



**PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING
SCHEDULED TO CONVENE AT 7:00 P.M. MONDAY OCTOBER 19, 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 23th 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.

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1. **Motion to Approve** Meeting Minutes for City Council Meeting October 5, 2020.
2. **Motion to Approve** Meeting Minutes for City Council Special Meeting October 13, 2020.
3. **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.
4. **First Reading of Ordinance 781** – Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”.
5. **Resolution 1946** – Approving the Submission of the City of West Branch Fiscal Year 2020 Annual Finance Report to the State Auditor's Office.
6. **Motion to Approve** the Claims Report.

G. Public Hearing / Non-Consent Agenda

1. **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.
2. **Public Hearing:** On the Proposed Amendment to Section 165.12 of the West Branch Zoning Ordinance.
3. **First Reading of Ordinance 778** – An Ordinance Amending Chapter 165; Entitled, “Zoning Regulations”.
4. **Public Hearing:** On the intent to Construct the “Wapsi Creek Widening at Beranek Park” Project and Approve the Acquisition of Property via Eminent Domain.
5. **Resolution 1944** – A Resolution of Intent Authorizing the Acquisition of Property Interests for the Wapsi Creek Widening at Beranek Park Project.
6. **Motion to Approve** Setting the Date of November 16th for a Public Hearing: Regarding the Request for Proposals to Dispose of and Develop Property.
7. **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.
8. **Resolution 1942** – A Resolution Approving the Final Plat of Loethen Ridge Estates.
9. **Resolution 1943** – A Resolution 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.
10. **Resolution 1945** – Engineering Service Agreement (Waste Water)
11. **Discussion Item:** Regarding Capital Improvement Plan

H. Reports

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

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- I. Comments from Mayor and Council Members**
- J. Adjournment**

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((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 5, 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

Motion to Approve Minutes for City Council Meeting September 21, 2020.

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.

Motion to Approve a Letter of Support for Great Places Grant Funding Towards the New Cedar County Cultural Center at Prairie Village.

Motion to Approve the Claims Report.

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	

Laughlin noted that revised minutes from the September 21st meeting were distributed to the Council for their review. Sexton questioned the Great Places Grant and what it was for. Laughlin responded and said county wide effort to obtain a grant for a cultural center to be located in Tipton on the north side of town. The grant would also include a cow statue to be placed in each city that would be painted in a mosaic representative of West Branch's past, present and future (similar to the mural project). Laughlin also commented on Resolution 1938 which waives the right for a formal engineer's review for a land split in Oasis between a brother and sister saying that West Branch has no plans for future annexation to west at this time. Stoolman questioned an item from the September 21st claims list for Wellmark adjustments. Edgar explained that the adjustments were for adding a new employee and coverage change for another.

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

PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 1939 – Waiving 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. / Move to action.

Laughlin explained that this nine lot sub-division will be located approximately one quarter mile east of town on Charles Avenue. He said P&Z had reviewed the preliminary plat at their last meeting and approved waiving the right for a formal review which Laughlin said he supports. Tom Anthony, Shoemaker Haaland, representing Barnhart answered questions from the Council regarding storm water management and other topics related to the draft municipal improvements agreement. Anthony said Cedar County has several, extensive requirements regarding storm water management and septic systems that will be utilized for the subdivision. Anthony added that Cedar County's Phil LaRue was satisfied their preliminary plat and had met all of the county's requirements. Olson suggested that the Council approve a Municipal Development Agreement with the developer, Bruce Barnhart that would require the sub-division to construct public improvements to City standards should the subdivision become annexed by the City as a condition of Resolution 1939. Dean asked Barnhart his feelings on the agreement. Barnhart said his attorney had requested some changes to the agreement but felt those items could be worked out with the City. Olson said he would work with Barnhart's attorney to draft those changes. Motion by Miller, second by Goodweiler to approve Resolution 1939 subject to the signed Municipal Improvements Agreement. AYES: Miller, Goodweiler, Dean, Stoolman, Sexton. NAYS: None. Motion carried.

Discussion: Halloween 2020.

Russell prepared information for the Council to review Halloween safety guidelines due to the COVID-19... Russell stated that trick-or-treating is classified as a 'high-risk' activity but offered some safe ways for the community to celebrate the holiday. The Council said they would not tell residents how they can celebrate a holiday, but was agreeable to providing safety guidelines. The Council set trick-or-treat for Saturday, October 31st from 4 to 8 p.m. for those wishing to participate. Russell said she would have safety guidelines published in the West Branch Times and placed on the city's Facebook pages.

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. / Move to action.

Olson explained the purpose of the ordinance is to set the value of Little Lights for the TIF Rebate Agreement approved by Resolution 1797 in 2019. Olson said the county has set the value at \$170,220.00 and reminded the Council that the rebate is \$150,000 or 10 years, which occurs first. Motion by Sexton, second by Goodweiler to approve the first reading of Ordinance 777. AYES: Sexton, Goodweiler, Dean, Stoolman, Miller. NAYS: None. Motion carried.

Discussion: Considering bringing forward a 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.

Staff prepared a reimbursement plan for the City's contribution for a turn lane at the high school due to their expansion project. Jones said the plan would include reimbursing the school \$50,000 in year one (which is a portion of the building permit fees paid by their contractor) and the remaining \$50,000 spread over four years (or \$12,500 per year of general fund dollars). The Council had conflicting opinions on if the City should make the school use a portion of their contingency money for the turn lanes since their expansion is what stemmed the need. The Council was split on who will really benefit from the added turn lane on West Main Street. Laughlin felt that the city's growth on the west side contributes to the traffic on West Main Street, while others disagreed. Jones, who had originally suggested the school use their contingency money before seeking city dollars expressed his concern that a crosswalk light would be an important feature needed for pedestrian traffic safety with the new housing being constructed across street in The Meadows. Jones asked who would pay for that and said those costs had not yet been discussed by either party. Dean and Goodweiler said they would support the City chipping in the \$100,000, but didn't want the school to have to use their contingency money. Miller suggested that the city take on the project

themselves and assess the cost of the road improvements to the adjacent property owners. After much discussion, Dean stated “we are either in, or we are out”. The Council did an informal poll on whether or not the contingency language should be put in or left out of the resolution. In the end, the Council was split. Laughlin directed Jones to prepare a resolution for consideration for the next council meeting. Miller added that often the school says they want to be ‘partners’ but in the past has not held up on their end when the City needed something citing their response “it was not in their facility plans”. Miller said he did not want to discuss this matter now, but suggested the Council discuss what kind of partners the city and the school should be in the future.

Discussion: Regarding the Greenview Connection Options.

City Engineer Schechinger presented two concepts for the connection to Greenview subdivision. This project has been on the city’s project list for several years and is finally getting close to fruition with the Loethen Ridge Estates subdivision being constructed. Option 1 – a twenty-four foot wide seal coat street comes at a cost of approximately \$55,245.00. This version provides a connection to the edge of the cul-de-sac at the east end of the subdivision. Option 2 – a thirty-one foot PCC street with a price tag of \$239,130.00. This option extends the street further into the subdivision, removing the cul-de-sac and lining up with the natural curve of Greenview Drive. The Council preferred option 2 but wasn’t sure how they could afford to do it at this time. The council asked Schechinger if the street could be narrower as a cost saving measure and asked for additional pricing. After further discussions, Laughlin asked Schechinger to provide a third option (similar to Option 1), as a thirty-one foot PCC street, with storm sewer and no sidewalk. Laughlin said the City could then budget the remaining part of the project for FY22. Miller stated that since this project has been on the city’s project list for so long, now was not the time to ‘take the cheap route’ by using the chip & seal option, given that the Council is preparing to give money to the school for their turn lane project. The subject of how the City would pay for the project then prompted a response from Finance Officer Edgar. Edgar said the building permit fee for the school project of \$70,000 could be used (if not given back to the school) and \$59,000 coming from the Cares Act could help fund the project as it goes back to the general fund. Olson said the project will need to go out to bid and would most likely not start until the spring/summer of 2021 which gives the Council and staff more time to determine how to fund the much needed project.

CITY ADMINISTRATOR REPORT

Jones reported that the waste water treatment plans have been approved for the IUP which is the first step in the project so funding can be requested from the SRF (State Revolving Loan Fund). The next step will be to have the Council approve an Engineering Service Agreement with V&K for design work on the plan. Jones said that should be ready for the next meeting. Jones advised that Chief Horihan will officially be retire later this month and using vacation to end his employment in November. Horihan’s last day on duty will be October 26th. Jones said the recruitment for his replacement will begin sooner than planned.

CITY ATTORNEY REPORT

No report.

STAFF REPORTS

No reports.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin said the Lions Club wants to build a shed at the cemetery for them to use as storage. He said it would become City property once constructed. Laughlin asked if the Council would be agreeable to that suggestion. The Council had no objection as long as it was turned over as city property. Olson added that the city would need something in writing to cover the City for insurance purposes. Laughlin said KLM wanted to be on tonight’s agenda for the final plat approval but did not meet the requirements of the Chapter 170 by having all improvements completed and approved by the City Engineer. Laughlin said he may call for a special meeting later this week if the escrow requirements are met.

Sexton requested an update on the City's TIF could be held at the next meeting noting that West Branch is not utilizing TIF as much as other cities.

ADJOURNMENT

Motion to adjourn the regular meeting by Miller, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 9:05 p.m.

Motion to adjourn to Closed Session – 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. / Move to action.

Motion by Sexton, second by Miller to go into closed session at 9:06 p.m. AYES: Sexton, Miller, Goodweiler, Stoolman, Dean. NAYS: None. Motion carried.

Motion by Miller, second by Goodweiler to adjourn from the closed session. Motion carried on a voice vote. City Council meeting adjourned at 9:50 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk

(Special Meeting Minutes)
Consent Item 2

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West Branch, Iowa
Council Chambers

City Council
Special Meeting

October 13, 2020
6:30 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 Tuesday, October 13, 2020 at 6:30 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.

Mayor Roger Laughlin called the West Branch City Council meeting to order at 6:31 p.m. Roll call: Council members (via Zoom): Colton Miller, Tom Dean, and Nick Goodweiler. Attending in-person: Jodee Stoolman Jerry Sexton. City Staff: City Administrator Redmond Jones II and Deputy Clerk Leslie Brick.

GUEST SPEAKER PRESENTATIONS

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

None.

PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 1940 – Approving an amendment to that certain Subdivider’s Agreement by and between the City of West Branch and KLM Investments, LLC for The Meadows, Part 4, West Branch / Move to action.

Background: Requirements of Chapter 170.19 had not been met by the developer for the October 5th City Council meeting. Because public improvements have not yet been completed, the City requires an Escrow for the remaining improvements in order to approve a final plat. The escrow amount is calculated by the developer’s engineer and then approved by the City Engineer. This information was received on October 9th and the meeting was scheduled at the request of the developer as they have lots pending sale before the next regular Council meeting. Because of rezoning changes and re-numbering of lots have occurred after the preliminary plat and Subdivider’s Agreement was approved in 2018, the City Attorney is required to make an amendment to the original agreement (Resolution 1742) to reflect those changes.

Jones said due to the timing of the special meeting request and availability to obtain all the necessary information, the proposed amendments for the Subdivider’s Agreement were still under review by the City Engineer, City Attorney and developer.

Brick added that Section 14 (of the original agreement) regarding Minimum Low Openings needed verification from both parties engineers and that Section 10 Payment of Sanitary Sewer Connection Fees were under review due to the rezoning that had occurred since the approval of the original agreement.

After some brief discussion, Dean made a motion to approve the amendments pending agreement of the City Attorney and City Engineer on Section 10 and 14.

Motion by Dean, second by Goodweiler to approve Resolution 1940 pending agreement of Section 10 and 14 by the City Attorney and City Engineer. AYES: Dean, Goodweiler, Stoolman, Miller, Sexton.
NAYS: None. Motion carried.

Motion by Dean, second by Goodweiler to approve Resolution 1940, amendments to items 1, 2, 3, and 5 as presented. AYES: Dean, Goodweiler, Sexton, Stoolman, Miller. NAYS: None. Motion carried.

Resolution 1941 – Approving the Final Plat for The Meadow’s Subdivision Part 4B. / Move to action.

Sexton questioned if lots 1 and 30 would have street access from Cedar-Johnson Road or Prairie View Drive since driveways were to be minimized on Cedar-Johnson Road. Mike Welch, Axiom Consultants explained that lot 30 may need to be accessed from Cedar-Johnson due to the width of its north property line. Laughlin agreed that access could be an issue but said this would be addressed at the building permit stage. Stoolman said she would have liked to see Dawson connect to the Greenview subdivision but the Mayor explained that idea was considered previously and determined not to be a viable option. Welch explained that there is a sewer easement and public access between lots 3 and 4 in which the City could provide a pedestrian trail if they so desired to Greenview. Jones confirmed that an escrow check had been received by the City and recommended approval. The Council had no further comments.

Motion by Dean, second by Sexton to approve Resolution 1941. AYES: Dean, Sexton, Miller, Stoolman, Goodweiler. NAYS: None. Motion carried.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

None.

ADJOURNMENT

Motion to adjourn the regular meeting by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 6:56 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	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.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Mike Horihan, Chief of Police Department
DATE:	October 13, 2020

BACKGROUND:

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

This was first proposed back in 11/2019. The police department held off on this ordinance waiting for the superintendent to get approval from the school board. The West Branch School District has a lot going on. I have been asked to move forward with this proposal. This ordinance will not be in place for most of the upcoming football games, but in the interim, I can close Oliphant under my police authority.

The West Branch Police Department and or the West Branch school district can close Oliphant Street during West Branch home football games (Little Rose Bowl) from the south edge of the concession stand to the north edge of the concession stand. Road closed ahead signs will be placed south of Main Street on Oliphant and Oliphant St. south of Orange St.

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: _____



Special Event Permit Application

Event Title/Name: West Branch CSD Football Game
Event Organization: West Branch CSD Phone: 643-7213
Organization Address: 148 N. Oliphant St. Tax ID #: _____
City: West Branch State: IA Zip Code: 52358
Event Website: _____ Event Email: mjimmerson@west-branch.k12.ia.us
Event Coordinator Name and Title: Marty Jimmerson, Superintendent
Event Coordinator Email: mjimmerson73@gmail.com
Event Coordinator Cell Number: 515-620-7633
Event Coordinator Address: 148 N. Oliphant
City: West Branch State: IA Zip Code: 52358

Description of Event: close Oliphant St. to through traffic during home
varsity football games. from 6:30 until after games. 8/28, 9/11, 9/25, 10/23, 10/30

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.

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)
<u>8/28, 9/11, 9/25,</u> <u>10/23 and 10/30</u>	<u>6:30</u>	<u>after game</u>	<u>after game</u>

Maximum Number of Participants: _____ Maximum Number of Vehicles: _____

Will there be an admission fee? yes What is the admission fee? \$6

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? _____
Please list other agencies involved. WBCSD

Traffic Control Plan (please attach diagram): block road on both ends of press box during
game. we will have ticket takers letting people in



Public Notification Plan: _____

Amplified Sound/Noise Plan: _____

Site Plan/Race Course Map (please attach diagram): _____

Security Plan: _____

Restoration Plan: _____

Trash Management Plan: _____

Restroom Plan: _____

Signs/Banner Plan: _____

Insurance policy: _____

Signature: _____ Date: 8-18-20

******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.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	First 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 13, 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 the First 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, 115.18 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 S01°30'00"E, 122.00 FEET; THENCE ALONG SAID WEST LINE S01°30'00"E, 122.00 FEET TO THE EAST RIGHT-OF-WAY LINE OF CEDAR-JOHNSON ROAD; THENCE ALONG SAID EAST RIGHT-OF-WAY LINE N00°13'30"W, 125.00 FEET TO THE NORTH LINE OF SAID PARCEL G; THENCE ALONG SAID NORTH LINE S01°30'00"E, 122.00 FEET; THENCE ALONG SAID NORTH LINE S01°30'00"E, 122.00 FEET TO THE WEST LINE OF SAID PARCEL G; THENCE ALONG SAID WEST LINE S01°30'00"E, 122.00 FEET TO THE NORTH LINE OF SAID MEADOWS SUBDIVISION PART 4A; THENCE ALONG SAID NORTH LINE S40°04'00"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. 10' PUBLIC UTILITY EASEMENT
 - 2. 10' DRAINAGE AND STORM SEWER EASEMENT
 - 3. 10' DRAINAGE EASEMENT
 - 4. 10' SANITARY SEWER & PUBLIC ACCESS EASEMENT

PLAT APPROVALS

CEAR COUNTY AUDITOR _____ DATE _____

CHARTER / DEEDS _____ DATE _____

WEST BRANCH CITY CLERK _____ DATE _____

WEST BRANCH PLANNING & ZONING _____ DATE _____

SEPTERARY MARCH _____ DATE _____

LANDS BEFORE ME: _____

AUTOMATIC RECORDING OF THIS PLAT

UTILITY APPROVALS

ALBANY ENERGY _____ DATE _____

CEAR COUNTY EAT _____ DATE _____

CEAR COUNTY _____ DATE _____

CEAR COUNTY _____ DATE _____

CEAR COUNTY _____ DATE _____

CEAR COUNTY _____ DATE _____

- NOTES:**
1. BASE OF BEARINGS IS IN MEASUREMENTS IN THE IOWA PLANE COORDINATE SYSTEM SOUTH ZONE AND 83.
 2. UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND FRACTIONS.
 3. EASEMENT OF CLOSURE IS 10 FEET FROM THE EASEMENT.
 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	CHORD	CHORD-LEN
1	125.00	125.00	125.00	125.00
2	125.00	125.00	125.00	125.00
3	125.00	125.00	125.00	125.00
4	125.00	125.00	125.00	125.00
5	125.00	125.00	125.00	125.00
6	125.00	125.00	125.00	125.00
7	125.00	125.00	125.00	125.00
8	125.00	125.00	125.00	125.00
9	125.00	125.00	125.00	125.00
10	125.00	125.00	125.00	125.00

LINE #	LENGTH	BEARING
1	125.00	N40°55'59"W
2	125.00	N12°36'53"W
3	125.00	N00°13'30"W
4	125.00	S84°40'30"W
5	125.00	S01°30'00"E
6	125.00	S01°30'00"E
7	125.00	S40°04'00"W

- LEGEND**
- 1. SET 1/4" 6" PIPE (1/2" 1/2")
 - 2. SET 1/4" 6" PIPE (1/2" 1/2")
 - 3. FOUND 1/4" 6" PIPE (1/2" 1/2")
 - 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

THE MEADOWS SUBDIVISION PART 4B

1 OF 1 180024 BOELK

DATE: SEPTEMBER 8, 2020

DRAWING LOG

NO. _____ DATE _____

DESCRIPTION OF CHANGES _____

AXIOM CONSULTANTS

WWW.AXIOM-CONSULTANTS.COM | (319) 518-4238

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:	October 19, 2020
AGENDA ITEM:	Resolution 1946 – Approving the Submission of the City of West Branch Fiscal Year 2020 Annual Finance Report to the State Auditor’s Office.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon R. Edgar, Finance Director
DATE:	October 16, 2020

BACKGROUND:

Chapter 384.22 of the Code of Iowa requires the City of West Branch to submit a City Annual Financial Report (AFR) for the year ending June 30, 2020 to be filed with the Office of Auditor of State by December 1, 2020. It should also be noted, that Chapter 384.16 of the Code of Iowa requires certain information included in the AFR be used in preparing the fiscal year 2022 annual certified budget. Property taxes will not be levied for fiscal year 2022 if a city fails to comply with statutory budgeting requirements and all state funds will be withheld (Chapter 384.16(7) of the Code of Iowa) until the city complies with these statutory requirements.

STAFF RECOMMENDATION:	Approve Resolution 1946 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

STATE OF IOWA
2020
FINANCIAL REPORT
FISCAL YEAR ENDED
JUNE 30, 2020
CITY OF WEST BRANCH, IOWA
DUE: December 1, 2020

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

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

ALL FUNDS

	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	1,768,219		1,768,219	1,795,597
Less: Uncollected Property Taxes-Levy Year	0		0	
Net Current Property Taxes	1,768,219		1,768,219	1,795,597
Delinquent Property Taxes	0		0	
TIF Revenues	461,103		461,103	461,222
Other City Taxes	295,817	0	295,817	255,907
Licenses and Permits	126,170	0	126,170	35,500
Use of Money and Property	35,990	9,743	45,733	29,150
Intergovernmental	1,286,200	0	1,286,200	1,593,951
Charges for Fees and Service	118,528	1,064,904	1,183,432	1,110,620
Special Assessments	0	0	0	
Miscellaneous	35,942	21,783	57,725	43,900
Other Financing Sources	7,252	0	7,252	500,000
Transfers In	1,415,348	0	1,415,348	1,412,936
Total Revenues and Other Sources	5,550,569	1,096,430	6,646,999	7,238,783
Expenditures and Other Financing Uses				
Public Safety	673,150		673,150	837,894
Public Works	435,045		435,045	461,469
Health and Social Services	0		0	
Culture and Recreation	629,014		629,014	688,975
Community and Economic Development	124,832		124,832	141,278
General Government	177,642		177,642	193,286
Debt Service	1,000,829		1,000,829	1,000,885
Capital Projects	1,828,227		1,828,227	2,912,360
Total Governmental Activities Expenditures	4,868,739	0	4,868,739	6,236,147
BUSINESS TYPE ACTIVITIES		763,433	763,433	775,005
Total All Expenditures	4,868,739	763,433	5,632,172	7,011,152
Other Financing Uses	0	0	0	
Transfers Out	1,293,360	121,988	1,415,348	1,412,936
Total All Expenditures/and Other Financing Uses	6,162,099	885,421	7,047,520	8,424,088
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	-611,530	211,009	-400,521	-1,185,305
Beginning Fund Balance July 1, 2019	3,192,686	382,774	3,575,460	1,449,982
Ending Fund Balance June 30, 2020	2,581,156	593,783	3,174,939	264,677

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

Non-budgeted Internal Service Funds		Pension Trust Funds	
Private Purpose Trust Funds		Agency Funds	
Indebtedness at June 30, 2020	Amount	Indebtedness at June 30, 2020	Amount
General Obligation Debt	7,015,000	Other Long-Term Debt	3,371
Revenue Debt	0	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	11,254,787

CERTIFICATION

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

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

PLEASE PUBLISH THIS PAGE ONLY

REVENUE P2
CITY OF WEST BRANCH
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2020
NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section A - Taxes	1										1
Taxes levied on property	2	1,182,701	254,443		331,075			1,768,219		1,768,219	2
Less: Uncollected Property Taxes - Levy Year	3							0		0	3
Net Current Property Taxes	4	1,182,701	254,443		331,075	0	0	1,768,219		1,768,219	4
Delinquent Property Taxes	5							0		0	5
Total Property Tax	6	1,182,701	254,443		331,075	0	0	1,768,219		1,768,219	6
TIF Revenues	7			461,103				461,103		461,103	7
Other City Taxes											
Utility Tax Replacement Excise Taxes	8	11,174	2,816		2,853			16,843		16,843	8
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9	21,486						21,486		21,486	9
Parimutuel Wager Tax	10							0		0	10
Gaming Wager Tax	11							0		0	11
Mobile Home Tax	12	7,332	1,862		1,863			11,057		11,057	12
Hotel / Motel Tax	13	20,743						20,743		20,743	13
Other Local Option Taxes	14		225,688					225,688		225,688	14
Total Other City Taxes	15	60,735	230,366		4,716	0	0	295,817	0	295,817	15
Section B - Licenses and Permits	16	126,170						126,170		126,170	16
Section C - Use of Money and Property	17										17
Interest	18	24,424	289	6,241			3,166	34,120	9,743	43,863	18
Rents and Royalties	19		1,870					1,870		1,870	19
Other Miscellaneous Use of Money and Property	20							0		0	20
	21							0		0	21
Total Use of Money and Property	22	24,424	2,159	6,241	0	0	3,166	35,990	9,743	45,733	22
Section D - Intergovernmental	24										24
Federal Grants and Reimbursements	26										26
Federal Grants	27							0		0	27
Community Development Block Grants	28							0		0	28
Housing and Urban Development	29							0		0	29
Public Assistance Grants	30							0		0	30
Payment in Lieu of Taxes	31							0		0	31
NATIONAL PARK SERVICE CONTRACTS	32	6,000						6,000		6,000	32
Total Federal Grants and Reimbursements	33	6,000	0		0	0	0	6,000	0	6,000	33

REVENUE P3

CITY OF WEST BRANCH

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2020

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section D - Intergovernmental - Continued	41										41
State Shared Revenues	43										43
Road Use Taxes	44		299,187					299,187		299,187	44
Other state grants and reimbursements	48										48
State grants	49							0		0	49
Iowa Department of Transportation	50					633,816		633,816		633,816	50
Iowa Department of Natural Resources	51					50,890		50,890		50,890	51
Iowa Economic Development Authority	52							0		0	52
CEBA grants	53							0		0	53
Commercial & Industrial Replacement Claim	54	64,680	15,412		15,611			95,703		95,703	54
STATE LIBRARY FUNDING	55	2,846						2,846		2,846	55
	56							0		0	56
	57							0		0	57
	58							0		0	58
	59							0		0	59
Total State	60	67,526	314,599	0	15,611	684,706	0	1,082,442	0	1,082,442	60
Local Grants and Reimbursements											
County Contributions	63	19,801						19,801		19,801	63
Library Service	64							0		0	64
Township Contributions	65	176,457						176,457		176,457	65
Fire/EMT Service	66							0		0	66
MISCELLANEOUS CONTRIBUTION	67	1,500						1,500		1,500	67
	68							0		0	68
	69							0		0	69
Total Local Grants and Reimbursements	70	197,758	0	0	0	0	0	197,758	0	197,758	70
Total Intergovernmental (Sum of lines 33, 60, and 70)	71	271,284	314,599	0	15,611	684,706	0	1,286,200	0	1,286,200	71
Section E -Charges for Fees and Service	72										72
Water	73							0	534,909	534,909	73
Sewer	74							0	468,141	468,141	74
Electric	75							0		0	75
Gas	76							0		0	76
Parking	77							0		0	77
Airport	78							0		0	78
Landfill/garbage	79	47,993						47,993		47,993	79
Hospital	80							0		0	80

REVENUE P4

CITY OF

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section E - Charges for Fees and Service - Continued	81										81
Transit	82							0		0	82
Cable TV	83							0		0	83
Internet	84							0		0	84
Telephone	85							0		0	85
Housing Authority	86							0		0	86
Storm Water	87							0	61,854	61,854	87
Other:	88										88
Nursing Home	89							0		0	89
Police Service Fees	90	11,848						11,848		11,848	90
Prisoner Care	91							0		0	91
Fire Service Charges	92	3,177						3,177		3,177	92
Ambulance Charges	93							0		0	93
Sidewalk Street Repair Charges	94							0		0	94
Housing and Urban Renewal Charges	95							0		0	95
River Port and Terminal Fees	96							0		0	96
Public Scales	97							0		0	97
Cemetery Charges	98	7,275						7,275		7,275	98
Library Charges	99							0		0	99
Park, Recreation, and Cultural Charges	100	10,281						10,281		10,281	100
Animal Control Charges	101							0		0	101
SUBDIVISION & SIDEWALK REPAIR CHARGES	102	37,954						37,954		37,954	102
	103							0		0	103
Total Charges for Service	104	118,528	0	0	0	0	0	118,528	1,064,904	1,183,432	104
Section F - Special Assesments	106							0		0	106
Section G - Miscellaneous	107										107
Contributions	108	12,018						12,018		12,018	108
Deposits and Sales/Fuel Tax Refunds	109							0		0	109
Sale of Property and Merchandise	110	1,427					2,100	3,527		3,527	110
Fines	111	1,379						1,379		1,379	111
Internal Service Charges	112							0		0	112
REBATES-ALLIANT ENERGY	113	3,021						3,021		3,021	113
REIMBURSEMENT FROM W HOMEISTER	114	1,745						1,745		1,745	114
SALE OF SALVAGE	115					10,000		10,000		10,000	115
SOLID WASTE STICKERS/BAGS	116	2,865						2,865		2,865	116
MISCELLANEOUS REVENUE	117	488						488	76	564	117
INSURANCE SETTLEMENT	118	899						899	9,907	10,806	118
METERS	119							0	11,800	11,800	119
Total Miscellaneous	120	23,842	0	0	0	10,000	2,100	35,942	21,783	57,725	120

REVENUE P5

CITY OF

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)	121	1,807,684	801,567	467,344	351,402	694,706	5,266	4,127,969	1,096,430	5,224,399	121
Section H - Other Financing Sources	123										123
Proceeds of capital asset sales	124	5,002						5,002		5,002	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125							0		0	125
Proceeds of anticipatory warrants or other short- term debt	126							0		0	126
Regular transfers in and interfund loans	127	40,976	0		284,507	661,202		986,685		986,685	127
Internal TIF loans and transfers in	128	50,000			378,663			428,663		428,663	128
Wageworks / employee benefits income	129	2,250						2,250		2,250	129
	130							0		0	130
Total Other Financing Sources	131	98,228	0	0	663,170	661,202	0	1,422,600	0	1,422,600	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132	1,905,912	801,567	467,344	1,014,572	1,355,908	5,266	5,550,569	1,096,430	6,646,999	132
Beginning Fund Balance July 1, 2019	134	1,187,399	632,278	108,571	70,369	1,022,863	171,206	3,192,686	382,774	3,575,460	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136	3,093,311	1,433,845	575,915	1,084,941	2,378,771	176,472	8,743,255	1,479,204	10,222,459	136

EXPENDITURES P6
CITY OF WEST BRANCH
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2020
NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section A — Public Safety	1										1
Police Department/Crime Prevention	2	418,829	94,907					513,736		513,736	2
Jail	3							0		0	3
Emergency Management	4							0		0	4
Flood control	5							0		0	5
Fire Department	6	134,721	7,688					142,409		142,409	6
Ambulance	7							0		0	7
Building Inspections	8	13,561	2,277					15,838		15,838	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10	1,167						1,167		1,167	10
Other Public Safety	11							0		0	11
	12							0		0	12
	13							0		0	13
Total Public Safety	14	568,278	104,872		0	0	0	673,150		673,150	14
Section B — Public Works	15										15
Roads, Bridges, Sidewalks	16	14,816	288,864					303,680		303,680	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18	33,609						33,609		33,609	18
Traffic Control Safety	19							0		0	19
Snow Removal	20		16,028					16,028		16,028	20
Highway Engineering	21		3,310					3,310		3,310	21
Street Cleaning	22							0		0	22
Airport (if not an enterprise)	23							0		0	23
Garbage (if not an enterprise)	24	68,190						68,190		68,190	24
Other Public Works	25							0		0	25
insurance	26	10,228						10,228		10,228	26
	27							0		0	27
Total Public Works	28	126,843	308,202		0	0	0	435,045		435,045	28
Section C — Health and Social Services	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36							0		0	36
	37							0		0	37
	38							0		0	38
Total Health and Social Services	39	0	0		0	0	0	0		0	39
Section D — Culture and Recreation	40										40
Library Services	41	218,790	32,583					251,373		251,373	41
Museum, Band, Theater	42							0		0	42
Parks	43	141,013	21,020					162,033		162,033	43
Recreation	44							0		0	44
Cemetery	45	101,008	21,297					122,305		122,305	45
Community Center, Zoo, Marina, and Auditorium	46	14,932	140					15,072		15,072	46
Other Culture and Recreation	47	75,024	3,207					78,231		78,231	47
	48							0		0	48
	49							0		0	49
Total Culture and Recreation	50	550,767	78,247		0	0	0	629,014		629,014	50

EXPENDITURES P7

CITY OF

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section E — Community and Economic Development	51										51
Community beautification	52							0		0	52
Economic development	53	56,362						56,362		56,362	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55	28,195						28,195		28,195	55
Other community and economic development	56							0		0	56
TIF Rebates	57			40,275				40,275		40,275	57
	58							0		0	58
Total Community and Economic Development	59	84,557	0	40,275	0	0	0	124,832		124,832	59
Section F — General Government	60										60
Mayor, Council and City Manager	61	11,963	1,049					13,012		13,012	61
Clerk, Treasurer, Financial Administration	62	118,746	15,685					134,431		134,431	62
Elections	63							0		0	63
Legal Services and City Attorney	64	25,867						25,867		25,867	64
City Hall and General Buildings	65							0		0	65
Tort Liability	66	4,332						4,332		4,332	66
Other General Government	67							0		0	67
	68							0		0	68
	69							0		0	69
Total General Government	70	160,908	16,734		0	0	0	177,642		177,642	70
Section G — Debt Service	71				1,000,829			1,000,829		1,000,829	71
	72							0		0	72
	73							0		0	73
Total Debt Service	74	0	0	0	1,000,829	0	0	1,000,829		1,000,829	74
Section H — Regular Capital Projects — Specify	75										75
College St Bridge Repl, Coll St-2nd St Imp, Relocate Water & Sewer lines,	76							0		0	76
Lib park lot imp, Widen Wapsi Creek, I-80 water main relocate	77					1,382,663		1,382,663		1,382,663	77
Subtotal Regular Capital Projects	78	0	0		0	1,382,663	0	1,382,663		1,382,663	78
TIF Capital Projects — Specify	79										79
Park Improve-Pedersen Valley; Downtown East Redevelopment	80					445,564		445,564		445,564	80
	81							0		0	81
Subtotal TIF Capital Projects	82	0	0		0	445,564	0	445,564		445,564	82
Total Capital Projects	83	0	0		0	1,828,227	0	1,828,227		1,828,227	83
Total Governmental Activities Expenditures	84	1,491,353	508,055	40,275	1,000,829	1,828,227	0	4,868,739		4,868,739	84
(Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)	85										85

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

EXPENDITURES P8

CITY OF

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section I — Business Type Activities	87										87
Water — Current Operation	88								394,769	394,769	88
Capital Outlay	89									0	89
Debt Service	90								59,305	59,305	90
Sewer and Sewage Disposal — Current Operation	91								261,643	261,643	91
Capital Outlay	92									0	92
Debt Service	93									0	93
Electric — Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility — Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking — Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport — Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105									0	105
Landfill/Garbage — Current operation	106									0	106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital — Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit — Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet — Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority — Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water — Current Operation	120								47,716	47,716	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type — Current Operation	123									0	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds — Specify	126										126
	127									0	127
	128									0	128
Total Business Type Activities	129								763,433	763,433	129

EXPENDITURES P9

CITY OF WEST BRANCH

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2020 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	1,491,353	508,055	40,275	1,000,829	1,828,227	0	4,868,739	763,433	5,632,172	130
Section J — Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132	211,202	253,495			400,000		864,697	121,988	986,685	132
Internal TIF loans/repayments and transfers out	133			428,663				428,663		428,663	133
	134							0		0	134
Total Other Financing Uses	135	211,202	253,495	428,663	0	400,000	0	1,293,360	121,988	1,415,348	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	1,702,555	761,550	468,938	1,000,829	2,228,227	0	6,162,099	885,421	7,047,520	136
	137										137
Ending fund balance June 30, :	138										138
Governmental:	139										139
Nondisposable	140						176,472	176,472		176,472	140
Restricted	141	437,158	672,295	106,977	84,112	150,544		1,451,086		1,451,086	141
Committed	142	62,721						62,721		62,721	142
Assigned	143							0		0	143
Unassigned	144	890,877						890,877		890,877	144
Total Governmental	145	1,390,756	672,295	106,977	84,112	150,544	176,472	2,581,156		2,581,156	145
Proprietary	146								593,783	593,783	146
Total Ending Fund Balance June 30,	147	1,390,756	672,295	106,977	84,112	150,544	176,472	2,581,156	593,783	3,174,939	147
Total Requirements (Sum of lines 136 and 147)	148	3,093,311	1,433,845	575,915	1,084,941	2,378,771	176,472	8,743,255	1,479,204	10,222,459	148

OTHER P10

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

Purpose	Amount paid to other local governments	Purpose	Amount paid to State
Correction		Highways	
Health		All other	
Highways	5,895		
Transit Subsidies			
Libraries			
Police protection			
Sewerage			
Sanitation	14,595		
All other	11,109		

Part IV

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

YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID	Amount
Total Salaries and Wages Paid	1,072,114

Part V Debt Outstanding, Issued, and Retired

Transit subsidies

A. Long-Term Debt

Debt During the Fiscal Year					Debt Outstanding JUNE 30, 2020				
Purpose	Line	Debt Outstanding JULY 1, 2019	Issued	Retired	General Obligation	TIF Revenue	Revenue	Other	Interest Paid This Year
Water Utility	1.	394,000		51,000	343,000				8,305
Sewer Utility	2.								
Electric Utility	3.								
Gas Utility	4.								
Transit-Bus	5.								
Industrial Revenue	6.								
Mortgage Revenue	7.								
TIF Revenue	8.								
Other Purposes / Miscellaneous	9.	4,260		889				3,371	386
GO	10.	7,496,000		824,000	6,672,000				174,329
Parking	11.								
Airport	12.								
Stormwater	13.								
Section 108	14.								
Total Long-Term		7,894,260	0	875,889	7,015,000	0	0	3,371	183,020

B. Short-Term Debt Amount

Outstanding as of July 1, 2019

Outstanding as of JUNE 30, 2020

DEBT LIMITATION FOR GENERAL OBLIGATIONS		Amount	
Part VI	Actual valuation -- January 1, 2018	225,095,748	x.0.5 = \$ 11,254,787.4

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2020

Type of asset	Amount				
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)	All other Funds (d)	Total (e)
		309,991		2,864,948	3,174,939

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

REMARKS

-

RESOLUTION 1946

**RESOLUTION APPROVING THE SUBMISSION OF THE CITY OF WEST BRANCH
FISCAL YEAR 2020 ANNUAL FINANCIAL REPORT TO THE STATE AUDITOR'S
OFFICE**

WHEREAS, Chapter 384.22 of the Code of Iowa requires the City of West Branch to submit a City Annual Financial Report (AFR) for the year ending June 30, 2020 to be filed with the Office of Auditor of State by December 1, 2020; and

WHEREAS, Property taxes will not be levied for fiscal year 2022 if a city fails to comply with statutory budgeting requirements and all state funds will be withheld (Chapter 384.16(7) of the Code of the Code of Iowa) until the city complies with these statutory requirements.

BE IT RESOLVED by the City Council of the City of West Branch, Cedar County, Iowa, that the fiscal year 2020 Annual Financial Report be approved and forwarded to the Iowa State Auditor's Office.

* * * * *

Passed and approved this 19th day of October, 2020.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, Deputy City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 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 13, 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**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	IMWCA	2,345.00
IOWA DEPARTMENT OF NATURAL	2021 ANNUAL WATER USE FEE	95.00
IOWA PARK AND RECREATION ASSOCIATION	TRAINING	30.00
JOHNSON COUNTY REFUSE INC.	RECYCLING & TRASH - SEP 2020	15,436.00
KANOPY	VIDEO RENTAL	11.00
MCELFRSH, SARA	MCELFRSH, SARA	1,111.22
MENARDS	SUPPLIES	127.33
MERCY IOWA CITY PHYSICIAN	PHYSICAL - KOBER	137.00
NELSON, CATHERINE OR WATERS, CHRISTY	BUILDING INCENTIVE PAYMENT	1,068.55
OVERDRIVE INC	EBOOKS, AUDIOBOOKS	372.83
PETERSON, ADAM D OR LINDSEY	BUILDING INCENTIVE PAYMENT	900.46
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER	500.00
PORT 'O' JONNY INC.	SERVICE-WAPSI PARK	103.00
QUILL CORP	OFFICE SUPPLIES	329.76
RACOM CORPORATION	RADIO IMPROVEMENTS	543.62
REDMOND JONES II	BUILDING INCENTIVE PAYMENT	2,208.26
ROCK VALLEY PHYSICAL THERAPY	DRUG TEST	43.00
RUSSELL, MELISSA	OFFICE SUPPLIES, RECREATION SUPPLIES	299.88
SCHIMBERG CO	SUPPLIES	1,127.15
STATE HYGIENIC LAB	LAB ANALYSIS	326.00
STATE LIBRARY OF IOWA	PACKAGE SUBSCRIPTION FEE	164.32
SURVEYING AND MAPPING LLC	GIS WEBSITE HOSTING	3,600.00
THOMAS MARK & JEANETTE	BUILDING INCENTIVE PAYMENT	888.68
UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE	721.88
WELLMARK	HEALTH INSURANCE	14,804.33
WEST BRANCH COMMUNITY SCHOOL	GYM RENTAL	495.00
WEX BANK	WEX BANK	968.91
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
GRAND TOTAL EXPENDITURES		133,994.01
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

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
600 WATER FUND	54,109.14
610 SEWER FUND	52,607.98
740 STORM WATER UTILITY	5,330.56
TOTAL	303,350.39

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	WELLMARK	DENTAL INSURANCE	61.13
			DENTAL INSURANCE	78.11
			HEALTH INSURANCE	600.82
			HEALTH INSURANCE	714.55
			TOTAL:	1,454.61
POLICE OPERATION	GENERAL FUND	RACOM CORPORATION	RACOM CORPORATION	543.62
			VEHICLE FUEL	628.08
			SERVICES	181.29
		ALLIANT ENERGY	SERVICES	18.66
			OFFICE SUPPLIES	125.87
			OFFICE EQUIPMENT	548.06
		CDW GOVERNMENT INC.	WIRELESS SERVICE	389.03
			TOTAL:	2,434.61
FIRE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	55.66
			SERVICES	543.86
		ALLIANT ENERGY	TOTAL:	599.52
STREET LIGHTING	GENERAL FUND	ALLIANT ENERGY	SERVICES	2,241.90
			SERVICES	154.97
			TOTAL:	2,396.87
PARK & RECREATION	GENERAL FUND	IOWA PARK AND RECREATION ASSOCIATION	TRAINING	30.00
			OFFICE SUPPLIES, REC SUPPL	179.88
			OFFICE SUPPLIES, REC SUPPL	120.00
		WEST BRANCH COMMUNITY SCHOOLS	GYM RENTAL	125.00
			GYM RENTAL	75.00
			GRM RENTAL	100.00
		WEST BRANCH COMMUNITY SCHO	GYM RENTAL	75.00
			GYM RENTAL	120.00
			SERVICE-WAPSI PARK	103.00
		PORT 'O' JONNY INC.	PORT 'O' JONNY INC.	103.00
			GROUND SUPPLIES	55.72
		MENARDS	ALLIANT ENERGY	242.71
			TOTAL:	1,226.31
CEMETERY	GENERAL FUND	WEX BANK	VEHICLE FUEL	59.28
			SAFETY CLOTHING	179.00
		ELITE HOLDING COMPANY	TOTAL:	238.28
COMM & CULTURAL DEVEL	GENERAL FUND	MENARDS	SUPPLIES	64.87
			SERVICES	55.99
		ALLIANT ENERGY	TOTAL:	120.86
ECONOMIC DEVELOPMENT	GENERAL FUND	REDMOND JONES II	BUILDING INCENTIVE PAYMENT	1,122.79
			BUILDING INCENTIVE PAYMENT	1,085.47
		THOMAS MARK & JEANETTE	BUILDING INCENTIVE PAYMENT	888.68
			MCELFRRSH, SARA	1,111.22
		NELSON, CATHERINE OR WATERS, CHRISTY	BUILDING INCENTIVE PAYMEN	1,068.55
			BUILDING INCENTIVE PAYMENT	900.46
		PETERSON, ADAM D OR LINDSEY N	TOTAL:	6,177.17
CLERK & TREASURER	GENERAL FUND	QUILL CORP	OFFICE SUPPLIES, FURNITURE	71.08
			OFFICE SUPPLIES, FURNITURE	179.99
		ALLIANT ENERGY	SERVICES	290.96
			TOTAL:	542.03

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
LEGAL SERVICES	GENERAL FUND	CEDAR COUNTY RECORDER	RECORDING FEES	40.00
			TOTAL:	40.00
SOLID WASTE	GENERAL FUND	JOHNSON COUNTY REFUSE INC.	RECYCLING & TRASH - SEP 20	15,436.00
			TOTAL:	15,436.00
LOCAL CABLE ACCESS	GENERAL FUND	QUILL CORP	OFFICE SUPPLIES	18.99
		ALLIANT ENERGY	SERVICES	100.00
			TOTAL:	118.99
TOWN HALL	CIVIC CENTER	ALLIANT ENERGY	SERVICES	546.85
		DAN'S OVERHEAD DOORS & MORE INC	BUILDING REPAIR	489.00
			TOTAL:	1,035.85
LIBRARY	LIBRARY	OVERDRIVE INC	EBOOKS, AUDIOBOOKS	371.64
			EBOOK	1.19
		STATE LIBRARY OF IOWA	PACKAGE SUBSCRIPTION FEE	164.32
		QUILL CORP	OFFICE SUPPLIES	14.67
			OFFICE SUPPLIES	5.99
			OFFICE SUPPLIES	39.04
		BAKER & TAYLOR INC.	BOOKS	161.52
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER	500.00
		D&R PEST CONTROL	PEST CONTROL SERVICE	70.00
		ALLIANT ENERGY	SERVICES	733.67
		AMAZON	BOOKS, SUPPLIES	264.41
			BOOKS, SUPPLIES	540.81
			BOOKS, SUPPLIES	166.66
		KANOPY	VIDEO RENTAL	11.00
		ARSL	DUES JESSICA SCHAFER	49.00
		BARNES & NOBLE BOOKSELLERS	SPHERE RINGS	39.92
			TOTAL:	3,133.84
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

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	ROAD USE TAX	WELLMARK	DENTAL INSURANCE	8.49
			DENTAL INSURANCE	8.49
			HEALTH INSURANCE	115.54
			HEALTH INSURANCE	115.54
			TOTAL:	248.06
ROADS & STREETS	ROAD USE TAX	DIAMOND VOGEL PAINTS	STREET PAINT	1,020.05
			PAINT	614.40
			MENARDS	0.79
			WEX BANK	75.29
			ALLIANT ENERGY	40.98
			BARRON MOTOR SUPPLY	139.80
			MERCY IOWA CITY PHYSICIAN & CLINIC SER	137.00
			ELITE HOLDING COMPANY	538.00
			GIERKE-ROBINSON COMPANY INC	488.84
			TOOLS	133.97
			ROCK VALLEY PHYSICAL THERAPY	43.00
			DRUG TEST	43.00
			TOTAL:	3,232.12
POLICE OPERATIONS	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	4,467.76
			DENTAL INSURANCE	243.19
			HEALTH & DENTAL INS	365.61
			LIFE INSURANCE	70.91
			SHORT TERM DISABILITY	88.53
			LONG TERM DISABILITY	52.47
FIRE OPERATION	TRUST AND AGENCY	WELLMARK	HEALTH & DENTAL INS	1,636.57
			TOTAL:	1,636.57
ROADS & STREETS	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	600.84
			DENTAL INSURANCE	48.07
			UNUM LIFE INSURANCE COMPANY OF AMERICA	23.12
			LIFE INSURANCE	26.07
			SHORT TERM DISABILITY	15.61
			LONG TERM DISABILITY	17.05
LIBRARY	TRUST AND AGENCY	WELLMARK	ADJUSTMENT FOR OCT BENEFIT	17.05
			TOTAL:	730.76
			HEALTH INSURANCE	616.25
			DENTAL INSURANCE	28.25
			UNUM LIFE INSURANCE COMPANY OF AMERICA	40.39
			LIFE INSURANCE	35.80
PARK & RECREATION	TRUST AND AGENCY	WELLMARK	SHORT TERM DISABILITY	21.21
			LONG TERM DISABILITY	21.21
			TOTAL:	741.90
			HEALTH INSURANCE	616.25
			DENTAL INSURANCE	62.23
			LIFE INSURANCE	16.01
CEMETERY	TRUST AND AGENCY	WELLMARK	SHORT TERM DISABILITY	15.58
			LONG TERM DISABILITY	9.23
			TOTAL:	719.30
			HEALTH INSURANCE	570.02
			DENTAL INSURANCE	38.44
			LIFE INSURANCE	15.41
CEMETERY	TRUST AND AGENCY	WELLMARK	SHORT TERM DISABILITY	19.28
			UNUM LIFE INSURANCE COMPANY OF AMERICA	19.28

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			LONG TERM DISABILITY	11.59
			TOTAL:	654.74
CLERK & TREASURER	TRUST AND AGENCY	WELLMARK	HEALTH INSURANCE	323.53
			DENTAL INSURANCE	29.97
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LIFE INSURANCE	10.68
			SHORT TERM DISABILITY	17.89
			LONG TERM DISABILITY	11.08
			TOTAL:	393.15
LOCAL CABLE ACCESS	TRUST AND AGENCY	UNUM LIFE INSURANCE COMPANY OF AMERICA	LIFE INSURANCE	5.36
			SHORT TERM DISABILITY	5.62
			LONG TERM DISABILITY	3.33
			TOTAL:	14.31
NON-DEPARTMENTAL	WATER FUND	WELLMARK	DENTAL INSURANCE	17.83
			DENTAL INSURANCE	17.83
			HEALTH INSURANCE	242.63
			HEALTH INSURANCE	242.63
			TOTAL:	520.92
WATER OPERATING	WATER FUND	IOWA DEPARTMENT OF NATURAL RESOURCES	2021 ANNUAL WATER USE FEE	95.00
		STATE HYGIENIC LAB	LAB ANALYSIS	326.00
		WELLMARK	HEALTH INSURANCE	1,286.41
			DENTAL INSURANCE	83.71
		DIAMOND VOGEL PAINTS	HYDRANT PAINT SUPPLIES	149.40
		MENARDS	SUPPLIES	5.95
		IMWCA	WORK COMP - WATER	128.96
		WEX BANK	VEHICLE FUEL	75.29
		ALLIANT ENERGY	SERVICES	3,473.30
			SERVICES	97.55
		ELITE HOLDING COMPANY	SAFETY CLOTHING	538.00
		SCHIMBERG CO	SUPPLIES	1,127.15
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LIFE INSURANCE	29.56
			SHORT TERM DISABILITY	35.84
			LONG TERM DISABILITY	21.64
		SURVEYING AND MAPPING LLC	GIS WEBSITE HOSTING	1,800.00
			TOTAL:	9,273.76
NON-DEPARTMENTAL	SEWER FUND	WELLMARK	DENTAL INSURANCE	14.43
			DENTAL INSURANCE	14.43
			HEALTH INSURANCE	196.41
			HEALTH INSURANCE	196.41
			TOTAL:	421.68
SEWER OPERATING	SEWER FUND	WELLMARK	HEALTH INSURANCE	1,070.71
			DENTAL INSURANCE	71.25
		IMWCA	WORK COMP - SEWER	51.74
		WEX BANK	VEHICLE FUEL	75.31
		ALLIANT ENERGY	SERVICES	2,556.31
		ELITE HOLDING COMPANY	SAFETY CLOTHING	537.24
		BES WATER SOLUTIONS	SEWAGE LAGOON ENZYMES	5,000.00
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LIFE INSURANCE	29.51
			SHORT TERM DISABILITY	34.98
			LONG TERM DISABILITY	21.09
			ADJUSTMENT FOR OCT BENEFIT	17.04

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		SURVEYING AND MAPPING LLC	GIS WEBSITE HOSTING	1,800.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
WATER OPERATING	WATER FUND	MOELLER, BROOKE	US REFUNDS	62.21
			TOTAL:	11,327.39

===== 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	9,856.89
610	SEWER FUND	11,686.86

	GRAND TOTAL:	72,322.37



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	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.
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 14, 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 Second 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:	October 19, 2020
AGENDA ITEM:	Public Hearing: On the Proposed Amendment to Section 165.12 of the West Branch Zoning Ordinance.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones II, City Administrator/Clerk
DATE:	October 14, 2020

BACKGROUND:

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON THE PROPOSED AMENDMENT TO SECTION 165.12 OF THE WEST BRANCH ZONING ORDINANCE.

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the City Council of the City of West Branch, Cedar County, in the Council Chambers at the City Office, located at 110 N. Poplar Street in West Branch, IA at 7:00 p.m. on **Monday, October 19, 2020**. The public hearing will add clarity and consistency to the language in the aforementioned section of Chapter 165 "Zoning Regulations".

All interested persons are invited to attend these meetings and be heard on the aforementioned proposed adoption of the amendment. Further information regarding same may be obtained by contacting the West Branch City Clerk.

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:	October 19, 2020
AGENDA ITEM:	First 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 15, 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 First 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

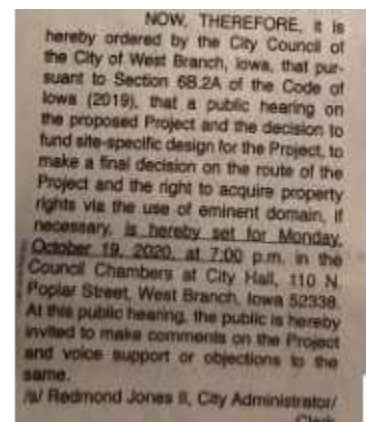
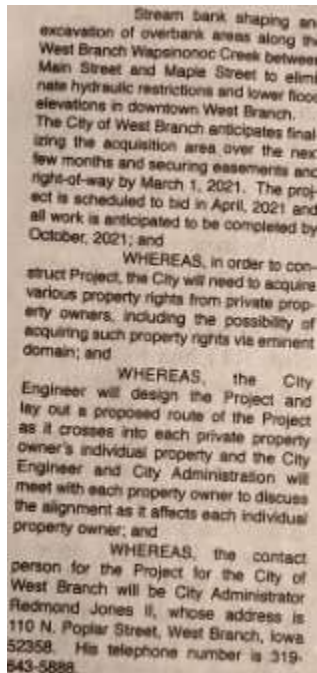
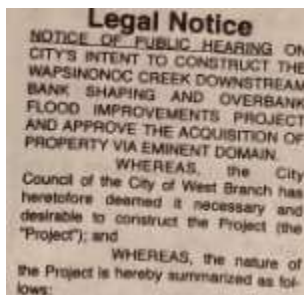
MEETING DATE:	October 19, 2020
AGENDA ITEM:	Public Hearing: On the Intent to Construct the “Wapsi Creek Widening a Beranek Park Project and Approve the Acquisition of Property via Eminent Domain.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones II, City Administrator
DATE:	October 15, 2020

BACKGROUND:

Legal Notice

NOTICE OF PUBLIC HEARING ON CITY'S INTENT TO CONSTRUCT THE WAPSINONOC CREEK DOWNSTREAM BANK SHAPING AND OVERBANK FLOOD IMPROVEMENTS PROJECT AND APPROVE THE ACQUISITION OF PROPERTY VIA EMINENT DOMAIN.

Published Thursday
October 15, 2020
West Branch Times



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

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Resolution Setting the Public Hearing

RESOLUTION 1932

A RESOLUTION OF INTENT TO CONSTRUCT THE “WAPSI CREEK WIDENING AT BERANEK PARK” PROJECT AND APPROVE THE ACQUISITION OF PROPERTY VIA EMINENT DOMAIN.

WHEREAS, the City Council of the City of West Branch has heretofore deemed it necessary and desirable to construct the “Wapsi Creek Widening at Beranek Park” Project (the “Project”); and

WHEREAS, the nature of the Project is hereby summarized as follows:

The creek which will be referred to as Wapsi Creek for the purposes of the project runs through Beranek Park. For the purposes of protecting facilities at the part and as a result protecting other structures in Downtown West Branch including but not limited to the Police and Fire Stations (The First Responder Command Post during events of Crisis Management / Emergency); the project area would need from the Gaskill property owner an easement to grade their parcel to improve drainage in the vicinity of the old railroad bridge. The project would also include the area for the drainage ditch south of the public works garage that would discharge to the creek after crossing the Gaskill property near the lift station. “The project” would also need to remove the old truss bridge and need to provide alternate access to the old Waste Water Treatment Processing site. By the time we factor in all these items, “the project” will likely need easement or acquire most of the area in yellow.



The City of West Branch anticipates finalizing the acquisition area over the next few months and securing easements and right-of-way by March 1, 2021. The project is scheduled

to bid in April, 2021 and all work is anticipated to be completed by
October, 2021; and

WHEREAS, in order to construct Project, the City will need to acquire various property rights from private property owners, including the possibility of acquiring such property rights via eminent domain; and

WHEREAS, the City Engineer will design the Project and lay out a proposed route of the Project as it crosses into each private property owner's individual property and the City Engineer and City Administration will meet with each property owner to discuss the alignment as it affects each individual property owner; and

WHEREAS, the contact person for the Project for the City of West Branch will be City Administrator Redmond Jones II, whose address is 110 N. Poplar Street, West Branch, Iowa 52358. His telephone number is 319-643-5888.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that pursuant to Section 6B.2A of the Code of Iowa (2019), that a public hearing on the proposed Project and the decision to fund site-specific design for the Project, to make a final decision on the route of the Project and the right to acquire property rights via the use of eminent domain, if necessary, is hereby set for Monday, October 19, 2020, at 7:00 p.m. in the Council Chambers at City Hall, 110 N. Poplar Street, West Branch, Iowa 52338. At this public hearing, the public is hereby invited to make comments on the Project and voice support or objections to the same.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish notice of this Public Hearing in the West Branch Times not less than four days nor more than twenty days prior to the date of said Public Hearing.

BE IT FURTHER RESOLVED, that the City Administrator is hereby directed to mail this Resolution, along with a Statement of Property Rights, to each individual property owner affected by this Project via U.S. Mail not less than thirty days prior to the Public Hearing.

Passed and approved this 8th day of September, 2020.


Roger Laughlin, Mayor

ATTEST:


Redmond Jones II, City Administrator/Clerk

**NOTICE OF PUBLIC HEARING ON CITY'S INTENT TO CONSTRUCT THE
WAPSINONOC CREEK DOWNSTREAM BANK SHAPING AND OVBANK FLOOD
IMPROVEMENTS PROJECT AND APPROVE THE ACQUISITION OF PROPERTY VIA
EMINENT DOMAIN.**

WHEREAS, the City Council of the City of West Branch has heretofore deemed it necessary and desirable to construct the Project (the "Project"); and

WHEREAS, the nature of the Project is hereby summarized as follows:

Stream bank shaping and excavation of overbank areas along the West Branch Wapsinonoc Creek between Main Street and Maple Street to eliminate hydraulic restrictions and lower flood elevations in downtown West Branch.

The City of West Branch anticipates finalizing the acquisition area over the next few months and securing easements and right-of-way by March 1, 2021. The project is scheduled to bid in April, 2021 and all work is anticipated to be completed by October, 2021; and

WHEREAS, in order to construct Project, the City will need to acquire various property rights from private property owners, including the possibility of acquiring such property rights via eminent domain; and

WHEREAS, the City Engineer will design the Project and lay out a proposed route of the Project as it crosses into each private property owner's individual property and the City Engineer and City Administration will meet with each property owner to discuss the alignment as it affects each individual property owner; and

WHEREAS, the contact person for the Project for the City of West Branch will be City Administrator Redmond Jones II, whose address is 110 N. Poplar Street, West Branch, Iowa 52358. His telephone number is 319-643-5888.

NOW, THEREFORE, it is hereby ordered by the City Council of the City of West Branch, Iowa, that pursuant to Section 6B.2A of the Code of Iowa (2019), that a public hearing on the proposed Project and the decision to fund site-specific design for the Project, to make a final decision on the route of the Project and the right to acquire property rights via the use of eminent domain, if necessary, **is hereby set for Monday, October 19, 2020, at 7:00** p.m. in the Council Chambers at City Hall, 110 N. Poplar Street, West Branch, Iowa 52338. At this public hearing, the public is hereby invited to make comments on the Project and voice support or objections to the same.

/s/ Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	Resolution 1944 – A Resolution of Intent Authorizing the Acquisition of Property Interests for the Wapsi Creek Widening at Beranek Park Project.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones II, City Administrator / Kevin Olson, City Attorney
DATE:	October 14, 2020

BACKGROUND:

This resolution allows the City to move forward with the condemnation process, but doesn't mandate that the city has to do so. It also allows the City to move forward with the MOU / voluntary acquisition of construction easement and the permanent conservation easement on the portions of land needed to protect continued flood mitigation.

STAFF RECOMMENDATION:	Approve the Resolution 1944 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

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RESOLUTION 1944

RESOLUTION OF INTENT AUTHORIZING THE ACQUISITION OF PROPERTY INTERESTS FOR THE WAPSI CREEK WIDENING AT BERANEK PARK PROJECT.

WHEREAS, the City has identified the need to improve drainage ways in the vicinity of the old railroad bridge near Beranek Park and adjoining private property owners, said project being referred to as the “Wapsi Creek Widening at Beranek Park Project” (the “Project”); and

WHEREAS, the City of West Branch proposes to acquire property under the power of eminent domain for said parcels if voluntary negotiations are not successful; and

WHEREAS, pursuant to Section 6B.2C of the Code of Iowa (2019), the authority to condemn property is not conferred, and condemnation proceedings shall not commence, unless the governing body for the acquiring agency approves the use of condemnation and there is a reasonable expectation the applicant will achieve its public purpose, comply with all reasonable standards, and obtain the necessary permits.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the use of the power of eminent domain to acquire the property interests needed for the Project.

BE IT FURTHER RESOLVED, that the City Administration is directed to proceed with the proposed acquisitions of property and comply with all reasonable standards and obtain all necessary permits necessary to further said project in accordance with applicable law.

BE IT FURTHER RESOLVED, that the City Administrator is hereby directed to determine fair market value for the properties necessary to complete said project, and acquire said properties at fair market value via agreement, gift, trade or condemnation. Further, the Mayor and City Clerk are hereby directed to execute any and all documentation necessary to complete said acquisitions without further approval.

Passed and approved this 19th day of October, 2020.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator /Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	Motion to Approve Setting the Date of November 2 nd for a Public Hearing: Regarding the Request for Proposals to Dispose of and Develop Property.
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 14, 2020

BACKGROUND:

NOTICE OF PUBLIC HEARING AND REQUEST FOR PROPOSALS TO DISPOSE OF AND DEVELOP PROPERTY

The City Council of the City of West Branch, Iowa, will meet on the 16th day of November, 2020, at the City Hall, 110 N. Poplar Street, in the City, at 7:00 o'clock p.m., for the purpose of conducting a public hearing on the proposal to dispose of certain real property herein described as the Development Property.

The City owns certain real property described as Lot B of Lot 4, Rummells Commercial Subdivision, West Branch, Iowa, according to the recorded plat thereof (the "Development Property") which is located in the West Branch Urban Renewal Area (the "Urban Renewal Area").

The City has received and intends to accept a proposal for the development of the Development Property submitted by Newport Fabricating, LLC, unless a proposal is submitted which better represents the best interest of the City with respect to the development of the Development Property.

At the aforementioned time and place for the Public Hearing, Oral or written comments or objections may be filed or made. Following the public hearing, the City Council will consider the submitted proposals for acceptance.

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

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**NOTICE OF PUBLIC HEARING AND REQUEST FOR
PROPOSALS TO DISPOSE OF AND DEVELOP PROPERTY**

The City Council of the City of West Branch, Iowa, will meet on the 16th day of November, 2020, at the City Hall, 110 N. Poplar Street, in the City, at 7:00 o'clock p.m., for the purpose of conducting a public hearing on the proposal to dispose of certain real property herein described as the Development Property.

The City owns certain real property described as Lot B of Lot 4, Rummells Commercial Subdivision, West Branch, Iowa, according to the recorded plat thereof (the "Development Property") which is located in the West Branch Urban Renewal Area (the "Urban Renewal Area").

The City intends to enter into a purchase agreement with a Newport Fabricating, LLC, to sell said Development Property for \$80,000 and the construction of an industrial business on the Development Property (the "Development Rights") in consideration of the developer's undertakings and efforts to develop the Development Property and perform as provided in the development agreement. Proposals for the development of the Development Property, including the purchase thereof at fair market value and schedule of building an industrial building on the Development Property, must be received in the office of the City Clerk at City Hall by no later than 10:00 a.m. on November 16th, 2020. Proposals shall set forth the developer's plan for the development of the Development Property in accordance with the City's development objectives for the Development Property which include building of an industrial building (the "Development Improvements"). The Development Property will be sold to the developer whose proposal, if carried out, would be in the best interests of the City and would best tailor the future use of the Development Property to the City's development objectives. The City reserves the right to consider the legal and financial ability of developers submitting proposals to carry out the desired development of the Development Property. Furthermore, the City reserves the right to negotiate for proposals with respect to the desired development of the Development Property.

The City has received and intends to accept a proposal for the development of the Development Property submitted by Newport Fabricating, LLC, unless a proposal is submitted which better represents the best interests of the City with respect to the development of the Development Property.

At the aforementioned time and place for the public hearing, oral or written comments or objections may be filed or made. Following the public hearing, the City Council will consider the submitted proposals for acceptance.

Redmond Jones II
City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	Motion to Approve Setting the Date of November 2 nd for a Public Hearing: Regarding Vacating a Storm Sewer Easement Related to Loethen Ridge Estates Subdivision.
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 14, 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

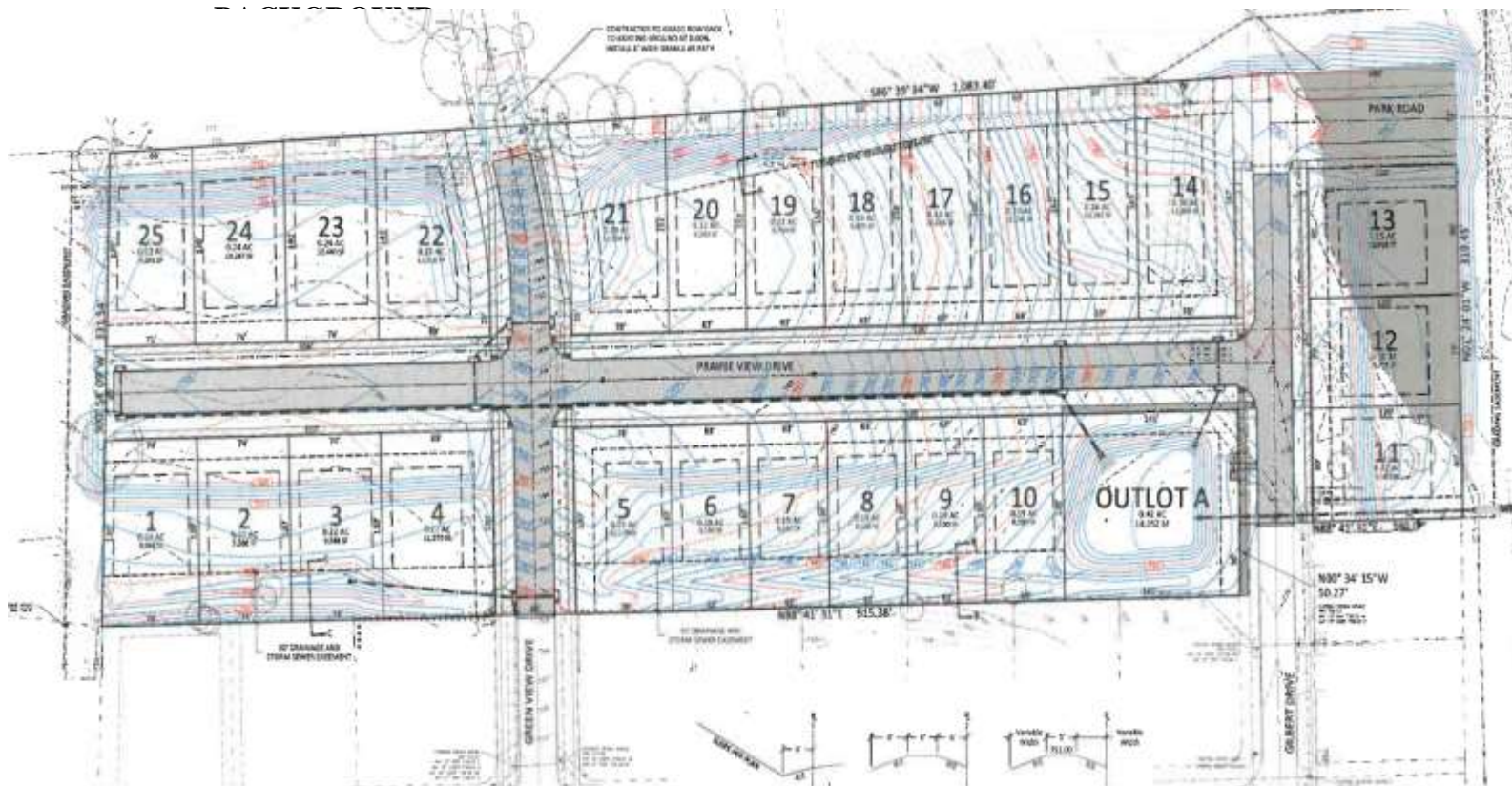
STAFF RECOMMENDATION:	Approve the Motion – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	Resolution 1942 – A Resolution Approving the Final Plat of 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/Clerk
DATE:	October 14, 2020



STAFF RECOMMENDATION:	Approve Resolution 1942 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:	
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision into Reality is our Business"

FINAL PLAT
LOETHEN RIDGE ESTATES
WEST BRANCH, IOWA

LEGAL DESCRIPTION

PARCEL "A" BEING DESCRIBED AS:

BEING THAT PART OF LOT B IN THE SOUTHWEST QUARTER ¼ (SW ¼) OF SECTION 6, TOWNSHIP 79, RANGE 4 WEST LYING NORTH OF PEDERSEN VALLEY PART 4 AND SOUTH OF CEDARS EDGE GOLF COURSE, AND PART OF THE SOUTHEAST QUARTER (SE ¼), ALL IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 82 OF PEDERSEN VALLEY PART 4, AN OFFICIAL PLAT IN THE CITY OF WEST BRANCH, THENCE N00° 54' 09"E, 331.54 FEET TO THE SOUTH LINE OF GREEN VIEW ESTATES, AN OFFICIAL PLAT IN THE CITY OF WEST BRANCH, THENCE ALONG SAID SOUTH LINE N86° 39' 33"E, 1083.40 FEET; THENCE S01° 24' 02"E, 319.75 FEET TO THE NORTHEAST CORNER OF SAID PEDERSEN VALLEY PART 4; THENCE ALONG SAID NORTH LINE S88° 41' 31"W, 180.00 FEET; THENCE ALONG SAID NORTH LINE S00° 34' 10"E, 49.98 FEET; THENCE ALONG SAID NORTH LINE S88° 41' 31"W, 915.38 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 8.59 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

LEGEND	
	SET 3/4" Ø PIPE OPC 19828
	SET CUT X
	FOUND PROPERTY CORNER-AS LABELED
	ORANGE PLASTIC CAP
	EXISTING PROPERTY LINE
	PROPOSED BOUNDARY/PROPERTY LINE
	EXISTING EASEMENT
	PROPOSED EASEMENT
	SECTION LINE
	PREVIOUSLY RECORDED AS

FOR RECORDER'S USE ONLY		RECORDER'S INDEX
		COUNTY: CEDAR
		SECTION: 6-79-4
		QUARTER SECTION: SW 1/4 and SE 1/4
		CITY: WEST BRANCH
		SUBDIVISION: LOETHEN RIDGE ESTATES
		BLOCK: N/A
		LOT(S): N/A
		PROPRIETOR: IWB, LLC
		REQUESTED BY: IWB, LLC
		PREPARED BY: AXIOM CONSULTANTS, LLC, 60 E. Court St. Unit 3 Iowa City, IA 52240 - PH# 319.519.6220

60 EAST COURT STREET, UNIT 3, IOWA CITY, IA 52240

ENGINEER:

REV	DATE	DESCRIPTION OF CHANGES

DRAWING LOG

CITY COUNCIL APPROVAL

ISSUED FOR:

LOETHEN RIDGE ESTATES

PROJECT NAME:

FINAL PLAT

CLIENT NAME:

IWB, LLC

PROJECT NO.:

18-0061

SHEET NUMBER:

1 OF 1

DATE ISSUED:

OCTOBER 16, 2020

CURRENT REV.:



PLAT PREPARED BY:
AXIOM CONSULTANTS
60 E. COURT STREET, UNIT 3
IOWA CITY, IA 52240

OWNER/SUBDIVIDER:
IWB, LLC
MATTHEW ADAM
2916 HWY 1 NORTH
IOWA CITY, IOWA 52240

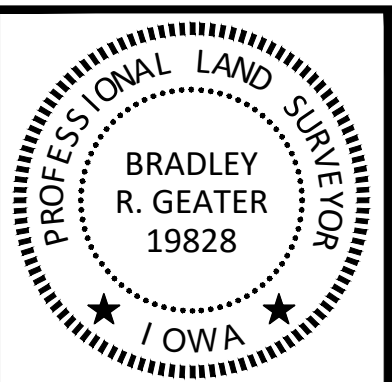
SUBDIVIDER'S ATTORNEY:
JOSEPH JUDGE
LANE & WATERMAIN LLP
220 N. MAIN STREET, SUITE 600
DAVENPORT, IA 52801
563-324-3246

PLAT APPROVALS	
CEDAR COUNTY AUDITOR:	
OWNER / DEVELOPER	DATE
WEST BRANCH CITY CLERK	DATE
WEST BRANCH PLANNING & ZONING	DATE
WEST BRANCH MAYOR	DATE

UTILITY APPROVALS	
ALLIANT ENERGY	DATE
LINN COUNTY REC	DATE
MEDIACOM	DATE
CENTURYLINK	DATE
LIBERTY COMMUNICATIONS	DATE

SIGNED BEFORE ME THIS _____ DAY OF _____, 20____.

NOTARY PUBLIC, IN AND FOR THE STATE OF IOWA.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

DRAFT

BRADLEY R. GEATER, P.L.S., P.E.
LICENSE NUMBER 19828.

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2021.

PAGES OR SHEETS COVERED BY THIS SEAL: ALL

- NOTES:
1. BASIS OF BEARING IS GPS MEASUREMENTS IN THE IOWA PLANE COORDINATE SYSTEM SOUTH ZONE NAD 83
 2. UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS
 3. ERROR OF CLOSURE IS LESS THAN 1 IN 10,000
 4. OUTLOT A IS TO BE OWNED AND MAINTAINED BY A HOME OWNERS ASSOCIATION
 5. LOT A TO BE DEDICATED TO THE CITY OF WEST BRANCH AS STREET ROW

LINE TABLE		
LINE #	LENGTH	BEARING
L1	56.89	S13° 03' 16"E
L2	25.15	N01° 18' 29"W
L3	25.15	S01° 18' 29"E
L4	45.60	S13° 03' 16"E
L5	51.24	N13° 03' 16"W

LINE TABLE		
LINE #	LENGTH	BEARING
L6	58.15	N01° 18' 29"W
L7	34.06	N01° 18' 29"W
L8	17.01	N87° 38' 41"E
L9	13.01	N85° 22' 14"E

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD DIR.	CHORD LEN.
C1	64.99	317.00	11°44'47"	S07° 10' 53"E	64.88
C2	78.52	383.00	11°44'47"	S07° 10' 53"E	78.38
C3	71.76	350.00	11°44'47"	N07° 10' 53"W	71.63
C4	20.86	383.00	3°07'14"	S11° 29' 39"E	20.86
C5	57.66	383.00	8°37'33"	S05° 37' 16"E	57.61

SUBDIVIDER'S AGREEMENT

LOETHEN RIDGE ESTATES, WEST BRANCH, IOWA

This Agreement is made by and between IWB, LLC, an Iowa limited liability company, 2916 Highway 1 North, Iowa City, Iowa 52240, hereinafter referred to as the "Subdivider", and the City of West Branch, Iowa, an Iowa municipal corporation, 110 N. Poplar Street, West Branch, Iowa 52358, hereinafter referred to as the "City".

SECTION 1. MUNICIPAL IMPROVEMENTS: CONSTRUCTION AND INSTALLATION OF MUNICIPAL IMPROVEMENTS.

In consideration of the City approving the Final Plat and subdivision of real estate known and designated as Loethen Ridge Estates, West Branch, Cedar County, Iowa, (legally described on Exhibit "A" attached hereto) and prior to Subdivider's installation and construction of the required municipal improvements, Subdivider shall make escrow provisions as provided herein. Municipal improvements shall include a 29-foot PCC street known as Prairie View Drive and 31-foot PCC streets known as Gilbert Drive and Green View Drive, in locations shown on the Final Plat, said construction also includes the required ADA ramps on panels on streets in the subdivision. In addition to streets, the Subdivider shall construct sanitary sewers, water mains, storm sewers, sump-pump line, storm water detention basin, mail box clusters, street lighting and erosion control/seeding on the private areas of the subdivision. Said municipal improvements shall be constructed and installed in accordance with construction plans and specifications approved by the City Engineer of the City who shall have the right to make or authorize occasional inspections of the work in progress. Said inspections shall not relieve or release the Subdivider from the responsibility to construct the municipal improvements in accordance with the approved plans and specifications.

SECTION 2. SIDEWALKS.

The Subdivider agrees that no later than five (5) years from the date of the City's Resolution approving the Final Plat of Loethen Ridge Estates, West Branch, Cedar County, Iowa, or upon seventy-five percent (75%) of the development of the lots therein, whichever occurs first, to install sidewalks abutting each residential lot which shall be at least five (5) feet wide and constructed according to the plans and specifications as approved by the City Engineer. The escrow provision need not include the sidewalk installation, however, the same shall remain a lien against each lot until accepted and released by the City. Subdivider expressly agrees that as part of the Municipal Improvements, the Subdivider shall be responsible for constructing the sidewalk on the west side of Gilbert Drive and the south side of Prairie View Drive adjacent to Outlot A, since Outlot A is not a buildable lot.

SECTION 3. ESCROW MONIES

In the event that the Subdivider desires to record the Final Plat before the time that the Municipal Improvements are constructed, the Subdivider shall deposit with the City Clerk in escrow an amount equal to the estimated cost of constructing the municipal improvements plus 10% thereof as determined by the City Engineer and said deposit shall be referred to as "Municipal Improvements Escrow". The escrow deposit shall be in the form of cash, bank check that will be cashed, bond or irrevocable letter of credit, all as approved by the City Attorney.

SECTION 4. USE OF ESCROW MONIES

If after one year from the date of the City's resolution approving the Final Plat of the Subdivision, the municipal improvements have not been constructed and installed for the Subdivision, then City may use and/or make demand upon the municipal improvements escrow to construct and install said municipal improvements. The City shall release any bond or letter of credit or refund to the Subdivider any portions of or any excess escrow monies not used by the City after construction, installation and acceptance of all of the municipal improvements. Any cash or check held in escrow shall be released as needed for payment of the costs of the improvements.

SECTION 5. WAIVER

In the event the Subdivider shall sell or convey or make application for a building permit on any lot or lots in the subdivision without having first constructed and installed all the municipal improvements for the Subdivision, then the City shall have the right to proceed therewith as provided in Section 4 above.

SECTION 6. LIEN

The costs of the construction and installation of the municipal improvements shall be a lien and charged against all lots in said Subdivision and need not meet the requirements of notice, benefit or value as provided for by the Code of Iowa for assessing said municipal improvements which may exceed the municipal improvements escrow.

SECTION 7. RELEASE

The City agrees that when all municipal improvements have been constructed and installed for the Subdivision to the satisfaction of the City and upon acceptance by resolution, to furnish the Subdivider a good and sufficient Release for filing in the office of the County Recorder so that this Agreement will not constitute a cloud upon the title of the Lots of the subdivision.

SECTION 8. PUBLIC SERVICES.

Subdivider agrees that public services including, street maintenance, snow plowing, water and sanitary sewer service, will not be provided in the Subdivision until the municipal improvements have been constructed, installed and accepted by the City.

SECTION 9. PAYMENT OF SANITARY SEWER CONNECTION FEE.

Prior to the approval of the Final Plat of Loethen Ridge Estates, the Subdivider shall pay to the City the sum of \$268.30 per residential unit constructed on the Lots in said Subdivision.

Payment of said Sanitary Sewer Connection Fee shall remain a lien against each lot in said subdivision until payment in full and release by the City.

SECTION 10. STORM WATER EROSION CONTROL AND TOPSOIL REQUIREMENTS.

Subdivider or its assigns or successors in interest shall be responsible for the maintenance of appropriate erosion control measures during construction of the infrastructure and during building of any structures in the Subdivision. In addition, the Subdivider shall be responsible for the placement of 4-inches of topsoil or allowed substitute upon each lot after the structures have been constructed prior to the issuance of any occupancy permit for said structure.

SECTION 11. OUTLOT A.

Ownership of Outlot A shall be retained by the Subdivider (or transferred to a Homeowners' Association) and the Subdivider shall maintain said Outlot. In the event that the City determined that repairs and/or maintenance must be performed, the City shall give written notice to Subdivider or the Homeowners' Association, whichever the case may be, and give said entity thirty (30) days to make said repairs unless the repairs constitute an emergency. In the event that the repairs and/or maintenance is not completed, or repairs are needed in an emergency, the City may enter upon said Outlot and perform said repairs and/or maintenance and invoice the Subdivider or Homeowners' Association for the same for payment within fourteen (14) days. In the event that the costs of said repair and/or maintenance are not paid, or if the Homeowners' Association is no longer in existence, the Subdivider expressly authorizes the City to assess the costs of repair and/or maintenance upon each residential unit in said Subdivision equally and the Subdivider hereby waives any requirements for notice, benefit or value for assessing the repair costs against the property in said Subdivision.

SECTION 12. VACATION OF SANITARY SEWER EASEMENT.

The City shall undertake appropriate proceedings necessary to vacate the existing sanitary sewer easement shown on the final plat, said easement being recorded in Book 768 at Page 1, Records of the Cedar County Recorder's Office.

SECTION 13. LOT A.

Subdivider shall prepare and file with the subdivision documents, a Warranty Deed, conveying Lot A to the City of West Branch, the public streets in the subdivision to the City.

SECTION 14. EASEMENTS.

Prior to the approval of the Final Plat of Loethen Ridge Estates, Subdivider shall furnish to the City for recording with the final plat the following easements:

1. Public Utility Easement;
2. Stormwater and Drainage Easement;
3. Storm Sewer Easement

SECTION 15. MINIMUM LOW OPENINGS.

No building permit or occupancy permit shall be issued on the following listed lots unless the lowest opening in the structure located on said lot is less than the Minimum Low Opening listed below:

<u>Lot No.</u>	<u>Minimum Low Opening</u>
11	727.0'
12	727.0'
13	727.0'

IWB, LLC:

City of West Branch:

By:_____

Roger Laughlin, Mayor

Print name and title

ATTEST:

Redmond Jones II, City Administrator/Clerk

STATE OF IOWA, COUNTY OF CEDAR, ss:

This instrument was acknowledged before me on this ____ day of _____, 2020, by Roger Laughlin and Redmond Jones II as Mayor and City Clerk respectively of the City of West Branch, Iowa.

Notary Public

STATE OF IOWA, COUNTY OF _____, ss:

This instrument was acknowledged before me on the ____ day of _____, 2020, by _____ as Manager of IWB, LLC.

Notary Public

ENGINEER: **AXIOM CONSULTANTS, INC.**
 60 E. Court Street
 Iowa City, IA 52240
 Project No.: 18-0061

Wednesday, October 14, 2020
 Final Plat Approval - Escrow
 Opinion of Costs

Loethen Ridge, West Brach					
NO.	ITEM	UNIT	QUANTITY	UNIT COST	ENGINEER'S ESTIMATE
1	Modified subbase, 6-inch	SY	5,790	\$4.75	\$27,503
2	Pavement, 7-inch PCC	SY	5,126	\$37.75	\$193,507
3	Sidewalk Paving (includes mailbox cluster)	SY	1,610	\$4.00	\$6,440
4	ADA Panels	EA	2	\$450	\$900
5	Storm Intake Tops & Throats	EA	12	\$1,250	\$15,000
6	Sanitary Manhole Chimney Seals	EA	7	\$150.00	\$1,050
7	Topsoil, back fill curb	SY	1,000	\$3.50	\$3,500
8	Subdrain, finalize connections to intakes	LS	1	\$1,500	\$1,500
9	Rock backfill at intakes	EA	12	\$250	\$3,000
10	Tree Removal - shred and haul	LS	1	\$5,000	\$5,000
11	Seeding	AC	7.52	\$1,500	\$11,280
12	Riprap at storm outlets	TON	24	\$40	\$960
13	Erosion Control, Remaining Maintenance	LS	1	\$7,500	\$7,500
14	As-builts & Setting Property Pins	LS	1	\$3,500	\$3,500
15	Cleanout Basin (if necessary)	LS	1	\$1,500	\$1,500
16	Street Lights	LS	5	\$1,100	\$5,500

	Subtotal	\$287,640
Mobilization	8.0%	\$23,011
Construction Staking	0.75%	\$2,157
	Total	\$312,808

Prepared by: Kevin D. Olson, 1400 5th Street, Coralville, Iowa 52241 (319) 351-2277
Return to: City of West Branch, 110 Poplar Street, West Branch, Iowa 52358 (319) 643-5888

RESOLUTION 1942

RESOLUTION APPROVING THE FINAL PLAT OF LOETHEN RIDGE ESTATES, WEST BRANCH, IOWA.

WHEREAS, the developer did file with the City Clerk of West Branch, a final plat for Loethen Ridge Estates, West Branch, Iowa; and

WHEREAS, the legal description for said Subdivision is as follows:

See Exhibit "A" attached hereto
; and

WHEREAS, said property has been dedicated with the free consent and in accordance with the desires of the owner; and

WHEREAS, the aforementioned plat and subdivision is found to conform with Chapter 354 of the State Code of Iowa, Chapter 170 of the West Branch Code of Ordinances, and all other ordinances and statutory requirements; and

WHEREAS, said final platting of the aforementioned subdivision has been examined by the West Branch Planning and Zoning Commission; and

WHEREAS, recommendations from both said Commission and City Staff have been made; and

WHEREAS, after due deliberation, said Commission has recommended that the final platting of the proposed subdivision, be accepted and approved.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the final platting of Loethen Ridge Estates, West Branch, Iowa, be and the same is hereby approved.

BE IT FURTHER RESOLVED that the revised Subdivider's Agreement and related subdivision documents are also hereby approved and the Mayor and City Clerk are directed to execute said documents on behalf of the City.

BE IT FURTHER RESOLVED that the City Clerk of the City of West Branch, Iowa, is hereby authorized and directed to certify a copy of this Resolution to the County Recorder of Cedar County, Iowa, along with all other required ancillary documents, including the Subdivider's Agreement and easement documents.

* * * * *

Passed and approved this 19th day of October, 2020.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	Resolution 1943 – A 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, Crosswalk, and Related Sidewalks, 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 15, 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. With some of the City Council expressing concerns over the issue of making city contributions subject to the project's use of contingency funds. Staff recommends expanding the contribution to include the other related items of concern... the crosswalk and the related sidewalks that will be needed for pedestrian access.

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: Approve Resolution 1943 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:
COUNCIL ACTION:
MOTION BY:
SECOND BY:

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RESOLUTION 1943

A 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, CROSSWALK, AND RELATED SIDEWALKS, REQUIRED FOR THE HIGH SCHOOL EXPANSION PROJECT.

WHEREAS, The High School Expansion Project is important for the School District as well as for the West Branch Community; and

WHEREAS, The High School Expansion Project will involve a turn lane, a crosswalk with traffic calming measures, related sidewalks that will provide pedestrian access to and from this project; and

WHEREAS, based on Iowa Statewide Urban Design and Specifications SUDAS, engineering traffic counts, and other tested methods, a turn lane is required to be installed as a part of the High School Expansion Project; and

WHEREAS, the \$100,000 contribution is intended for all of the aforementioned capital expenses and the West Branch School District shall have the discretion to utilize the City's contribution as it sees fit with the understanding that the West Branch School District will not request further funding for any of the aforementioned capital expenses; and

WHEREAS, the \$100,000 is based on the following City of West Branch funding strategy: in year 1 a \$50,000 contribution; in years 2 – 5 a \$12,500 contribution is to be made proportionally for a grand total of \$100,000; and

WHEREAS, in the spirit of cooperation, the city will contribute \$100,000 toward the aforementioned project; and

WHEREAS, it is intended that the amount submitted will come before the city council in the form of a 28e agreement for the purposes of a final agreement; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the aforementioned amount entered \$ 100,000 to be used in constructing a 28e agreement which will be prepared by the City Attorney and the City Administrator and that will be presented to City Council for final Approval.

* * * *

Passed and approved this 19th day of October, 2020.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	Resolution 1945 – A Resolution Accepting and Approving an Engineering Service Agreement for the Design of Needed Improvements Related to the West Branch Wastewater Treatment Facility.
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 16, 2020

BACKGROUND:

The following scope of work describes the services to be provided by the V&K for the Wastewater Treatment Facility Improvements 2021 project for the City of West Branch. The Project will include design services and preparation of plans and specifications for the improvements. V&K will also provide bidding services and preparation of permit applications.

PROJECT DESCRIPTION

It is understood and agreed that the Project shall consist of the improvements as described in the Facility Plan including the following:

1. Construction of a new Blower Building to house blowers and electrical equipment.
2. Construction of a new aerated lagoon cell and associated aeration equipment and piping to connect to existing system.
3. Construction of a new 4-cell SAGR enhanced treatment aerated lagoon system with a treatment capacity of 0.924 million gallons per day AWW. The system includes an aeration system, clean gravel, mulch, piping, valves and manholes.
4. Removal of sludge from existing aerated lagoon cells.
5. Installation of a new lagoon aeration system.
6. Installation of a new ultraviolet disinfection system in new concrete channel.
7. Installation of a new standby generator for the new mechanical treatment units.
8. Modifications to existing piping to connect new treatment units.
9. Site work and roadway improvements as needed to access new facility.

Grand Total for base Services \$965,000.00

STAFF RECOMMENDATION: Approve Resolution 1945 – Move to Action
REVIEWED BY CITY ADMINISTRATOR:
COUNCIL ACTION:
MOTION BY:
SECOND BY:

"Turning Vision into Reality is our Business"

ENGINEERING SERVICES AGREEMENT

WASTEWATER TREATMENT FACILITY IMPROVEMENTS 2021 WEST BRANCH, IOWA

THIS AGREEMENT, made and entered into this _____ day of _____, 2020, by and between the City of West Branch, a Municipal Corporation, hereinafter referred to as the "**CITY**", and Veenstra & Kimm, Inc., an Iowa Corporation, 860 22nd Avenue, Suite 4, Coralville, IA 52241, hereinafter referred to as the "**CONSULTANT**."

WHEREAS, the **CITY** desires to construct improvements to the wastewater treatment facility, referred to as the "Project"; and

WHEREAS, the City Council has heretofore deemed it necessary and desirable to obtain professional engineering services for the design of needed improvements; and

WHEREAS, the **CONSULTANT** is qualified and capable of supplying said engineering services; and

WHEREAS, accordingly, the **CITY** has agreed to engage the **CONSULTANT** as an independent contractor to assist in the design and construction of the Project under the terms and conditions set forth below.

NOW THEREFORE, THE CITY AND THE CONSULTANT, FOR CONSIDERATION HEREINAFTER SET FORTH, DO MUTUALLY AGREE AS FOLLOWS:

I. SCOPE OF SERVICES.

The **CONSULTANT** shall perform in a timely and satisfactory manner engineering services in connection with the Project as same are set forth in Exhibit "A" attached hereto and incorporated into this Agreement by this reference.

II. TIME OF COMPLETION.

The **CONSULTANT** shall complete the services to be rendered hereunder in accordance with the schedule set forth in Exhibit "B" attached hereto and incorporated by this reference. The **CONSULTANT** does hereby expressly acknowledge and agree that TIME IS OF THE ESSENCE of this Agreement, and, thus, any failure by the **CONSULTANT** to timely render and perform services hereunder shall constitute a material breach of this Agreement.

III. GENERAL TERMS AND PROVISIONS.

A. The **CONSULTANT** shall not commit any of the following employment practices in connection with or while rendering engineering services hereunder and does hereby expressly agree to prohibit the following practices from being committed by any subcontractors engaged by the **CONSULTANT** in connection with the Project. Upon request, the **CONSULTANT** shall provide the **CITY** with a copy of the relevant provisions of any agreement entered into by the **CONSULTANT** and subcontractor in connection with the Project to confirm to the satisfaction of the **CITY** that the requirements under this Subparagraph III(A) have been met.

1. To discharge or refuse to hire any individual because of their race, color, religion, sex, national origin, disability, age, marital status, or sexual orientation.
2. To discriminate against any individual in terms, conditions or privileges of employment because of their race, color, religion, sex, national origin, disability, age, marital status, or sexual orientation.

B. The **CITY** may terminate this Agreement, with or without cause, upon no less than seven (7) calendar days written notice. In the event that the **CITY** does so terminate this Agreement, the **CONSULTANT** shall be paid for all work and services performed up to the time of said termination upon submission to the **CITY** of a final billing statement and review and approval thereof by the West Branch City Council at the next regularly scheduled Council Meeting; provided, however, that any such sum shall not be greater than the total amount to be paid for services rendered hereunder as set forth in Article IV below; and further provided that, in the event the **CITY** terminates this Agreement with cause, the **CITY** may, in its sole discretion, elect to withhold payment of an amount sufficient to engage a third party to properly complete the Project in accordance with the terms of this Agreement.

C. This Agreement shall not be assigned or in any manner transferred by the **CONSULTANT**, without the express written consent of the West Branch City Council.

D. It is hereby acknowledged and agreed by both parties hereto that the engagement of the **CONSULTANT** by the **CITY** in connection with the Project shall be as an independent contractor and shall be exclusive; provided, however, that the **CONSULTANT** may retain the services of subcontractors for the purpose of performing its obligations and responsibilities under this Agreement so long as the **CONSULTANT** has first obtained the written approval of same from the **CITY**; and further provided that, should the **CONSULTANT** so engage subcontractors under the terms of this Subparagraph III(D), the **CONSULTANT** shall solely responsible for compensating any such subcontractors.

E. The **CITY** shall make all criteria, design and construction standards, and information regarding the **CITY's** requirements for the Project available to the **CONSULTANT** upon reasonable request by the **CONSULTANT** therefor. The **CITY** shall furnish reasonable assistance to the **CONSULTANT** in the use of said information and documentation at the request of the **CONSULTANT**.

F. It is further agreed that neither party to this Agreement shall perform contrary to any federal or state law, rule or regulation, or the West Branch City Code of Ordinances.

G. At the request of the **CITY**, the **CONSULTANT** shall attend such meetings of the City Council relating to the **PROJECT** hereunder.

H. The **CONSULTANT** agrees to furnish all reports, specifications, and drawings with the seal of a professional engineer affixed thereto or such other seal as required by State law.

I. Upon termination of this Agreement and request of the **CITY**, the **CONSULTANT** shall provide the **CITY** with copies of all basic notes and sketches, charts, computations, and any other data prepared or obtained by the **CONSULTANT** pursuant to this Agreement without cost, and without restrictions or limitations as to the use thereof in connection with the **PROJECT**. It is understood, however, that the **CONSULTANT** shall not be liable for the **CITY's** use of such documents on other projects.

J. Original drawings prepared by the **CONSULTANT** under this Agreement shall become the property of the **CITY**. The **CONSULTANT** shall be allowed to keep reproducible copies for the **CONSULTANT's** own filing use.

K. Fees paid in order to secure approval of authorities having jurisdiction over the Project shall be paid by the **CITY**.

L. If the **CONSULTANT** is providing Construction Administration or Supervision under this Agreement, the **CONSULTANT** shall make visits to the Project construction site at intervals appropriate to the various states of construction and as mutually agreed to by the **CONSULTANT** and **CITY** in order to observe as an experienced and qualified engineering professional the progress and quality of the various aspects of the work being performed by contractors and/or subcontractors. Based on information obtained during such visits and on such observations, the **CONSULTANT** shall endeavor to determine to the best of the **CONSULTANT's** ability if work on the Project is proceeding in accordance with the concept plan for the Project and shall keep the **CITY** informed of the progress of the work on the Project and any concerns the **CONSULTANT** may have regarding same.

M. **CONSULTANT** shall furnish the **CITY** with certificates of insurance by insurance companies licensed to do business in the State of Iowa, upon which the **CITY** is endorsed as an additional named insured, in the following limits. It must be clearly disclosed on the face of the certificates that the coverage is on an occurrence basis.

General Liability*	\$1,000,000/2,000,000
Automobile Liability	\$1,000,000
Excess Liability (Umbrella)*	\$8,000,000/8,000,000
Workers' Compensation, Statutory Benefits Coverage B	\$1,000,000
Professional Liability**, ***	\$2,000,000/\$2,000,000

*Occurrence/Aggregate

**The City is not to be named as an additional insured.

*** Claims made basis

The **CONSULTANT** shall take all necessary steps to preserve the **CITY's** defenses of governmental immunity under Chapter 670 of the Code of Iowa, including, without limitation, requiring that the language set forth in Exhibit "D" attached hereto and incorporated by this reference be included in the certificate of insurance to be provided to the **CITY** hereunder.

IV. **COMPENSATION FOR SERVICES.**

The **CITY** shall compensate the **CONSULTANT** for engineering services rendered under this Agreement for a fee of Nine Hundred Sixty-Five Thousand and 00/100 Dollars (\$965,000.00). Said fees shall be paid by the **CITY** to the **CONSULTANT** in accordance with the payment schedule set forth in Exhibit "C" attached hereto and incorporated by this reference; provided, however, in express acknowledgment that this Agreement is a COMPLETION DATE CONTRACT, the **CONSULTANT** does hereby acknowledge and confirm the **CONSULTANT's** understanding that TIME IS OF THE ESSENCE and that the timely completion of each phase of the Project as set forth in Exhibit "A" and the timely completion of the Project in its entirety constitutes material terms of this Agreement without which the **CITY** would not have engaged the **CONSULTANT**. Accordingly, the **CONSULTANT** also acknowledges that:

- A. No payment shall be made to the **CONSULTANT** hereunder if the Project is not proceeding on schedule unless otherwise hereafter agreed in writing by the **CITY**.
- B. Under no circumstances shall the **CITY** compensate the **CONSULTANT** for work that has not yet been completed.

C. In any event, no payment hereunder shall become due and payable until submission to the **CITY** by the **CONSULTANT** of a billing statement therefor and review and approval of the billing statement by the West Branch City Council at its next regularly scheduled meeting.

V. INDEMNIFICATION.

The **CONSULTANT** agrees to fully indemnify, defend, save and hold the **CITY**, its officers, representatives, agents, contractors, subcontractors and employees, harmless from any and all liability to third parties (including reimbursement of reasonable legal fees and costs) arising directly or indirectly from the negligent act, error or omission of the **CONSULTANT**, its officers, representatives, agents, contractors, subcontractors or employees in connection with the Project.

VI. HAZARDOUS MATERIALS.

The **CONSULTANT** hereby warrants and represents that the **CONSULTANT** (i) has not created nor contributed to the creation or existence (ii) nor will it create or contribute to the creation or existence of any type of hazardous or toxic wastes, materials, chemical compounds, or substances, or any other type of environmental hazard or pollution, whether latent or patent, at the premises of the Project, or in connection with or related to the Project. The **CONSULTANT**, notwithstanding the limit of liability contained in Provision V of this Agreement, does hereby fully indemnify, defend, save and hold harmless the **CITY**, its officers, employees and agents from and against any and all debts, claims, causes of action, administrative orders and notices, costs (including but not limited to, response and/or remedial costs), personal injuries, losses, damages, liabilities, demands, interest, fines, penalties and expenses, including reasonable legal fees and expenses, consultants' fees and expenses, court costs and all other out-of-pocket expenses, suffered or incurred by the **CITY**, its officers, representatives, agents, contractors, subcontractors, employees and grantees as a result of any breach of this Provision VI.

VII. INTERPRETATION.

This Agreement shall be construed in accordance with the generally accepted standards of the Engineering Profession; provided, however, that it is expressly understood and agreed by both parties that to the extent, if at all, the explicit terms and conditions of this Agreement are in conflict with said generally accepted standards of the Engineering Profession, said explicit terms and conditions of this Agreement shall control in the event of a dispute between the parties hereto.

VIII. SURVIVAL.

All express representations, indemnifications or limitations of liability made in or given in this Agreement shall survive the completion of the engineering services to be rendered by the **CONSULTANT** hereunder or the termination of this Agreement for any reason.

IX. CONTROLLING LAW.

This Agreement is to be governed by the laws of the State of Iowa. The parties hereto agree that any action, suit or proceeding based upon any matter, claim or controversy arising under this Agreement shall be brought solely in the state courts located in Cedar County, Iowa or the federal courts located in Linn County, Iowa. The parties hereto hereby irrevocably waive objection to the venue of the above-mentioned courts, including any claim that such action, suite or proceeding has been brought in an inconvenient forum. Both parties hereto expressly acknowledge and agree that nothing contained in this Agreement shall be construed to require the parties to submit to mandatory arbitration or mediation in the event of a breach or dispute hereunder.

X. HEADINGS.

The headings of sections of this Agreement are for convenient reference only and shall not be deemed to limit, construe, affect, modify or alter the meaning of such sections.

XI. SEVERABILITY.

If any section, subsection, term or provision of this Agreement or the application thereof to the **CONSULTANT**, the **CITY** or a particular circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of this Agreement or the application of same to the **CONSULTANT**, the **CITY** or particular circumstances other than for which it was held invalid or unenforceable, shall not be affected thereby and each remaining section, subsection, term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

XII. LEGAL SERVICES. The **CITY** shall provide the services of a competent Attorney experienced in legal matters pertaining to this type of Project. The **CONSULTANT** shall cooperate with said attorney and shall comply with his requirements as to form of contract documents and procedures relative to them.

XIII. CHANGES AND EXTRA WORK. The above-stated fees cover the specific services as outlined in this Agreement. If the **CITY** requires additional services of the **CONSULTANT** in connection with the Project, the **CONSULTANT** shall receive additional compensation for changes which shall be based upon the standard hourly fees plus expenses of the personnel engaged in the performance of the work.

The method of compensation for authorized Extra Work shall be mutually agreed upon between the **CITY** and **CONSULTANT** at the time the work shall be authorized by the **CITY**.

XIV. AUTHORITY.

The persons signing this Agreement warrant and represent that they have the authority to sign as, or on behalf of, the party for whom they are signing.

XV. FINAL AGREEMENT.

Both the **CONSULTANT** and the **CITY** hereby expressly acknowledge and agree that this Agreement is intended to set forth the entire agreement between the parties regarding the engineering services to be rendered by the **CONSULTANT** to the **CITY** in connection with the Project, that there are no other considerations or monies contingent upon or resulting from the execution of this Agreement, and that no other monies or considerations have been solicited. No waiver, change, modification or amendment of this Agreement shall be binding upon either party hereto unless in writing and signed by both the **CONSULTANT** and the **CITY**. The waiver by either party hereto of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that provision or of any other provision or condition in this Agreement.

ACCEPTED & AGREED:

VEENSTRA & KIMM, INC.

CITY OF WEST BRANCH, IOWA

An Authorized Representative

ATTEST:

An Authorized Representative

ATTEST:

An Authorized Representative

An Authorized Representative

ENGINEERING SERVICES AGREEMENT

WASTEWATER TREATMENT FACILITY IMPROVEMENTS 2021 WEST BRANCH, IOWA

EXHIBIT "A"

SCOPE OF SERVICES

The following scope of work describes the services to be provided by the **CONSULTANT** for the Wastewater Treatment Facility Improvements 2021 project for the City of West Branch. The Project will include design services and preparation of plans and specifications for the improvements. The **CONSULTANT** will also provide bidding services and preparation of permit applications.

PROJECT DESCRIPTION

It is understood and agreed that the Project shall consist of the improvements as described in the Facility Plan including the following:

1. Construction of a new Blower Building to house blowers and electrical equipment.
2. Construction of a new aerated lagoon cell and associated aeration equipment and piping to connect to existing system.
3. Construction of a new 4-cell SAGR enhanced treatment aerated lagoon system with a treatment capacity of 0.924 million gallons per day AWW. The system includes an aeration system, clean gravel, mulch, piping, valves and manholes.
4. Removal of sludge from existing aerated lagoon cells.
5. Installation of a new lagoon aeration system.
6. Installation of a new ultraviolet disinfection system in new concrete channel.
7. Installation of a new standby generator for the new mechanical treatment units.
8. Modifications to existing piping to connect new treatment units.
9. Sitework and roadway improvements as needed to access new facility.

BASIC SERVICES

The Consultant shall perform in a timely and satisfactory manner engineering services in connection with the **PROJECT** as set forth as follows:

1. Topographic and existing utility surveying of the site as necessary for preparation of plans and specifications.
2. Attend design conferences with the Owner as may be necessary to make decisions as to the details of design of the project. The Consultant shall make periodic progress reports to the City Council, as necessary.
3. Prepare final site layout.
4. Consultant shall prepare such preliminary and final plans and specifications as necessary for construction of improvements. The specifications shall describe, in detail, the work to be done, materials to be used and the construction methods to be followed. Preliminary plans and specifications (30% and 60%) shall be submitted to the Owner for review prior to completion of preparation of final plans and specifications. Approximately two weeks of review time is anticipated for review of each set of preliminary plans.
5. Consultant shall prepare an estimate of cost for the construction contract. The estimate of cost shall be based on the Consultant's best knowledge at the time of preparation of the estimate of cost. The Consultant shall not be responsible if the construction contract awarded for the Project varies from the Consultant's estimate of cost. The Consultant shall advise and assist the Owner, if necessary, in adjusting the scope and extent of the Project to allow the Project to be constructed within available budget limitations.
6. Consultant shall provide copies of the plans and specifications for review by the Iowa Department of Natural Resources, FEMA, US Army Corps of Engineers, and any other regulatory agency having jurisdiction over the activities included in the Project. Consultant shall assist in obtaining the necessary construction permits for the Project. Any fees for the construction permits shall be paid by the Owner and said costs shall not be charged against the Consultant's fees.
7. Consultant shall assist the Owner in complying with the requirements of the SRF Loan program including application for design services loan. Services by the Consultant shall include coordination of the agency review, public hearing and other preliminary activities necessary to obtain the approval and funding of the Project. Services by the Consultant during design and construction shall include satisfying the requirements of the Iowa Department of Natural Resources and obtaining the necessary construction permit. Services during construction shall include providing documentation to the Iowa Department of Natural Resources and coordinating Project review and inspection. The Owner shall be responsible for completing the loan documents and for submitting reimbursement requests to the State during construction.
8. Consultant shall prepare a scope of work for geotechnical investigation, including soil borings, required during the design phase of the Project. Consultant shall review with the Owner the scope of geotechnical investigation and quotation received from the geotechnical consultant. The Consultant shall coordinate the services of the geotechnical consultant including review of the findings of the geotechnical work and incorporation of the findings in the design of the Project. The actual cost for the

- geotechnical consultant shall be paid directly by the Owner. The cost of the Consultant relating to coordinating and managing the geotechnical services are included as a part of the scope of work under this Agreement.
9. Consultant shall prepare a scope of work for independent contractor to evaluate sludge levels in the lagoon cells, including sludge depth, percent solids, and analytical testing for field application. Consultant shall review with the Owner the scope of sludge investigation and quotation received from the biosolids contractors. The Consultant shall coordinate the services of the biosolids contractor including review of the findings of the sampling and testing and incorporation of the findings in the design of the Project. The actual cost for the sampling and analysis shall be paid directly by the Owner. The cost of the Consultant relating to coordinating and managing the biosolids contractor services are included as a part of the scope of work under this Agreement.
 10. The Consultant shall assist in the preparation of the notice to contractors and shall provide plans and specifications to prospective bidders. Publication cost shall be paid by the Owner.
 11. The Owner shall compensate the Consultant for the actual cost of the plans and specifications provided to contractors, plan rooms, and suppliers during project bidding. The cost of plans shall be separate from the fee under this Agreement.
 12. The Project shall be bid at one letting and under one contract. The Consultant shall have a representative present when the bids and proposals are opened and shall prepare a tabulation of bids for the Owner. Consultant shall advise as to the responsiveness of the bidders and assist in making the award of contract. Consultant shall prepare necessary contract documents following award. Consultant shall not be responsible for advising the Owner as to the responsibility of any bidder.
 13. The Consultant shall provide general services during construction including:
 - a. Consultant shall conduct a preconstruction conference attended by representatives of the Owner, Consultant, and contractor to discuss details of the project.
 - b. Consult and advise with the Owner.
 - c. Periodic visits to the site during construction.
 - d. Assist Contractor in interpretation of plans and specifications.
 - e. Review drawings and data of manufacturers.
 - f. Coordinate and review work of testing laboratories for compaction and concrete tests.
 - g. Process and certify payment estimates of the Contractor to the Owner.
 - h. Prepare amendments to the contract documents, as necessary, to show major changes made during construction.
 - i. Provide information as necessary to include the establishment of required benchmarks and baselines for locations, elevations, and grades of construction. Detailed construction staking for the Project shall be performed by the Contractor.
 14. Consultant shall make a final review after construction is complete to determine that the construction is substantially in compliance with the plans and specifications. The Consultant shall certify to the Owner that construction is substantially in compliance with the plans and specifications.

15. Consultant shall provide the Owner with two (2) complete sets of plans showing final construction. Information on details determined in the field during construction will be incorporated on the final plans in accordance with information furnished by the construction reviewer, the Owner, and the Contractor. As built drawings are based on the best available information and are not verified for accuracy.
16. Construction Observation and Resident Review services are understood to include the detailed observation and review of work of the Contractors and materials to assure compliance with the plans and specifications. The consultant shall provide resident review services by assigning resident engineers and/or engineering technicians to the Project for such periods reasonably required to ensure proper review of the construction work. On-site review shall take place on a part time basis during the construction work on the Project.
17. Compliance with SRF record keeping including review of contractor pay rolls and wage interviews associated with Davis-Bacon wage verification and documentation of materials for American Iron & Steel compliance during construction.
18. Owner shall provide the services of the City Attorney in matters pertaining to this Project. The Consultant shall cooperate with the Owner's attorney and shall comply with his/her requirements as to form of contract documents and procedures relative to them.

SERVICES NOT INCLUDED

The following is a partial list of services not included under this Agreement:

1. Soil borings, geotechnical investigation, compaction testing and contaminated soil investigations are not included in this Agreement.
2. Environmental studies, archaeological investigation, and wetland determinations are not included in this Agreement.
3. Services related to or regarding arbitration or litigation of a construction contract between a construction contractor and the Owner regarding any of the projects included in this Agreement.
4. Topographic survey beyond that previously identified in the scope of work is not included in this Agreement.
5. Legal surveys to identify property boundaries are not included in this Agreement.
6. Materials testing and inspections other than those completed as part of the resident review on the site of the Project are not included in this Agreement.
7. Services required for the evaluation of and determination to accept defective work by Contractor including required re-design services.
8. Services required for re-design as a result of substitute products during the construction phase.
9. Services required as a result of Owner providing incomplete or incorrect Project information.
10. Construction staking.

11. Assistance in connection with bid protests, rebidding or renegotiating contracts for construction, materials, equipment, or services, only so long as the original work is reasonably consistent with Owner's program or other instruction.
12. Providing assistance in resolving any Hazardous Environmental Condition in compliance with current laws and regulations.
13. Noise and/or odor studies.
14. Biosolids survey, sampling or testing.
15. Preparation of more than one bid package.
16. Meetings and negotiations with property owners.
17. Services associated with pilot testing of alternative treatment systems or evaluation of data obtained from pilot testing.

ENGINEERING SERVICES AGREEMENT

WASTEWATER TREATMENT FACILITY IMPROVEMENTS 2021 WEST BRANCH, IOWA

EXHIBIT "B"

TIME OF COMPLETION:

The **CONSULTANT** shall complete the services to be rendered hereunder in accordance with the schedule set forth below. The **CONSULTANT** does hereby expressly acknowledge and agree that TIME IS OF THE ESSENCE of this Agreement, and, thus, any failure by the **CONSULTANT** to timely render and perform services hereunder shall constitute a material breach of this Agreement. The schedule milestones for this project are as follows:

1. Kickoff Meeting by November 1, 2020.
2. Topographic Survey by November 27, 2020.
3. Preliminary plans and specifications (60% complete) for City review by May 1, 2021.
4. Preliminary plans and specifications (90% complete) for City review by July 1, 2021.
5. Final construction plans and specifications shall be delivered by August 1, 2021.
6. Submittal of the IDNR Construction Permit shall be completed by August 1, 2021.
7. Anticipated bid date for the project is September 15, 2021.
8. Anticipated project award by October 1, 2021.
9. Project substantial completion is to be scheduled for November 2022.

The **CONSULTANT** shall not be responsible for delays in approval or other actions by governmental agencies or by delays in obtaining easements which may delay the time of completion for services.

ENGINEERING SERVICES AGREEMENT

WASTEWATER TREATMENT FACILITY IMPROVEMENTS 2021 WEST BRANCH, IOWA

EXHIBIT "C"

COMPENSATION FOR SERVICES:

The **CITY** shall compensate the **CONSULTANT** for engineering services rendered under this Agreement based on the following:

1. For **DESIGN SERVICES**, the lump sum fee of Five Hundred Eighty-Three Thousand Dollars (\$583,000);
2. For **GENERAL SERVICES**, the lump sum fee of Two Hundred Twenty-Eight Thousand Dollars (\$228,000);
3. For **RESIDENT REVIEW**, the estimated fee of One Hundred Forty-Eight Thousand Dollars (\$148,000); based on providing 1,800 hours of review time at \$80/hour, plus direct expenses.
4. For **SRF Record Keeping**, the estimated fee of Six Thousand Dollars (\$6,000); based on providing 110 hours of review time at \$57/hour, plus direct expenses.

Said total fees shall be paid by the **CITY** to the **CONSULTANT** shall become due and payable until submission to the **CITY** by the **CONSULTANT** of a billing statement therefor and review and approval thereof by the West Branch City Council at the next regularly scheduled Council Meeting.

ENGINEERING SERVICES AGREEMENT

WASTEWATER TREATMENT FACILITY IMPROVEMENTS 2021 WEST BRANCH, IOWA

EXHIBIT "D"

"The Companies affording coverage and the Additional Insured, City of West Branch, Cedar County, Iowa, expressly agree and state that the purchase of this policy of insurance by the insured and the listings of the City of West Branch as an Additional Insured hereunder do not waive any of the defenses of governmental immunity available to the Additional Insured under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.

The Companies and Additional Insured further agree that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.

The Additional Insured shall be responsible for asserting any defense of governmental immunity, and may do so at any time and shall do so upon the timely written request of the Companies.

The Companies shall not deny coverage under this policy and the Companies shall not deny any of the rights and benefits accruing to the Insured or the Additional Insured under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the Additional Insured."

RESOLUTION 1945

A RESOLUTION ACCEPTING AND APPROVING AN ENGINEERING SERVICE AGREEMENT FOR THE DESIGN OF NEEDED IMPROVEMENTS RELATED TO THE WEST BRANCH WASTEWATER TREATMENT FACILITY.

WHEREAS, the City received a new National Pollutant Discharge Elimination System (NPDES) permit for the wastewater treatment facility that includes a compliance schedule to update the facility to meet more stringent effluent limits; and

WHEREAS, The City has approved an engineering service agreement through Resolution 1728 with Veenstra & Kimm, Inc of Coralville, Iowa for submitting and getting approved a facility plan as required by the Iowa Department of Natural Resources (IDNR); and

WHEREAS, The City of West Branch has received a proposal from Veenstra & Kimm, Inc. for the design of needed improvements related to the West Branch wastewater treatment facility; and

WHEREAS, The City of West Branch has adopted an incremental step rate system that has begun the process of raising funds for the costly process of making the aforementioned wastewater treatment facility improvements; and these funds are projected to have raised \$120,000 by February 2021; and

WHEREAS, The City will apply for an zero percent (0%) Planning and Design Loan January 3rd 2021 for the 100% of the Planning and Design expenses; and

WHEREAS, this Loan once construction has been concluded will be wrapped into the State Revolving Fund (SRF) construction loan; and

WHEREAS, The City has a financial strategy to pay the amount of \$965,000 for the base engineering services needed for the design of improvements related to the West Branch Wastewater Treatment Facility; and these engineering services are deemed appropriate and are reasonably related to the purpose for which such fees are charged.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch that the Engineering Service Agreement for the Design of needed improvements related to the West Branch Wastewater Treatment Facility.

* * * * *

Passed and approved this 19th day of July, 2020.

Roger Laughlin, Mayor

Attest:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	October 19, 2020
AGENDA ITEM:	Discussion Item: A Discussion to Start 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 / Leslie Brick, Deputy City Clerk
DATE:	October 16, 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

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"

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):					

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):					

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):					

Department

Title: Final Phase Downtown Street Scape Project (Phase 4)

Ranked:

Funding Status:

	Year 1	Year 2	Year 3	Year 4	Year 5
<div>Budget Impact</div> <ul style="list-style-type: none"> Personal Service Supplies Contractual Capital 					
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):					

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 <i>(Former Croell Redi-mix Site)</i>					
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:					
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:					
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> <u>for Eng</u>	<u>Council App. \$</u> <u>Amount</u>	<u>Res. #</u>	<u>Council App.</u> <u>Date for Const</u>	<u>Council App. \$</u> <u>Amount</u>	<u>Res. #</u>	<u>Minus</u> <u>Water/Sewer</u>	<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