



**PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING
SCHEDULED TO CONVENE AT 7:00 P.M. MONDAY OCTOBER 5, 2020 IN THE CITY
COUNCIL CHAMBERS, 110 NORTH POPLAR STREET, WEST BRANCH, IOWA.**

Mayor	Roger Laughlin	mayor@westbranchiowa.org
Mayor Pro Tem	Colton Miller	mcolton@rocketmail.com
Council Member	Jodee Stoolman	j.stoolmanwbcc@yahoo.com
Council Member	Nick Goodweiler	nickgoodweilerwbcc@gmail.com
Council Member	Tom Dean	tdiowa@hotmail.com
Council Member	Jerry Sexton	jerrysextonwb@gmail.com
City Administrator	Redmond Jones II	rjonesii@westbranchiowa.org
City Attorney	Kevin Olson	kevinolsonlaw@gmail.com
Deputy City Clerk	Leslie Brick	leslie@westbranchiowa.org

Please note: *Most written communications to or from government officials regarding government business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure. 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 October 9th 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.

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.

"Turning Vision into Reality is our Business"

1. **Motion to Approve** Meeting Minutes for City Council Meeting September 21, 2020.
2. **Resolution 1938** – A Resolution Waving the Right to a Formal Review of an Extra-Territorial Jurisdiction Subdivision Within Two Miles of the Corporate Limits of West Branch – The Little Riata Two.
3. **Motion to Approve** a Letter of Support for Great Places Grant Funding Towards the New Cedar County Cultural Center at Prairie Village.
4. **Motion to Approve** the Claims Report.

G. Public Hearing / Non-Consent Agenda

1. **Resolution 1939** – A Resolution Waving the Right to a Formal Review of an Extra-Territorial Jurisdiction Subdivision Within Two Miles of the Corporate Limits of West Branch with Conditions – Brookview Ridge.
2. **Discussion Item:** Halloween 2020.
3. **First 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.
4. **Discussion Item:** Considering bring forward Resolution Approving the of Amount of \$100,000 to be contributed to the West Branch School District over the next five years for the Construction of a Turn Lane Required for the High School Expansion Project.
5. **Discussion Item:** Regarding the Greenview Connection Options.

H. Reports

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

I. Comments from Mayor and Council Members

J. Motion to Adjourn to Closed Session

1. In accordance with State Code Section 21.5(j), Closed Session Exemptions: To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

K. Adjourn Closed Session Meeting, Reopen Regular Meeting

L. Adjournment Regular Meeting

"Turning Vision into Reality is our Business"

(The following is a synopsis of the minutes of the West Branch City Council meeting. A video recording is available for inspection on the City of West Branch Website at 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

September 21, 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 7:00 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 City Attorney Kevin Olson were present. Attending via Zoom: Library/IT Director Nick Shimmin, Public Works Director Matt Goodale, Parks & Recreation Director Melissa Russell and Police Chief Mike Horihan.

GUEST SPEAKER PRESENTATIONS

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

September Claims and August Revenues

EXPENDITURES

9/21/2020

ALLIANT ENERGY	ALLIANT ENERGY	12,125.87
BAKER & TAYLOR INC.	BOOKS	635.36
BARNHART'S CUSTOM SERVICES	STORM CLEAN UP	12,647.50
BROWN'S WEST BRANCH	VEHICLE REPAIR	969.01
CEDAR COUNTY COOPERATIVE	FUEL - LIFT STATION GENERATOR	253.80
CSLP	SUMMER READING PROGRAM	341.00
DEMCO	OFFICE SUPPLIES	89.53
HANSEN, TRENT	COMPUTER REPAIR	330.00
HAWKINS INC	CHEMICALS	658.57
HD SUPPLY CONST AND INDUST	EQUIPMENT, SUPPLIES	2,834.49
HI-LINE ELECTRIC COMPANY INC	MAINTENANCE SUPPLIES	51.86
INTERSTATE POWER SYSTEMS INC	ANNUAL GENERATOR SERVICE	1,628.31
IOWA LEAGUE OF CITIES	MEMBERSHIP DUES	1,535.00
ISWEP	DUES	530.00
JACOB DARBY	BUILDING INCENTIVE PAYMENT	1,099.45
JOHNSON COUNTY REFUSE INC.	RECYCLE & TRASH - AUGUST 2020	15,469.00
KIESLER POLICE SUPPLY, INC	AMMUNITION	556.00
LENOCH & CILEK	REPAIR SUPPLIES	2.00
LINN COUNTY R.E.C.	STREET LIGHTS	180.10
MUNDELL, JENNIFER	BUILDING INCENTIVE PAYMENT	789.74
MUNICIPAL SUPPLY INC.	WATER METERS	3,888.00
PITNEY BOWES GLOBAL FINANCE	LEASE PAYMENT	102.39
PITNEY BOWES PURCHASE POWER	PITNEY BOWES PURCHASE POWER	500.00
PORT 'O' JONNY INC.	SERVICE - WAPSI PARK	103.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	759.00
QUILL CORP	OFFICE SUPPLIES	435.11
RACOM CORPORATION	CAMERA/MIC INSTALLATION	510.00

STATE HYGIENIC LAB	LAB ANALYSIS	26.00
SWIFT & SWIFT LLC	NUISANCE ABATEMENT	2,900.00
TAYLOR CONSTRUCTION INC	COLLEGE ST BRIDGE & COLLEGE ST & 2ND ST IMP	29,990.39
TRAFFIC LOGIX	EQUIPMENT REPAIR	90.94
UNUM LIFE INSURANCE COMPANY	OCTOBER ADJUSTMENTS	653.40
US BANK CORPORATE CARD	CAMP, OFFICE & PROGRAM SUPPLIES	371.86
US BANK EQUIPMENT FINANCE	COPIER LEASE PAYMENT	106.25
WALMART COMMUNITY/RFCSLLC	MAINTENANCE SUPPLIES	36.87
WELLMARK	OCT BILLING ADJUSTMENTS	16,052.67
WEST BRANCH ANIMAL CLINIC	TRAP/NEUTER CAT PROGRAM	55.00
WEST BRANCH COMMUNITY SCHOOL	GYM RENT-ADULT PICKLEBALL	1,515.00
WEST BRANCH REPAIRS	VEHICLE REPAIR	126.96
WEST BRANCH TIMES	LEGAL PUBLICATIONS	462.49
WEX BANK	VEHICLE FUEL	1,394.19
TOTAL		112,806.11

PAYROLL	9/18/2020	60,272.05
---------	-----------	-----------

PAID BETWEEN MEETINGS

CEDAR COUNTY COOPERATIVE	VEHICLE FUEL	530.54
CEDAR COUNTY RECORDER	RECORDING FEES	35.00
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	23.20
EAGLE ENGRAVING INC	BADGES, NAME PLATES	348.48
HEIMAN FIRE EQUIPMENT	EQUIPMENT	315.30
JOHNSON COUNTY AMBULANCE SERVICE	MEDICAL SUPPLIES	14.28
KIRKWOOD COMMUNITY COLLEGE	TRAINING	7.00
KUNDE OUTDOOR EQUIPMENT	EQUIPMENT REPAIR	595.22
RACOM CORPORATION	RADIO UPGRADE	25,080.00
MERCHANT SERVICES	CREDIT CARD FEES	167.25
TOTAL		27,116.27

GRAND TOTAL EXPENDITURES		200,194.43
--------------------------	--	------------

FUND TOTALS

001 GENERAL FUND	84,614.63
022 CIVIC CENTER	676.08
031 LIBRARY	8,293.38
110 ROAD USE TAX	19,586.84
112 TRUST AND AGENCY	24,317.36
310 COLLEGE STREET BRIDGE	17,210.07
318 COLLEGE ST & 2ND ST IMPROVEMENTS	12,780.32
600 WATER FUND	18,153.15
610 SEWER FUND	14,032.60
740 STORM WATER UTILITY	530.00
GRAND TOTAL	200,194.43

REVENUE-FISCAL YEAR 2021

FUND AUG

001 GENERAL FUND	27,740.31
031 LIBRARY	6.06
110 ROAD USE TAX	24,570.49
112 TRUST & AGENCY	20,282.25
125 TIF	99.37
312 DOWNTOWN EAST REDEVELOPMENT	7,512.50
319-RELOCATION OF WATER & SEWER LINES	6,170.40
500 CEMETERY PERPETUAL FUND	719.44
502 KROUTH INTEREST FUND	0.03
600 WATER FUND	59,294.99
603 WATER SINKING FUND	
610 SEWER FUND	52,873.10
740 STORM WATER UTILITY	5,333.28
TOTAL	204,602.22

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

PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 1935 – Approving the of amount of TBD to be contributed to the West Branch School District over the next three years for the construction of a turn lane required for the High School Expansion Project. / Move to action.

Laughlin proposed contributing fifty percent of the ‘cheapest’ option for the West Main Street turn-lane project presented at the August 3rd meeting by the school district. Laughlin said that option included asphalt on the north side of West Main Street and came in at a cost of \$260,000. Laughlin acknowledged that there could be cost overruns and rounded the total cost to \$300,000, divided over a 3-year period for estimated cost of \$50,000 each year from the City which he felt could be budgeted. Dean said he would support up to \$150,000 but not more if the costs ended up higher. Miller asked the other members “where is the money coming from”. Sexton added that this was not on the Council’s radar. Miller listed several projects which the Council had prioritized to budget for in future years and said that by putting money toward the schools project would take away from another priority project. Miller asked if the Council would raise taxes for this or what project would be cut because of it. Stoolman felt the project should wait until Johnson County completes road improvements to Herbert Hoover Highway. Edgar asked Jimmerson how much of a contingency the overall project had and if from the contingency would there be money left over that the school could complete the project on their own. Jimmerson responded that the district borrowed \$19.5 million (the bond referendum) and intends to use the school savings to complete the \$24.5 million dollar project. Jimmerson said he thought the contingency was ten percent. Jimmerson then offered stretching out the loan terms to five or six years if that was more comfortable for the City. The Council deliberated further and decided it was best to table the resolution so that staff could determine how much money the City could put toward the project and where the money would come from.

Motion by Goodweiler, second by Dean to TABLE Resolution 1935. AYES: Goodweiler, Dean, Stoolman, Miller, Sexton. NAYS: None. Motion carried.

Resolution 1936 – Revising Legal Descriptions for Resolution 1740 and 1743 to clarify the boundaries of the West Branch Urban Renewal Areas. / Move to action.

Olson explained that the county auditor’s office requested some revisions to legal descriptions on previously recorded documents to clarify the boundaries for certain urban renewal areas.

Motion by Miller, second by Goodweiler to approve Resolution 1936. AYES: Miller, Goodweiler, Sexton, Stoolman, Dean. NAYS: None. Motion carried.

Discussion: Regarding the City Council’s direction regarding maintaining 5 Full-time Police Officers, or maintaining 4 Full-time Police Officers.

Laughlin opened the discussion and said the City has operated for the past five years with four full-time officers and that Officer Steen was brought on full-time to begin to fill the gap for the retiring Horihan. Laughlin said he felt that four officers was ‘enough’ for West Branch and added that twenty-four hour coverage wasn’t necessary. Miller said he had done some research on other police department schedules on how the city might be able to make twenty-four hour coverage work with the four remaining officers, but said during his research the officer ratio to residents was all over the board and not very helpful. Horihan responded and said that twenty four coverage was impossible with four officers as that would not allow for covering of vacation, illness or other absences. Horihan suggested that if the Council determined that only four officers were needed, that hiring part-time officers would be needed. Horihan further explained that currently officers are not compensated for on-call time and that they only get paid when they get called out. Horihan admitted that it was a challenge for his officers. Stoolman expressed her concerns with an ordinance passed in 2016 that allows for the police chief and its officers to live within eight miles of the city limits of West Branch indicating response times would be affected in the event of an emergency. Stoolman also said she was against officers working part-time elsewhere as that could be a conflict. Horihan said he has to approve all requests for other employment so that it does not interfere with their police duties. After further

discussion regarding adequate coverage, the Council decided on continuing the part-time budget and establish on-call pay for officers. The mayor directed Administrator Jones and Horihan to work together to come up with a proposal for the FY22 budget.

Resolution 1937 – Reaffirming the Amendment, Restatement and Continuance of the Existing Brownfields Coalition Memorandum of Agreement for the East Central Intergovernmental Association Region. / Move to action.

No discussion.

Motion by Goodweiler, second by Sexton to approve Resolution 1937. AYES: Goodweiler, Sexton, Stoolman, Dean, Miller. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Jones said he would be drafting a letter to the Iowa DNR to request an extension to the compliance schedule due to the progress being made with the Baldrige pilot project with regard to the water treatment plant. Jones also requested council approval to begin moving forward with the construction of a third lagoon which is needed to handle existing capacity. Jones said a nuisance property was cleaned up on September 9th by Swift & Swift, a private contractor hired by the City to abate the nuisance. The cost of the clean-up is estimated to be more than three thousand dollars which will be billed to the homeowner. Jones reported that staff met with Schechinger to discuss options for a connection to Greenview now that Loethen Ridge Estates is moving forward with their subdivision (expected to be complete this fall). Jones said cost projections would be presented at the October 5th meeting.

CITY ATTORNEY REPORT

No update.

STAFF REPORTS

No reports.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin mentioned that final plat approval for The Meadows Parr 4B and Loethen Ridge would be coming to the Council in October. Laughlin said that Planning & Zoning would be reviewing them at their meeting on September 22nd.

ADJOURNMENT

Motion to adjourn the meeting by Goodweiler, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 9:00 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 5, 2020
AGENDA ITEM:	Resolution 1938 – A Resolution Waving the Right to a Formal Review of an Extra-Territorial Jurisdiction Subdivision Within Two Miles of the Corporate Limits of West Branch – The Little Riata Two.
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 1, 2020

BACKGROUND:

On August 11, 2020 the City received notice of a subdivision known as The Little Riata Two to be constructed within two miles of the corporate limits of West Branch. The property is located on Oasis Road in Johnson County.

Property owner, Ben Hemingway described this ‘sub-division’ as a residential split to the Planning & Zoning Commission at its September meeting. Hemingway said that he and his sister own this property together and that his sister no longer has interest in the property which spawns the residential split.

The Commission recommended their right to waive a formal review as annexation was not it the plan at this time.

Per Chapter 170.03 – Platting and Required Fees – (and pursuant to Section 354.9 of the Code of Iowa), the City may by resolution waive its right to review any subdivision outside of its City limits or waive the requirements of any of its standards or conditions of approval, and if such resolution is made, shall certify the resolution, which will be recorded with the plat.

STAFF RECOMMENDATION:	Approve Resolution 1938 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"



HART-FREDERICK CONSULTANTS P.C.

ENGINEERS & SURVEYORS

8 July 2020

Mr. Josh Busard
Johnson County Zoning Director

Re: Preliminary & Final Plat, The Little Riata Two for Ben Hemingway a
Residential Subdivision

Dear Josh:

Attached please find the application and accompanying documents for a
Residential Subdivision application for Ben Hemingway.

Ben and his sister Leanne own this property together, Leanne wishes to not
deal with this existing house property, spawning this residential split.

If you have questions or if you require further information you may contact
myself, Mr. Christopher Surls: Attorney or Mr. Ben Hemingway.

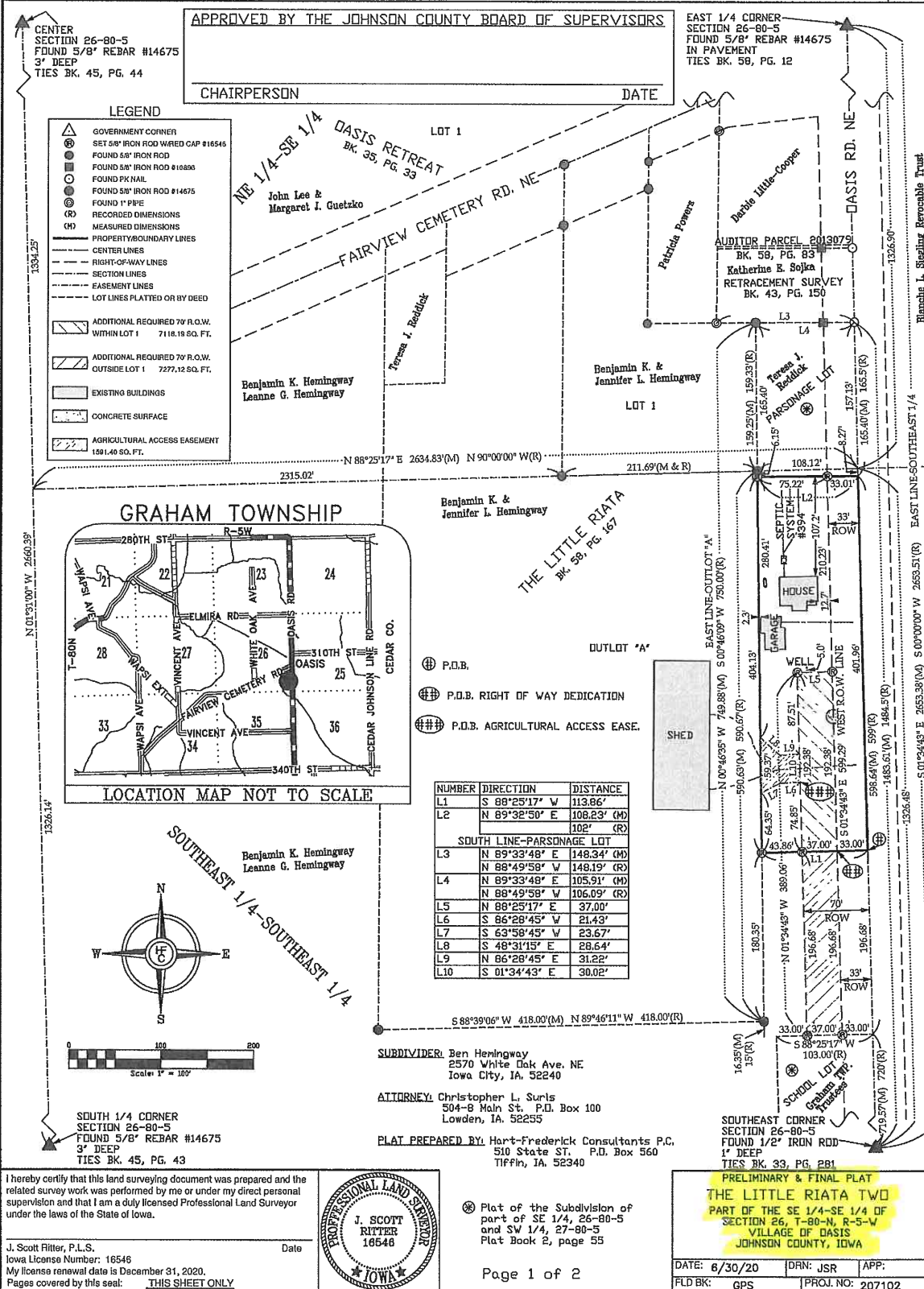
Respectfully Submitted,

J. Scott Ritter, LLS
Hart-Frederick Consultants P.C.

C: Mr. Ben Hemingway
Mr. Christopher Surls
HFCfile

INDEX LEGEND
 LOCATION: SOUTHEAST 1/4-SOUTHEAST 1/4
 SECTION 26, T-80-N, R-5-W
 REQUESTOR: BEN HEMINGWAY
 PROPRIETOR: BEN K. HEMINGWAY & LEANNE G. HEMINGWAY
 SURVEYOR: J. SCOTT RITTER, PLS #16546
 COMPANY: HART-FREDERICK CONSULTANTS P.C.
 510 STATE ST. PO BOX 560 TIFFIN, IA 52340
 RETURN TO: sritter@hart-frederick.com (319) 545-7215

HFC HART-FREDERICK CONSULTANTS P.C.
 510 State Street P.O. Box 560 TIFFIN, IOWA 52340-0560 Phone: (319) 545-7215 www.hart-frederick.com



RESOLUTION 1938

A RESOLUTION WAIVING THE RIGHT TO A FORMAL REVIEW OF AN EXTRA-TERRITORIAL JURISDICTION SUBDIVISION WITHIN TWO MILES OF THE CORPORATE LIMITS OF WEST BRANCH – THE LITTLE RIATA TWO.

WHEREAS, A Plat located on the premises described as: THE LITTLE RIATA TWO Part of the SE ¼ - SE ¼ OF SECTION 26, T-80-N, R-5-W Village of Oasis JOHNSON COUNTY, IOWA; and

WHEREAS, the intent of this application for a Residential Subdivision is to accommodate an ownership split between Ben Hemingway and his sister Leanne who wishes not to deal with the existing house property, spawning the residential split; and

WHEREAS, this Plat application is considered an extra territorial jurisdiction Subdivision which falls within two miles of the Corporate Limits of West Branch and falls under West Branch Code Chapter 170.23 “The City may, by resolution, waive its right to review any subdivision outside its City limits or waive the requirements of any of its standards or conditions of approval, and if such resolution is made, shall certify the resolution, which shall be recorded with the plat...”; and

WHEREAS, this Plat application is currently undergoing a full former review by the Johnson County, Planning and Zoning Department; and

WHEREAS, it is now necessary to for the City Council to accept and approve this resolution; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of West Branch, Iowa hereby waives it’s right to review the plat of THE LITTLE RIATA TWO Part of the SE ¼ - SE ¼ OF SECTION 26, T-80-N, R-5-W Village of Oasis JOHNSON COUNTY, IOWA, and that the Mayor and City Clerk are hereby authorized and directed to certify this resolution and affix the same to said plat as provided by law.

* * * *

PASSED AND APPROVED this 5th day of October, 2020.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 5, 2020
AGENDA ITEM:	Motion to Approve a Letter of Support for Great Places Grant Funding Towards the New Cedar County Cultural Center at Prairie Village.
CITY GOAL:	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
PREPARED BY:	Redmond Jones II, City Administrator
DATE:	October 1, 2020

BACKGROUND:

Message from Rod Ness:

Cedar County Economic Development Commission (CCEDCO) has been invited to submit an **Iowa Great Places grant application or the new Cedar County Cultural Center at Prairie Village** funding. In partnership with the Cedar County Historical Society, Cedar County Economic Development Commission, local business, and individual citizens of Cedar County. Part of the application process requirement is showing support for the project by completing a **Letter of Support from local governments signed by the Mayor and/or council**. Attached is a Letter of Support. Your support is not tied to any local funding, so a Resolution is not required. The new Cultural Center creates an additional Cedar County asset to showcase the area's heritage by hosting art, cultural, and community events; and featuring individual displays highlighting each of the eight Cedar County communities.

The Cultural Center will be a great new county asset and **your support will directly benefit your city**. The full project includes a countywide art project that will deliver a place making statue to your city. Working in conjunction with the Center's opening, each of the 8 Cedar communities will help develop an iconic Cows of Cedar County statue. With your community, we will design and painted this life size statue in a unique way to represent your city for you to display at a location of your choice (see the visuals below). The Cows of Cedar local cultural asset for your city while connecting the Cultural Center the county and communities in it as a whole. The cows will also be used as identity branding and marketing material for both the Center and the County. If we are fully funded by the application, **we plan to deliver this project without requiring direct financial commitment from your community**.



(The attached letter will be signed with the approval of this motion).

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

"Turning Vision into Reality is our Business"



October 5, 2020

Ms. Jennie Knoebel
Arts Learning Manager and Accessibility Coordinator
Iowa Cultural Affairs/Iowa Great Places
State Historical Building
600 E Locust Street
Des Moines, IA 50319

Dear Ms. Knoebel:

As the Mayor of the City of West Branch, I am pleased to express my support for the new Cedar County Cultural Center to be located at Prairie Village. Our community has numerous important artifacts and architecture already at Prairie Village that represent our history and citizens, but the Cultural Center will be a place where friends and family from throughout the county can come together to celebrate and learn more about our rich heritage. The Center will be a living, breathing space that will represent the best of who we are and who we can become.

We believe the Cedar County Cultural Center can be used for hundreds of occasions – from events, festivals, workshops and receptions that will enrich our lives and our community. Cedar County has a deep and vibrant history of agriculture, educators, artists, crafts people women and other creative and hard-working industries. This Center will be our showcase, our place to share and shine throughout the region.

The planning committee has been meeting faithfully to ensure that the Cultural Center represents every community and makes the County stronger. I hope you will join me in supporting this project by awarding the full grant amount. The Iowa Great Places grant will guarantee the project's success and will be a true investment in the future of Cedar County.

Very Respectfully,

Roger Laughlin
Mayor
City of West Branch

"Turning Vision into Reality is our Business"



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 5, 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 1, 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:	

"Turning Vision into Reality is our Business"

EXPENDITURES**10/5/2020**

AERO RENTAL INC	LIFT- TREE REMOVAL	1,018.50
ALTORFER INC	EQUIPMENT REPAIR	751.10
BROWN'S WEST BRANCH	VEHICLE REPAIR	71.79
CHAUNCEY BUTLER POST 514	FLAGS	75.00
CITY OF ATLANTIC	LIBRARY SERVICES	282.20
CJ COOPER & ASSOCIATES	PERSONNEL TESTING	35.00
DIAMOND VOGEL PAINTS	PAINT	1,224.85
ECKERMAN, RAMONA	BUILDING INCENTIVE PAYMENT	265.57
GRAINGER	FIRST AID KITS	184.41
HD SUPPLY CONST AND INDUST	EQUIPMENT	759.99
HEATHER HIGHLY	BUILDING INCENTIVE PAYMENT	1,233.71
HINKHOUSE GLENN OR PAMELA	BUILDING INCENTIVE PAYMENT	1,186.63
IOWA ONE CALL	UTILITY LOCATION SERVICE	64.80
IOWA PRISON INDUSTRIES	SIGNS	5,462.80
JOHN DEERE FINANCIAL	SUPPLIES, CLOTHING	321.95
KNOCHE, REBECCA	BUILDING INCENTIVE PAYMENT	994.62
KOCH OFFICE GROUP	COPIER MAINTENANCE	252.81
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,577.97
METROPOLITAN COMPOUNDS INC	CHEMICALS	1,106.19
OLSON, KEVIN D	LEGAL SERVICES - OCTOBER	1,500.00
PATRICK HYDE	BIP #6	1,124.10
PITNEY BOWES INC	POSTAGE METER RENTAL	180.00
PLUNKETT'S PEST CONTROL IN	PEST CONTROL CITY OFFICE	170.18
POLICE LEGAL SCIENCES, INC	TRAINING SUBSCRIPTION	600.00
PORT 'O' JONNY INC.	SERVICE - CEMETERY	90.00
SHRED-IT USA	SHRED-IT USA	55.38
SPRINGDALE AGENCY	FIRE PAK INSURANCE RENEWAL	15,033.00
STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00
THE HOME DEPOT PRO	BUILDING MAINTENANCE SUPPLIES	66.63
VEENSTRA & KIMM INC.	I-80 WIDENING COORDINATION	905.00
VEENSTRA & KIMM INC.	MEADOWS 3 & 4 CONSTRUCTION REVIEW	426.75
VEENSTRA & KIMM INC.	COLL ST WATER MAIN B/T 4TH & 5TH STREETS	1,377.50
VEENSTRA & KIMM INC.	CHANNEL WIDENING FLOOD IMPROV- PRELIM ENG	362.00
VEENSTRA & KIMM INC.	I-80 WATER MAIN RELOCATION	847.00
VEENSTRA & KIMM INC.	LOETHEN RIDGE CONSTRUCTION REVIEW	181.00
VEENSTRA & KIMM INC.	GREENVIEW EXTENSION PRELIMINART DESIGN	2,907.00
WERTHMANN, ROBERT A.	BUILDING INCENTIVE PAYMENT	810.34
WEST BRANCH FORD	VEHICLE REPAIR	1,353.25

TOTAL 45,103.02**PAYROLL****10/2/2020 46,084.44**

PAID BETWEEN MEETINGS

VERIZON WIRELESS	WIRELESS SERVICE	423.16
JULIA HIME	VIDEOGRAPHY SERVICE	150.00
HOLLYWOOD GRAPHICS	CODE ENFORCEMENT SIGN	95.00
MIKE HORIHAN	MEALS	81.23
MEDIACOM	CABLE SERVICE	41.90
TREASURER, STATE OF IOWA	SALES TAX	972.00
TREASURER, STATE OF IOWA	WATER EXCISE TAX	2,810.00
CEDAR COUNTY COOPERATIVE	FUEL-CEMETERY	572.50
HOFFMAN, MEGAN	CLEANING SERVICES	270.00

TOTAL	5,415.79
--------------	-----------------

GRAND TOTAL EXPENDITURES	96,603.25
---------------------------------	------------------

FUND TOTALS

001 GENERAL FUND	33,625.24
022 CIVIC CENTER	198.90
031 LIBRARY	5,924.35
036 TORT LIABILITY	15,033.00
110 ROAD USE TAX	17,804.29
112 TRUST AND AGENCY	5,099.45
321 WIDENING WAPSI CREEK @ BERANEK PARK	362.00
323 I-80 WEST, WATER MAIN RELOCATION	847.00
600 WATER FUND	9,977.92
610 SEWER FUND	7,731.10

GRAND TOTAL	96,603.25
--------------------	------------------

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	PLUNKETT'S PEST CONTROL INC BROWN'S WEST BRANCH LIBERTY COMMUNICATIONS POLICE LEGAL SCIENCES, INC	PEST CONTROL POLICE & FIRE	37.50
			VEHICLE REPAIR	71.79
			TELEPHONE SERVICE	304.05
			TRAINING SUBSCRIPTION	600.00
			TOTAL:	1,013.34
FIRE OPERATION	GENERAL FUND	PLUNKETT'S PEST CONTROL INC LIBERTY COMMUNICATIONS	PEST CONTROL POLICE & FIRE	37.50
			TELEPHONE SERVICE	88.22
			TOTAL:	125.72
PARK & RECREATION	GENERAL FUND	LIBERTY COMMUNICATIONS CHAUNCEY BUTLER POST 514	TELEPHONE SERVICE	187.72
			TELEPHONE SERVICE	91.30
			FLAGS	40.00
			TOTAL:	319.02
CEMETERY	GENERAL FUND	PORT 'O' JONNY INC. JOHN DEERE FINANCIAL	SERVICE - CEMETERY	90.00
			SUPPLIES, CLOTHING	252.97
			TOTAL:	342.97
ECONOMIC DEVELOPMENT	GENERAL FUND	KNOCHE, REBECCA HEATHER HIGHLY PATRICK HYDE HINKHOUSE GLENN OR PAMELA ECKERMAN, RAMONA WERTHMANN, ROBERT A.	BUILDING INCENTIVE PAYMENT	994.62
			BUILDING INCENTIVE PAYMENT	1,233.71
			BIP #6	1,124.10
			BUILDING INCENTIVE PAYMENT	1,186.63
			BUILDING INCENTIVE PAYMENT	265.57
			BUILDING INCENTIVE PAYMENT	810.34
			TOTAL:	5,614.97
CLERK & TREASURER	GENERAL FUND	PLUNKETT'S PEST CONTROL INC KOCH OFFICE GROUP LIBERTY COMMUNICATIONS SHRED-IT USA THE HOME DEPOT PRO PITNEY BOWES INC	PEST CONTROL CITY OFFICE	47.59
			COPIER MAINTENANCE	252.81
			TELEPHONE SERVICE	441.36
			SHRED-IT USA	55.38
			BUILDING MAINTENANCE SUPPL	66.63
			POSTAGE METER RENTAL	180.00
			TOTAL:	1,043.77
LEGAL SERVICES	GENERAL FUND	OLSON, KEVIN D	LEGAL SERVICES - OCTOBER	1,500.00
			TOTAL:	1,500.00
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	426.75
			LOETHEN RIDGE CONST REVIEW	181.00
			TOTAL:	607.75
TOWN HALL	CIVIC CENTER	PLUNKETT'S PEST CONTROL INC LIBERTY COMMUNICATIONS CHAUNCEY BUTLER POST 514	PEST CONTROL TOWN HALL	47.59
			TELEPHONE SERVICE	44.31
			FLAGS	35.00
			TOTAL:	126.90
LIBRARY	LIBRARY	LIBERTY COMMUNICATIONS CITY OF ATLANTIC	TELEPHONE SERVICE	211.19
			LIBRARY SERVICES	282.20
			TOTAL:	493.39
FIRE OPERATION	TORT LIABILITY	SPRINGDALE AGENCY	FIRE PAK INSURANCE RENEWAL	15,033.00
			TOTAL:	15,033.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ROADS & STREETS	ROAD USE TAX	IOWA PRISON INDUSTRIES	SIGNS	3,292.80
			SIGNS	2,170.00
		AERO RENTAL INC	LIFT- TREE REMOVAL	1,018.50
		ALTORFER INC	EQUIPMENT REPAIR	751.10
		DIAMOND VOGEL PAINTS	PAINT	1,224.85
		JOHN DEERE FINANCIAL	SUPPLIES, CLOTHING	68.98
		VEENSTRA & KIMM INC.	I-80 WIDENING COORDINATION	905.00
			GREENVIEW EXT PRELIM DESIG	2,907.00
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	48.24
		CJ COOPER & ASSOCIATES	PERSONNEL TESTING	35.00
		WEST BRANCH FORD	VEHICLE REPAIR	1,353.25
		HD SUPPLY CONST AND INDUSTRIAL	EQUIPMENT	1,450.00-
			EQUIPMENT	2,209.99
			FIRST AID KITS	61.47
		GRAINGER		
			TOTAL:	14,596.18
INVALID DEPARTMENT	WIDENING WAPSI CRE VEENSTRA & KIMM INC.		321 CHANNEL WIDENING FLOOD	362.00
			TOTAL:	362.00
INVALID DEPARTMENT	I-80 WEST, WATER M VEENSTRA & KIMM INC.		I-80 WEST WATER MAIN RELOC	847.00
			TOTAL:	847.00
WATER OPERATING	WATER FUND	IOWA ONE CALL	UTILITY LOCATION SERVICE	32.40
		VEENSTRA & KIMM INC.	COLL ST WATER MAIN 4TH TO	1,377.50
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	48.24
		GRAINGER	FIRST AID KITS	61.47
			TOTAL:	1,519.61
SEWER OPERATING	SEWER FUND	IOWA ONE CALL	UTILITY LOCATION SERVICE	32.40
		METROPOLITAN COMPOUNDS INC	CHEMICALS	1,106.19
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	48.39
		STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00
		GRAINGER	FIRST AID KITS	61.47
			TOTAL:	1,492.45

===== FUND TOTALS =====		
001	GENERAL FUND	10,632.49
022	CIVIC CENTER	126.90
031	LIBRARY	493.39
036	TORT LIABILITY	15,033.00
110	ROAD USE TAX	14,596.18
321	WIDENING WAPSI CREEK @ BE	362.00
323	I-80 WEST, WATER MAIN REL	847.00
600	WATER FUND	1,519.61
610	SEWER FUND	1,492.45

	GRAND TOTAL:	45,103.02



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 5, 2020
AGENDA ITEM:	Resolution 1939 – A Resolution Waving the Right to a Formal Review of an Extra-Territorial Jurisdiction Subdivision Within Two Miles of the Corporate Limits of West Branch with Conditions – Brookview Ridge.
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 1, 2020

BACKGROUND:

On July 31, 2020 the City received notice of a subdivision known as Brookview Ridge to be constructed within two miles of the corporate limits of West Branch. The subdivision will be located south of 290th St., on Charles Avenue in Cedar County and consists of 9 single-family residential lots with shared wells and shared driveways.

Bruce Barnhart, developer of Brookview Ridge and his engineer Shoemaker Haaland, presented the preliminary plat at the September Planning & Zoning Commission meeting. The Commission recommended their right to waive a formal review as annexation was not in the plan at this time.

Per Chapter 170.03 – Platting and Required Fees – (and pursuant to Section 354.9 of the Code of Iowa), the City may by resolution waive its right to review any subdivision outside of its City limits or waive the requirements of any of its standards or conditions of approval, and if such resolution is made, shall certify the resolution, which will be recorded with the plat.

Conditions being proposed:

1. The developer / association agrees to voluntarily annex into the City of West Branch in the event the City of West Branch were to ever surround the borders of the Brookview Ridge subdivision.
2. At which time, the developer / association agree to make the public improvement or bare the expense needed to meet current city public infrastructure standards.

STAFF RECOMMENDATION:	Approve Resolution 1939 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

July 31, 2020

Robert Fangmann, PE
Cedar County Engineer
400 Cedar Street
Tipton, IA. 52772

Re: Brookview Ridge - Barnhart Properties
Preliminary Plat - Subdivision Application - County Road Improvements

Robert,

This letter pertains to the 9-lot Residential subdivision application, of which 8 lots are to be platted along the east side of Charles Ave. In accordance with County approvals during the rezoning process, I am authorized to prepare this letter which proposes improvements to Charles Ave.

Due to low traffic usage, the current condition of the road is very good. Since grass has grown up along the edges, it gives the impression that there is only one lane. However, viewing the cross sections we measured, the actual top width averages 22 feet and has consistent crown to prevent erosion issues. Also, the road seems well compacted, and the ditches are well drained.

Bruce is proposing to include in the Subdivider's Agreement language related to the following:

1. A Homeowner's Association (HOA) will be created to maintain responsibilities relating to wells, driveways, enforcement of any covenants, and road maintenance.
2. After Final Plat approval, Bruce would verify and maintain a minimum gravel top width of 22 feet until the first lot is sold. The County will remain responsible for snow removal and any structures or future improvements not related to the subdivision.
3. When the first lot is sold, the first road improvement performed will be a 22 ft wide, dust free seal coat, as specified and approved by the County Engineer, from 290th St south to the first lot sold.
4. With each lot sold thereafter, the seal coat will be extended to cover all the road eventually. Each respective lot owner will be responsible for their HOA cost sharing of future maintenance and improvements.
5. If at any time there is a road complaint concerning the condition of the road, and the County Engineer concurs, those portions of the road would be repaired or resealed to specification by the HOA.
6. If the County Engineer would independently, inspect and find portions of the road need restoration, the HOA would also repair or resealed to specification.

If there is a County periodic sign-up for road sealing, that would be an option also.
Exact wording of these provisions would be approved by the County Attorney to protect the County interests.

Please review this proposal and advise Bruce of language that you and the Board would find appropriate.

Feel free to contact me with any questions or concerns.

Thank you.

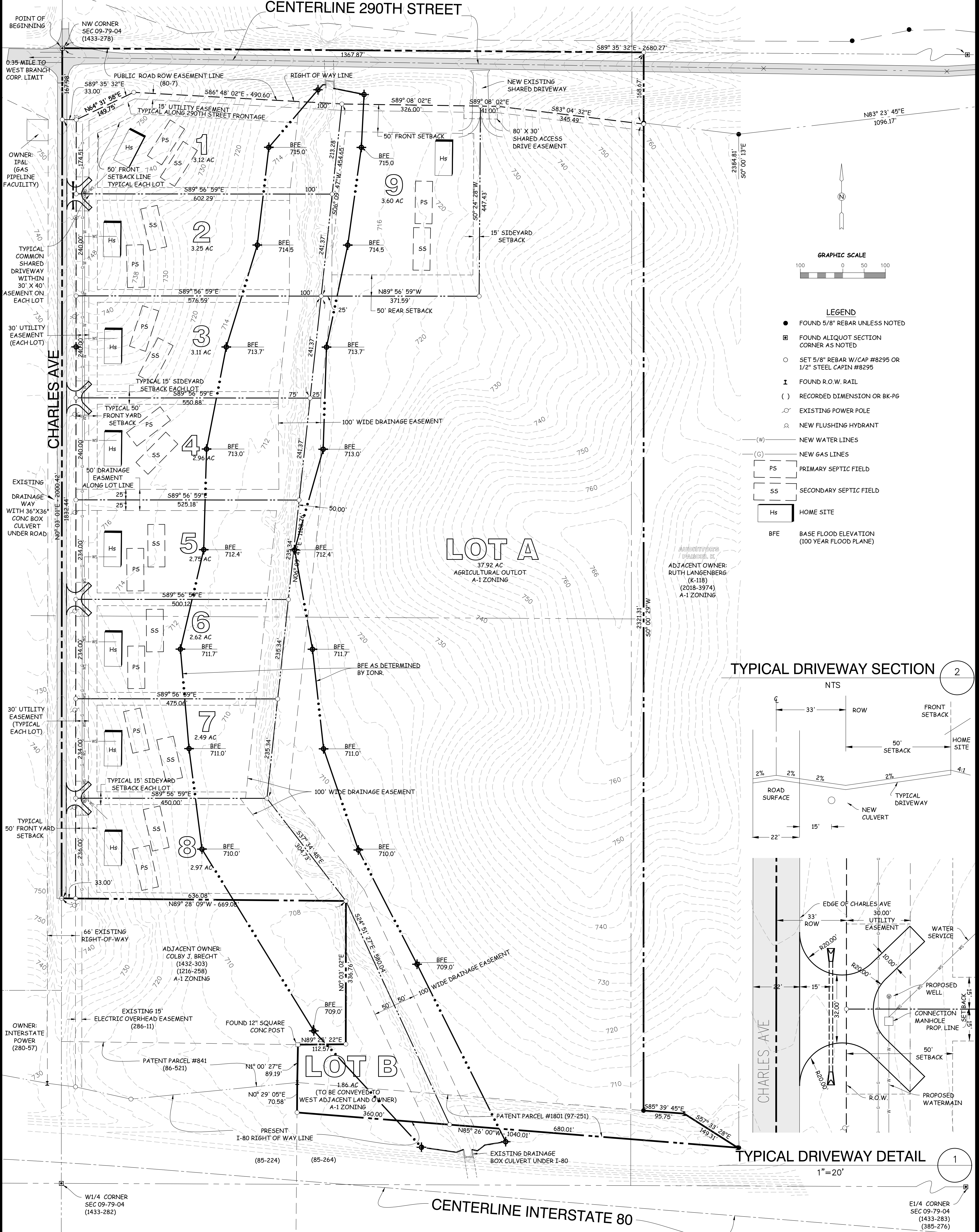
Thomas Anthony, LLS
Survey Department Manager

SHOEMAKER & HAALAND
Coralville | Cedar Rapids | Keokuk
D: 319.383.7823 | O: 319.351.7150 | C: 319.430.6905

Cc: Bruce Barnhart, Subdivider
Tim Brady, Attorney

ADJACENT OWNER:
DARLENE AND FRANK KABELA TRUST

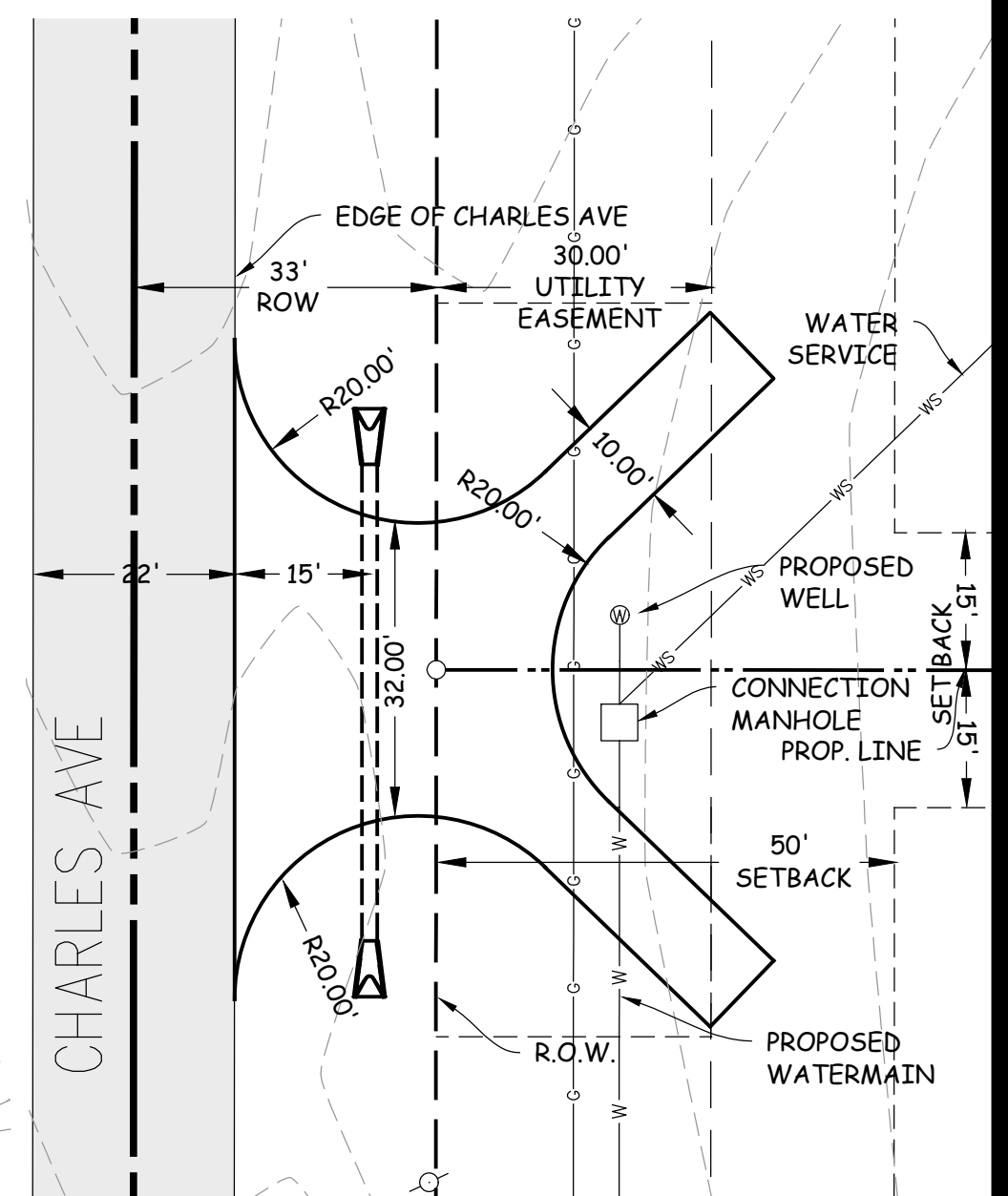
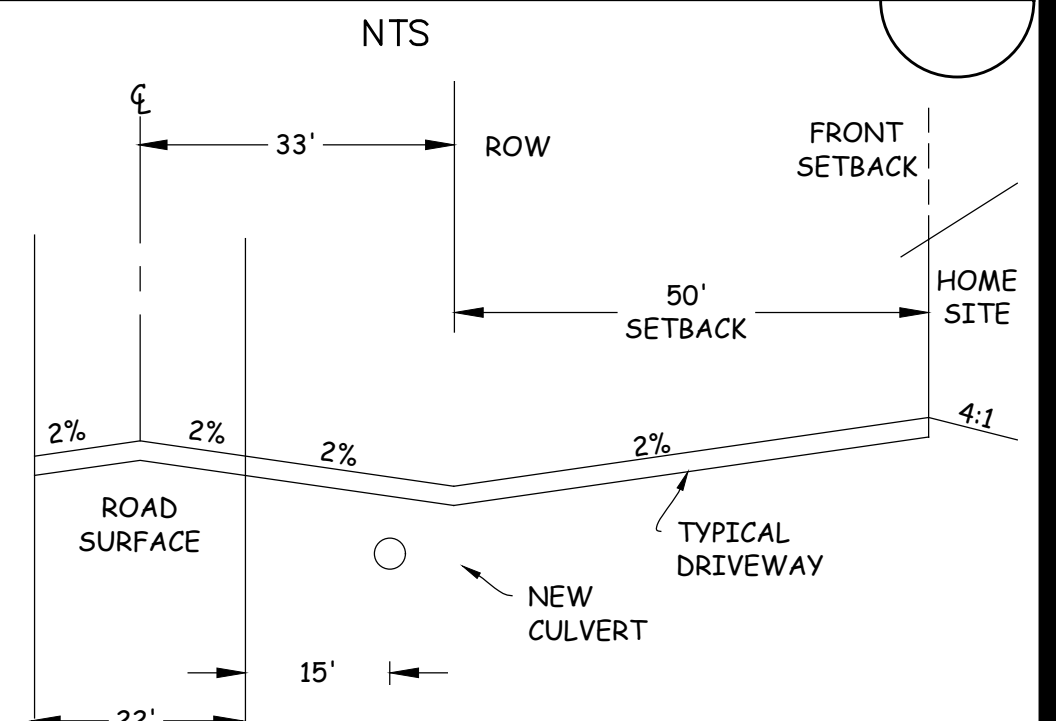
CENTERLINE 290TH STREET



LEGEND

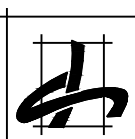
- FOUND 5/8" REBAR UNLESS NOTED
- ▣ FOUND ALIQUOT SECTION CORNER AS NOTED
- SET 5/8" REBAR W/CAP #8295 OR 1/2" STEEL CAPIN #8295
- 1 FOUND R.O.W. RAIL
- () RECORDED DIMENSION OR BK-PG
- EXISTING POWER POLE
- NEW FLUSHING HYDRANT
- (W) NEW WATER LINES
- (G) NEW GAS LINES
- PS PRIMARY SEPTIC FIELD
- SS SECONDARY SEPTIC FIELD
- Hs HOME SITE
- BFE BASE FLOOD ELEVATION (100 YEAR FLOOD PLANE)

TYPICAL DRIVEWAY SECTION 2



TYPICAL DRIVEWAY DETAIL 1

1"=20'



Shoemaker & Haaland
Consulting Engineers & Land Surveyors
160 Holiday Road
Coralville, Iowa 52241
Phone: 319.351.7150
www.shoemaker-haaland.com

SURVEY DATE(S): 8-23-2019
PLAT DATE: 7-31-2020
REV. DATE:
DWN: DJP
CHK: TJA
SCALE: 1"=100'

PRELIMINARY PLAT

BROOKVIEW RIDGE

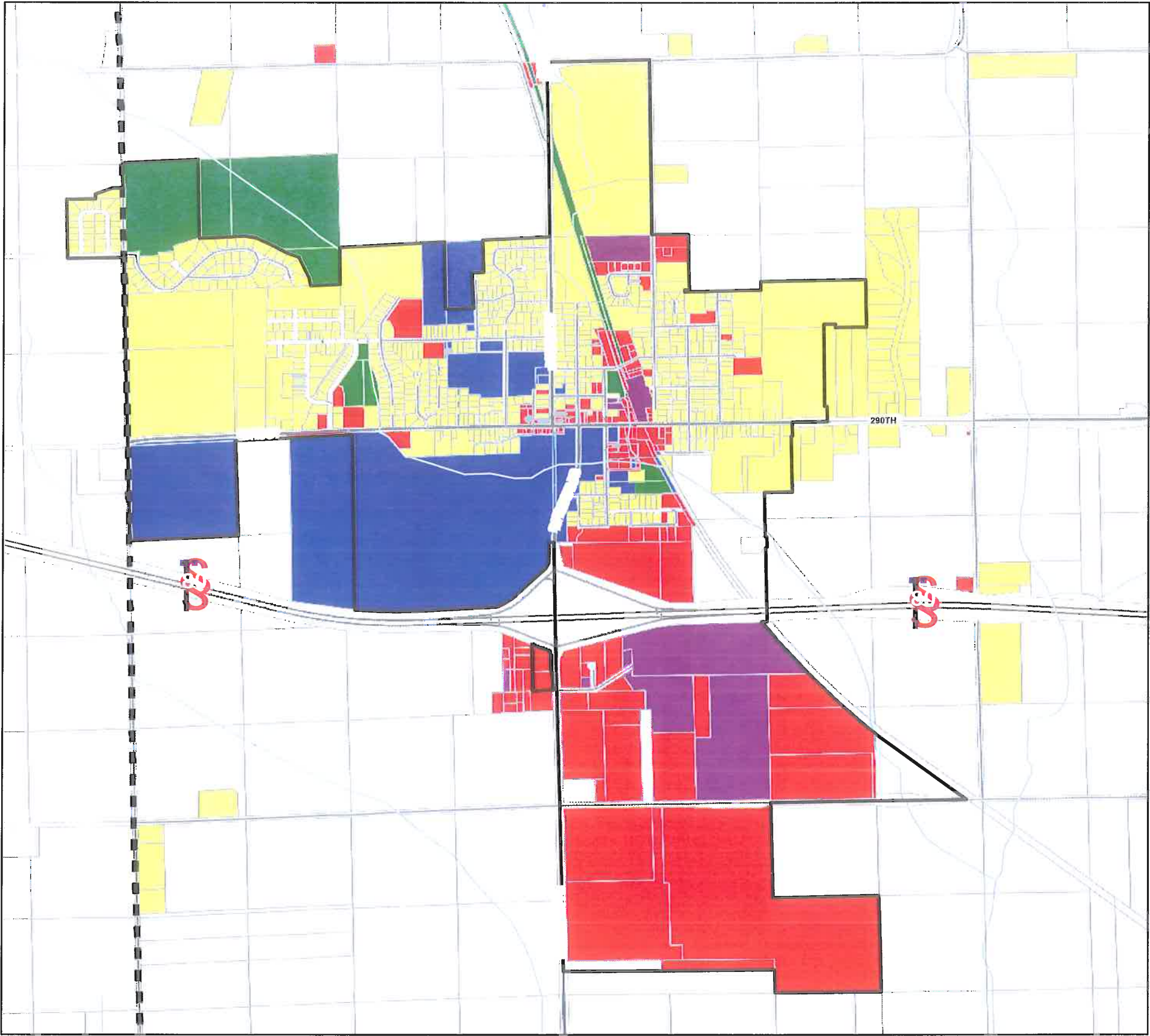
A PORTION OF NW 1/4 SECTION 9-79-04

CEDAR COUNTY, IOWA

SHPE JOB # 18212

SHEET 2 OF 2

Map 5.2
Future Land Use
in West Branch



City of West Branch
Future Land Use 2032

West Branch Land Use

- Agricultural/Open Space
- Residential
- Commercial
- Industrial
- Institutional
- Park/Recreation/Conservation

Map prepared by ECIA, November 2012 Data

Source:
Cedar County GIS, 2012
Johnson County GIS, 2012 Iowa
DOT, 2012
Iowa DNR, 2012

0 1,000 2,000 Feet

Disclaimer: This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. East Central Intergovernmental Association disclaims all responsibility for the accuracy or completeness of the data shown hereon.

RESOLUTION 193

A RESOLUTION WAVING THE RIGHT TO A FORMAL REVIEW OF AN EXTRA-TERRITORIAL JURISDICTION SUBDIVISION WITHIN TWO MILES OF THE CORPORATE LIMITS OF WEST BRANCH WITH CONDITIONS – BROOKVIEW RIDGE.

WHEREAS, A Plat located on the premises described as: a parcel of realty lying south of County Road F44 (290th St.), east of Charles Ave., north of Interstate 80, and west of Auditor's Parcel K, all located within portions of the NW¹/₄, NW¹/₄; N¹/₂ SW¹/₄ NW¹/₄; SE¹/₄ SW¹/₄ NW¹/₄; S¹/₂ SW¹/₄ SW¹/₄ NW¹/₄, and E¹/₂ NW¹/₄, Section 9 T.79N., R.04W., of the Fifth P.M., Cedar County, Iowa, being the same realty as recorded in Book 1425 – Page 49, Cedar County Recorder's Office; and

WHEREAS, the intent of this application for a Residential Subdivision is to accommodate a 9-lot Residential subdivision of which 8-lots are to be platted along the east of Charles Ave.; and

WHEREAS, the City of West Branch is poised to approve a wavier to its right for a formal review with the following conditions:

1. The developer / association agrees to voluntary annex into the City of West Branch in the event the City of West Brach were to ever surround the borders of the Brookview Ridge subdivision; and
2. At which time, the developer / association agree to make the public improvement or bare the expense needed to meet current city public infrastructure standards; and

WHEREAS, this Plat application is considered an extra territorial jurisdiction Subdivision which falls within two miles of the Corporate Limits of West Branch and falls under West Branch Code Chapter 170.23 "The City may, by resolution, waive its right to review any subdivision outside its City limits or waive the requirements of any of its standards or conditions of approval, and if such resolution is made, shall certify the resolution, which shall be recorded with the plat..."; and

WHEREAS, this Plat application is currently undergoing a full former review by the Cedar County, Planning and Zoning Department; and

WHEREAS, it is now necessary to for the City Council to accept and approve this resolution; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of West Branch, Iowa hereby waives it's right to review the plat located on the premises described as: a parcel of realty lying south of County Road F44 (290th St.), east of Charles Ave., north of Interstate 80, and west of Auditor's Parcel K, all located within portions of the NW¹/₄, NW¹/₄; N¹/₂ SW¹/₄ NW¹/₄; SE¹/₄ SW¹/₄ NW¹/₄; S¹/₂ SW/14 SW¹/₄ NW¹/₄, and E¹/₂ NW¹/₄, Section 9 T.79N., R.04W., of the Fifth P.M., Cedar County, Iowa, being the same realty as recorded in Book 1425 – Page 49, Cedar County Recorder's Office; and that the Mayor and City Clerk are hereby authorized and directed to certify this resolution and affix the same to said plat as provided by law.

* * * *

PASSED AND APPROVED this 5th day of October, 2020.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 5, 2020	
AGENDA ITEM:	Discussion Item: Halloween 2020
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Melissa Russell, Parks and Recreation Director
DATE:	October 1, 2020

BACKGROUND:

Halloween is coming up, but it will look different than years past because of the **COVID-19 pandemic**. Center for Disease Control and Prevention and other experts caution that **traditional trick-or-treating is riskier** than alternatives; although interactions door-to-door are typically quick, they usually involve close and frequent contact, the conditions that spread SARS-CoV-2, the coronavirus that causes COVID-19.

Public health experts and West Branch Parks and Recreation recommends allowing trick-or-treating until 7 or 8pm with some precautions:

- ❖ Limit your trick-or-treating group to your household or the bubble you have already been distancing with.
- ❖ Skip areas or streets that are busy.
- ❖ Do not stop at homes not following safety guidelines, such as mask wearing and distancing.
- ❖ Set up contactless candy-delivery methods, such as tossing candy or setting out treats in a driveway or porch.
- ❖ Bring hand sanitizer and use it frequently.
- ❖ Turn off your porch light if you choose not to participate.
- ❖ Halloween masks are not the same as the face coverings recommended to stop the spread of the virus. Mask up West Branch!
- ❖ Trick-or-treaters should respect homes with their lights off, as it may be home to someone who is more vulnerable to COVID-19.

No matter how you choose to celebrate Halloween this year, keep the following advice from Center from Disease Control in mind:

- ❖ If you are sick, or you have been in contact with someone who is sick with COVID-19 or has symptoms of COVID-19, stay home, and do not participate in the Halloween festivities.
- ❖ Wear a mask over your mouth and nose, make sure it is under or over any Halloween costume masks, and remember that a Halloween mask does not offer appropriate protection.
- ❖ Avoid smaller spaces that do not allow for distancing of six feet.
- ❖ Stay at least six feet away from those who do not live in your home.
- ❖ Wash or sanitize your hands often.

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

"Turning Vision into Reality is our Business"



Halloween is coming up, but it will look different than years past because of the **COVID-19 pandemic**.

Center for Disease Control and Prevention and other experts caution that **traditional trick-or-treating is riskier** than alternatives; although interactions door-to-door are typically quick, they usually involve close and frequent contact, the conditions that spread SARS-CoV-2, the coronavirus that causes COVID-19. Often, many kids and families gather at doors or on sidewalks, and the more households they visit, the greater chance that germs are spread and linger. Halloween masks are not the same as the face coverings recommended to stop the spread of the virus. Mask up West Branch!

What are High Risk, Medium Risk and Low Risk Halloween activities?

Higher risk activities

- Traditional door-to-door trick-or-treating
- Attending crowded, indoor costume parties
- Visiting indoor haunted houses
- Going on hayrides or tractor rides with strangers.
- Trunk-or-treat where treats are handed out from trunks of cars lined up in large parking lots
- Traveling to fall festivals that is not in your community.



Moderate risk activities

- "One-way trick-or-treating" by exchanging goody bags placed at the end of a driveway or the edge of a yard.
- Have a small group outside for an "open-air costume parade" where participants are at least 6-feet apart.
- Attend an outdoor costume party where masks are worn and people social distance.
- Open-air, one-way, walk through (a) haunted forest where appropriate mask use is enforced, and people can social distance.
- Please remember if there is screaming the social distance needs further than 6 feet.
- Pumpkin patches or orchard visits and outdoor Halloween movie night with local family friends are OK in this category.

Low risk activities

- Low risk activities include carving pumpkins.
- Decorating your home
- Halloween scavenger hunt where children are given lists of Halloween-themed things to look for while they walk outdoors from house to house admiring Halloween decorations at a distance
- Virtual costume contests
- Hosting a movie night with household members you live with.



Now that we know the risks, is Trick-or-Treating happening?

Celebrating virtually offers the lowest risk of transmission. Public health experts warn that traditional, door-to-door trick-or-treating is a higher risk activity in the midst of a pandemic with a virus that spreads from person to person. Families should consider alternatives.

But, really, is Trick-or-Treating happening?

In a word, yes. But it will look different. Public health experts, and the City of West Branch endorses — some precautions:

- ❖ Limit your trick-or-treating group to your household or the bubble you have already been distancing with.
- ❖ Skip areas or streets that are busy.
- ❖ Don't stop at homes not following safety guidelines, such as mask wearing and distancing.
- ❖ Set up contactless candy-delivery methods, such as tossing candy or setting out treats in a driveway.
- ❖ Bring hand sanitizer and use it frequently.

When is Trick-or-Treating?

West Branch trick-or-treats on Halloween, Oct. 31. Trick-or-treating ends at 8 p.m. this year, but the city isn't designating a start time for families who plan to trick or treat because we're encouraging those who choose to do so, to make arrangements with friends or neighbors who your household has been physically distancing with during the pandemic. Homes who are prepared for trick-or-treating should use the universal signal and turn on their outdoor lights.

Trick-or-treaters should respect homes with their lights off, as it may be home to someone who is more vulnerable to COVID-19.

What else do I need to know?

No matter how you choose to celebrate Halloween this year, keep the following advice from Center from Disease Control in mind:

- If you are sick, or you have been in contact with someone who is sick with COVID-19 or has symptoms of COVID-19, stay home
- Wear a mask over your mouth and nose, make sure it is under or over any Halloween costume masks, and remember that a Halloween mask does not offer appropriate protection.
- Avoid smaller spaces that do not allow for distancing of six feet.
- Stay at least six feet away from those who do not live in your home.
- Wash or sanitize your hands often.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 5, 2020
AGENDA ITEM:	First 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 2, 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 First Reading of Ordinance 777 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

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:	October 5, 2020
AGENDA ITEM:	Discussion Item: Considering bring forward Resolution Approving the of Amount of \$100,000 to be contributed to the West Branch School District over the next five years for the Construction of a Turn Lane Required for the High School Expansion Project.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Roger Laughlin, Mayor
DATE:	October 2, 2020

BACKGROUND:

As the High and Middle School Project continues to move forward, certain topics need to be discussed and understandings reached regarding the question of turning lanes and/or other traffic calming measures, a crosswalk; and/or connecting road way on the adjacent high school property.

Based on recent City Council deliberations, staff has devised a funding strategy that directs building permit revenues for year 1. The following years (years 2, 3, 4, and 5) could be either funded through direct expenditures from the general fund or funded through Tax Increment Financing. At these levels the city should not be hampered from some of its larger future projects.

If this proposal is to proceed, the staff still recommends funding annual contribution years 2 – 5 with the use of Tax Increment Financing to allow fairer distribution of tax exposure. Staff also wants the City Council to consider adopting an agreement that would require the school project to expend its project contingency funds before invoicing for the city's commitment. Again, we believe this project requirement is due to engineering standards and not arbitrary wants of the city; therefore the turn lane is legitimately a contingency item. There are items with this project that could be considered wants; for example, additional sidewalks or crosswalk lighting. That maybe areas that this funding is better used.

Potential Funding Strategy				
Year 1	Year 2	Year 3	Year 4	Year 5
\$50,000	\$12,500	\$12,500	\$12,500	\$12,500

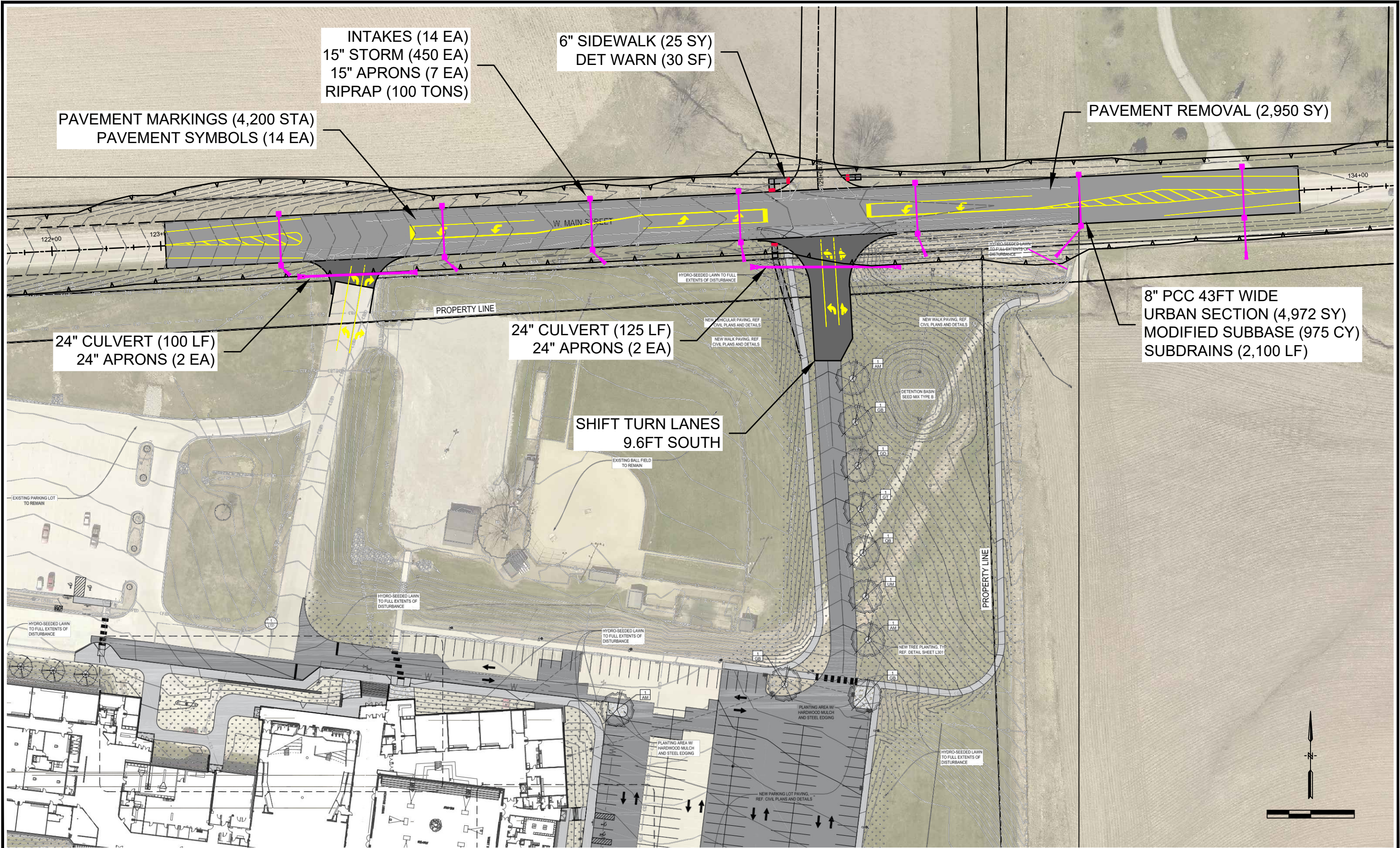
If an amount is approved, it should be a not-to-exceed amount that requires further approval in a 28e agreement.

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

"Turning Vision into Reality is our Business"

PLOTTED: Friday, April 3, 2020 3:47:02 PM

FILE PATH: Z:\WEST BRANCH WEST MAIN TURN LANES AT HIGH SCHOOL\DRAWINGS\GEOMETRY



DATE		REVISIONS		SCALE		AS NOTED		DWG. NO.	
				DRAWN		LJB		1 of 1	
				CHECKED		DRS		PROJECT	
				APPROVED		DRS		368XXX	
				DATE		04-03-2020			
				ISSUED FOR		REVIEW			


VEENSTRA & KIMM, INC.

MAIN STREET TURN LANES
CITY OF WEST BRANCH

860 22nd Avenue - Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008 (FAX) • 888-241-8001 (WATS)



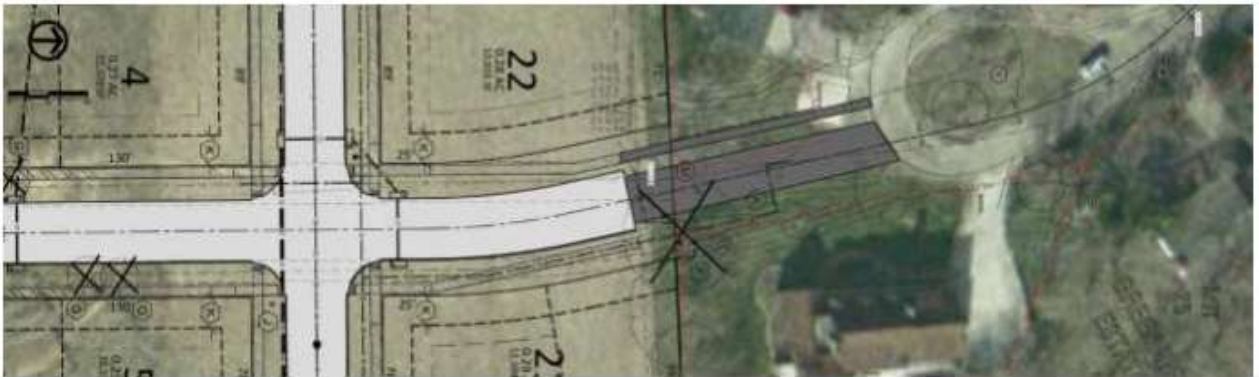
REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 5, 2020
AGENDA ITEM:	Discussion Item: Considering the Greenview Connection Options.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones II, City Administrator / Dave Schechinger, V&K
DATE:	October 2, 2020

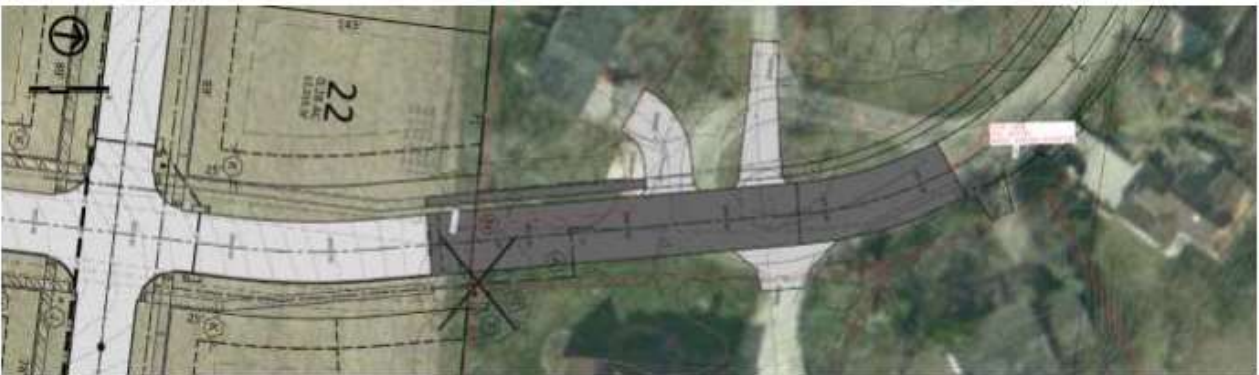
BACKGROUND:

Cost Projections are attached

Option 1



Option 2



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

"Turning Vision into Reality is our Business"

**Opinion of Cost for
GREENVIEW DRIVE EXTENSION
WEST BRANCH, IOWA
10/2/2020**

No.	Item Code	Description	Unit	Unit Price	31 ft 7" PCC Street		24 ft Sealcoat Street	
					Quantity	Extended Price	Quantity	Extended Price
1	2101-0850002	CLEAR+GRUBB	UNIT	\$50.00	50	\$2,500.00	5	\$250.00
2	2102-2710070	EXCAVATION, CL 10, RDWY+BORROW	CY	\$20.00	600	\$12,000.00	100	\$2,000.00
3	2102-2710080	EXCAVATION, CL 10, UNSUIT/UNSTABLE MAT'L	CY	\$40.00	137	\$5,480.00	10	\$400.00
4	2102-2713090	EXCAVATION, CL 13, WASTE	CY	\$40.00	325	\$13,000.00		
5	2105-8425005	TOPSOIL, FURN+SPREAD	CY	\$50.00	100	\$5,000.00	50	\$2,500.00
6	2113-0001100	SUBGRADE STABIL MAT'L, POLYMER GRID	SY	\$20.00	400	\$8,000.00	150	\$3,000.00
7	2115-0100000	MODIFIED SUBBASE	CY	\$45.00	245	\$11,025.00	100	\$4,500.00
8	2301-1013070	STD/S-F PCC PAV'T, CL A CL 3, 7"	SY	\$50.00	245	\$12,250.00		
9	2307-0025003	AGG, RDWY COVER, 3/8"	TON	\$200.00			9	\$1,800.00
10	2307-0600451	BINDER BITUMEN, MC-3000	GAL	\$5.00			600	\$3,000.00
11	2315-8275025	SURF, DRIVEWAY, CL A CR STONE	TON	\$25.00	20	\$500.00		
12	2435-0250100	INTAKE, SW-501	EACH	\$2,000.00	4	\$8,000.00		
13	2435-0251100	INTAKE, SW-511	EACH	\$3,000.00			1	\$3,000.00
14	2502-8212034	SUBDRAIN, LONGITUDINAL, (SHLD) 4"	LF	\$20.00	600	\$12,000.00	250	\$5,000.00
15	2503-0114215	STORM SWR G-MAIN, TRENCHED, RCP 2000D, 15"	LF	\$40.00	450	\$18,000.00	0	\$0.00
16	2510-6745850	RMVL OF PAV'T	SY	\$35.00	100	\$3,500.00	50	\$1,750.00
17	2511-7526006	SIDEWALK, PCC, 6"	SY	\$45.00	65	\$2,925.00	70	\$3,150.00
18	2515-2475006	DRIVEWAY, PCC, 6"	SY	\$60.00	350	\$21,000.00		
19	2523-6765009	REMOVE REINSTALL SIREN	EACH	\$3,000.00	1	\$3,000.00	1	\$3,000.00
20	2526-8285000	CONSTRUCTION SURVEY	LS	\$7,000.00	1	\$7,000.00	1	\$2,000.00
21	2528-8445110	TRAFFIC CONTROL	LS	\$3,000.00	1	\$3,000.00	1	\$500.00
22	2533-4980005	MOBILIZATION	LS	\$25,000.00	1	\$25,000.00	1	\$5,000.00
23	2554-0114006	WATER MAIN, TRENCHED, PVC, 6"	LF	\$40.00	150	\$6,000.00	0	\$0.00
24	2554-0207006	VALVE, GATE, DIP, 6"	EACH	\$2,000.00	1	\$2,000.00	0	\$0.00
25	2554-0205707	WATER SERV CURB STOP & BOX, COPPER, 3/4"	EACH	\$400.00	4	\$1,600.00		
26	2601-2634100	MULCH	ACRE	\$2,000.00	0.5	\$1,000.00	0.3	\$500.00
27	2601-2636044	SEED+FERTILIZE (URBAN)	ACRE	\$4,000.00	0.5	\$2,000.00	0.3	\$1,200.00
28	2602-0000020	SILT FENCE	LF	\$2.00	500	\$1,000.00	250	\$500.00
29	2602-0000071	RMVL OF SILT FENCE/SILT FENC-DITCH CHECK	LF	\$1.00	500	\$500.00	250	\$250.00
30	2602-0000101	MAINT OF SILT FENC/SILT FENC-DITCH CHECK	LF	\$1.50	500	\$750.00	250	\$375.00
31	2602-0010010	MOBILIZATION, EROSION CONTROL	EACH	\$500.00	2	\$1,000.00		

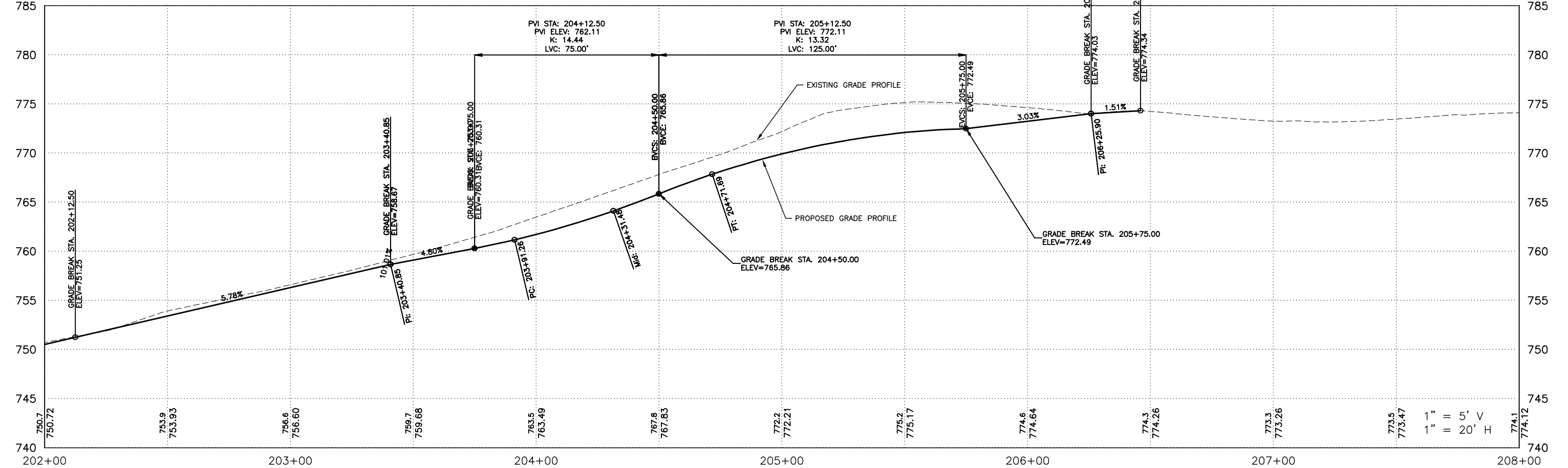
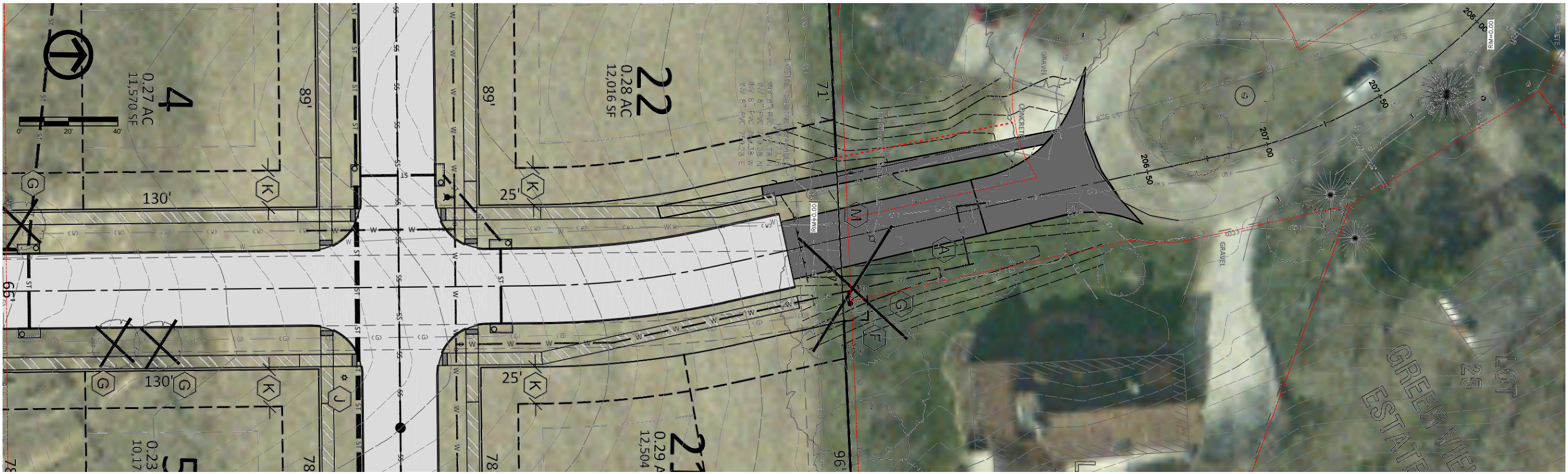
Subtotal		\$189,030.00	\$43,675.00
Contingency	10%	\$18,900.00	\$4,370.00

Construction Total	\$207,930.00	\$48,045.00
Acquisition	\$0.00	\$0.00
	\$207,930.00	\$48,045.00

10% Engineering	\$20,800.00	\$4,800.00
5% Construction Observation	\$10,400.00	\$2,400.00
Engineering and Observation	\$31,200.00	\$7,200.00

Total Project	\$239,130.00	\$55,245.00
----------------------	---------------------	--------------------

PLOTTED: Friday, October 2, 2020 9:04:08 AM



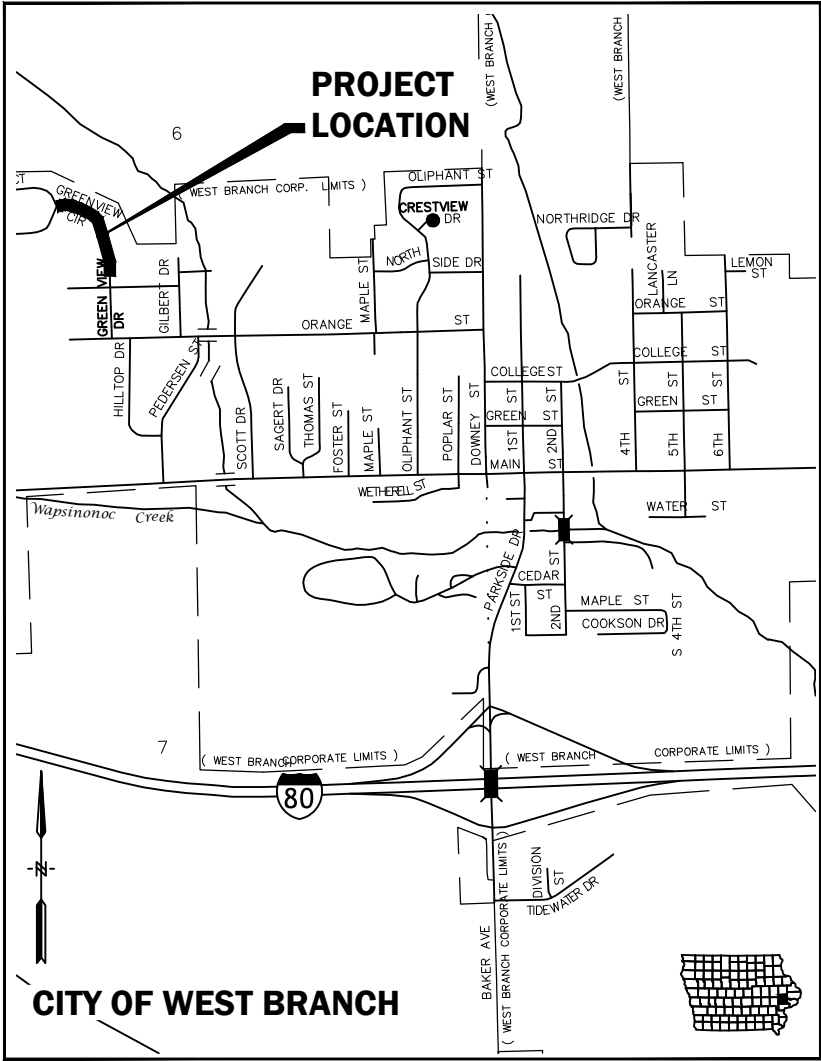
DATE	REVISIONS	SCALE	AS NOTED		GREENVIEW EXTENSION CITY OF WEST BRANCH	PLAN & PROFILE - SEAL COAT	DWG. NO.
		DRAWN	LJB				F.01
		CHECKED	LJB				
		APPROVED	DRS				
		DATE	09-11-2020				
		ISSUED FOR	REVIEW				
				VEENSTRA & KIMM, INC. 860 22nd Avenue - Suite 4 • Coralville, Iowa 52241-1565 319-466-1000 • 319-466-1008 (FAX) • 888-241-8001 (WATS)		PROJECT	368278

X-REFS: Aerial, WB & 368228 Geometry's SEAL COAT & Lot Layout & 368228 Topo
 FILE PATH: Z:\WEST BRANCH 368278 GREENVIEW EXTENSION PRELIMINARY DESIGN\DRAWINGS\ PRODUCTION DRAWINGS\F.01 - PLAN & PROFILE SEALCOAT

PLOTTED: Friday, September 11, 2020 9:45:19 AM

X-REFS: FILE PATH: Z:\WEST BRANCH 368278 GREENVIEW EXTENSION PRELIMINARY DESIGN\DRAWINGS\PRODUCTION DRAWINGS\A.01 COVER

CONCEPTS FOR GREENVIEW DRIVE EXTENSION WEST BRANCH, IOWA



VICINITY MAP
NOT TO SCALE

GENERAL LEGEND

	SURVEY LINE & STATION INDICATOR		CULVERT; SIZE AND TYPE
	CONCRETE SURFACE		FLARED END SECTION
	ASPHALT SURFACE		RAILROAD
	CONCRETE W/ ASPHALT OVERLAY		MAILBOX
	LOW GRADE ASPHALT SURFACE		FENCE (MISC.)
	GRANULAR SURFACE		SECURITY FENCE
	DIRT SURFACE		WOOD FENCE
	BRICK SURFACE		SILT FENCE
	SURFACING REMOVAL/REPLACEMENT		CHAIN LINK FENCE
	EARTH SECTION		PROPERTY LINE
	NEW SEWER/MANHOLE		PROPERTY PIN
	NEW SEWER/INTAKE		SECTION CORNER
	NEW WATER MAIN		PLAT BOUNDARY
	NEW FORCE MAIN		BUILDING
	NEW HYDRANT		ELEVATION MARKER
	NEW WATER VALVE		CENTERLINE
	EXISTING SANITARY SEWER AND SIZE		DIA.
	EXISTING STORM SEWER AND SIZE		ELEV.
	EXISTING WATER MAIN AND SIZE		PVC
	EXISTING FORCE MAIN AND SIZE		CAST IRON PIPE
	GAS MAIN AND SIZE		DUCTILE IRON PIPE
	UNDERGROUND POWER LINE		CORRUGATED METAL PIPE
	OVERHEAD POWER LINE		VITRIFIED CLAY PIPE
	UNDERGROUND TELEPHONE LINE		REINFORCED CONCRETE PIPE
	CABLE TELEVISION LINE		REINFORCED CONCRETE ARCH PIPE
	FIBER OPTICS		LINED REINFORCED CONCRETE PIPE
	TOP OF EMBANKMENT		LINED CONCRETE PRESSURE PIPE
	TOE OF EMBANKMENT		STATION
	DRAINAGE COURSE		LINE AHEAD
	SANITARY MANHOLE		LINE BACK
	STORM WATER MANHOLE		BENCH MARK AND NUMBER
	ELECTRIC MANHOLE		RIGHT-OF-WAY
	TELEPHONE MANHOLE		POINT OF INTERSECTION
	WATER MANHOLE		POINT ON TANGENT
	CURB INTAKE		LINEAR FEET
	AREA OR BEEHIVE INTAKE		TACKED HUB
	EXISTING HYDRANT		SOIL BORING AND NUMBER
	EXISTING WATER VALVE		POINT OF VERTICAL CURVATURE
	GAS VALVE		POINT OF VERTICAL TANGENCY
	UTILITY POLE		VERTICAL CURVE
	GUY ANCHOR		POINT OF CURVATURE
	STREET LIGHT		POINT OF TANGENCY
	SIGN		MIDDLE ORDINATE
	TELEPHONE CABLE JUNCTION BOX		DRAWING
	TRAFFIC SIGNALS		CONTROL POINT AND NUMBER
	PEDESTRIAN CONTROL LIGHT		TYPICAL
	RAILROAD CONTROL LIGHT		HIGH PRESSURE GAS
	RAILROAD SIGN		INTERMEDIATE PRESSURE GAS
	UTILITY ACCESS COVER		INVERT
	PARKING METER		EACH WAY, EACH FACE
	TREE		EACH WAY
	EVERGREEN		AT
	STUMP		DRAWING NUMBER
	BUSH, SHRUB OR HEDGE		

NOTE: THIS IS A GENERAL LEGEND. ITEMS MAY OR MAY NOT APPEAR ON DRAWINGS.

DRAWING INDEX

NO.	DRAWING TITLE
A.01	INDEX AND TITLE SHEET
E.01	PLAN & PROFILE - GREENVIEW CIR
F.01	PLAN & PROFILE - SEAL COAT
W.01 - W.03	CROSS SECTIONS - GILBERT CIR
Y.01	CROSS SECTIONS - SEAL COAT

GENERAL NOTES

- ALL ELEVATIONS ARE TO NAV 88.
- REMOVE AND REPLACE ALL STREET SIGNS AS DIRECTED BY ENGINEER. SHAPE ALL DITCHES TO DRAIN AFTER CONSTRUCTION.
- CONFIRM LOCATION AND DEPTH OF ALL EXISTING UNDERGROUND UTILITIES AS REQUIRED TO ELIMINATE CONFLICTS PRIOR TO CONSTRUCTION. ALLOW UTILITY PERSONNEL TO RELOCATE UTILITIES WHERE CONFLICTS OCCUR.
- DO NOT INTERRUPT EXISTING UTILITIES OR INDIVIDUAL SERVICES UNLESS DIRECTED BY ENGINEER.
- LOCATIONS OF CONSTRUCTION LIMIT LINES SHOWN ON PLANS ARE APPROXIMATE. ENGINEER WILL LOCATE CONSTRUCTION LIMITS IN FIELD. CONFINED ALL CONSTRUCTION OPERATIONS, INCLUDING ACCESS TO WORK, TO CONSTRUCTION LIMITS.
- SET MANHOLE COVERS FLUSH WITH PROPOSED GRADES UNLESS OTHERWISE NOTED.
- STATIONING IS ALONG CENTER LINE OF PAVEMENT, UNLESS OTHERWISE NOTED.
- PROTECT UTILITY POLES, LINES AND APPURTENANCES NOT SHOWN FOR RELOCATION.
- RESET ALL PROPERTY PINS DISTURBED BY CONSTRUCTION; PINS RESET BY REGISTERED LAND SURVEYOR; COST IS INCIDENTAL TO CONSTRUCTION.
- PROTECT ALL SURFACING, NOT INDICATED BY SHADING FOR REMOVAL AND REPLACEMENT FROM DAMAGE DURING CONSTRUCTION.

PROTECTION OF VEGETATION

TREES AND OTHER VEGETATION WHICH MAY BE REMOVED ARE MARKED WITH AN "X" OVER THE APPROPRIATE SYMBOL. FOR EXAMPLE, 12" INDICATES THE REMOVAL OF A 12" TREE. REPLACEMENT, BY CONTRACTOR, OF THESE ITEMS IS NOT REQUIRED. TUNNEL, INSTALL TIGHT SHEETING, HAND EXCAVATE OR EMPLOY OTHER MEANS APPROVED BY ENGINEER TO PROTECT EXPOSED PORTIONS AND ROOT SYSTEMS OF TREES AND OTHER VEGETATION NOT SCHEDULED FOR REMOVAL. IF TREES AND OTHER VEGETATION NOT SCHEDULED FOR REMOVAL ARE DAMAGED DURING CONSTRUCTION, REPLACE IN KIND AND SIZE AT NO COST TO CITY OR PROPERTY OWNER.



DATE	REVISIONS	SCALE	AS NOTED
		DRAWN	EDG
		CHECKED	LJB
		APPROVED	DRS
		DATE	09-11-2020
		ISSUED FOR	REVIEW

VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.



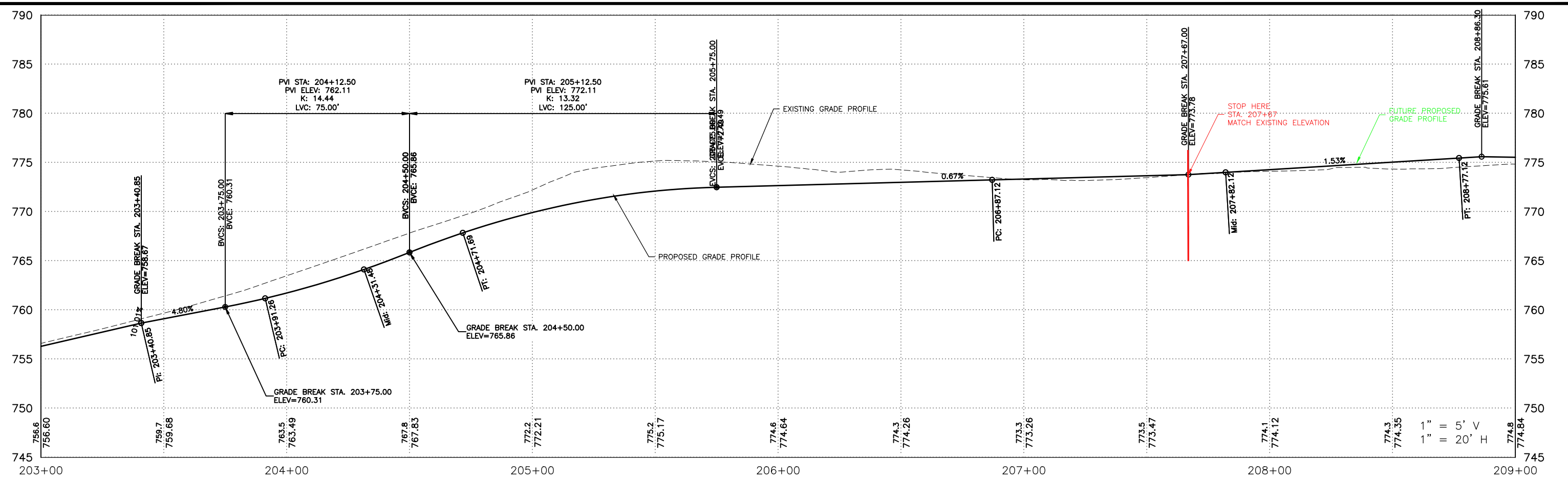
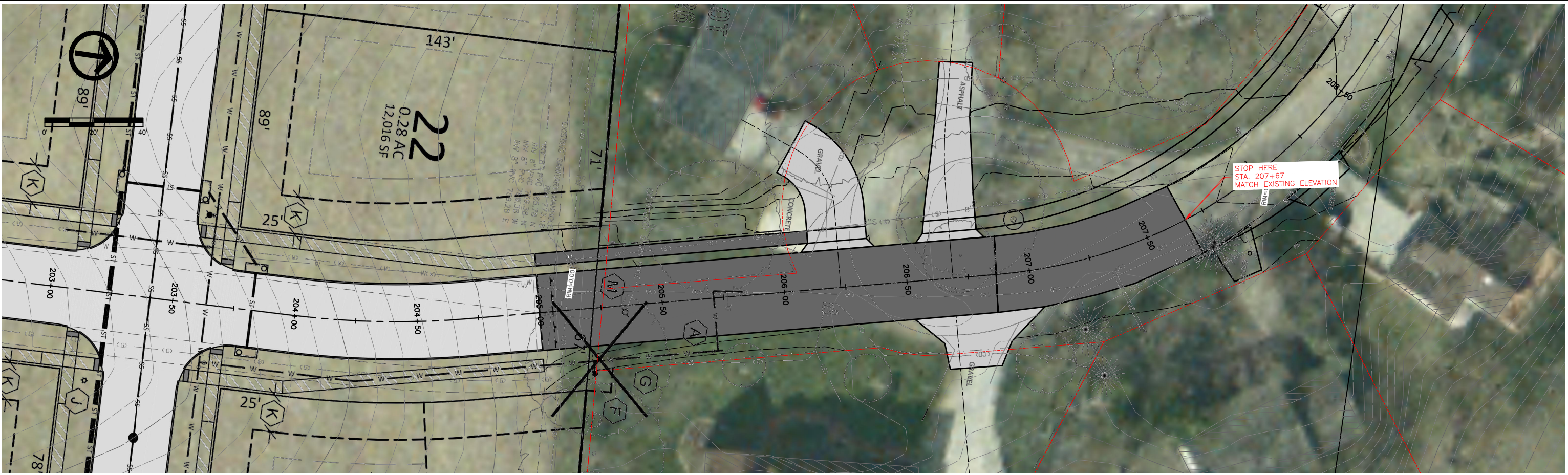
GREENVIEW EXTENSION
CITY OF WEST BRANCH

860 22nd Avenue • Suite 4 • Coraiville, Iowa 52241-1565
319-466-1000 • 319-466-1000(FAX) • 800-241-8001(VATS)

INDEX AND TITLE SHEET

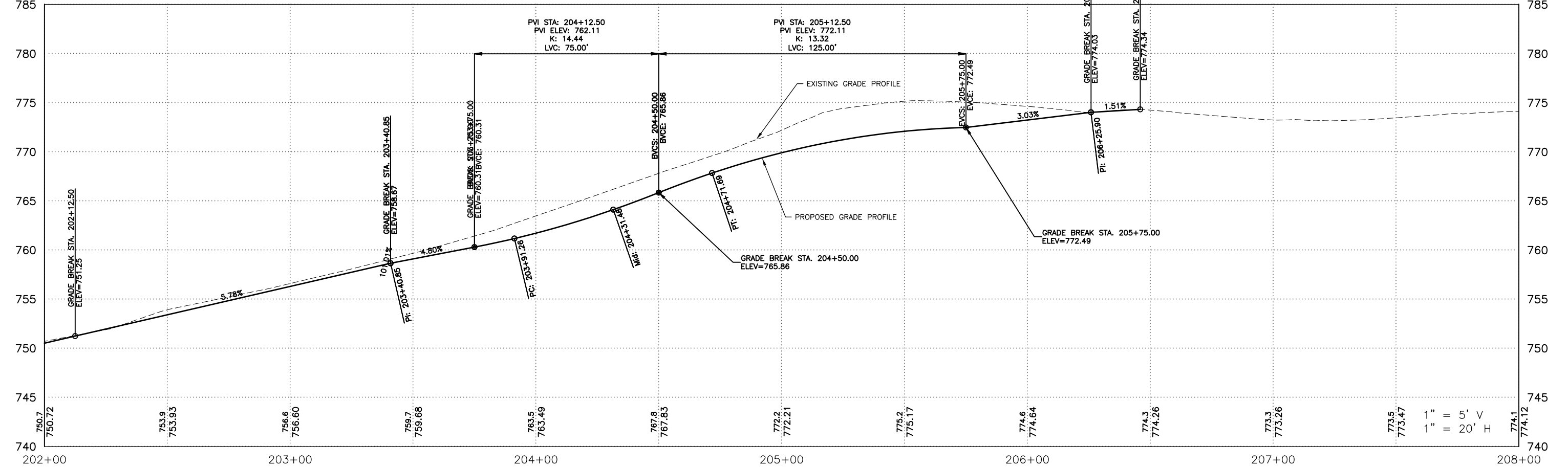
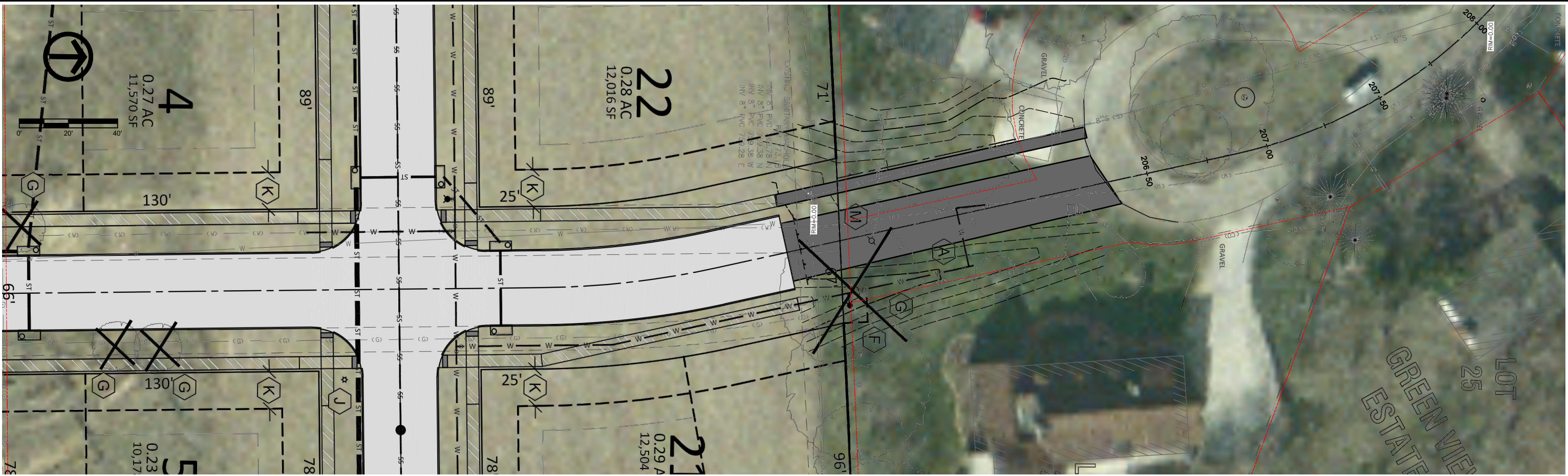
DWG. NO.
A.01
PROJECT 368278

PLOTTED: Friday, September 11, 2020 9:45:30 AM




DATE	REVISIONS	SCALE	AS NOTED	<div><div><div><div></div></div><div><div></div></div></div><div>VEENSTRA & KIMM, INC.</div></div> <div>GREENVIEW EXTENSION CITY OF WEST BRANCH</div> <div>860 22nd Avenue - Suite 4 • Coraiville, Iowa 52241-1565 319-466-1000 • 319-466-1000(FAX) • 888-241-8001(WATS)</div>			DWG. NO.
		DRAWN	LJB				E.01
		CHECKED	LJB	PLAN & PROFILE - TEE INTERSECTION			PROJECT 368278
		APPROVED	DRS				
		DATE	09-11-2020				
		ISSUED FOR	REVIEW				

PLOTTED: Friday, September 11, 2020 9:45:43 AM



X-REFS: Aerial_WB & 388228 Geometry3 SEAL COAT & Lot Layout & 388228 Topo
 FILE PATH: Z:\WEST BRANCH 388278 GREENVIEW EXTENSION PRELIMINARY DESIGN\DRAWINGS\ PRODUCTION DRAWINGS\F 01 - PLAN & PROFILE SEALCOAT

DATE	REVISIONS	SCALE	AS NOTED
		DRAWN	LJB
		CHECKED	LJB
		APPROVED	DRS
		DATE	09-11-2020
		ISSUED FOR	REVIEW



VEENSTRA & KIMM, INC.

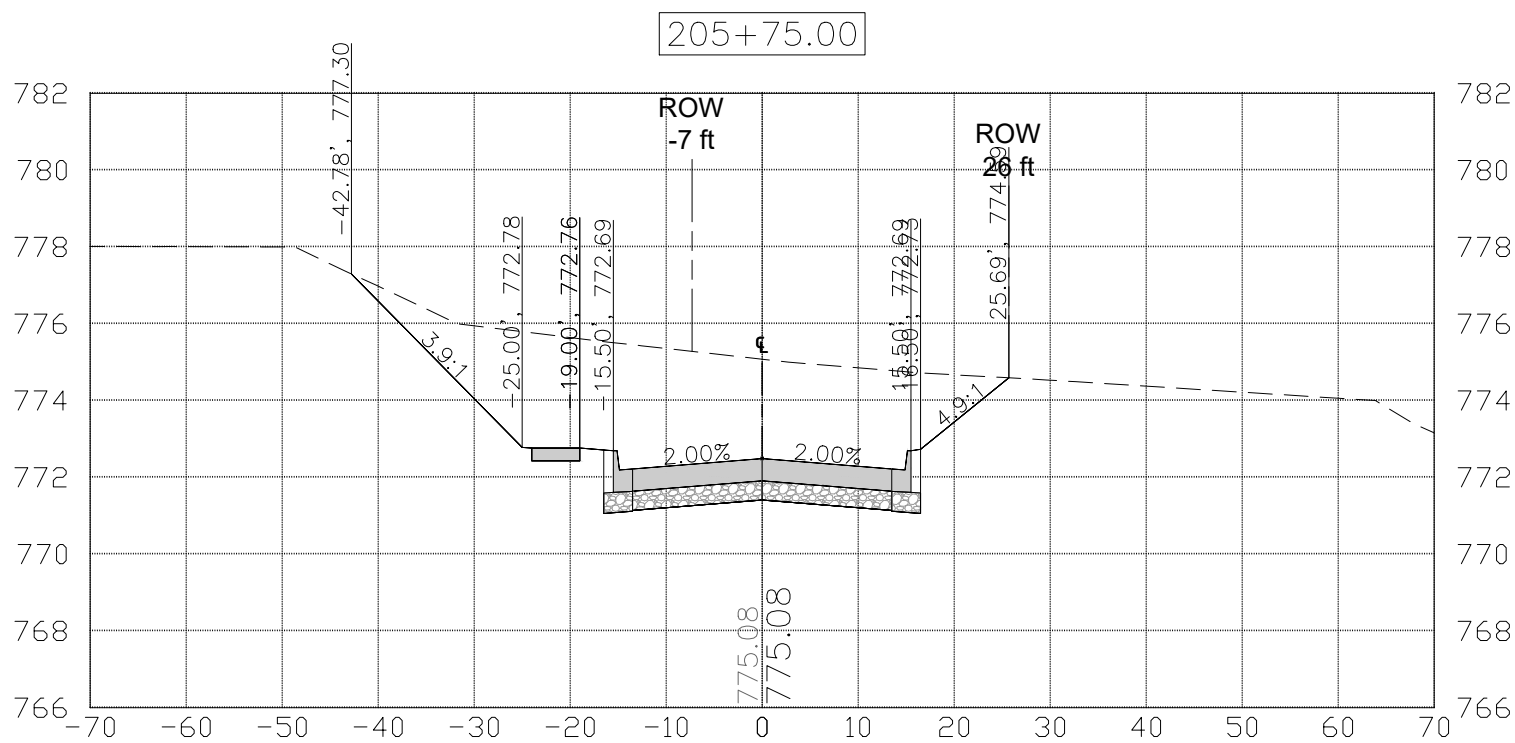
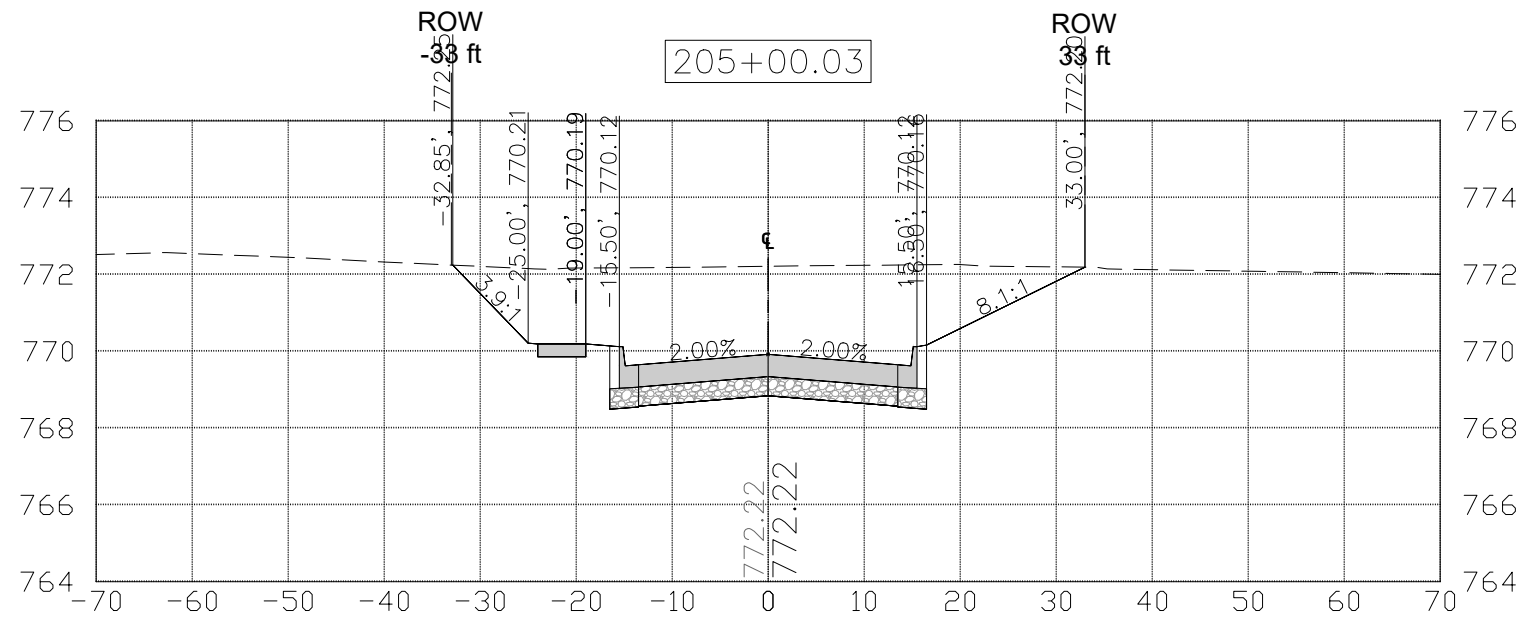
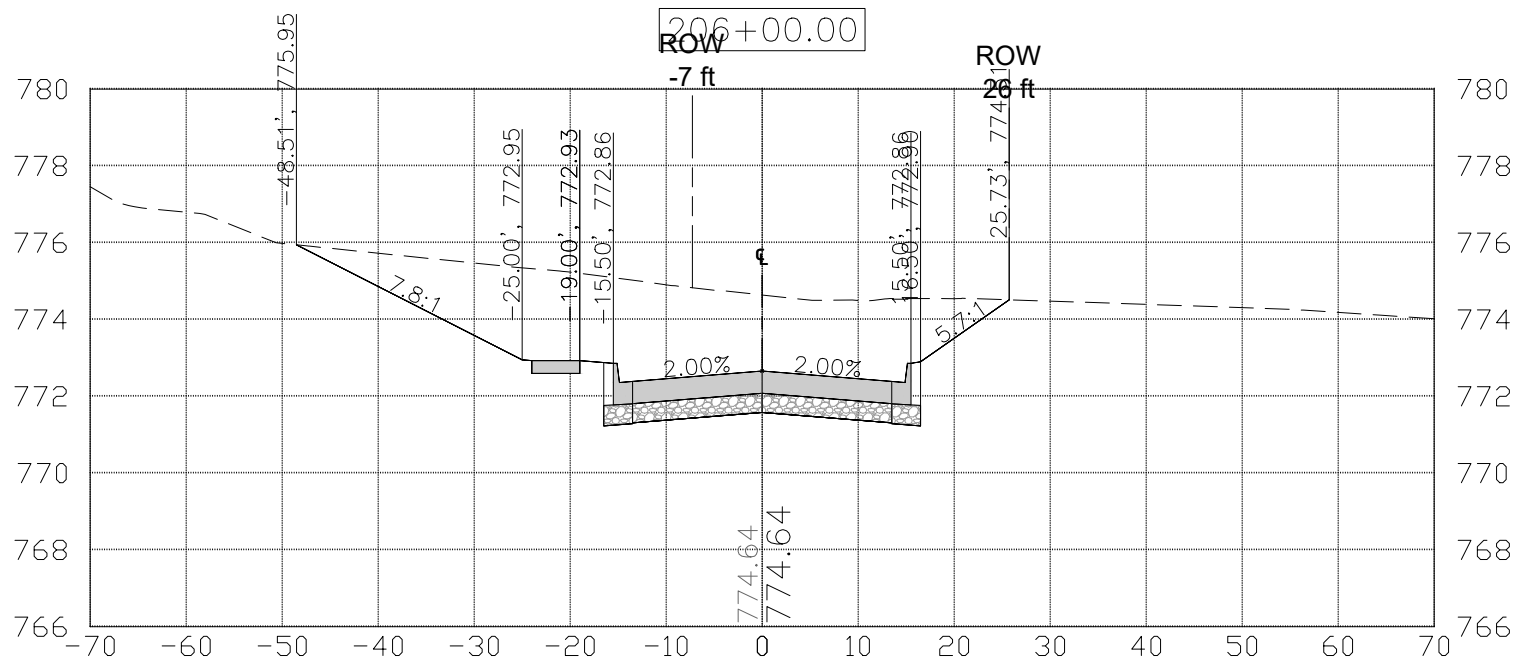
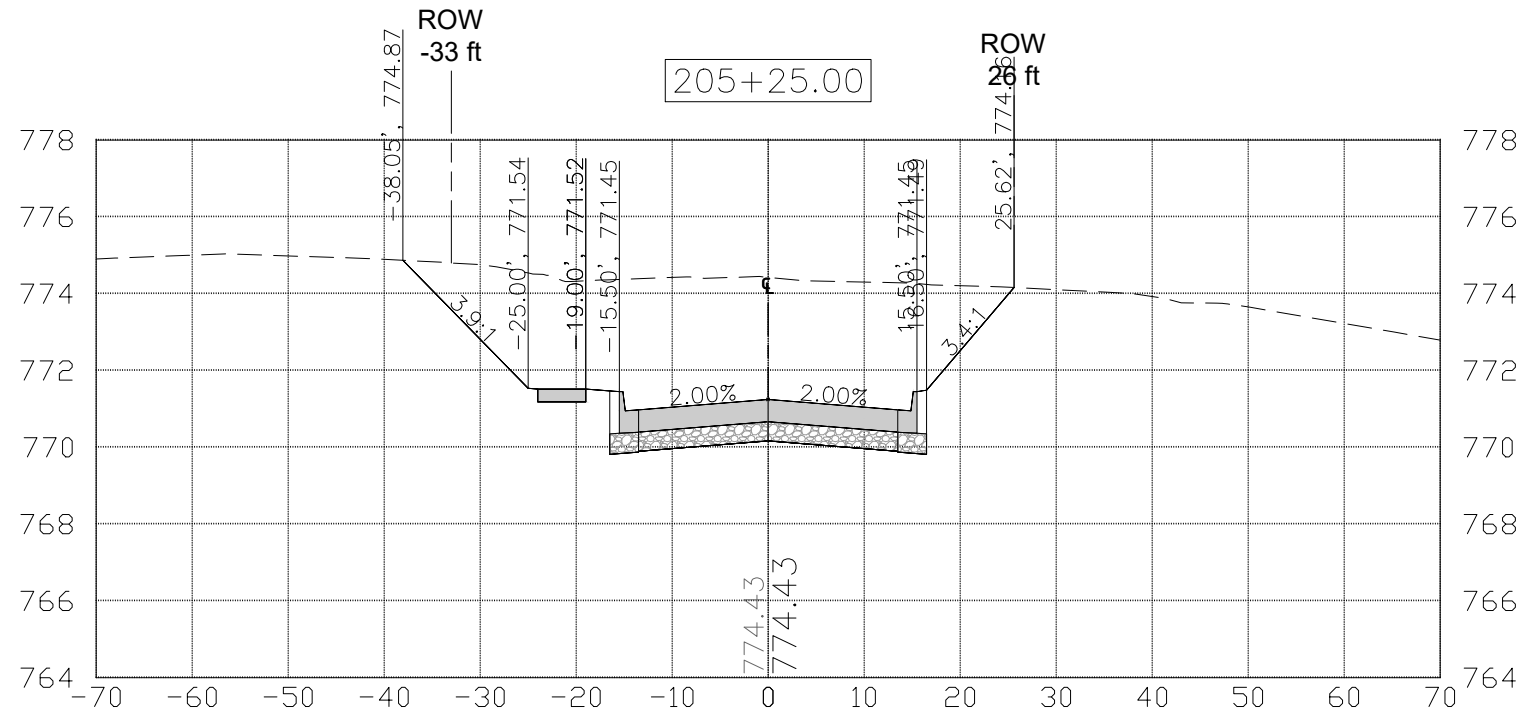
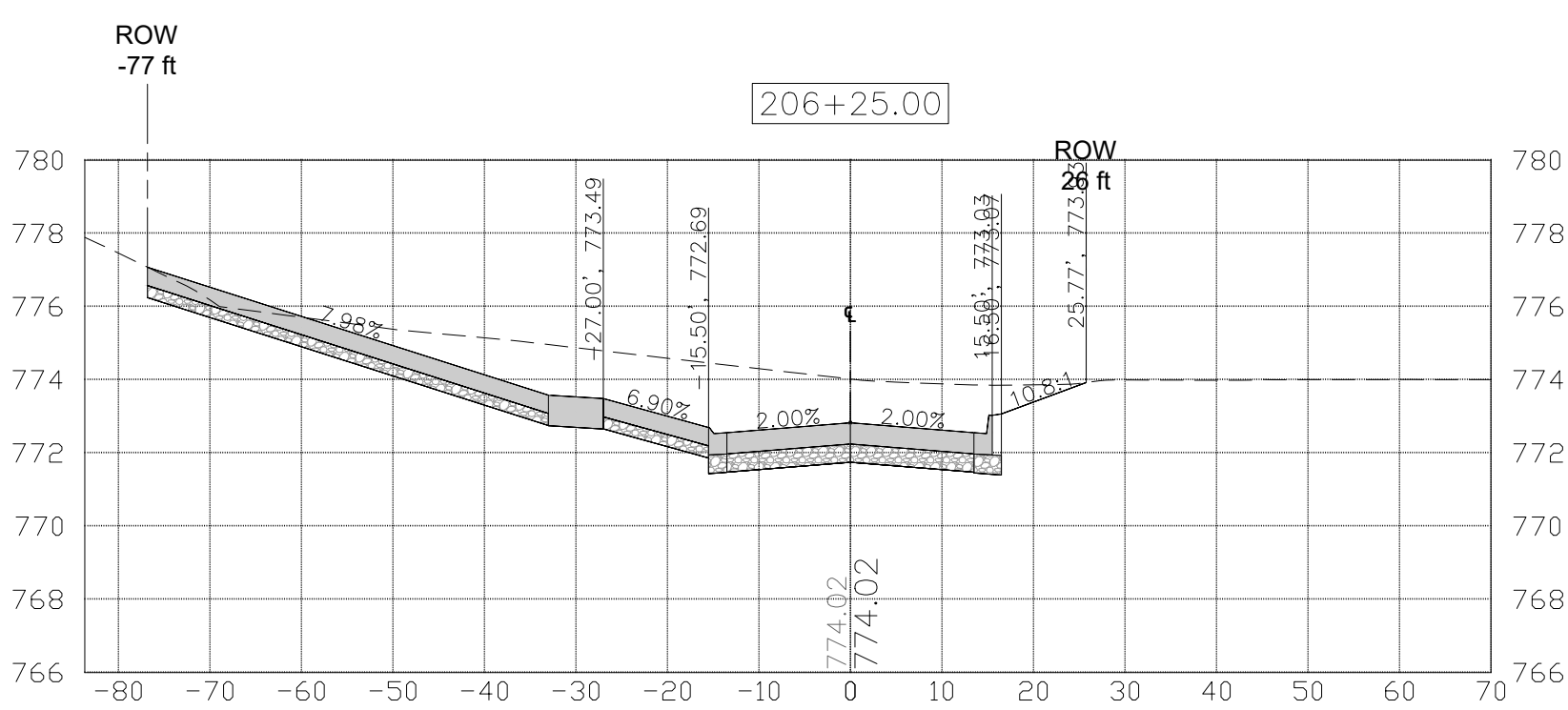
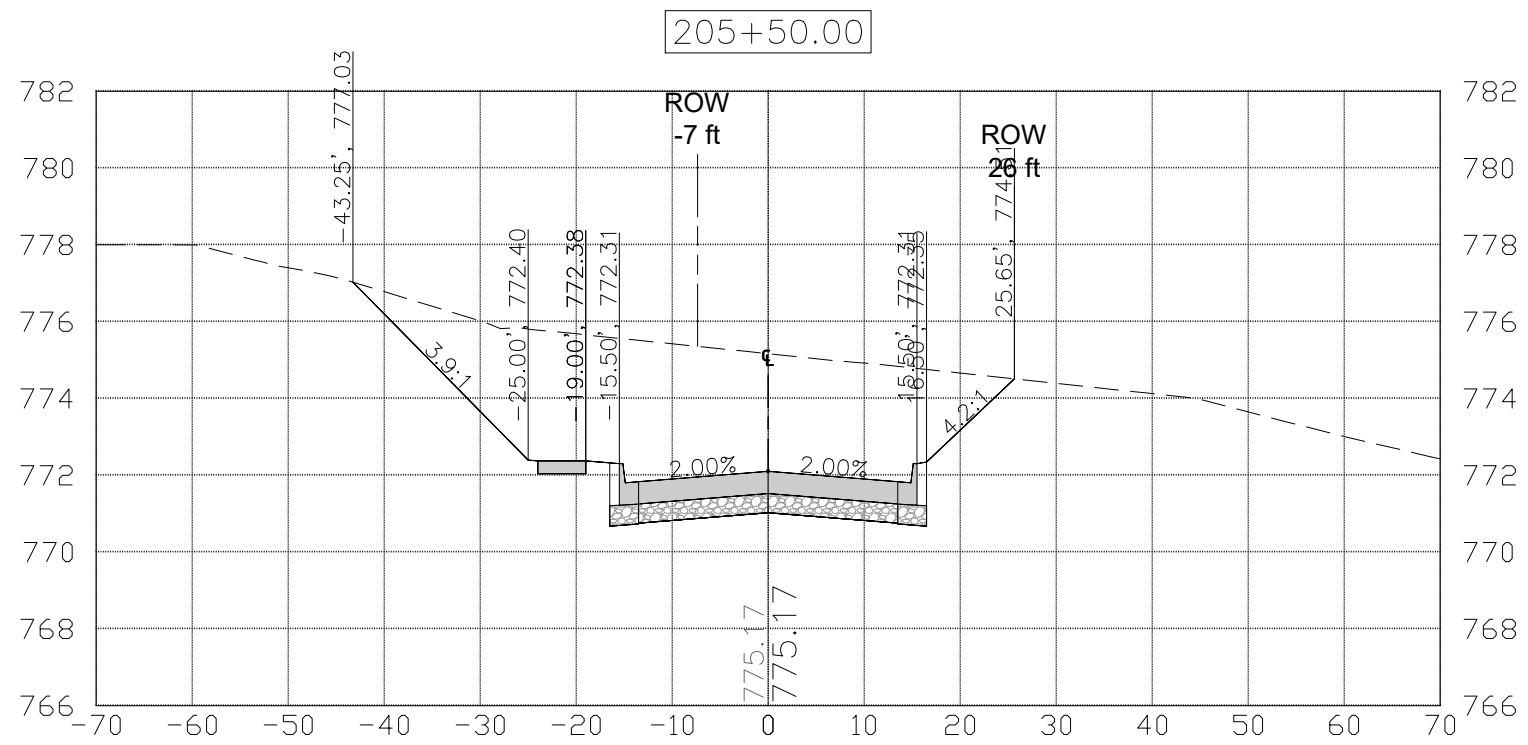
GREENVIEW EXTENSION
CITY OF WEST BRANCH

860 22nd Avenue - Suite 4 • Coraville, Iowa 52241-1565
 319-466-1000 • 319-466-1000(FAX) • 888-241-8001(WATS)

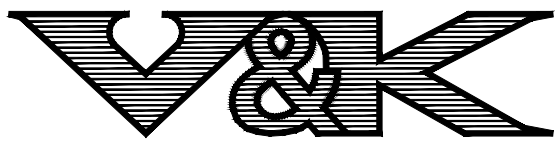
PLAN & PROFILE - SEAL COAT		DWG. NO.
		F.01
PROJECT	368278	

X-REFS: 368228 Topo & Gilbert Concept 10 x 5 Box & Lot Layout & WB Surveyed Prop Lines & 368228 Geometry & Fehr-Graham Parking Lot 2 & Aerial_WB
FILE PATH: Z:\WEST BRANCH 368278 GREENVIEW EXTENSION PRELIMINARY DESIGN\DRAWINGS\ DESIGN DRAWINGS\DESIGN

PLOTTED: Friday, September 11, 2020 9:46:11 AM



DATE	REVISIONS	SCALE	AS NOTED
		DRAWN	LJB
		CHECKED	LJB
		APPROVED	DRS
		DATE	09-11-2020
		ISSUED FOR	REVIEW



VEENSTRA & KIMM, INC.

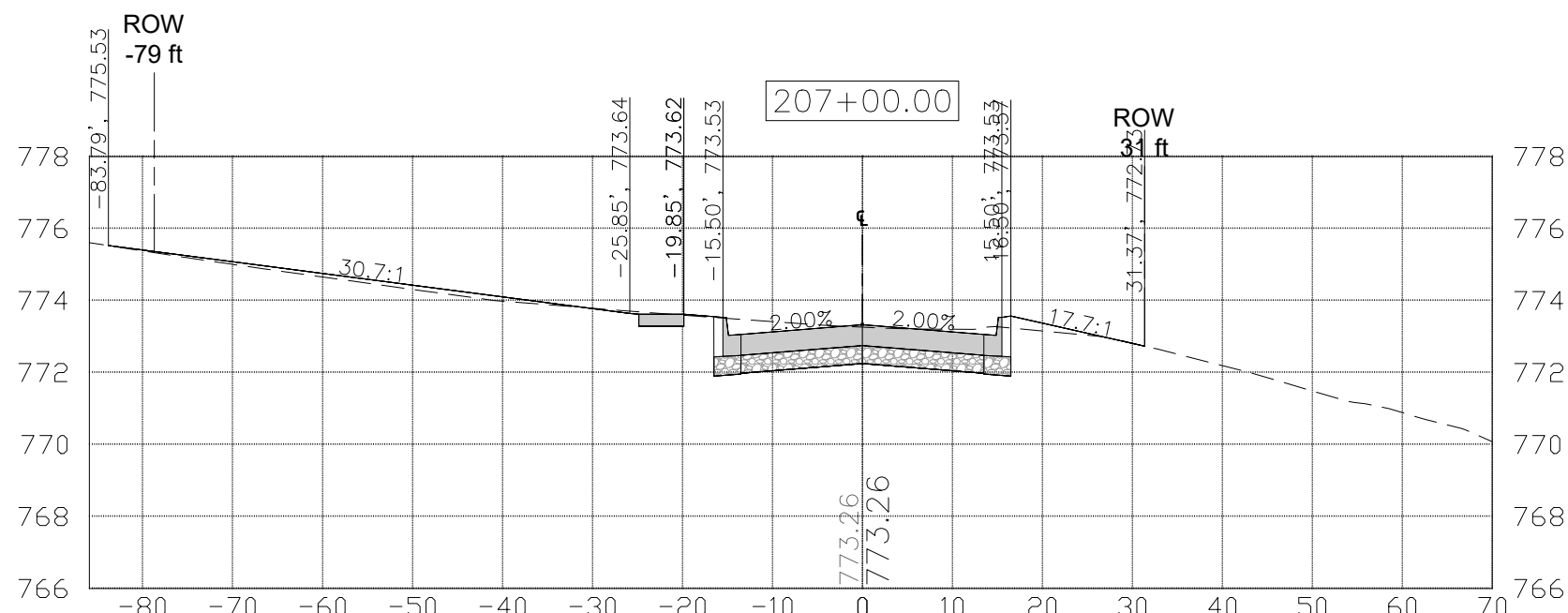
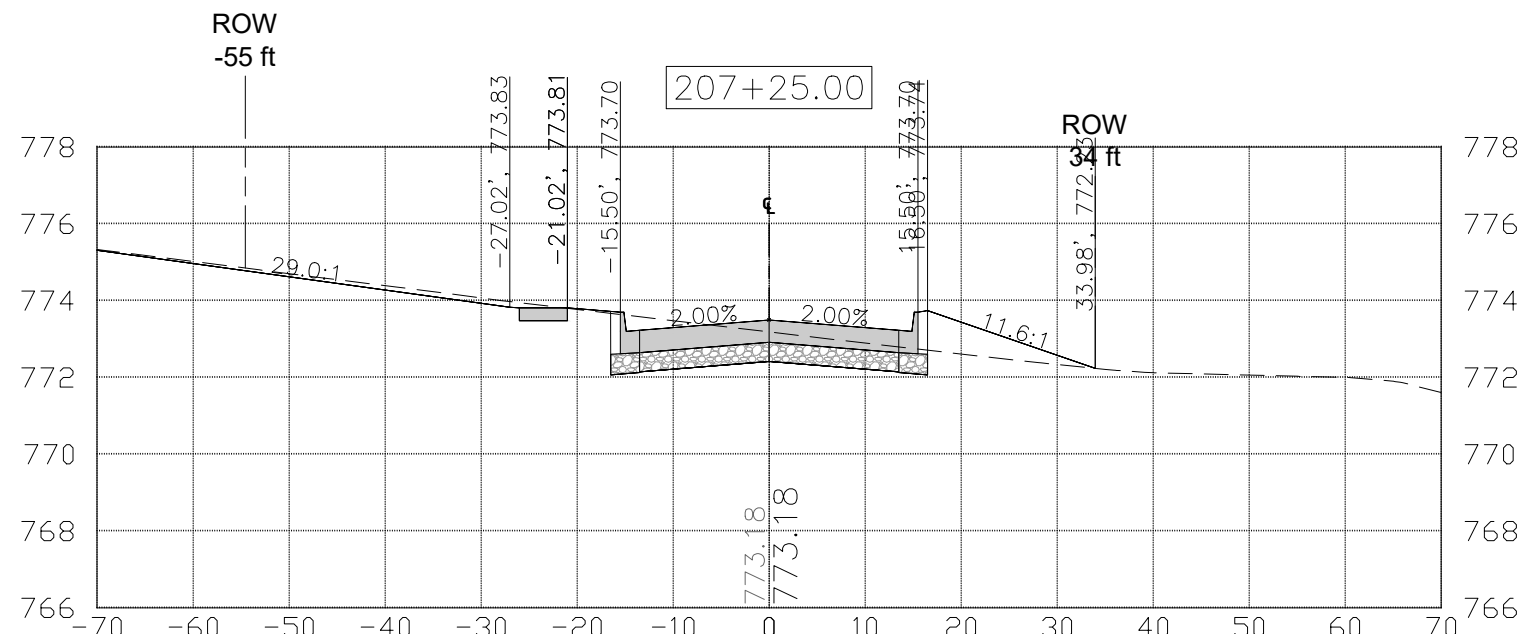
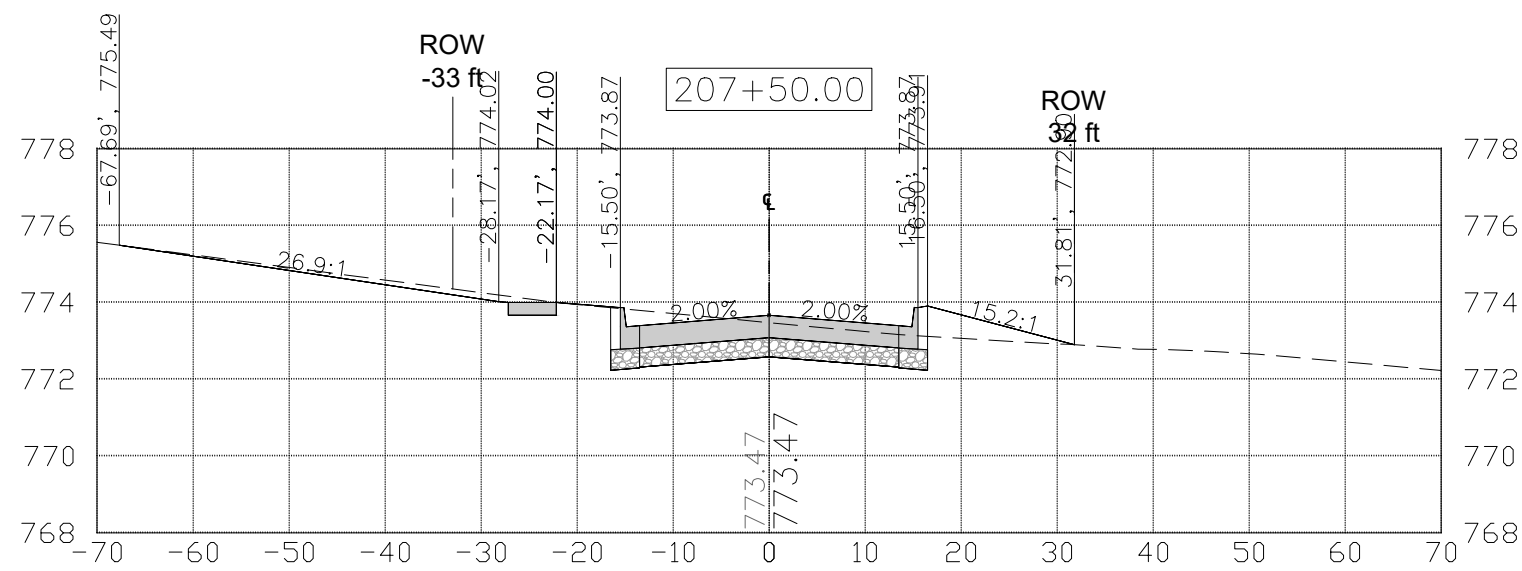
GREENVIEW EXTENSION
CITY OF WEST BRANCH

860 22nd Avenue - Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

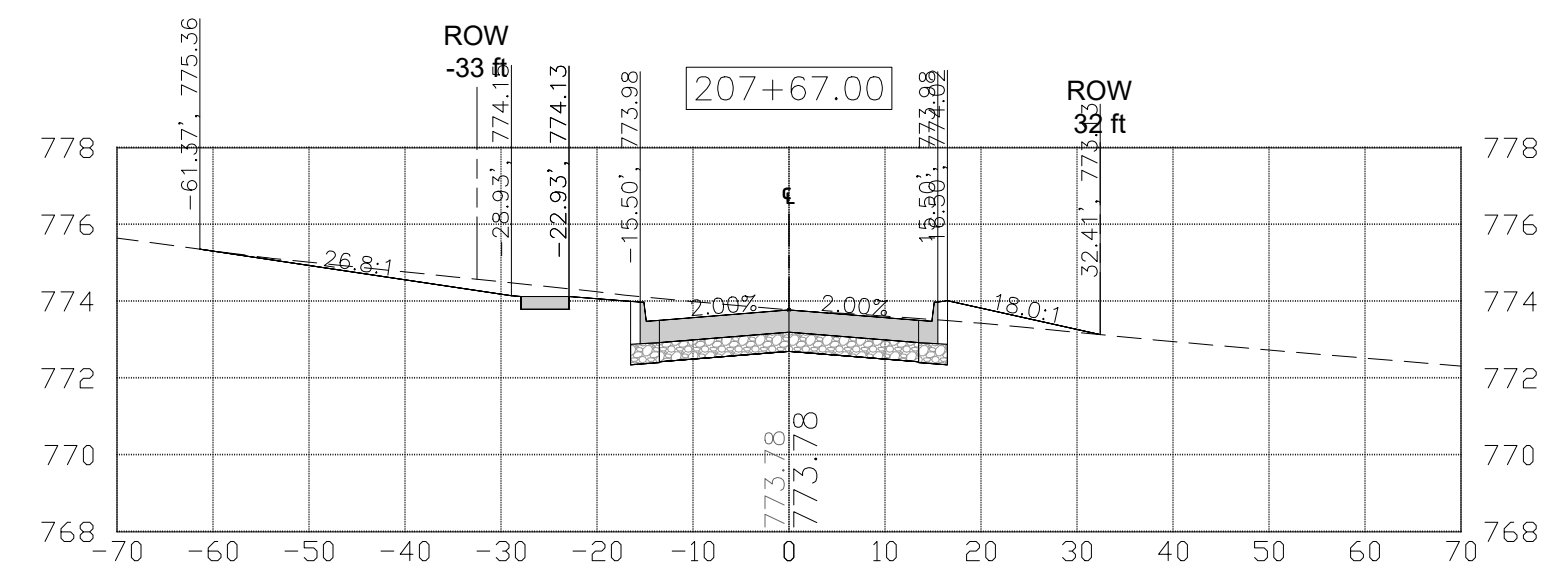
CROSS SECTIONS - GREENVIEW CIRCLE

DWG. NO.
W.01
PROJECT
368278

FILE PATH: Z:\WEST BRANCH 368278 GREENVIEW EXTENSION PRELIMINARY DESIGN\DRAWINGS\DESIGN DRAWINGS\DESIGN



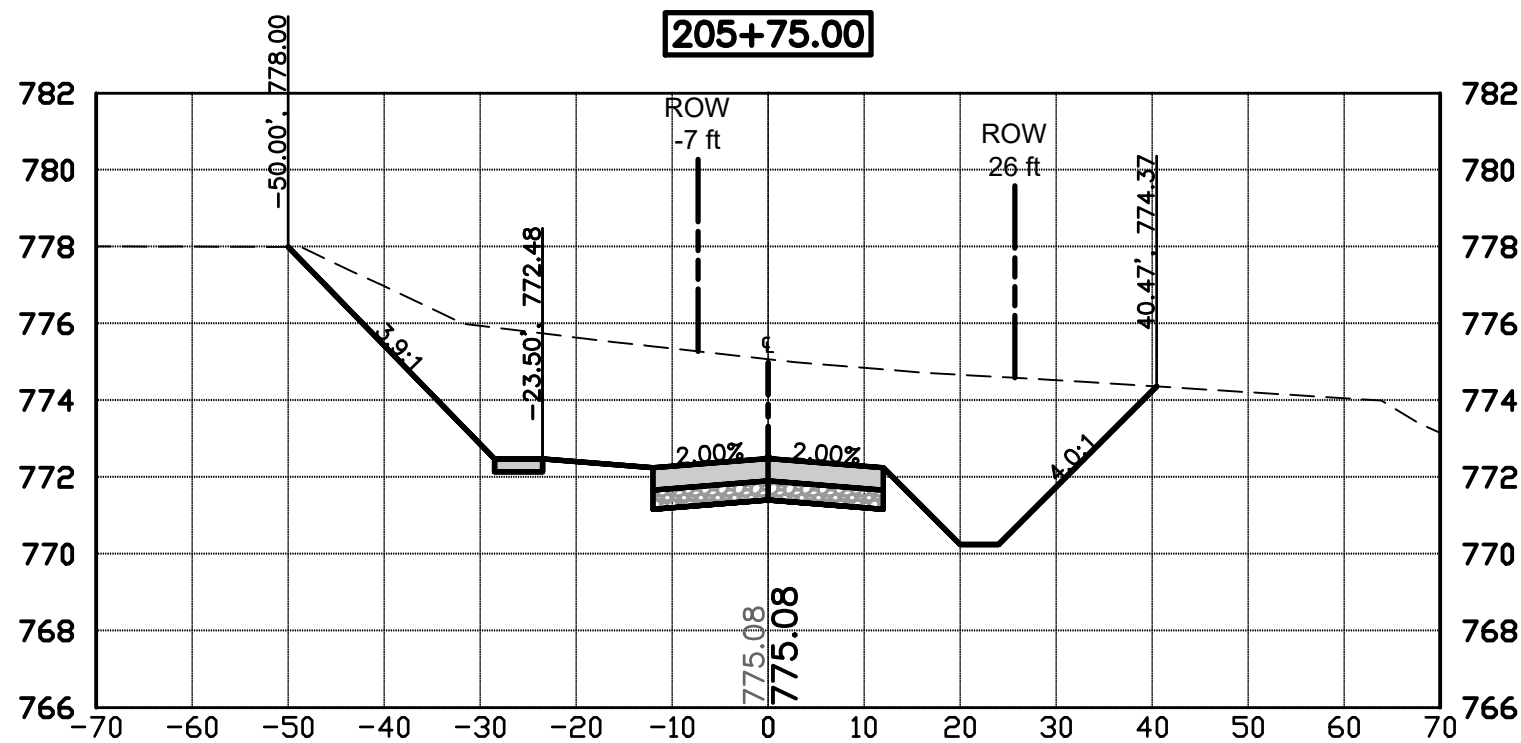
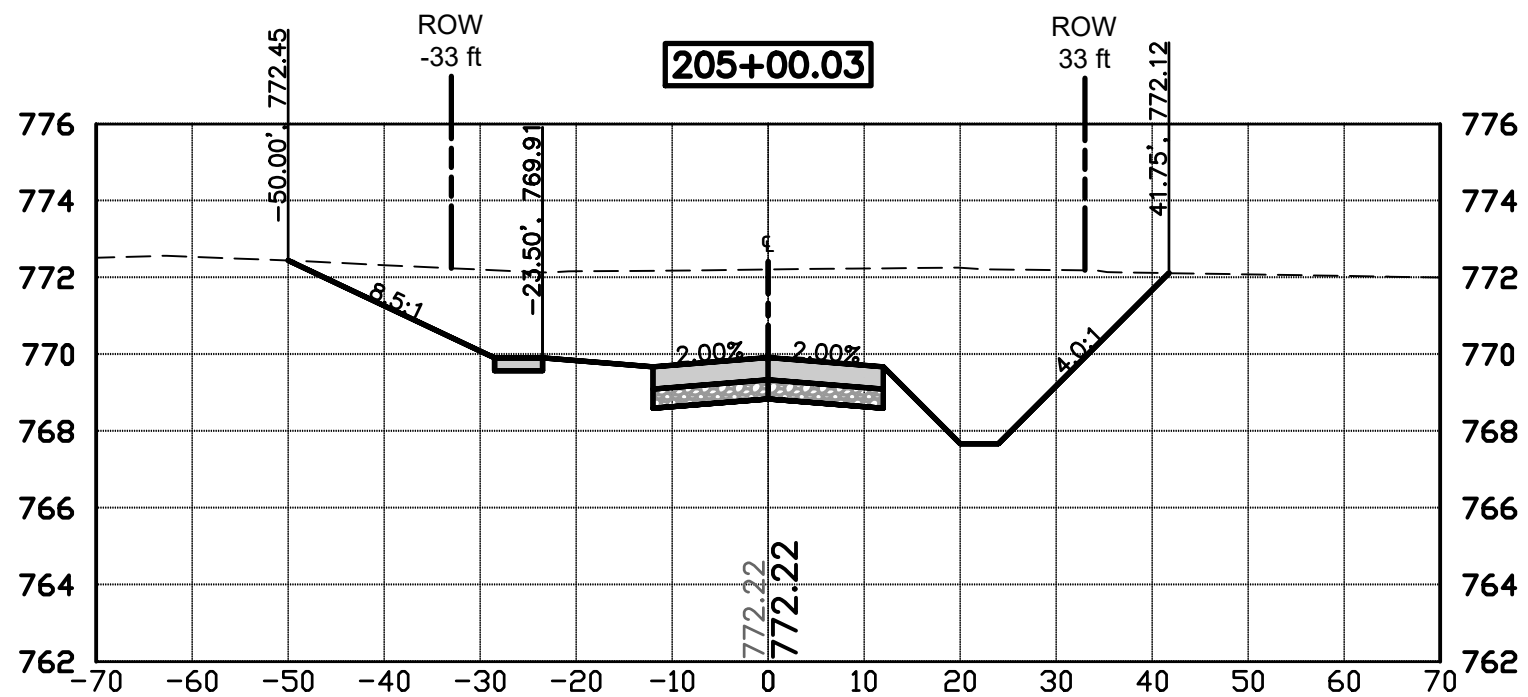
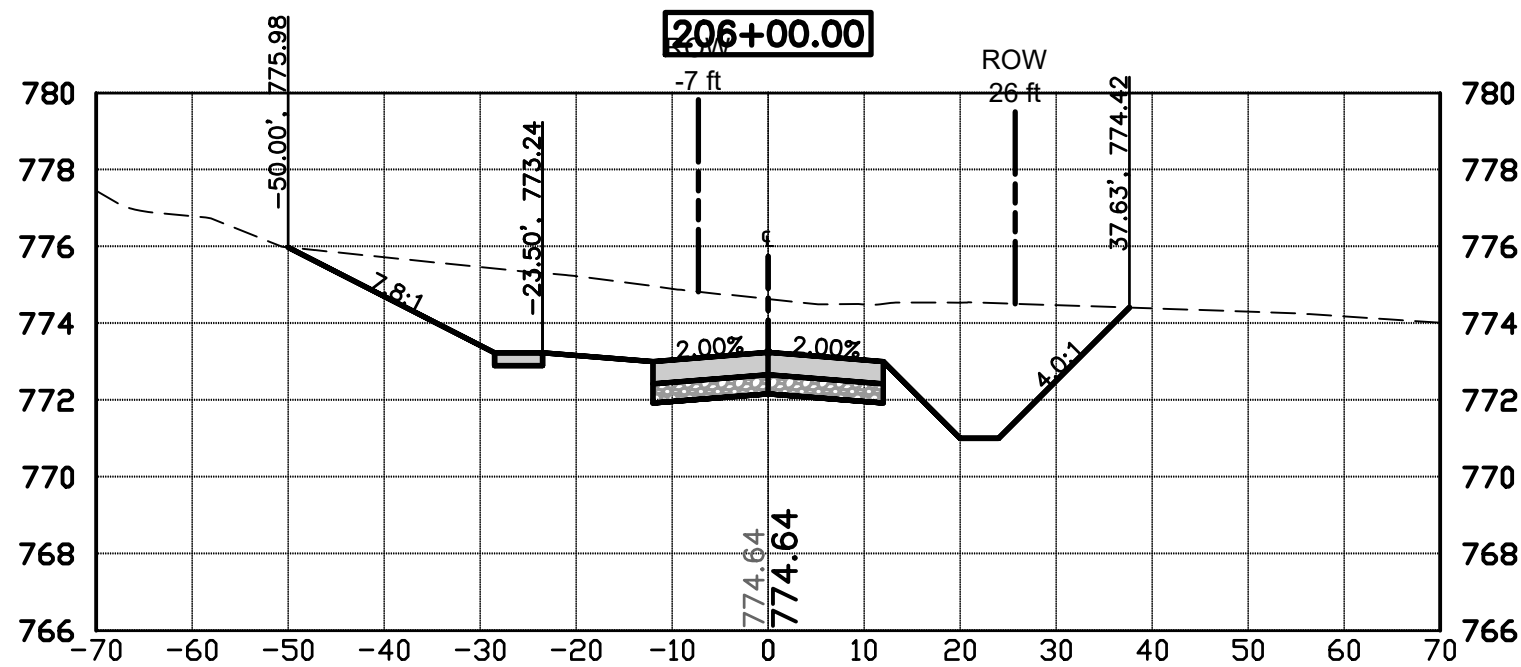
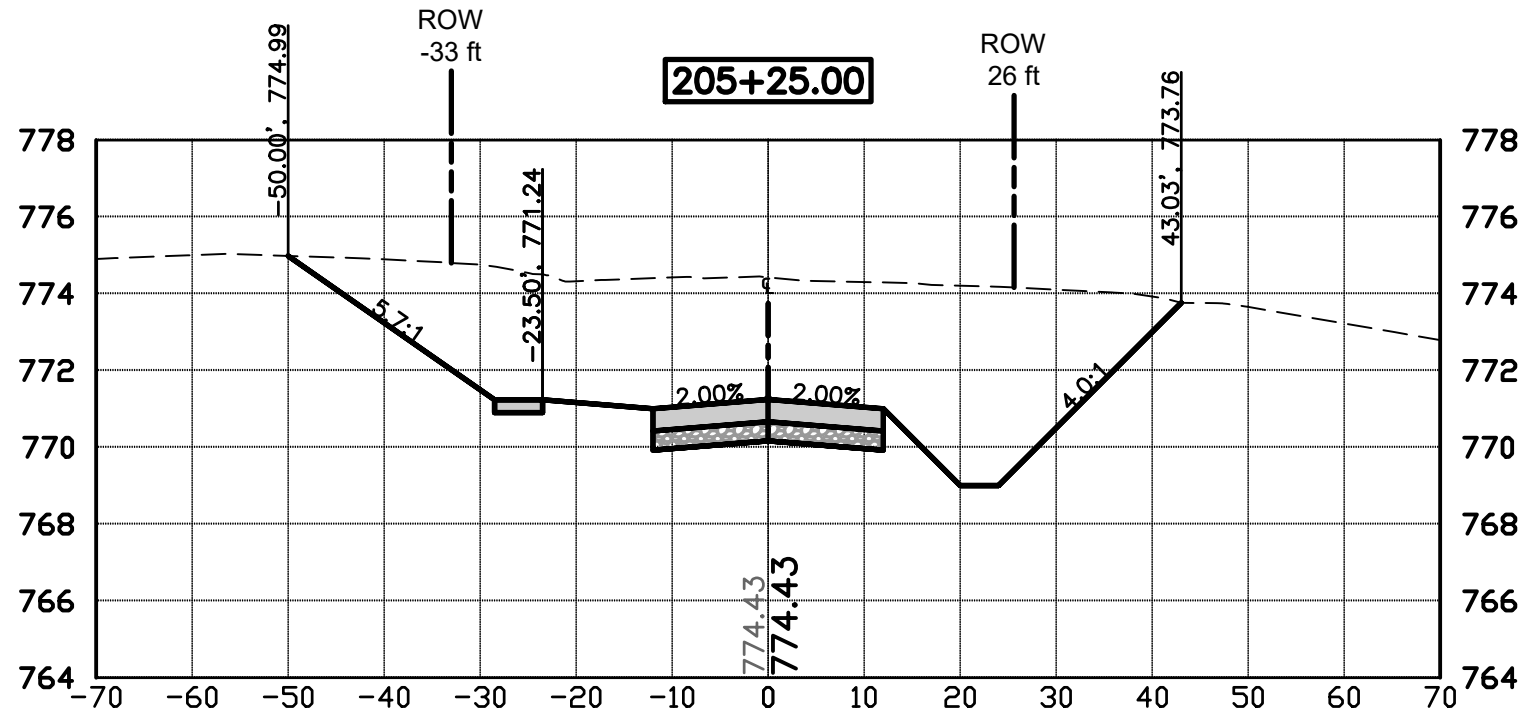
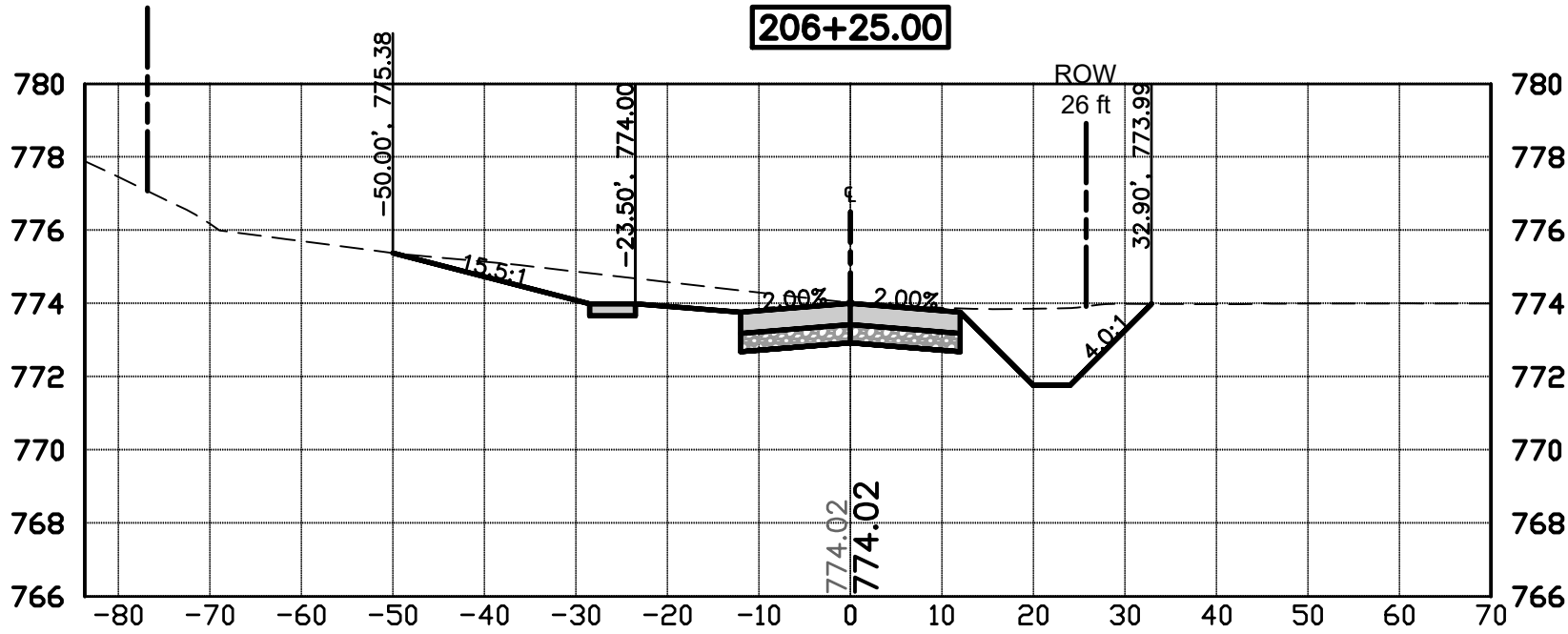
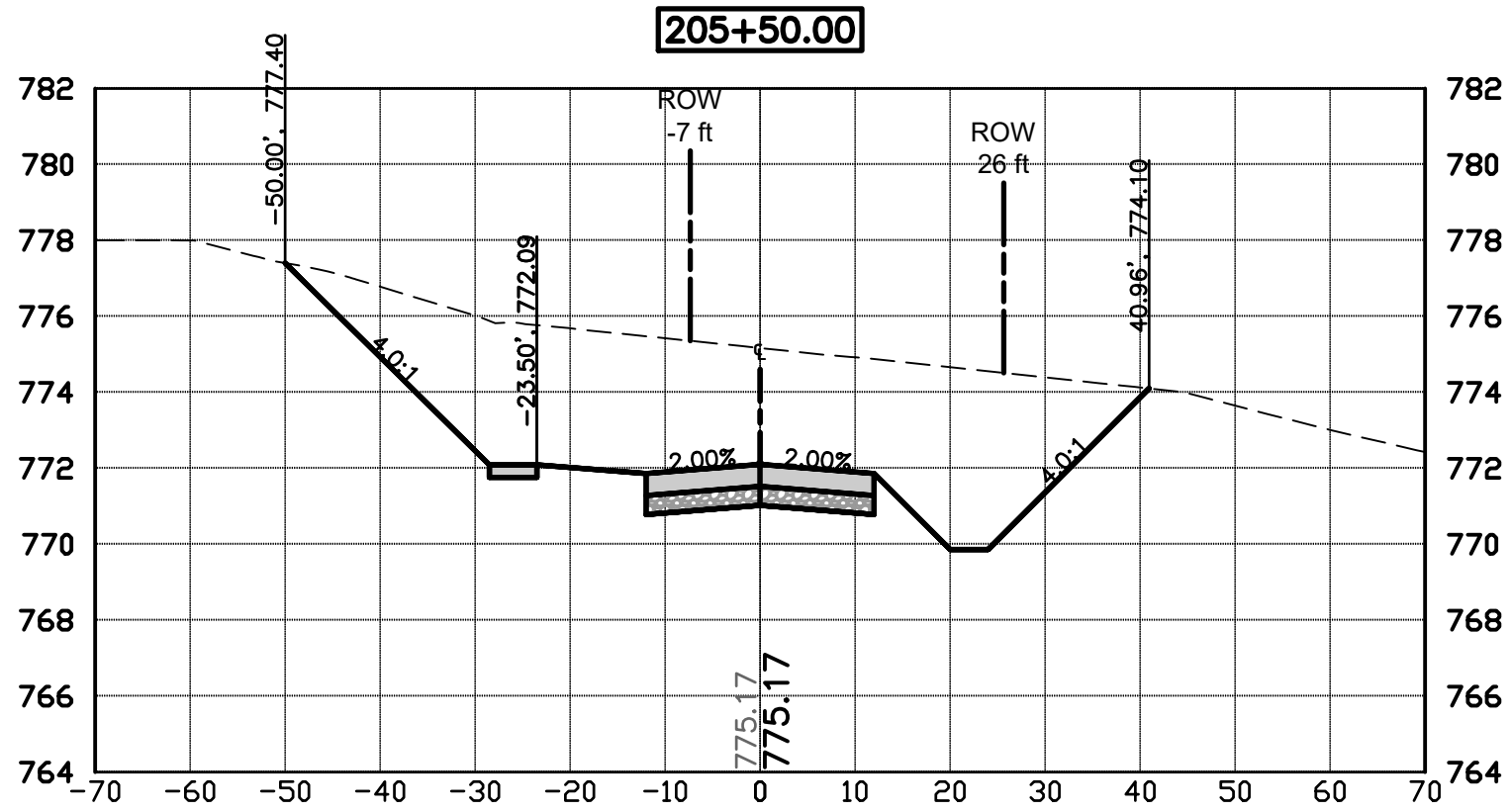
DATE	REVISIONS	SCALE	AS NOTED		GREENVIEW EXTENSION CITY OF WEST BRANCH	CROSS SECTIONS - GREENVIEW CIRCLE	DWG. NO.		
		DRAWN	LJB					GREENVIEW EXTENSION CITY OF WEST BRANCH	W.02
		CHECKED	LJB						
		APPROVED	DRS						
		DATE	09-11-2020	VEENSTRA & KIMM, INC.	860 22nd Avenue - Suite 4 • Coralville, Iowa 52241-1565 319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)		PROJECT	368278	
		ISSUED FOR	REVIEW						



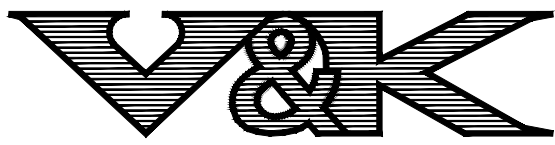
DATE	REVISIONS	SCALE	AS NOTED		GREENVIEW EXTENSION CITY OF WEST BRANCH	CROSS SECTIONS - GREENVIEW CIRCLE	DWG. NO.		
		DRAWN	LJB					860 22nd Avenue - Suite 4 • Coralville, Iowa 52241-1565 319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)	W.03
		CHECKED	LJB						
		APPROVED	DRS						
		DATE	09-11-2020	VEENSTRA & KIMM, INC.			PROJECT	368278	
		ISSUED FOR	REVIEW						

PLOTTED: Friday, September 11, 2020 9:46:46 AM

X-REFS: 368228 Topo & Lot Layout & Aerial_WB & 368228 Geometry3 SEAL COAT
 FILE PATH: Z:\WEST BRANCH 368278 GREENVIEW EXTENSION PRELIMINARY DESIGN\DRAWINGS\ DESIGN DRAWINGS\DESIGN3 SEAL COAT



DATE	REVISIONS	SCALE	AS NOTED
		DRAWN	LJB
		CHECKED	LJB
		APPROVED	DRS
		DATE	09-11-2020
		ISSUED FOR	REVIEW



VEENSTRA & KIMM, INC.

GREENVIEW EXTENSION
CITY OF WEST BRANCH

860 22nd Avenue - Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

CROSS SECTIONS - GREENVIEW CIR SEAL COAT

DWG. NO.
Y.01
PROJECT
368278