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:	2038

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 2019 - 2020

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%;

256 Characters Left

Sum of Private Investment Made Within This Urban Renewal Area
during FY 2020

♣ Annual Urban Renewal Report, Fiscal Year 2019 - 2020

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:	160106								
TIF Taxing District Base Year:	1993								
FY TIF Revenue First Received:	1997								
Subject to a Statutory end date?	No								
	<table> <tr> <th></th><th>UR Designation</th></tr> <tr> <td>Slum</td><td>No</td></tr> <tr> <td>Blighted</td><td>No</td></tr> <tr> <td>Economic Development</td><td>08/1994</td></tr> </table>		UR Designation	Slum	No	Blighted	No	Economic Development	08/1994
	UR Designation								
Slum	No								
Blighted	No								
Economic Development	08/1994								

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	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 2020	9,215	0	0	0	0

FY 2020 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:	160108								
TIF Taxing District Base Year:	1988								
FY TIF Revenue First Received:	1997								
Subject to a Statutory end date?	No								
	<table> <tr> <th></th><th>UR Designation</th></tr> <tr> <td>Slum</td><td>No</td></tr> <tr> <td>Blighted</td><td>No</td></tr> <tr> <td>Economic Development</td><td>12/1989</td></tr> </table>		UR Designation	Slum	No	Blighted	No	Economic Development	12/1989
	UR Designation								
Slum	No								
Blighted	No								
Economic Development	12/1989								

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	9,008,260	3,334,030	0	0	12,342,290	0	12,342,290
Taxable	0	0	8,107,434	3,000,627	0	0	11,108,061	0	11,108,061
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	2,423,638	9,918,652	0	9,918,652	268,427

FY 2020 TIF Revenue Received: 461,103

♣ Annual Urban Renewal Report, Fiscal Year 2019 - 2020

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: 160110
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 1997
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	08/1994

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	13,693,100	1,025,550	1,134,210	0	-7,408	17,323,772	0	17,323,772
Taxable	0	7,793,841	922,995	1,020,789	0	-7,408	10,838,957	0	10,838,957
Homestead Credits									51

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	2,761,105	10,838,957	9,673,586	1,165,371	31,538

FY 2020 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: 160148
 TIF Taxing District Base Year: 2001
 FY TIF Revenue First Received: 2002
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2022

	UR Designation
Slum	No
Blighted	No
Economic Development	11/2002

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	46,595,100	8,098,960	0	0	54,694,060	0	54,694,060
Taxable	0	0	41,935,590	7,289,064	0	0	49,224,654	0	49,224,654
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	43,410	49,224,654	6,051,333	43,173,321	1,168,395

FY 2020 TIF Revenue Received: 0

Background for Resolution 1948

♣ Annual Urban Renewal Report, Fiscal Year 2019 - 2020

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: 160196
 TIF Taxing District Base Year: 2016
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	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 2020	860,100	615,040	1,221,980	-606,940	-16,426

FY 2020 TIF Revenue Received: 0

RESOLUTION 1948

**RESOLUTION APPROVING THE SUBMISSION OF THE CITY OF WEST BRANCH FY
2020 ANNUAL URBAN RENEWAL REPORT**

WHEREAS, the State of Iowa now requires 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 2019-2020 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 2019-2020 Annual Renewal Report be approved and forwarded to the Iowa Department of Management.

* * * * *

Passed and approved this 2nd day of November, 2020.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Discussion Item: Consider the Johnson County Proposal (Options) to Participate in the Herbert Hoover Hwy and Johnson Cedar Rd. Intersection.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Redmond Jones II, City Administrator / Dave Schechinger, V&K
DATE:	October 28, 2020

BACKGROUND:

Johnson County engineering design consultant put together a few different options for the Hoover Hwy project and the first intersection into West Branch. Attached is a document that includes the plan view of several different options and cost estimates.

The simplest and lowest cost project is option 5, this keeps the alignment similar to what exists today but we would be able to change the profile to improve the sight distance. Johnson County would not request any cost share contribution from the City of West Branch with this option. But since it would be a better improvement to realign the intersection now since the county is investing into the reconstruction of the road to the west it is preferred to use one of the other options.

The options presented are all estimated assuming a rural-type cross section and no sidewalks/trail segments being built now. Some curb and gutter is included in the roundabout options, but additional curb and gutter along with storm sewer and dirt work would need to be added if you preferred an urban cross section for any of these legs. The roundabouts are sized to allow for the WB-67.

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

"Turning Vision into Reality is our Business"

Option 1



Ex
5

- Realigned intersection with left turn lanes. Estimated City cost share = \$295,000

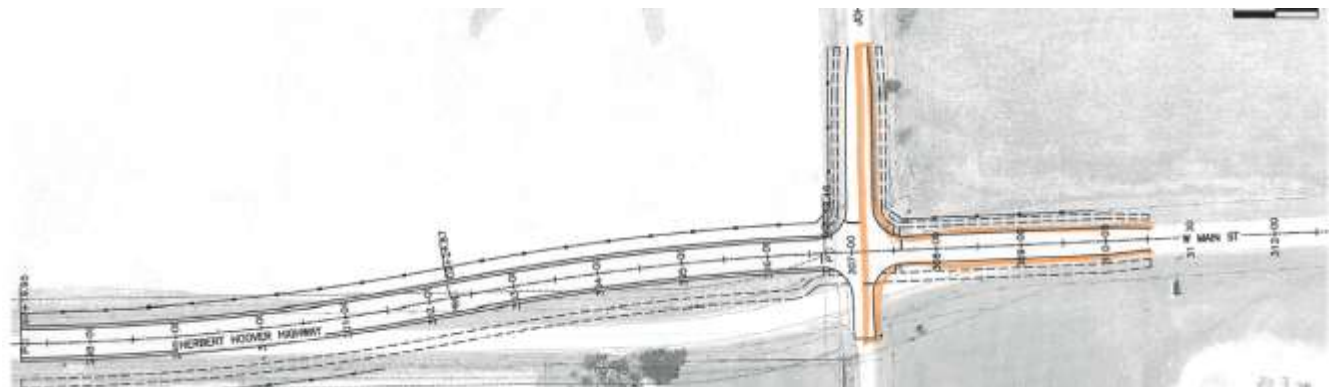
Option 2



Ex
6

- Exhibit 6, roundabout #1. Estimated City cost share = \$310,000

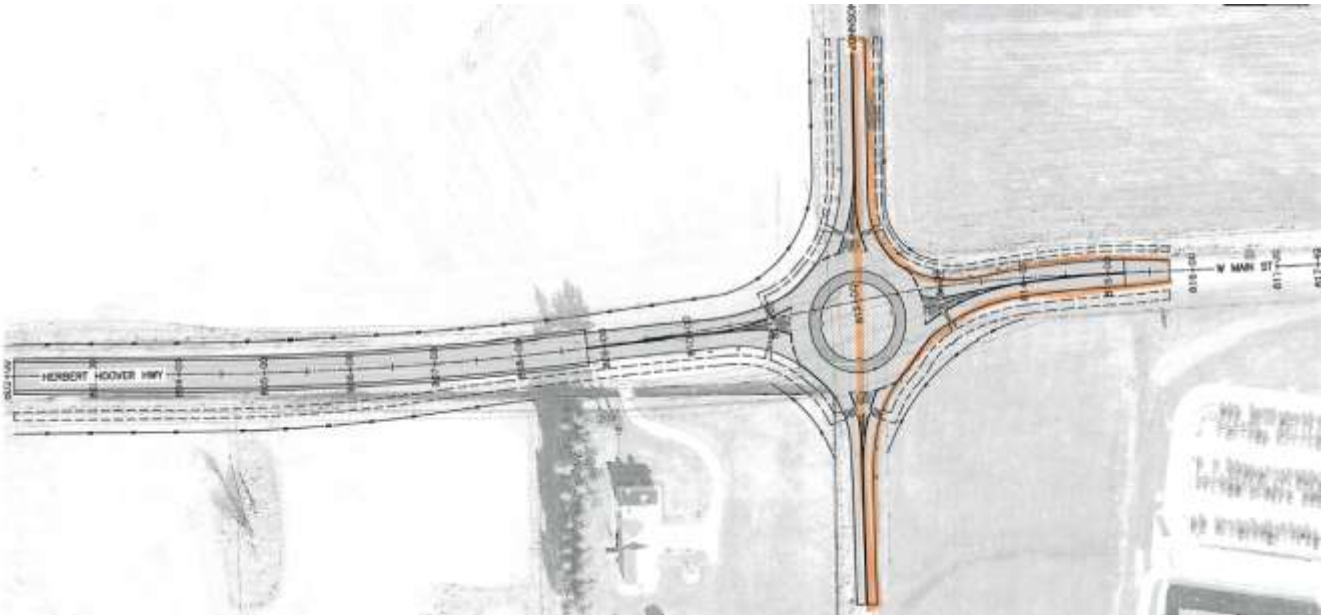
Option 3



Ex
7

- Exhibit 7, realigned intersection. Estimated City cost share = \$145,000

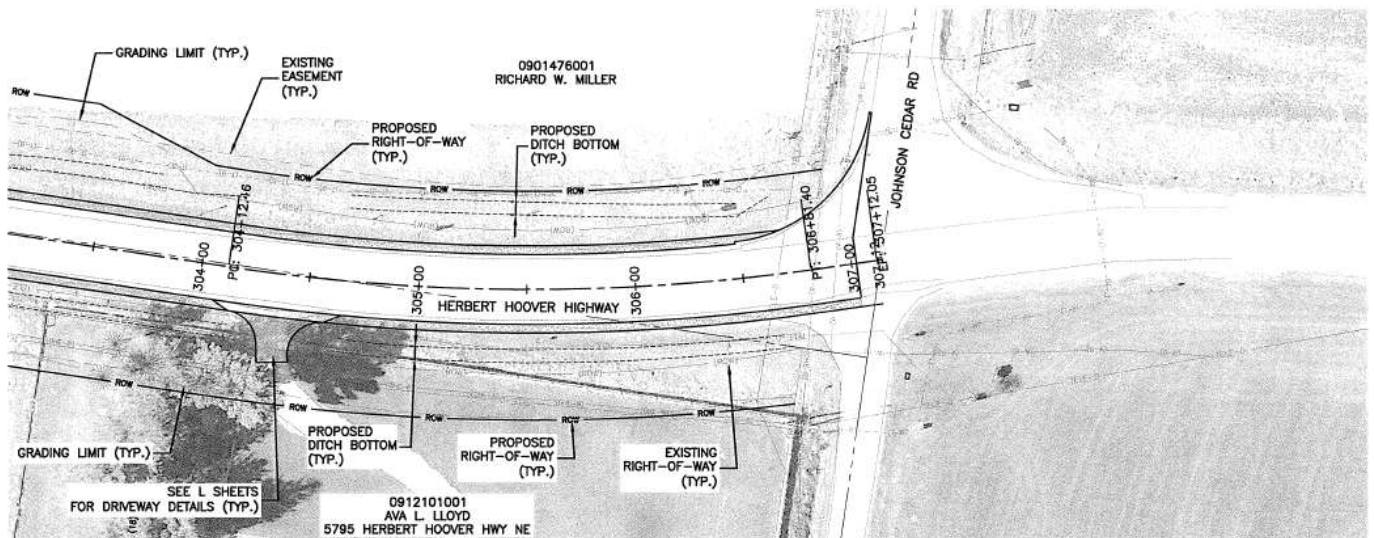
Option 4



Ex
8

- Roundabout #2 (slightly different approach alignments). Estimated City cost share = \$310,000

Option 5



This is the simplest and lowest cost option D.19) of the options. This keeps the alignment similar to what exists today but the Johnson County would be able to change the profile to improve the sight distance. The county would not request any cost share contribution from the City of West Branch with this option. Johnson County believes it would be a better improvement to realign the intersection now since the county is investing money into reconstructing the road to west, therefore this option is not a preferred option for Johnson County.

"Turning Vision into Reality is our Business"

**2021 F44/HERBERT HOOVER HIGHWAY NE AND JOHNSON CEDAR ROAD NE
INTERSECTION CONCEPTS
OPINION OF PROBABLE CONSTRUCTION COSTS - 10-15-2020 (PRELIMINARY PLANS)**

COST								
ITEM NO.	ITEM CODE	ITEM	UNIT	UNIT PRICE	EXHIBIT 5 LEFT TURN LANES	EXHIBIT 6 ROUNDAABOUT #1	EXHIBIT 7 TRADITIONAL	EXHIBIT 8 ROUNDAABOUT #2
1	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	\$ 10.00	\$ 16,973.00	\$ 16,851.00	\$ 12,817.00	\$ 16,553.00
2	2113-0001000	CEMENT TREATED BASE, 12"	SY	\$ 5.00	\$ 43,390.00	\$ 47,471.00	\$ 32,331.00	\$ 47,229.00
3	2115-0100000	MODIFIED SUBBASE, 6"	CY	\$ 40.00	\$ 57,852.00	\$ 63,296.00	\$ 43,108.00	\$ 62,972.00
4	2301-1033090	PCC PAVEMENT, CLASS A, CLASS 3, 9"	SY	\$ 50.00	\$ 393,355.00	\$ 398,960.00	\$ 287,090.00	\$ 405,640.00
5	2312-8260201	GRAVEL SHOULDER, 4"	TON	\$ 40.00	\$ 7,120.00	\$ 5,188.00	\$ 7,088.00	\$ 5,012.00
6	2510-6745850	PAVEMENT REMOVAL	SY	\$ 15.00	\$ 84,303.00	\$ 84,775.50	\$ 76,449.90	\$ 86,898.00
7	2512-1725206	CURB AND GUTTER, PCC, 2.0'	LF	\$ 25.00		\$ 82,445.00		\$ 81,530.25
8	9999-0000001	PERMANENT ACQUISITION	SF	\$ 0.23	\$ 13,423.26	\$ 16,300.95	\$ 12,381.94	\$ 11,832.23
9	9999-0000002	DECORATIVE BRICK PAVERS	SY	\$ 130.00		\$ 44,538.00		\$ 27,196.00
10								
11								
12								
13								
14								
15								
				SUBTOTAL	\$ 616,416.26	\$ 759,825.45	\$ 471,265.84	\$ 744,862.48
				15% CONTINGENCY	\$ 92,462.44	\$ 113,973.82	\$ 70,689.88	\$ 111,729.37
				TOTAL	\$ 708,878.70	\$ 873,799.27	\$ 541,955.71	\$ 856,591.85

PROJECT LIMIT ASSUMPTIONS

EXHIBIT #5: STA 297+20 - STA 312+59.13

EXHIBIT #6: STA 297+20 - STA 310+63.46

EXHIBIT #7: STA 297+20 - STA 310+52.50

EXHIBIT #8: STA 802+08 - STA 815+72.90 (NEW ALIGNMENT)

QUANTITY ASSUMPTIONS

EXCAVATION: 6" DEPTH OF ALL PROPOSED PCC PAVEMENTS & FUTURE SIDEWALKS.

CEMENT TREATED BASE: 12" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS (EXCLUDES SIDEWALKS).

MODIFIED SUBBASE: 6" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS.

PAVEMENT REMOVAL: INCLUDES ALL PAVEMENT WITHIN PROPOSED LIMITS. INCLUDES BOTH PAVEMENT AND GRAVEL (REMOVAL EXCLUDES DRIVEWAYS).

PERMANENT ACQUISITION: \$10,000/ACRE

**2021 F44/HERBERT HOOVER HIGHWAY NE AND JOHNSON CEDAR ROAD NE
INTERSECTION EXHIBIT #5 (LEFT TURN LANES)
OPINION OF PROBABLE CONSTRUCTION COSTS - 10-15-2020 (PRELIMINARY PLANS)**

ESTIMATED PROJECT QUANTITIES							COST			
ITEM NO.	ITEM CODE	ITEM	UNIT	EXHIBIT 5 LEFT TURN LANES	EXHIBIT 5 JOHNSON CO.	EXHIBIT 5 WEST BRANCH	UNIT PRICE	EXHIBIT 5 JOHNSON CO.	EXHIBIT 5 WEST BRANCH	EXHIBIT 5 LEFT TURN LANES
1	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	1,697.3	958.6	738.7	\$ 10.00	\$9,586.00	\$7,387.00	\$16,973.00
2	2113-0001000	CEMENT TREATED BASE, 12"	SY	8,678.0	4,433.4	4,244.6	\$ 5.00	\$22,167.00	\$21,223.00	\$43,390.00
3	2115-0100000	MODIFIED SUBBASE, 6"	CY	1,446.3	738.9	707.4	\$ 40.00	\$29,556.00	\$28,296.00	\$57,852.00
4	2301-1033090	PCC PAVEMENT, CLASS A, CLASS 3, 9"	SY	7,867.1	4,511.7	3,355.4	\$ 50.00	\$225,585.00	\$167,770.00	\$393,355.00
5	2312-8260201	GRAVEL SHOULDER, 4"	TON	178.0	178.0	-	\$ 40.00	\$7,120.00	\$0.00	\$7,120.00
6	2510-6745850	PAVEMENT REMOVAL	SY	5,620.2	3,638.2	1,982.0	\$ 15.00	\$54,573.00	\$29,730.00	\$84,303.00
7	9999-0000001	PERMANENT ACQUISITION	SF	58,362.0	53,826.1	4,535.9	\$ 0.23	\$12,380.00	\$1,043.26	\$13,423.26
8								\$0.00	\$0.00	\$0.00
9								\$0.00	\$0.00	\$0.00
10								\$0.00	\$0.00	\$0.00
11								\$0.00	\$0.00	\$0.00
12								\$0.00	\$0.00	\$0.00
13								\$0.00	\$0.00	\$0.00
14										
15								\$0.00	\$0.00	\$0.00
							SUBTOTAL	\$360,967.00	\$255,449.26	\$616,416.26
							15% CONTINGENCY	\$54,145.05	\$38,317.39	\$92,462.44
							TOTAL	\$415,112.05	\$293,766.65	\$708,878.70

PROJECT ASSUMPTIONS

LIMITS: STA 297+20 - STA 312+59.13

WEST BRANCH TO PAY FOR ALL COSTS ASSOCIATED WITH ADDITIONAL PAVEMENT AND SIDEWALKS/TRAILS EAST OF PROPOSED INTERSECTION.

JOHNSON COUNTY TO PAY FOR ALL REMAINING COSTS.

QUANTITY ASSUMPTIONS

EXCAVATION: 6" DEPTH OF ALL PROPOSED PCC PAVEMENTS & FUTURE SIDEWALKS.

CEMENT TREATED BASE: 12" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS (EXCLUDES SIDEWALKS).

MODIFIED SUBBASE: 6" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS.

PAVEMENT REMOVAL: INCLUDES ALL PAVEMENT WITHIN PROPOSED LIMITS. INCLUDES BOTH PAVEMENT AND GRAVEL (REMOVAL EXCLUDES DRIVEWAYS).

PERMANENT ACQUISITION: \$10,000/ACRE

2021 F44/HERBERT HOOVER HIGHWAY NE AND JOHNSON CEDAR ROAD NE

INTERSECTION EXHIBIT #6 (ROUNDAABOUT #1)

OPINION OF PROBABLE CONSTRUCTION COSTS - 10-15-2020 (PRELIMINARY PLANS)

ESTIMATED PROJECT QUANTITIES							COST			
ITEM NO.	ITEM CODE	ITEM	UNIT	EXHIBIT 6 ROUNDAABOUT #1	EXHIBIT 6 JOHNSON CO.	EXHIBIT 6 WEST BRANCH	UNIT PRICE	EXHIBIT 6 JOHNSON CO.	EXHIBIT 6 WEST BRANCH	EXHIBIT 6 ROUNDAABOUT #1
1	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	1,685.1	1,108.8	576.3	\$ 10.00	\$11,088.00	\$5,763.00	\$16,851.00
2	2113-0001000	CEMENT TREATED BASE, 12"	SY	9,494.2	6,244.1	3,250.1	\$ 5.00	\$31,220.50	\$16,250.50	\$47,471.00
3	2115-0100000	MODIFIED SUBBASE, 6"	CY	1,582.4	1,040.7	541.7	\$ 40.00	\$41,628.00	\$21,668.00	\$63,296.00
4	2301-1033090	PCC PAVEMENT, CLASS A, CLASS 3, 9"	SY	7,979.2	5,315.4	2,663.8	\$ 50.00	\$265,770.00	\$133,190.00	\$398,960.00
5	2312-8260201	GRAVEL SHOULDER, 4"	TON	129.7	129.7	-	\$ 40.00	\$5,188.00	\$0.00	\$5,188.00
6	2510-6745850	PAVEMENT REMOVAL	SY	5,651.7	3,864.7	1,787.0	\$ 15.00	\$57,970.50	\$26,805.00	\$84,775.50
7	2512-1725206	CURB AND GUTTER, PCC, 2.0'	LF	3,297.8	1,648.9	1,648.9	\$ 25.00	\$41,222.50	\$41,222.50	\$82,445.00
8	9999-0000001	PERMANENT ACQUISITION	SF	70,873.7	61,717.6	9,156.1	\$ 0.23	\$14,195.05	\$2,105.90	\$16,300.95
9	9999-0000002	DECORATIVE BRICK PAVERS	SY	342.6	171.3	171.3	\$ 130.00	\$22,269.00	\$22,269.00	\$44,538.00
10								\$0.00	\$0.00	\$0.00
11								\$0.00	\$0.00	\$0.00
12								\$0.00	\$0.00	\$0.00
13								\$0.00	\$0.00	\$0.00
14										
15								\$0.00	\$0.00	\$0.00
							SUBTOTAL	\$490,551.55	\$269,273.90	\$759,825.45
							15% CONTINGENCY	\$73,582.73	\$40,391.09	\$113,973.82
							TOTAL	\$564,134.28	\$309,664.99	\$873,799.27

PROJECT ASSUMPTIONS

LIMITS: STA 297+20 - STA 310+63.46

WEST BRANCH TO PAY FOR ALL COSTS ASSOCIATED WITH ADDITIONAL PAVEMENT AND SIDEWALKS/TRAILS EAST OF PROPOSED INTERSECTION.

JOHNSON COUNTY AND WEST BRANCH TO SPLIT COST OF ROUNDAABOUT 50/50.

QUANTITY ASSUMPTIONS

EXCAVATION: 6" DEPTH OF ALL PROPOSED PCC PAVEMENTS & FUTURE SIDEWALKS.

CEMENT TREATED BASE: 12" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS (EXCLUDES SIDEWALKS).

MODIFIED SUBBASE: 6" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS.

PAVEMENT REMOVAL: INCLUDES ALL PAVEMENT WITHIN PROPOSED LIMITS. INCLUDES BOTH PAVEMENT AND GRAVEL (REMOVAL EXCLUDES DRIVEWAYS).

PERMANENT ACQUISITION: \$10,000/ACRE

**2021 F44/HERBERT HOOVER HIGHWAY NE AND JOHNSON CEDAR ROAD NE
INTERSECTION EXHIBIT #7 (TRADITIONAL)
OPINION OF PROBABLE CONSTRUCTION COSTS - 10-15-2020 (PRELIMINARY PLANS)**

[illegible]

PROJECT ASSUMPTIONS

LIMITS: STA 297+20 - STA 310+52.50

WEST BRANCH TO PAY FOR ALL COSTS ASSOCIATED WITH ADDITIONAL PAVEMENT AND SIDEWALKS/TRAILS EAST OF PROPOSED INTERSECTION.

JOHNSON COUNTY TO PAY FOR ALL REMAINING COSTS.

QUANTITY ASSUMPTIONS

EXCAVATION: 6" DEPTH OF ALL PROPOSED PCC PAVEMENTS & FUTURE SIDEWALKS.

CEMENT TREATED BASE: 12" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS (EXCLUDES SIDEWALKS).

MODIFIED SUBBASE: 6" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS.

PAVEMENT REMOVAL: INCLUDES ALL PAVEMENT WITHIN PROPOSED LIMITS. INCLUDES BOTH PAVEMENT AND GRAVEL (REMOVAL EXCLUDES DRIVEWAYS).

PERMANENT ACQUISITION: \$10,000/ACRE

**2021 F44/HERBERT HOOVER HIGHWAY NE AND JOHNSON CEDAR ROAD NE
INTERSECTION EXHIBIT #8 (ROUNDAABOUT #2)**

OPINION OF PROBABLE CONSTRUCTION COSTS - 10-15-2020 (PRELIMINARY PLANS)

ESTIMATED PROJECT QUANTITIES							COST			
ITEM NO.	ITEM CODE	ITEM	UNIT	EXHIBIT 8 ROUNDAABOUT #2	EXHIBIT 8 JOHNSON CO.	EXHIBIT 8 WEST BRANCH	UNIT PRICE	EXHIBIT 8 JOHNSON CO.	EXHIBIT 8 WEST BRANCH	EXHIBIT 8 ROUNDAABOUT #2
1	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	1,655.3	1,069.1	586.2	\$ 10.00	\$10,691.00	\$5,862.00	\$16,553.00
2	2113-0001000	CEMENT TREATED BASE, 12"	SY	9,445.8	6,172.4	3,273.4	\$ 5.00	\$30,862.00	\$16,367.00	\$47,229.00
3	2115-0100000	MODIFIED SUBBASE, 6"	CY	1,574.3	1,028.7	545.6	\$ 40.00	\$41,148.00	\$21,824.00	\$62,972.00
4	2301-1033090	PCC PAVEMENT, CLASS A, CLASS 3, 9"	SY	8,112.8	5,273.4	2,839.4	\$ 50.00	\$263,670.00	\$141,970.00	\$405,640.00
5	2312-8260201	GRAVEL SHOULDER, 4"	TON	125.3	125.3	-	\$ 40.00	\$5,012.00	\$0.00	\$5,012.00
6	2510-6745850	PAVEMENT REMOVAL	SY	5,793.2	3,918.0	1,875.2	\$ 15.00	\$58,770.00	\$28,128.00	\$86,898.00
7	2512-1725206	CURB AND GUTTER, PCC, 2.0'	LF	3,261.2	1,630.6	1,630.6	\$ 25.00	\$40,765.25	\$40,765.00	\$81,530.25
8	9999-0000001	PERMANENT ACQUISITION	SF	51,444.5	43,190.3	8,254.2	\$ 0.23	\$9,933.77	\$1,898.46	\$11,832.23
9	9999-0000002	DECORATIVE BRICK PAVERS	SY	209.2	104.6	104.6	\$ 130.00	\$13,598.00	\$13,598.00	\$27,196.00
10								\$0.00	\$0.00	\$0.00
11								\$0.00	\$0.00	\$0.00
12								\$0.00	\$0.00	\$0.00
13								\$0.00	\$0.00	\$0.00
14										
15								\$0.00	\$0.00	\$0.00
							SUBTOTAL	\$474,450.02	\$270,412.46	\$744,862.48
							15% CONTINGENCY	\$71,167.50	\$40,561.87	\$111,729.37
							TOTAL	\$545,617.52	\$310,974.33	\$856,591.85

PROJECT ASSUMPTIONS

LIMITS: STA 802+08 - STA 815+72.90 (NEW ALIGNMENT)

WEST BRANCH TO PAY FOR ALL COSTS ASSOCIATED WITH ADDITIONAL PAVEMENT AND SIDEWALKS/TRAILS EAST OF PROPOSED INTERSECTION.

JOHNSON COUNTY AND WEST BRANCH TO SPLIT COST OF ROUNDAABOUT 50/50.

QUANTITY ASSUMPTIONS

EXCAVATION: 6" DEPTH OF ALL PROPOSED PCC PAVEMENTS & FUTURE SIDEWALKS.

CEMENT TREATED BASE: 12" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS (EXCLUDES SIDEWALKS).

MODIFIED SUBBASE: 6" DEPTH, 2' OFFSET OF ALL PROPOSED PCC PAVEMENTS.

PAVEMENT REMOVAL: INCLUDES ALL PAVEMENT WITHIN PROPOSED LIMITS. INCLUDES BOTH PAVEMENT AND GRAVEL (REMOVAL EXCLUDES DRIVEWAYS).

PERMANENT ACQUISITION: \$10,000/ACRE



MEETING DATE:	November 2, 2020
AGENDA ITEM:	Discussion Item: Consider an Ordinance Change Regarding Swimming Pools.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones II, City Administrator / Leslie Brick, Deputy City Clerk
DATE:	October 29, 2020

BACKGROUND:

There has been concerns from members of the community that have been brought to the attention of Planning and Zoning. The attached draft ordinance is aimed at addressing some of the concerns raised.

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

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ORDINANCE NO. 779

AN ORDINANCE AMENDING CHAPTER 165 “ZONING REGULATIONS.”

WHEREAS, the Planning & Zoning Commission of the City of West Branch, Iowa, believes that the clarification of certain sections in the Zoning Code will lead to a clearer understanding of the Code’s requirements; and

WHEREAS, the Planning & Zoning Commission of the City of West Branch, Iowa, believes that a more uniform and consistent wording in the language contained within certain sections in the Zoning Code will aide in making the Zoning Code more navigable and lead to more consistent interpretation of the requirements; and

WHEREAS, the Planning & Zoning Commission recommends to the City Council of the City of West Branch, adoption of these amendment recommendations in the Zoning code; and

WHEREAS, the City Council of the City of West Branch, Iowa has reviewed these recommendations and concurs with the Planning & Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED:

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 165 “ZONING REGULATIONS” of the Code of West Branch, Iowa is hereby amended by revising the following subsections to Chapter 165.

165.50 – Amend Chapter 165 by adding section 50: SWIMMING POOLS

165.50 SWIMMING POOLS

165.50 – DEFINITIONS:

1. “Permanent” is defined as a pool that is installed or left up year round and winterized for continued use.
2. “Temporary” is defined as a pool that is taken down or dismantled during the winter months.

Swimming pools intended for private use by persons that reside on the property or their guests are permitted, provided the following conditions are met:

1. Setbacks: (for temporary and permanent pools)
 - a. Residential zones
 - i. The use must be set back a minimum of ten (10) feet from any side or rear lot line.
 - ii. The use may not be located in the front yard unless the use is set back at least forty (40) feet from the front property line.

b. Non-residential zones

- i. In non-residential zones, the use must be set back a minimum of ten (10) feet from any side, rear, or front property line, unless the property on which the use is located is directly abutting or across the street from a property zoned residential. In the case of such an adjacency, the use must comply with the setback requirements for residential zones

2. Permit Required

- a. Pools greater than twenty four (24) inches deep require a permit.

3. Fence Requirement (for permanent pools only). Swimming pools with a depth of twenty four (24) inches or more and the edge of which is less than four (4) feet above grade, must be completely enclosed by a fence according to the following specifications:

- a. The fence must be at least four (4) feet in height and must be constructed so that a sphere, five (5) inches in diameter, cannot pass through the fence.
- b. A principal or accessory building may be used as part of the enclosure.
- c. All gates and doors opening through the enclosure must be equipped with a self-closing and self-latching device for keeping the gate or door securely closed at all times when not in use, except the door of any building which forms a part of the enclosure need not be so equipped.
- d. The building official may permit other protective devices or structures to be used so long as the degree of protection afforded by the substitute device or structure is not less than the protection afforded by an enclosure built to the specifications of this paragraph.

Passed and approved this ____ day of _____, 2020.

First Reading:
Second Reading:
Third Reading:

Roger Laughlin, Mayor

Attest:

Leslie Brick, Deputy Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Discussion Item: Setting a date and time for a Workshop regarding developing the priorities for a Capital Improvement Plan.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones II, City Administrator / Roger Laughlin, Mayor
DATE:	October 29, 2020

BACKGROUND:

The budget is the City's financial plan for the upcoming fiscal year. Because it determines the level of City Services and the way in which these services will be funded, it stimulates much debate about the role of government. The Capital Improvement Plan (CIP) contains all the individual capital projects, equipment purchases, and major studies for a local government; in conjunction with construction and completion schedules, and in consort with financing plans. The plan provides a working blueprint for sustaining and improving the community's infrastructures. It coordinates strategic planning, financial capacity, and physical development. A CIP stands at the epicenter of a government's Planning, Public Works, and Finance departments.

There are two major part to a CIP:

1. The Capital Improvement Program - The capital program is a plan for capital expenditures that extends typically five to ten years beyond the capital budget.
2. The Capital Improvement Budget - The capital budget is the upcoming year's spending plan for capital items

We will start with developing the program. The following should be considered as a starting point. City Council are encourage to come with their own list. Budgeting and Funding strategies come in later sessions.

Trails	Greenview Sidewalks	Flood Mitigation	Wastewater Facility
Maple /5 th /Cookson pavement Project	Northwest Water Pressure Booster System	Greenview Connection	BP Turn lane at 70% buildout
Downtown (phase 4)	School Turn Lane	Former Croell Site	Cedar / Johnson Road
East Side Water Main	East Side Street Project		

STAFF RECOMMENDATION:	Consider setting an date for an Work Session
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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Program Improvement
Fiscal Year 2021 - 2026

Department					
Title: Cedar / Johnson County Road					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none">• Personal Service• Supplies• Contractual• Capital	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Department					
Title: Parkview / BP Turn Lane					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none"> • Personal Service • Supplies • Contractual • Capital 	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Program Improvement
Fiscal Year 2021 - 2026

Department					
Title: Wapsi Creek Widening					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none">• Personal Service• Supplies• Contractual• Capital	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Program Improvement
Fiscal Year 2021 - 2026

Department					
Title: Greenview Connection					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none">• Personal Service• Supplies• Contractual• Capital	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Department					
Title: West Branch School District Turn Lane, Crosswalk, and Sidewalks Project(s)					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none"> Personal Service Supplies Contractual Capital 	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Program Improvement
Fiscal Year 2021 - 2026

Department					
Title: Final Phase Downtown Street Scape Project (Phase 4)					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none">• Personal Service• Supplies• Contractual• Capital	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Department					
Title: New and Connecting Bike and Walking Trails					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none"> • Personal Service • Supplies • Contractual • Capital 	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Program Improvement
Fiscal Year 2021 - 2026

Department					
Title: Greenview Sidewalks					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none">• Personal Service• Supplies• Contractual• Capital	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Program Improvement
Fiscal Year 2021 - 2026

Department					
Title: Northwest End Booster Station					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none">• Personal Service• Supplies• Contractual• Capital	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Department					
Title: Wastewater Treatment Process					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none"> Personal Service Supplies Contractual Capital 	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Program Improvement
Fiscal Year 2021 - 2026

Department					
Title: Maple / 5th / Cookson Paving Project					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none">• Personal Service• Supplies• Contractual• Capital	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Department					
Title: Continued Development Activities for the East Downtown Redevelopment Site <div style="text-align: right;"><i>(Former Croell Redi-mix Site)</i></div>					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none"> • Personal Service • Supplies • Contractual • Capital 	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

Department					
Title: East Side Water Main					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none"> • Personal Service • Supplies • Contractual • Capital 	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

**Program Improvement
Fiscal Year 2021 - 2026**

Department					
Title: East Side Street and Road Project(s)					
Ranked:					
Funding Status:					
Budget Impact <ul style="list-style-type: none">• Personal Service• Supplies• Contractual• Capital	Year 1	Year 2	Year 3	Year 4	Year 5
Total Cost	\$	\$	\$	\$	\$
Discussion (detail positions, supplies, contractual services, and capital outlay requirements):					

West Branch CIP FY16-FY20

	<u>Budgeted Amount</u>	<u>Council App. Date</u> for Eng	<u>Council App. \$</u> Amount	<u>Res. #</u>	<u>Council App.</u> Date for Const	<u>Council App. \$</u> Amount	<u>Res. #</u>	<u>Minus</u> Water/Sewer	<u>\$ Amount</u>	<u>CO#1</u>	<u>CO#2</u>	<u>CO#3</u>	<u>Total</u>
<u>FY16</u>													
4th Street, Animal Clinic to Reagan	\$ 500,000.00	6/1/2015	\$ 65,000.00	1340	4/4/2016	\$ 756,332.50	1440	\$ 60,534.00	\$ 760,798.50	\$ 5,645.00	\$ 49,247.50		\$ 815,691.00
Main St Crossings @ Pedersen/Scott	\$ 70,000.00	6/1/2015	\$ 7,700.00	1341	5/16/2016	\$ 42,310.09	1465		\$ 50,010.09				\$ 50,010.09
Main & Oliphant Intersection	\$ 110,000.00	6/1/2015	\$ 11,550.00	1341	5/16/2016	\$ 63,465.14	1465		\$ 75,015.14				\$ 75,015.14
Main & Foster Intersection	<u>\$ 150,000.00</u>	6/1/2015	\$ 15,750.00	1341	5/16/2016	\$ 86,543.37	1465		<u>\$ 102,293.37</u>				<u>\$ 102,293.37</u>
Subtotal	\$ 830,000.00								\$ 988,117.10				\$ 1,043,009.60
<u>FY17</u>													
Beranek Street (Parking Lot)*	\$ 400,000.00								\$ 225,000.00				\$ 225,000.00
S. Maple, 2nd to 4th	\$ 60,000.00								\$ 60,000.00				\$ 60,000.00
N. 1st St., Main to Green	\$ 81,000.00								\$ 81,000.00				\$ 81,000.00
N. 2nd St., Green to College**	\$ 135,000.00								\$ -				\$ -
N. 2nd St., Main to Green	<u>\$ 140,000.00</u>								<u>\$ 140,000.00</u>				<u>\$ 140,000.00</u>
Subtotal	\$ 816,000.00								\$ 506,000.00				\$ 506,000.00
<u>FY18</u>													
College Street Bridge	\$ 750,000.00								\$ 815,990.40				\$ 815,990.40
S. 1st Street, Cookson to Cedar	<u>\$ 102,000.00</u>								<u>\$ 102,000.00</u>				<u>\$ 102,000.00</u>
Subtotal	\$ 852,000.00								\$ 917,990.40				\$ 917,990.40
<u>FY19</u>													
Cookson Drive, Maple to Dead End	\$ 73,000.00								\$ 73,000.00				\$ 73,000.00
Foster Street, Main to School	\$ 158,000.00								\$ 158,000.00				\$ 158,000.00
Town Hall Restoration	\$ 400,000.00								\$ 400,000.00				\$ 400,000.00
Oliphant St., Downey to 551 N.	<u>\$ 130,000.00</u>								<u>\$ 130,000.00</u>				<u>\$ 130,000.00</u>
Subtotal	\$ 761,000.00								\$ 761,000.00				\$ 761,000.00
<u>FY20</u>													
N. 1st St., College St to Dead End	\$ 239,000.00								\$ 239,000.00				\$ 239,000.00
Northside, Oliphant to Maple	\$ 113,000.00								\$ 113,000.00				\$ 113,000.00
West Main Street Overlay	\$ 215,000.00								\$ 215,000.00				\$ 215,000.00
East Main Street Overlay	<u>\$ 205,000.00</u>								<u>\$ 205,000.00</u>				<u>\$ 205,000.00</u>
Subtotal	\$ 772,000.00								\$ 772,000.00				\$ 772,000.00
Grand Total	\$ 4,031,000.00								\$ 3,945,107.50				\$ 4,000,000.00

*Council preference to reduce scope of project
**Timing of project questioned, rolled into College St. Bridge Project



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2020
AGENDA ITEM:	Resolution 1949 – Requesting Reimbursement from the Iowa Covid-19 Government Relief Fund.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Gordon Edgar, Finance Director
DATE:	October 29, 2020

BACKGROUND:

The State of Iowa would like us add an additional resolution that is not “funding amount” specific as presented on Resolution 1934. They prefer to use the new language as it allows them to allocate more funds to the local governments if they choose to do so without requesting another resolution from said governments.

See e-mail copy of the request (attached).

STAFF RECOMMENDATION:	Approve Resolution 1949 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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Gordon Edgar

From: Gage, Tanner <Tanner.Gage@rsmus.com>
Sent: Thursday, October 29, 2020 3:30 PM
To: Gordon Edgar
Cc: Palazzo, Alyssa
Subject: City of West Branch

Good afternoon,

We have finished processing your application and sent it out for review. We have been notified that the State would like the resolution to have the reimbursement request amount to not included. They would like the following language to be included in the resolution:

"NOW, THEREFORE BE IT RESOLVED, the City of West Branch has submitted a request for reimbursement of all eligible expenditures in response to the COVID-19 public health emergency"

The State prefers this language as it allows them to allocate more funds to the local governments if they choose to do so without requesting another resolution from said governments. I understand that board meetings are not daily or weekly occurrences, so if you could please have the resolution redrafted and signed at your next board meeting that would be great. The application will continued to be moved through our levels of review and when it is ready to be submitted to the State it will be put on hold if the updated resolution has not been received.

Please feel free to call me if there are any questions surrounding this request.

Thanks!



Tanner Gage
Contractor on behalf of
Iowa Division of Accounting Management Services
State of Iowa CARES Act: <https://coronavirus.iowa.gov/>
Email: tanner.gage@rsmus.com

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RESOLUTION 1949

REQUESTING REIMBURSEMENT FROM THE IOWA COVID-19 GOVERNMENT RELIEF FUND

A resolution by the City of West Branch to request reimbursement for eligible costs related to the COVID-19 public health emergency from the Iowa COVID-19 Government Relief Fund.

WHEREAS, the United States Congress approved the Coronavirus Aid, Relief and Economic Security (CARES) Act to provide economic relief related to the COVID-19 pandemic.

WHEREAS, Governor Kim Reynolds allocated \$125 million of the State of Iowa's CARES Act funding to local governments for direct expenses incurred in response to the COVID-19 emergency.

WHEREAS, local government funding reimbursements may only be used for necessary expenditures incurred due to the COVID-19 pandemic, were not accounted for in the current fiscal year city budget, were incurred during the time period of March 1, 2020 through December 30, 2020 and have not been reimbursed from other sources.

NOW, THEREFORE BE IT RESOLVED, the City of West Branch has submitted a request for reimbursement of all eligible expenditures in response to the COVID-19 public health emergency.

BE IT FURTHER RESOLVED, the City of West Branch affirms that the above requests for reimbursement follow all formal published Federal and State of Iowa guidance on how the funds should be spent, and understand if the reimbursements are misrepresented, the local government will be liable for any applicable penalty and interest.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the aforementioned resolution is hereby approved.

* * * * *

Passed and approved this 2nd day of November, 2020.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator / Clerk