



**PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING  
SCHEDULED TO CONVENE AT 7:00 P.M. TUESDAY FEBRUARY 16, 2021 IN THE CITY  
COUNCIL CHAMBERS, 110 NORTH POPLAR STREET, WEST BRANCH, IOWA.**

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

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

[mayor@westbranchiowa.org](mailto:mayor@westbranchiowa.org)  
[mcolton@rocketmail.com](mailto:mcolton@rocketmail.com)  
[j.stoolmanwbcc@yahoo.com](mailto:j.stoolmanwbcc@yahoo.com)  
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[tdiowa@hotmail.com](mailto:tdiowa@hotmail.com)  
[jerrysextonwb@gmail.com](mailto:jerrysextonwb@gmail.com)  
[rjonesii@westbranchiowa.org](mailto:rjonesii@westbranchiowa.org)  
[kevinolsonlaw@gmail.com](mailto:kevinolsonlaw@gmail.com)  
[leslie@westbranchiowa.org](mailto: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 February 22<sup>nd</sup> 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 – In honor of President's Day and in the words of West Branch native Herbert Hoover our 31<sup>st</sup> President – **"Equality of opportunity is the right of every American, rich or poor, foreign or native born, without respect to race or religion. By its maintenance alone we can hold open the door of full achievement to every new generation and to every boy and girl."**

**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.*

***"Turning Vision into Reality is our Business"***



**F. Approve Agenda / Consent Agenda / Move to Action**

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

1. **Motion to Approve** Meeting Minutes for City Council Meeting February 1, 2021.
2. **Motion to Approve** a Class C Native Wine, with Outdoor Service and Sunday Sales Liquor License Renewal for Elmira Winery (aka Brick Arch Winery), Located at 116 W. Main Street.
3. **Motion to Approve** a Class C Liquor License, Class B Native Wine, with Outdoor Service and Sunday Sales for “Eldr LLC”, Located at 2 Ember Lane West Branch, Iowa.
4. **Motion to Set the Public Hearing** to Consider Authorizing the City Administrator to Execute the State Revolving Fund (SRF) Planning and Design Loan Related to the City’s Wastewater Treatment System for March 1<sup>st</sup> at 7:00pm.
5. **Motion to Approve** Writing off an Unpaid Utility Balance as per Resolution 1087 – Fox Run Golf Course.
6. **Motion to Approve** Writing off an Unpaid Utility Balance as per Resolution 1087 – 213 Cedar Street.
7. **Motion to Approve** the Claims Report.

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

1. **Public Hearing:** on Plans, Specifications, Form of Contract and Estimate of Cost for the I-80 Water Main Relocation Project.
2. **Resolution 1980** - A Resolution Approving the Plans and Specifications for the I-80 Water Main Relocation Project.
3. **Public Hearing:** Considering a Proposed Amendment to Section 165 (adding section 50 – Swimming Pools) of the West Branch Zoning Ordinance.
4. **First Reading of Ordinance 780** – An Ordinance Amending Chapter 165; Entitled, “Zoning Regulations” regarding adding section 50 – Swimming Pools to the West Branch Zoning Ordinance.
5. **Resolution 1978** – A Resolution Authorizing Certain Fund Transfers for the College Street Bridge, and Second Street Improvements Project.
6. **Resolution 1979** – A Resolution Establishing a New Fund.
7. **Discussion Item:** Budget topics (fine tuning) and Early Draft of the City Administrator’s Recommended Budget.

**H. Reports**

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

**I. Comments from the Mayor and City Council Members**

**J. Adjournment**

*"Turning Vision into Reality is our Business"*



*(The following is a synopsis of the minutes of the West Branch City Council meeting. A video recording is available for inspection on the City of West Branch Website at [westbranchiowa.org/city-of-west-branch/mayor-city-council/meetings/](http://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**

**February 1, 2021  
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, February 1, 2021 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 regular meeting to order at 7:02 p.m. Roll call: Council members: Colton Miller, Jodee Stoolman, Jerry Sexton, Tom Dean and Nick Goodweiler were present. City Staff present: City Administrator Redmond Jones II, Deputy Clerk Leslie Brick and Finance Officer Gordon Edgar. City Staff attending via Zoom: Police Chief John Hanna, Public Works Director Matt Goodale, Park & Recreation Director Melissa Russell, Library/IT Director Nick Shimmin, City Engineer Dave Schechinger and City Attorney Kevin Olson.

#### **GUEST SPEAKER PRESENTATIONS - NONE**

#### **PUBLIC COMMENT - NONE**

#### **CONSENT AGENDA**

- Motion to Approve Meeting Minutes for City Council Meeting January 19, 2021.
- Motion to Approve the Destruction of Certain Records with Shred-it Services Listed on Records Destruction Form per the Record Manual for Iowa Cities.
- Motion to Set the Public Hearing on Plans, Specifications, Form of Contract and Estimate of Cost for the I-80 Water Main Relocation project for February 16<sup>th</sup> at 7:00pm.
- Motion to Approve the Claims Report.

EXPENDITURES	2/1/2021	
ALTORFER INC	REPAIR PARTS	399.31
AMAZON	BOOKS, OFFICE & PROGRAM SUPPLI	406.87
BAKER & TAYLOR INC.	BOOKS	279.41
BIG COUNTRY SEEDS INC	ICE MELT	779.10
BOWERS CUSTOM SERVICES LLC	HAULING ROCK - CUBBY PARK	1,815.00
BROWN SUPPLY CO. INC.	SNOW PLOW CUTTING EDGES	6,297.00
CJ COOPER & ASSOCIATES	DRUG TEST	35.00
D&R PEST CONTROL	PEST CONTROL SERVICE	70.00
DEMCO	BUILDING SUPPLIES	626.64
HEIMAN FIRE EQUIPMENT	ECLIPSE CAMERA SN-DX01555	5,000.00
IOWA ONE CALL	UTILITY SERVICE LOCATION	35.10
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,562.26
LYNCH'S EXCAVATING INC	SNOW REMOVAL	1,125.00
MAINSTAY SYSTEMS, INC.	SOFTWARE LICENSES	328.00
OLSON, KEVIN D	LEGAL SERVICES- FEBRUARY, 2021	1,500.00
OVERDRIVE INC	BOOKS	718.14
PORT 'O' JONNY INC.	SERVICE CEMETERY	101.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	913.00
QUILL CORP	CLEANING SUPPLIES	58.93
UNUM LIFE INSURANCE COMPAN	UNUM LIFE INSURANCE COMPANY OF	674.14
VEENSTRA & KIMM INC.	I-80 WIDENING COORDINATION	190.00



VEENSTRA & KIMM INC.	LOT SITE PLAN REVIEW	90.50
VEENSTRA & KIMM INC.	KOFRON PROPERTY PUD REVIEW	724.00
VEENSTRA & KIMM INC.	319 UTILITY RELOCATION & I-80 WIDENING	1,740.00
VEENSTRA & KIMM INC.	321 WIDENING WAPSI CREEK @ BERANEK PARK	3,888.50
VEENSTRA & KIMM INC.	WBHS SITE PLAN REVIEW	543.00
VEENSTRA & KIMM INC.	323 I-80 WEST, WATER MAIN RELOCATION	1,754.12
VEENSTRA & KIMM INC.	324 WW TREATMT FACILITY IMPROVEMENTS 2021	17,490.00
VEENSTRA & KIMM INC.	WFPO GRANT REVIEW	362.00
VERIZON WIRELESS	VERIZON WIRELESS	420.89
WELLMARK	JANUARY INSURANCE ADJUSTMENTS	17,578.88
WEST BRANCH COMM DEVELOPMENT	DOWNTOWN \$ FOR HOT MEAL GRANT	2,000.00
WEST BRANCH FORD	VEHICLE REPAIR	346.37
TOTAL	CHECKS DATED 1-27-2021 MAILED 2/1/2021	69,852.16
PAYROLL	1/22/2021	66,673.50
PAID BETWEEN MEETINGS		
PAID 1-27-2021		
CEDAR COUNTY COOPERATIVE	VEHICLE FUEL	508.21
JAB INK GRAFIX & DESIGNS	VEHICLE REPAIR	830.00
LEE CASSABAUM	VEHICLE REPAIR	3,098.35
SHIMMIN, NICK	WINTER READING PROGRAM PRIZES	20.00
TOTAL		4,456.56
PAID PRIOR TO 1-27-2021		
BRICK, LESLIE	MILEAGE	20.33
CILEK, LOGAN	CLOTHING ALLOWANCE	205.98
MERCHANT SERVICES	CREDIT CARD FEES	59.91
WAGEWORKS-HEALTH EQUITY	EMPLOYEE FLEX PLAN	869.28
BUSINESS RADIO SALES	PAGER REPAIR	235.93
HOFFMAN, MEGAN	CLEANING SERVICE	234.00
HOTSY CLEANING SYSTEMS	VEHICLE MAINTENANCE SUPPLIES	381.00
MEDIACOM	CABLE SERVICE	41.90
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER	500.00
QUAD CITY SAFETY INC	CALIBRATION GAS	715.88
US BANK CORPORATE CARD	REPAIR PARTS, SUPPLIES	352.31
WEST BRANCH FIREFIGHTERS FOUNDATION	EQUIPMENT REPAIR	696.71
WEST BRANCH REPAIRS	VEHICLE REPAIR	173.98
TOTAL		4,487.21
GRAND TOTAL EXPENDITURES		145,469.43
FUND TOTALS		
001 GENERAL FUND	40,792.69	
022 CIVIC CENTER	98.88	
031 LIBRARY	8,504.69	
110 ROAD USE TAX	18,008.68	
112 TRUST AND AGENCY	24,915.04	
308 PARK IMP - PEDERSEN VALLEY	960.00	
319 UTILITY RELOCATION & I-80 WIDENING	1,740.00	
321 WIDENING WAPSI CREEK @ BERANEK PARK	3,888.50	
323 I-80 WEST, WATER MAIN RELOCATION	1,754.12	
324 WW TREATMT FACILITY IMPROVEMENTS 2021	17,490.00	
600 WATER FUND	12,943.69	
610 SEWER FUND	13,141.86	
740 STORM WATER UTILITY	362.00	
950 EMPLOYEE FLEX PLAN	869.28	
GRAND TOTAL	145,469.43	

Stoolman questioned why there was a claim for snow removal from Lynch Excavating. Goodale replied that he contacted them for assistance after the New Year's Day snowstorm. Goodale said his staff was not able to get the downtown snow piles moved quickly between storms and called for their help.

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



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

### Public Hearing: Considering the Maximum Tax Dollars from Certain Levies To Be Certified in the Proposed Fiscal Year 2021-2022 Budget.

Laughlin opened the public hearing at 7:05 p.m. Jones clarified that the current property tax levy rate of \$13.09 would not change for FY22. Jones said there was an increase in general growth from valuations from \$143,758,299 in 2020/2021 to \$150,927,653 for 2021/2022. There were no public comments. Laughlin closed the public hearing at 7:06 p.m.

### Resolution 1975 – Approving the Maximum Tax Dollars from Certain Levies for the City’s Proposed Fiscal Year 2021-2022 Budget. / Move to action.

Motion by Goodweiler, second by Dean to approve Resolution 1975. AYES: Goodweiler, Dean, Miller, Sexton, Stoolman. NAYS: None. Motion carried.

### Resolution 1976 – Approving An Engineering Services Agreement Between Veenstra & Kimm, Inc. and the City of West Branch, Iowa for the 2021 Bridge Inspection and Load Rating. / Move to action.

The council discussed which bridges would be inspected (per Exhibit A of the agreement) and approved the agreement without objection.

Motion by Sexton, second by Goodweiler to approve Resolution 1976. AYES: Sexton, Goodweiler, Stoolman, Miller, Dean. NAYS: None. Motion carried.

### Resolution 1977 – Authorizing the Completion and Submission of a Clean Water SRF “Sponsored Project Application”, and the Related Agreement for Engineering Services. / Move to action.

Miller asked if projects such as bank stabilization or creek clean-up would be suitable projects to add under as a water quality project under the terms of the SRF Loan for the Wastewater Treatment System improvements loan. Schechinger said he would check with Impact 7G, who will be assisting Veenstra & Kimm on the application, if those activities would qualify under the program. Miller then asked Jones how the City was planning on paying for the engineer’s fee. Jones replied that he planned on using some of the park money earmarked for the Wapsi Creek widening project. Miller asked if storm water funds could be used instead and stated that all of the recent projects seemed to be trying to use the same funds. The council agreed and wanted to ensure that there would still be money left to extend the baselines at Cubby Park as planned. Jones said he would discuss further with Edgar to ensure this would not interfere with other planned projects.

Motion by Miller, second by Dean to approve Resolution 1977. AYES: Miller, Dean, Goodweiler, Stoolman, Sexton. NAYS: None. Motion carried.

### Motion to approve Revenue Estimates to be incorporated in the City Administrator’s Recommended Budget. / Move to action.

Jones said revenue estimates would not change from FY21 and were to remain the same for FY22.

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

### Motion to approve the Salary Plan Intended to be incorporated into the City Administrator’s Recommended Budget. / Move to action.

Jones said the exercise used at the last Council meeting that anonymously polled the council on their preference on COLA percentages for city employees with a range of 1.38% to 2%, showed a split decision (which included the Mayor weighing in). Stoolman reminded the Mayor that his vote shouldn’t count in the matter, but Laughlin disagreed with him being able to give his input on the subject. Jones said he is recommending the 2% COLA for FY22 since the last 3 years only COLA had been given to most employees and that local rate increases should be considered. Miller disagreed with Jones and said that many City employees don’t even live within the City limits and therefore are not affected by the local increases. Stoolman said her opinion was that 2% was too much since additional employee benefits were added last year (disability benefits and increased life insurance). Dean added that in his (current) job, he only received a one percent increase this year. Stoolman then said her salary is frozen and she wouldn’t be receiving an increase this year. Sexton commented that City employees don’t all do the same job, which indicates salaries



can't be similar. Different skills, different responsibilities warranted different pay and that a wage gap is probably unavoidable referring to Dean's proposed Merit Pay plan discussed at recent meetings. While the council had mixed feelings on the subject, the Mayor asked for a member to make a motion to approve the 2% COLA increase.

Motion by Sexton, second by Miller. AYES: Sexton, Miller, Goodweiler. NAYS: Dean, Stoolman. Motion carried.

Motion to approve the Non-Salary Department Expenditures (City Goals That Will Be Funded in the Proposed Budget). / Move to action.

Jones reviewed the list of Council goals set for FY22 and indicated which ones were 'funded' and which ones were not. The list included several other goals and projects set by the Council as priorities that will not require public funds, rather staff time only in completing. After further discussion the Council agreed that the alley overlay project between 4<sup>th</sup> and 5<sup>th</sup> Streets should be removed from the list of projects for FY22 and the number of votes on the subject was not truly representative of Council support.

Motion by Dean, second by Goodweiler to approve the non-salary expenditures minus the alley overlay project. AYES: Dean, Goodweiler, Sexton, Miller, Stoolman. NAYS: None. Motion carried.

Motion to approve the transfer from current city e-mail service to Google Workspace. / Move to action.

Shimmin explained his proposal to move the city e-mail to Google Workspace which would improve reliability, functionality, sustainability and ease of use. Shimmin added the current system has older technology which continually has issues that affect sending and receiving email. Shimmin's proposal for the move will cost the City approximately \$1080.00 per year. The Council had no objection to Shimmin's proposal.

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

### **CITY ADMINISTRATOR REPORT**

Jones reported that the planning & design portion of the SRF loan had been approved and the next step was to talk with the bond counsel. Jones said V&K had provided updated cost estimates for the restructure of Cedar-Johnson Road from West Main Street to Birdie Lane at \$3.2 million. Jones said now that "we have a number" we can start planning on how to fund that project. He also reported that a 28E agreement was being worked on with Johnson County on the round-about project slated to begin later this summer. Jones said Schechinger was continues to work with the Gaskill's and the creek widening project. And finally, Jones asked the Council if they wanted the City Office to reopen to the public. The Mayor and Council felt that the office should remain closed through at least February and then reassessed again in March.

### **CITY ATTORNEY REPORT**

No report.

### **STAFF REPORTS**

No reports.

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

Laughlin announced that Hoover's Hometown Days planning was underway which includes the fireworks display and other events scaled back. Laughlin said the planning group will meet monthly and updates will be provided as they are known.

Dean said he spoke with WBSCD Superintendent Jimmerson who advised him the school board tabled the 28E Agreement proposed by the Council that had the City paying \$150,000 of the proposed turn-lane project on West Main Street in front of the high school. Jimmerson indicated that the school board was hoping for the City to pay fifty percent of the total cost of the improvements. Dean asked the Council if they wanted to entertain further negotiations on the subject. The Council discussed the subject but felt that they had offered the best deal they could and finally decided that if the school board wanted something different, they should come to them and make a request.



Miller asked if fund balances could be made more readily available to the Council for making financial decisions on certain subjects. Edgar said he would provide that information in the future.

**ADJOURNMENT**

Motion to adjourn the regular meeting by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 8:57 p.m.

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Roger Laughlin, Mayor

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





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Motion to Approve</b> a Class C Native Wine, with Outdoor Service and Sunday Sales License Renewal for Elmira Winery (aka Brick Arch Winery), 116 W. Main St., West Branch, IA.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	February 12, 2021

### BACKGROUND:

Approve Class C Native Wine (WCN) with the following privileges:

Class C Native Wine  
Outdoor Service  
Sunday sales

The Brick Arch Winery, 116 W. Main St., West Branch, IA.

Renewal is effective March 1, 2021 – February 28, 2022.

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

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## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Motion to Approve</b> Class C Liquor License, Class B Native Wine, with Outdoor Service and Sunday Sales for Eldr LLC, 2 Ember Lane, West Branch, IA.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	February 12, 2021

### BACKGROUND:

Approve Class C Liquor License (LC) (Commercial) with the following privileges:

Class B Native Wine  
Outdoor Service  
Sunday sales

Little Lights on the Lane, 2 Ember Lane, West Branch, IA.

Renewal is effective March 1, 2021 – February 28, 2022.

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

*"Turning Vision into Reality is our Business"*





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Motion to Set a Public Hearing:</b> to Consider Authorizing the City Administrator to Execute the State Revolving Fund (SRF) Planning and Design Loan Related to the City's Wastewater Treatment System for March 1 <sup>st</sup> at 7:00pm.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	February 12, 2021

### BACKGROUND:

This Notice will hereby be given that a public hearing will be held by the City of West Branch considering the authorization and execution of a State Revolving Fund (SRF) Planning and Design Loan in the amount not to exceed \$619,000 for wastewater treatment system improvements.

The proposed project involves the installation of an Enhanced Treatment Aerated Lagoon with Submerged Attached Growth Reactor (SAGR). The SAGR system will allow the City to comply with their new, more stringent ammonia limits. The existing lagoon infrastructure would be retained for primary and secondary treatment. UV disinfection facilities are included in the construction plans to address compliance with bacteria limits. An additional aerated lagoon, aeration equipment, SAGR media, baffle replacement and a UV disinfection system would be included as a part of this overall project.

The purpose of this Public Hearing is to inform area residents of the community of West Branch of this proposed action, discuss the actual project, any anticipated user fees associated with the project, and address citizen's concerns, if any, with the plan.

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

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## **NOTICE OF PUBLIC HEARING**

### **STATE REVOLVING FUND PLANNING AND DESIGN LOAN FOR WASTEWATER TREATMENT SYSTEM IN WEST BRANCH, IOWA**

Notice is hereby given that a public hearing will be held by the City of West Branch considering the authorization and execution of a State Revolving Fund (SRF) Planning and Design Loan in the amount not to exceed \$619,000 for wastewater treatment system improvements.

The proposed project involves the installation of an Enhanced Treatment Aerated Lagoon with Submerged Attached Growth Reactor (SAGR). The SAGR system will allow the City to comply with their new, more stringent ammonia limits. The existing lagoon infrastructure would be retained for primary and secondary treatment. UV disinfection facilities are included in the construction plans to address compliance with bacteria limits. An additional aerated lagoon, aeration equipment, SAGR media, baffle replacement and a UV disinfection system would be included as a part of this overall project.

The purpose of this Public Hearing is to inform area residents of the community of West Branch of this proposed action, discuss the actual project, any anticipated user fees associated with the project, and address citizen's concerns, if any, with the plan.

The Public Hearing location and time are as follows:

March 1, 2021 - meeting at 7:00 p.m.  
West Branch City Hall, Council Chambers  
110 North Poplar Street,  
West Branch, Iowa 52358

All interested persons are encouraged to attend this hearing. Written comments on this matter may also be submitted prior to the hearing. Question regarding this hearing or documentation may be directed to the City Administrator Office at 319-643-5888.

Published by the order of the City of West Branch, Iowa.

CITY OF WEST BRANCH, IOWA,

Roger Laughlin, Mayor





PARTNERSHIP WITH THE IOWA FINANCE AUTHORITY  
AND THE IOWA DEPARTMENT OF NATURAL RESOURCES

# Planning & Design Loan Application

**Applicant:** City of West Branch

Tax ID Number: 42-6005357

Contact person/Title: Redmond Jones II, City Administrator

Address: 110 N Poplar Street

City: West Branch State: IA County Cedar Zip Code: 52358

Telephone Number: 319-643-5888 E-mail address: rjonesii@westbranchiowa.org

☒ Clean Water SRF NPDES Number: 1694001

☐ Drinking Water SRF PWSID Number: \_\_\_\_\_

Please write a brief description of the proposed project: \_\_\_\_\_

Is the system under any regulatory compliance order? ☒ Yes ☐ No

What is the expected construction start date? 11-2021

What is the expected project completion date? 11-2022

How many people are served by the system? 2,575

## Planning & Design Cost Breakdown

Administrative & Legal expenses	\$ <u>10,000</u>
Engineering Planning & Design expenses	\$ <u>583,000</u>
Land (only after Environmental Review clears)	\$ <u>0</u>
Archaeological/Environmental	\$ <u>6,000</u>
Other- Specify <u>Geotechnical</u>	<u>20,000</u>
Other- Specify _____	\$ _____
Total Planning & Design Costs	\$ <u>619,000</u>
<b>Planning &amp; Design Loan Request</b>	\$ <u>619,000</u>

## What is the anticipated method or methods of permanently financing the proposed project?

☒ State Revolving Fund Loan (SRF Construction Loan)

☐ Community Development Block Grant (CDBG)

☐ USDA/Rural Development (RD) Grant and/or Loan

☐ Other: \_\_\_\_\_



## PROFESSIONAL CONSULTANTS

**Project Engineer:** Veenstra & Kimm, Inc.

Name of Contact Person: Dave Schechinger

Mailing Address: 860 22<sup>nd</sup> Ave, Ste. 4

City, State, and Zip Code: Coralville, Iowa, 52241

Telephone Number: 319-466-1000 E-mail address: dschechinger@v-k.net

**Bond Counsel:** Dorsey and Whitney LLP

Name of Contact Person: John Danos

Mailing Address: 801 Grand Avenue, Suite 4100

City, State, and Zip Code: Des Moines, IA 50309-8002

Telephone Number: 515-699-3263 E-mail address: Danos.John@dorsey.com

**Financial Advisor:** Speer Financial

Name of Contact Person: Maggie Burger

Mailing Address: 531 Commercial Street, Ste. 608

City, State, and Zip Code: Waterloo, Iowa, 50701

Telephone Number: 319-291-2077 E-mail address: mburger@speerfinancial.com



PARTNERSHIP WITH THE IOWA FINANCE AUTHORITY  
AND THE IOWA DEPARTMENT OF NATURAL RESOURCES

System Utilization for the most recent year:	Number of Connections	Annual Revenue	Percentage of System Annual Usage
Residential	<u>917</u>	<u>360,835</u>	_____
Commercial / <u>Industrial</u>	<u>54</u>	<u>147,173</u>	_____
Industrial	_____	_____	_____
Other	<u>33</u>	_____	_____
Unmetered	_____	_____	_____
Total	_____	<u>508,008</u>	_____

**The applicant must enclose (or email) its most recent financial statement with the completed application.** (If your financial information is available online, you may just provide a link:\_\_\_\_\_)

The undersigned is duly authorized to request this loan on behalf of the Applicant. The Applicant declares under penalty of law that all facts given, and information attached are true and correct. The Applicant authorizes IFA to verify all information.

Authorized Signature Redmond Jones II Date 11/23/20

Typed Name and Title Redmond Jones II, City Administrator

Completed Application form and attachments can be scanned and emailed to:

[waterquality@iowafinance.com](mailto:waterquality@iowafinance.com)

*Iowa Finance Authority  
1963 Bell Ave, Suite 200  
Des Moines, IA 50315*

**INVESTING IN IOWA'S WATER**  
[www.iowasrf.com](http://www.iowasrf.com)





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Motion to Approve</b> Writing off an Unpaid Utility Balance as per Resolution 1087 – Fox Run Golf Course.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	February 12, 2021

### BACKGROUND:

Fox Run Golf Course, under previous ownership had a history of delinquent utility bills. The account balance had a lien placed on it in February 2016 in the amount of \$591.33, which was recovered through a property tax assessment. The account balance after the initial lien was paid was \$101.99.

A new tenant took over the golf course from May 2016 to November 2016. The prior balance was transferred back to the original property owner and storm water fees in the amount of \$150.00 were billed monthly (and remained unpaid).

The final balance on the account when the property was sold was \$251.99.

Per Resolution 1087, section 4, the City Council must approve writing off unpaid utility balances in excess of \$250.00.

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

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RESOLUTION NO. 1087

A RESOLUTION APPROVING A POLICY FOR THE DISPOSITION OF  
UNPAID UTILITY BILLING FINAL BALANCES

WHEREAS, despite efforts of administrative staff, there are from time to time unpaid utility billing final balances; and

WHEREAS, the City Council of West Branch seeks to institute a policy encouraging the collection of such accounts; and

WHEREAS, some accounts are unable to be recovered and need to be removed from the City's utility billing records.

NOW, THEREFORE, BE IT RESOLVED by the City Council of West Branch, Iowa:

SECTION 1. The City Council directs staff to commence collection efforts on unpaid utility billing final balances within thirty days.

SECTION 2. The City Council directs staff to utilize the State Income Offset Program for collection of unpaid utility billing final balances.

SECTION 3. The City Council authorizes the city administrator at his or her discretion to write off unpaid utility billing final balances up to \$250.

SECTION 4. The City Council directs staff to obtain Council approval prior to writing off unpaid utility billing final balances in excess of \$250.

Passed and approved this 15th day of April, 2013.



Mark Worrell, Mayor

ATTEST:



Matt Muckler, City Administrator/Clerk





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Motion to Approve</b> Writing off an Unpaid Utility Balance as per Resolution 1087 – 213 Cedar Street.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	February 12, 2021

### BACKGROUND:

This property was a foreclosure property in 2016. The account was transferred to Metropolitan Life Insurance of Coral Gables, Florida in September of 2016.

Monthly utility bills were mailed to the address provided in Florida and remained unpaid from November 2016 through April of 2017. There was no usage (water, sewer or recycling) during this time and the curb stop was determined to be inoperable when unpaid bills required the water to be shut off.

A 30 day lien notice was mailed to Metropolitan Life Insurance in February 2017, however the property was sold in March 2017 and a new owner took possession of the property.

The final balance on this account is \$255.32.

Per Resolution 1087, section 4, the City Council must approve writing off unpaid utility balances in excess of \$250.00.

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

*"Turning Vision into Reality is our Business"*



RESOLUTION NO. 1087

A RESOLUTION APPROVING A POLICY FOR THE DISPOSITION OF  
UNPAID UTILITY BILLING FINAL BALANCES

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SECTION 4. The City Council directs staff to obtain Council approval prior to writing off unpaid utility billing final balances in excess of \$250.

Passed and approved this 15th day of April, 2013.



Mark Worrell, Mayor

ATTEST:



Matt Muckler, City Administrator/Clerk





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Motion to Approve</b> the Claims Report.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Gordon Edgar, Finance Director
<b>DATE:</b>	February 10, 2021

**BACKGROUND:**

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

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

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**EXPENDITURES****2/16/2021**

AERO RENTAL INC	CHRISTMAS DECORATION REMOVAL	477.50
ALLIANT ENERGY	ALLIANT ENERGY	10,697.26
ALTORFER INC	VEHICLE MAINTENANCE	383.96
AMERICAN PUBLIC WORKS ASSOCIATION	DUES	215.00
AT & T MOBILITY	WIRELESS SERVICE	342.57
AXON ENTERPRISE, INC.	TASER PAYMENT #4	1,056.00
BARCO PRODUCTS	TRAFFIC CONES	1,149.16
BARNHART'S CUSTOM SERVICES	SNOW REMOVAL	2,800.00
BARRON MOTOR SUPPLY	VEHICLE REPAIRS & SUPPLIES	56.01
BEAVER HEATING AND AIR CON	SERVICE CALL	78.00
BROWN'S WEST BRANCH	VEHICLE REPAIR	137.03
CEDAR COUNTY RECORDER	RECORDING FEES	74.00
CROELL, INC.	SAND	95.02
CULLIGAN WATER TECHNOLOGIE	WATER SOFTENER SERVICE	39.65
DECKER SPORTING GOODS INC	SOFTBALL TRANSPORT CART	477.74
HD SUPPLY CONST AND INDUST	SUPPLIES	273.12
HI-LINE ELECTRIC COMPANY I	HI-LINE ELECTRIC COMPANY INC	52.47
JJ NICHING COMPANY	REPAIR PARTS	229.50
JOHN DEERE FINANCIAL	SUPPLIES	2,187.55
JOHNSON COUNTY REFUSE INC.	RECYCLING & TRASH - JAN 2021	15,611.50
LINDER TIRE SERVICE INC	VEHICLE REPAIR	341.50
LINN COUNTY R.E.C.	STREET LIGHTS	185.40
LOGAN CONTRACTOR'S SUPPLY	308 PARKING LOT	11,157.24
LYNCH GARRETT H	BUILDING INCENTIVE PAYMENT	1,034.35
LYNCH'S PLUMBING INC	REPAIR PARTS	8.20
MENARDS	MAIL BOX POSTS	166.20
MERCY IOWA CITY PHYSICIAN	DRUG TEST	22.00
MIDWEST FRAME & AXLE	VEHICLE REPAIR	3,422.47
MOORE'S WELDING INC	EQUIPMENT	695.50
PARKSIDE SERVICE	TIRES	1,572.78
PORT 'O' JONNY INC.	SERVICE - WAPSI PARK	228.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	759.00
QUILL CORP	INSTRUCTIONAL SUPPLIES	118.95
SHIELD TECHNOLOGY CORPORAT	SOFTWARE UPDATE	500.00
STATE HYGIENIC LAB	LAB ANALYSIS	282.00
STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00
WATCH GUARD VIDEO	EQUIPMENT REPAIR	150.00
WEST BRANCH TIMES	LEGAL NOTICES	914.57
WEX BANK	VEHICLE FUEL	1,407.28
ZIPPY'S SALT BARN LLC	BULK FIRE BLEND ICE MELT	4,896.48

**TOTAL****64,538.96****PAYROLL****2/5/2021 44,914.95**



**PAID BETWEEN MEETINGS**

TREASURER STATE OF IOWA	SALES & WATER EXCISE TAXES	3,355.00
GLOBAL PAYMENTS INTEGRATED	CREDIT CARD FEES	375.09
DREDGEWIZ LLC	UTILITY REFUND	43.82
HOFFMAN MEGAN	CLEANING SERVICE	648.00
PSC DISTRIBUTION	BUILDING REPAIR	209.42
CEDAR COUNTY COOPERATIVE	VEHICLE FUEL	815.33

<b>TOTAL</b>	<b>5,446.66</b>
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<b>GRAND TOTAL EXPENDITURES</b>	<b>114,900.57</b>
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**FUND TOTALS**

001 GENERAL FUND	43,978.81
022 CIVIC CENTER	771.36
031 LIBRARY	6,004.32
110 ROAD USE TAX	25,082.57
112 TRUST AND AGENCY	4,760.55
308 PARK IMP - PEDERSEN VALLEY	11,157.24
323 I-80 WEST, WATER MAIN RELOCATION	42.00
600 WATER FUND	12,738.32
610 SEWER FUND	10,365.40

<b>GRAND TOTAL</b>	<b>114,900.57</b>
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DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	QUILL CORP	INSTRUCTIONAL SUPPLIES	57.16
		WEX BANK	VEHICLE FUEL	645.23
		BROWN'S WEST BRANCH	VEHICLE REPAIR	93.44
		WATCH GUARD VIDEO	EQUIPMENT REPAIR	150.00
		ALLIANT ENERGY	SERVICES	204.28
			SERVICES	19.35
		AXON ENTERPRISE, INC.	TASER PAYMENT #4	1,056.00
		SHIELD TECHNOLOGY CORPORATION	SOFTWARE UPDATE	500.00
		AT & T MOBILITY	WIRELESS SERVICE	342.57
			TOTAL:	3,068.03
FIRE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	113.98
		ALLIANT ENERGY	SERVICES	612.85
		CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	39.65
			TOTAL:	766.48
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	STREET LIGHTS	185.40
		ALLIANT ENERGY	SERVICES	2,433.20
			SERVICES	227.74
			TOTAL:	2,846.34
PARK & RECREATION	GENERAL FUND	PORT 'O' JONNY INC.	SERVICE - WAPSI PARK	114.00
			SERVICE - CUBBY PARK	114.00
		ALLIANT ENERGY	SERVICES	272.46
		DECKER SPORTING GOODS INC	SOFTBALL TRANSPORT CART	477.74
			TOTAL:	978.20
COMM & CULTURAL DEVEL	GENERAL FUND	AERO RENTAL INC	CHRISTMAS DECORATION REMOV	477.50
		ALLIANT ENERGY	SERVICES	58.04
			TOTAL:	535.54
ECONOMIC DEVELOPMENT	GENERAL FUND	LYNCH GARRETT H	BUILDING INCENTIVE PAYMENT	1,034.35
			TOTAL:	1,034.35
CLERK & TREASURER	GENERAL FUND	QUILL CORP	OFFICE SUPPLIES	61.79
		ALLIANT ENERGY	SERVICES	320.02
			TOTAL:	381.81
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL NOTICES	914.57
		CEDAR COUNTY RECORDER	RECORDING FEES	32.00
			TOTAL:	946.57
SOLID WASTE	GENERAL FUND	JOHNSON COUNTY REFUSE INC.	RECYCLING & TRASH - JAN 20	15,611.50
			TOTAL:	15,611.50
LOCAL CABLE ACCESS	GENERAL FUND	ALLIANT ENERGY	SERVICES	100.00
			TOTAL:	100.00
TOWN HALL	CIVIC CENTER	BEAVER HEATING AND AIR CONDITIONING IN	SERVICE CALL	78.00
		ALLIANT ENERGY	SERVICES	513.36
			TOTAL:	591.36
LIBRARY	LIBRARY	ALLIANT ENERGY	SERVICES	411.80
			TOTAL:	411.80
ROADS & STREETS	ROAD USE TAX	PARKSIDE SERVICE	TIRES	1,572.78



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		LYNCH'S PLUMBING INC	REPAIR PARTS	8.20
		BARNHART'S CUSTOM SERVICES LLC	SNOW REMOVAL	2,800.00
		ALTORFER INC	VEHICLE MAINTENANCE	383.96
		MENARDS	MAIL BOX POSTS	166.20
		WEX BANK	VEHICLE FUEL	216.00
		JOHN DEERE FINANCIAL	SUPPLIES	261.78
			SUPPLIES	1,925.77
		BROWN'S WEST BRANCH	VEHICLE REPAIR	43.59
		CROELL, INC.	SAND	95.02
		ALLIANT ENERGY	SERVICES	354.05
		BARRON MOTOR SUPPLY	VEHICLE REPAIRS & SUPPLIES	36.01
			VEHICLE REPAIRS & SUPPLIES	20.00
		LINDER TIRE SERVICE INC	VEHICLE REPAIR	341.50
		BARCO PRODUCTS	TRAFFIC CONES	1,149.16
		HI-LINE ELECTRIC COMPANY INC	SUPPLIES	17.49
		MOORE'S WELDING INC	EQUIPMENT	695.50
		MIDWEST FRAME & AXLE	VEHICLE REPAIR	781.58
			VEHICLE REPAIR	1,624.27
			VEHICLE REPAIR	587.19
			VEHICLE REPAIR	429.43
		ZIPPY'S SALT BARN LLC	BULK FIRE BLEND ICE MELT	3,100.68
			ROAD SALT	1,795.80
		JJ NICHTING COMPANY	REPAIR PARTS	229.50
			TOTAL:	18,635.46
INVALID DEPARTMENT	PARK IMP - PEDERSE	LOGAN CONTRACTOR'S SUPPLY INC	308 PARKING LOT	10,667.24
			308 PARKING LOT	490.00
			TOTAL:	11,157.24
INVALID DEPARTMENT	I-80 WEST, WATER M	CEDAR COUNTY RECORDER	RECORDING FEES	42.00
			TOTAL:	42.00
WATER OPERATING	WATER FUND	STATE HYGIENIC LAB	LAB ANALYSIS	282.00
		WEX BANK	VEHICLE FUEL	216.00
		ALLIANT ENERGY	SERVICES	3,026.79
			SERVICES	150.60
		MERCY IOWA CITY PHYSICIAN & CLINIC SER	DRUG TEST	22.00
		HI-LINE ELECTRIC COMPANY INC	SUPPLIES	17.49
		AMERICAN PUBLIC WORKS ASSOCIATION	DUES	215.00
			TOTAL:	3,929.88
SEWER OPERATING	SEWER FUND	QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	759.00
		WEX BANK	VEHICLE FUEL	216.07
		ALLIANT ENERGY	SERVICES	1,992.72
		STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00
		HI-LINE ELECTRIC COMPANY INC	SUPPLIES	17.49
		HD SUPPLY CONST AND INDUSTRIAL	SUPPLIES	273.12
			TOTAL:	3,502.40



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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===== FUND TOTALS =====			
001	GENERAL FUND		26,268.82
022	CIVIC CENTER		591.36
031	LIBRARY		411.80
110	ROAD USE TAX		18,635.46
308	PARK IMP - PEDERSEN VALLE		11,157.24
323	I-80 WEST, WATER MAIN REL		42.00
600	WATER FUND		3,929.88
610	SEWER FUND		3,502.40
-----			
GRAND TOTAL:			64,538.96
-----			

TOTAL PAGES:    3



**REVENUE-FISCAL YEAR 2021****FUND****JAN**

001 GENERAL FUND	82,257.85
022 CIVIC CENTER	311.31
031 LIBRARY	1,521.50
036 TORT LIABILITY	120.73
110 ROAD USE TAX	26,862.20
112 TRUST & AGENCY	765.44
119 EMERGENCY TAX FUND	105.49
121 LOCAL OPTION SALES TAX	19,382.48
125 TIF	374.80
226 DEBT SERVICE	889.54
310 COLLEGE ST BRIDGE REPLACEMENT	44837.05
600 WATER FUND	44,739.51
610 SEWER FUND	48,061.74
740 STORM WATER UTILITY	5,333.44
<b>TOTAL</b>	<b>275,563.08</b>





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Public Hearing:</b> on Plans, Specifications, Form of Contract and Estimate of Cost for the I-80 Water Main Relocation project for February 16 <sup>th</sup> at 7:00pm.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Redmond Jones II, City Administrator
<b>DATE:</b>	January 25, 2021

### BACKGROUND:

Notice is hereby given that a public hearing will be held by the City of West Branch on the proposed contract documents (plans, specifications, and form of contract) and estimated cost for the I-80 Water Main Relocation project at its meeting at 7:00 p.m. on the 16<sup>th</sup> day of February, 2021, in the Council Chambers at City Hall, 110 North Poplar Street, West Branch, Iowa. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed Form of Contract, and the Estimate of the Cost for the project.

The work will include but is not limited to the following improvements:

### I-80 WATER MAIN RELOCATION

Construct I-80 Water Main Relocation including all labor, equipment, and materials necessary for removal of existing water main; installation of 12" water main; valves; hydrants; steel casing; grading; seeding; and associated work.

A bid occurred February 10<sup>th</sup>. More than a dozen bids were submitted. Currently they are under review. At this time staff will be recommending City Council approval of the plans and specifications. The award of bid and form of contract is recommended to be considered March 15<sup>th</sup> to allow for references and past performance background check(s).

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





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Resolution 1980</b> – A Resolution Approving the Plans and Specifications for the I-80 Water Main Relocation Project.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Redmond Jones, City Administrator
<b>DATE:</b>	January 25, 2021

### BACKGROUND:

Since the form of contract and award of contract is still under review; staff recommends moving forward with accepting and approving the plans and specifications for the I-80 Water Main Relocation Project.

### I-80 WATER MAIN RELOCATION

Construct I-80 Water Main Relocation including all labor, equipment, and materials necessary for removal of existing water main; installation of 12" water main; valves; hydrants; steel casing; grading; seeding; and associated work.

<b>STAFF RECOMMENDATION:</b>	Approve Resolution 1980 / Move To Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

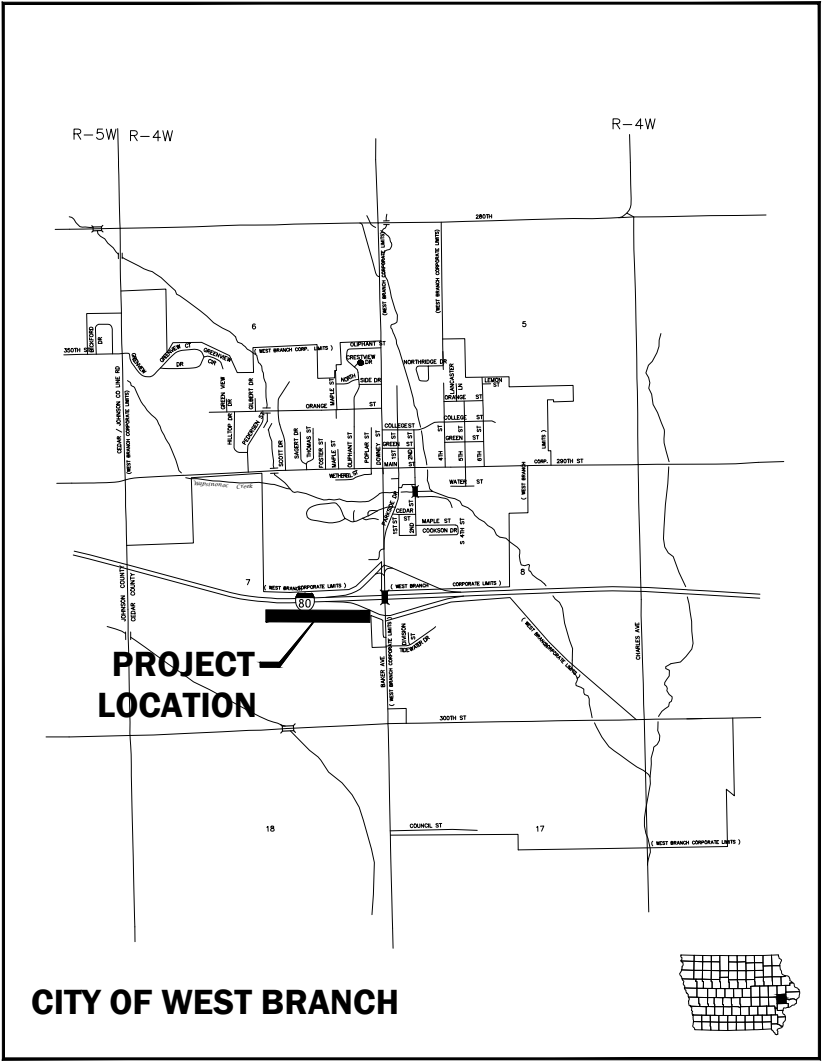
*"Turning Vision into Reality is our Business"*



PLOTTED: Wednesday, January 27, 2021 12:10:11 PM



# PLANS FOR I-80 WATER MAIN RELOCATION WEST BRANCH, IOWA



VICINITY MAP  
NOT TO SCALE

## GENERAL LEGEND

	SURVEY LINE & STATION INDICATOR		12" CMP		CULVERT; SIZE AND TYPE
	CONCRETE SURFACE		FLARED END SECTION		RAILROAD
	ASPHALT SURFACE		MAILBOX		FENCE (MISC.)
	CONCRETE W/ASPHALT OVERLAY		SECURITY FENCE		WOOD FENCE
	LOW GRADE ASPHALT SURFACE		SILT FENCE		CHAIN LINK FENCE
	GRANULAR SURFACE		PROPERTY LINE		SECTION CORNER
	DIRT SURFACE		PLAT BOUNDARY		BUILDING
	BRICK SURFACE		ELEVATION MARKER		CENTERLINE
	SURFACING REMOVAL/REPLACEMENT		DIA.		ELEVATION
	EARTH SECTION		PVC		POLYVINYLCHLORIDE PIPE
	NEW SEWER/MANHOLE		CI		CAST IRON PIPE
	NEW SEWER/INTAKE		DI		DUCTILE IRON PIPE
	NEW WATER MAIN		CMP		CORRUGATED METAL PIPE
	NEW FORCE MAIN		VCP		VITRIFIED CLAY PIPE
	NEW HYDRANT		RCP		REINFORCED CONCRETE PIPE
	NEW WATER VALVE		RCAP		REINFORCED CONCRETE ARCH PIPE
	8" S EXISTING SANITARY SEWER AND SIZE		LRCPP		LINED REINFORCED CONCRETE PIPE
	18" ST EXISTING STORM SEWER AND SIZE		STA.		STATION
	8" W EXISTING WATER MAIN AND SIZE		LA		LINE AHEAD
	6" FM EXISTING FORCE MAIN AND SIZE		LB		LINE BACK
	4" G GAS MAIN AND SIZE		BM-2		BENCH MARK AND NUMBER
	UE UNDERGROUND POWER LINE		ROW		RIGHT-OF-WAY
	OHE OVERHEAD POWER LINE		PI		POINT OF INTERSECTION
	T UNDERGROUND TELEPHONE LINE		POT		POINT ON TANGENT
	CTV CABLE TELEVISION LINE		LF		LINEAR FEET
	FO FIBER OPTICS		TH		TACKED HUB
	TOP OF EMBANKMENT		SB-2		SOIL BORING AND NUMBER
	TOE OF EMBANKMENT		PVC		POINT OF VERTICAL CURVATURE
	DRAINAGE COURSE		PVT		POINT OF VERTICAL TANGENCY
	SANITARY MANHOLE		VC		VERTICAL CURVE
	STORM WATER MANHOLE		PC		POINT OF CURVATURE
	ELECTRIC MANHOLE		PT		POINT OF TANGENCY
	TELEPHONE MANHOLE		MO		MIDDLE ORDINATE
	WATER MANHOLE		DWG.		DRAWING
	CURB INTAKE		CP-1		CONTROL POINT AND NUMBER
	AREA OR BEEHIVE INTAKE		(TYP.)		TYPICAL
	EXISTING HYDRANT		HPG		HIGH PRESSURE GAS
	EXISTING WATER VALVE		IPG		INTERMEDIATE PRESSURE GAS
	GAS VALVE		INV.		INVERT
	UTILITY POLE		E.W., E.F.		EACH WAY, EACH FACE
	GUY ANCHOR		E.W.		EACH WAY
	STREET LIGHT		AT		DRAWING NUMBER
	SIGN		DRAWING NUMBER		
	TELEPHONE CABLE JUNCTION BOX				
	TRAFFIC SIGNALS				
	PEDESTRIAN CONTROL LIGHT				
	RAILROAD CONTROL LIGHT				
	RAILROAD SIGN				
	UTILITY ACCESS COVER				
	PARKING METER				
	TREE				
	EVERGREEN				
	STUMP				
	BUSH, SHRUB OR HEDGE				

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

## DRAWING INDEX

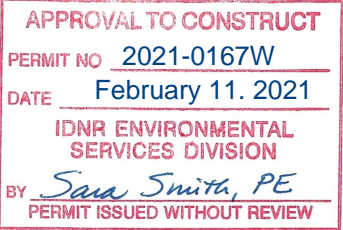
NO.	DRAWING TITLE
1	INDEX & TITLE SHEET
2	DETAILS
3	UTILITIES & CONTACT INFORMATION
4	DEMOLITION PLAN & SURVEY CONTROL
5 - 9	PLAN & PROFILE

## GENERAL NOTES

- ALL ELEVATIONS ARE TO NAVD 88 STATE PLANE SOUTH.
- SHAPE ALL DITCHES TO DRAIN AFTER CONSTRUCTION.
- CONFIRM LOCATION AND DEPTH OF ALL EXISTING UNDERGROUND UTILITIES AS REQUIRED TO ELIMINATE CONFLICTS PRIOR TO CONSTRUCTION. ALLOW UTILITY PERSONNEL TO RELOCATE UTILITIES WHERE CONFLICTS OCCUR.
- DO NOT INTERRUPT EXISTING UTILITIES OR INDIVIDUAL SERVICES UNLESS DIRECTED BY ENGINEER.
- LOCATIONS OF CONSTRUCTION LIMIT LINES SHOWN ON PLANS ARE APPROXIMATE. ENGINEER WILL LOCATE CONSTRUCTION LIMITS IN FIELD. CONFINE ALL CONSTRUCTION OPERATIONS, INCLUDING ACCESS TO WORK, TO CONSTRUCTION LIMITS.
- STATIONING IS ALONG CENTER LINE OF WATER MAIN.
- PROTECT UTILITY POLES, LINES AND APPURTENANCES NOT SHOWN FOR RELOCATION.
- RESET ALL PROPERTY PINS DISTURBED BY CONSTRUCTION; PINS RESET BY REGISTERED LAND SURVEYOR; COST IS INCIDENTAL TO CONSTRUCTION.
- PROTECT ALL SURFACING, NOT INDICATED BY SHADING FOR REMOVAL AND REPLACEMENT FROM DAMAGE DURING CONSTRUCTION.

## PROTECTION OF VEGETATION

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



(Water main portions only)

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE: David R. Schechinger DATE: 1/27/2021

NAME: David R. Schechinger, P.E.

LICENSE NUMBER: 16538

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2022

PAGES OR SHEETS COVERED BY THIS SEAL: ALL



X-REFS:

FILE PATH: Z:\WEST BRANCH 368276 INTERSTATE 80 WIDENING\_DS\DRAWINGS\_PRODUCTION DRAWINGS\INDEX & TITLE

DATE	REVISIONS	SCALE	AS NOTED
		DRAWN	EDG
		CHECKED	LJB
		APPROVED	DRS
		DATE	1-26-2021
		ISSUED FOR	BIDDING



I-80 WATER MAIN RELOCATION  
CITY OF WEST BRANCH

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

INDEX & TITLE SHEET

DWG. NO.
1
PROJECT 368276



FIGURE 5010.101 SHEET 2 OF 2

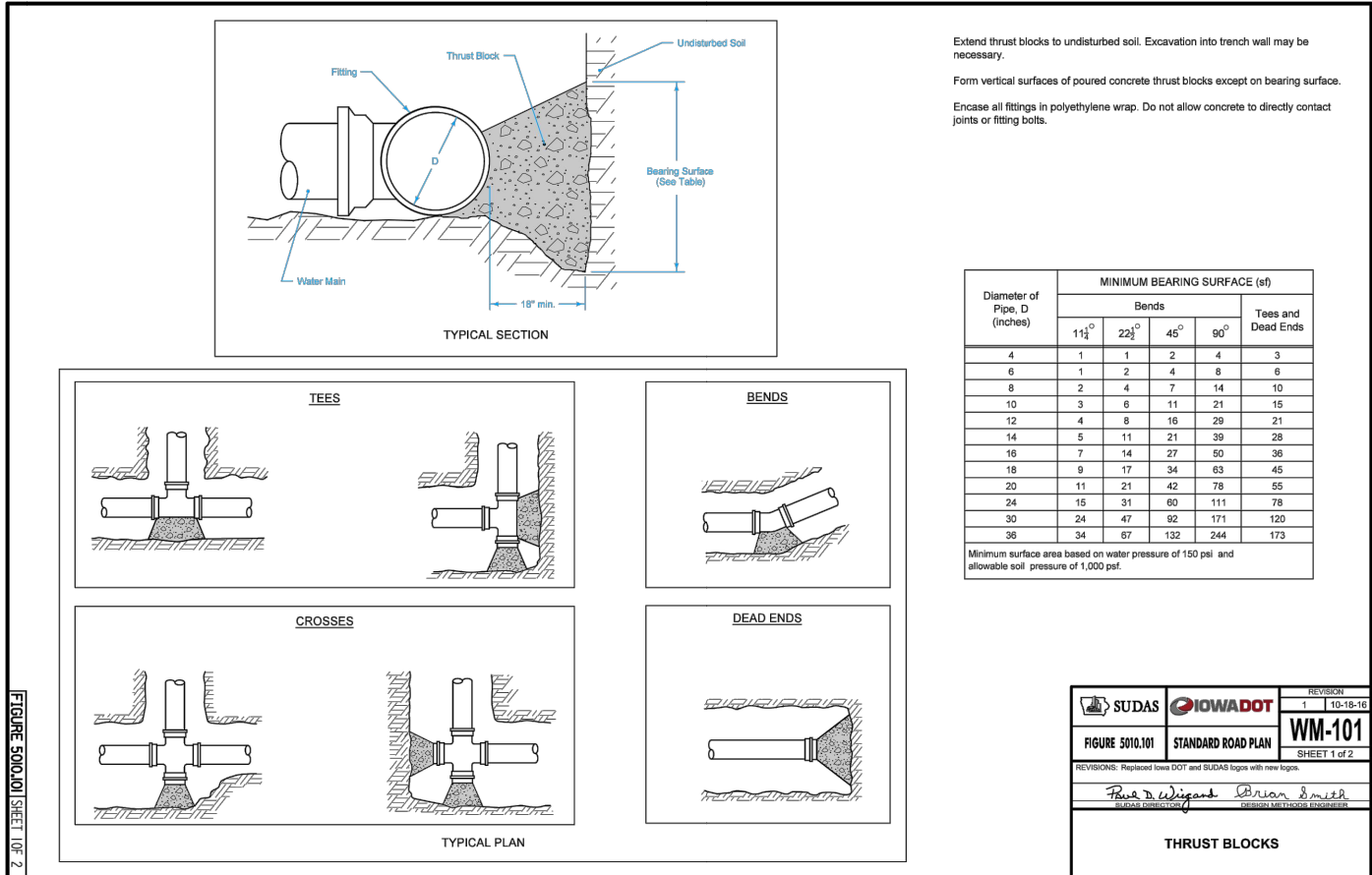


FIGURE 5010.101 SHEET 2 OF 2

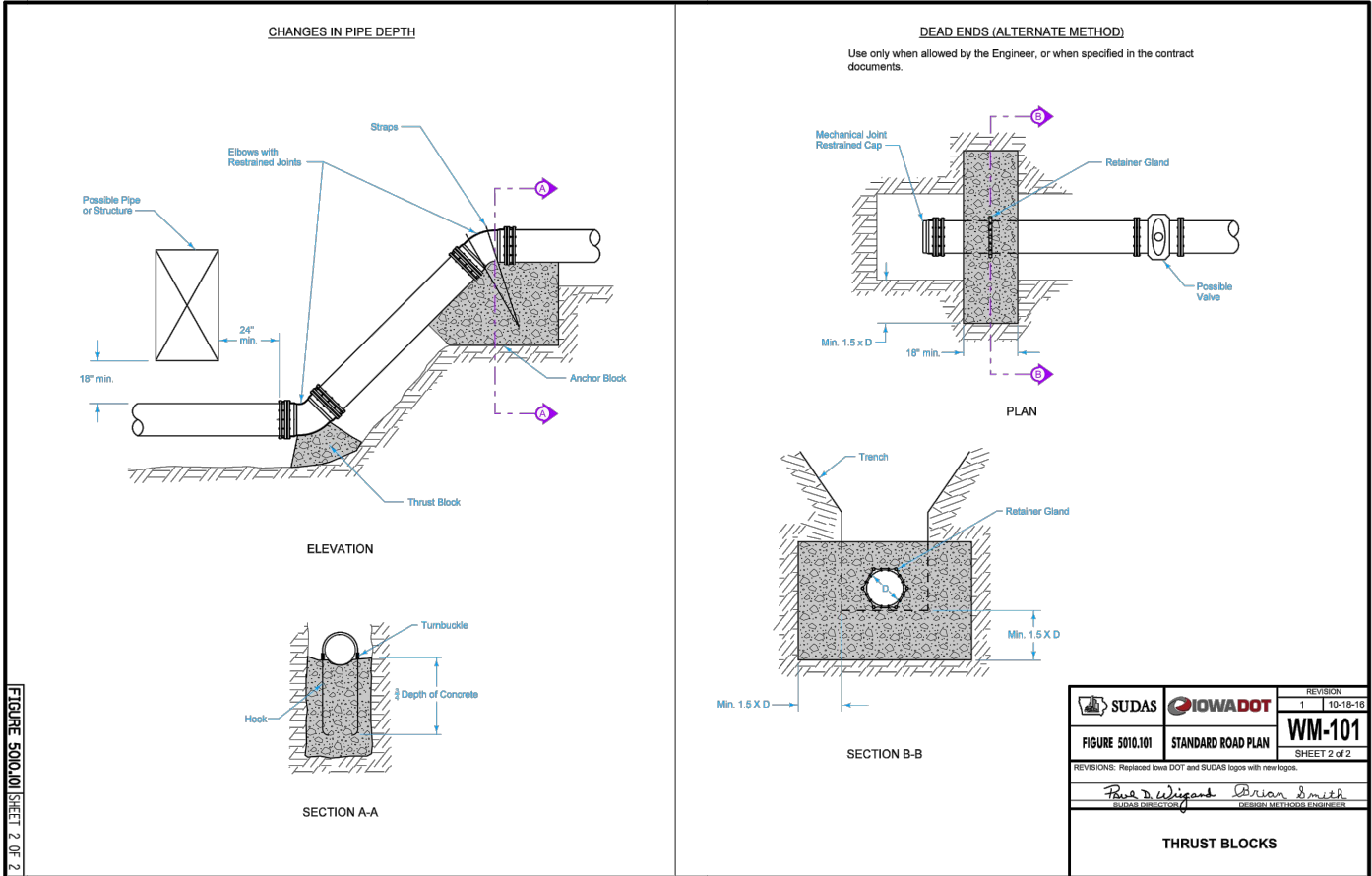


FIGURE 5010.102 SHEET 1 OF 1

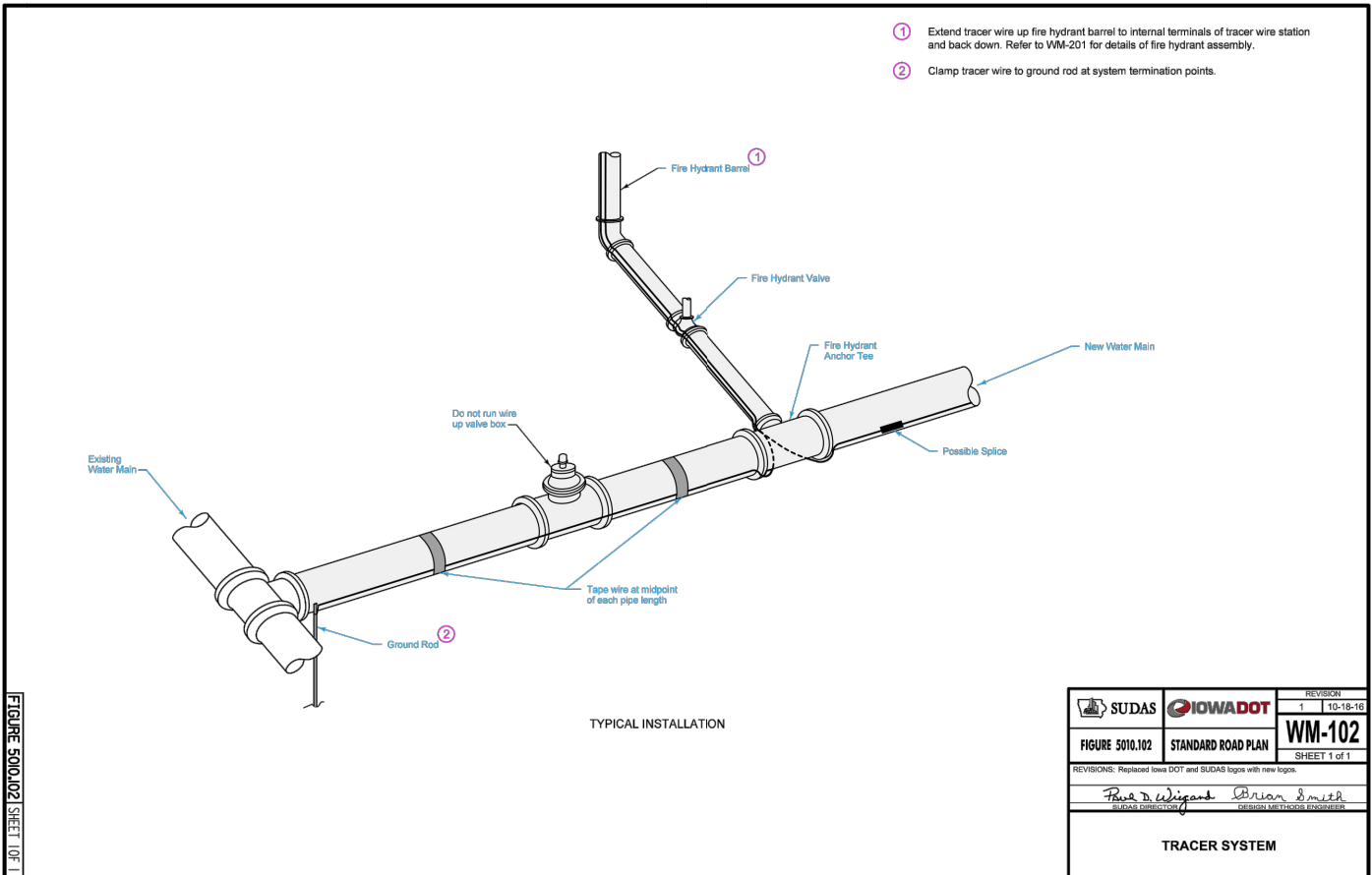
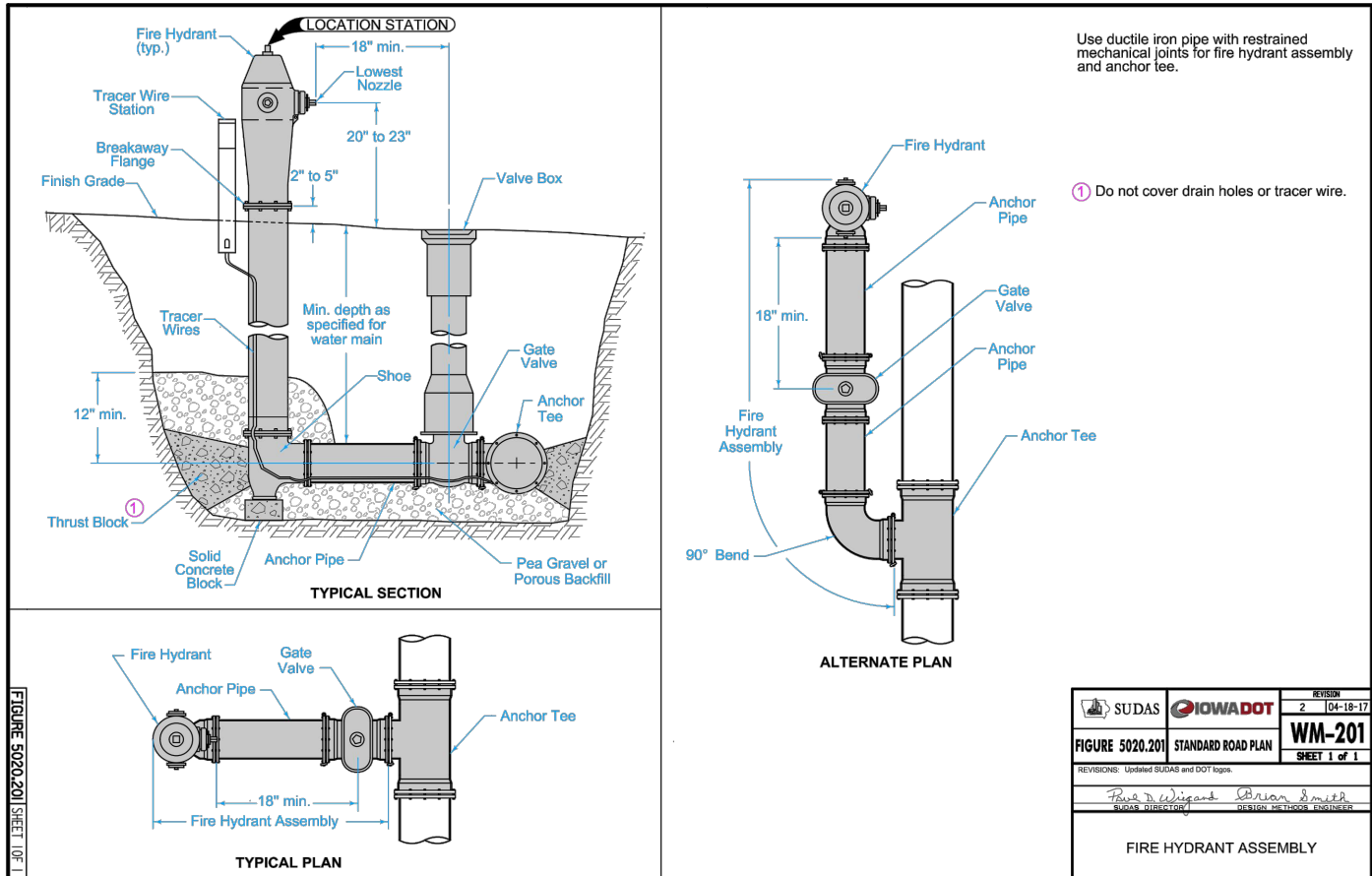


FIGURE 5020.201 SHEET 1 OF 1



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DETAILS

DWG. NO.
2
PROJECT
368276



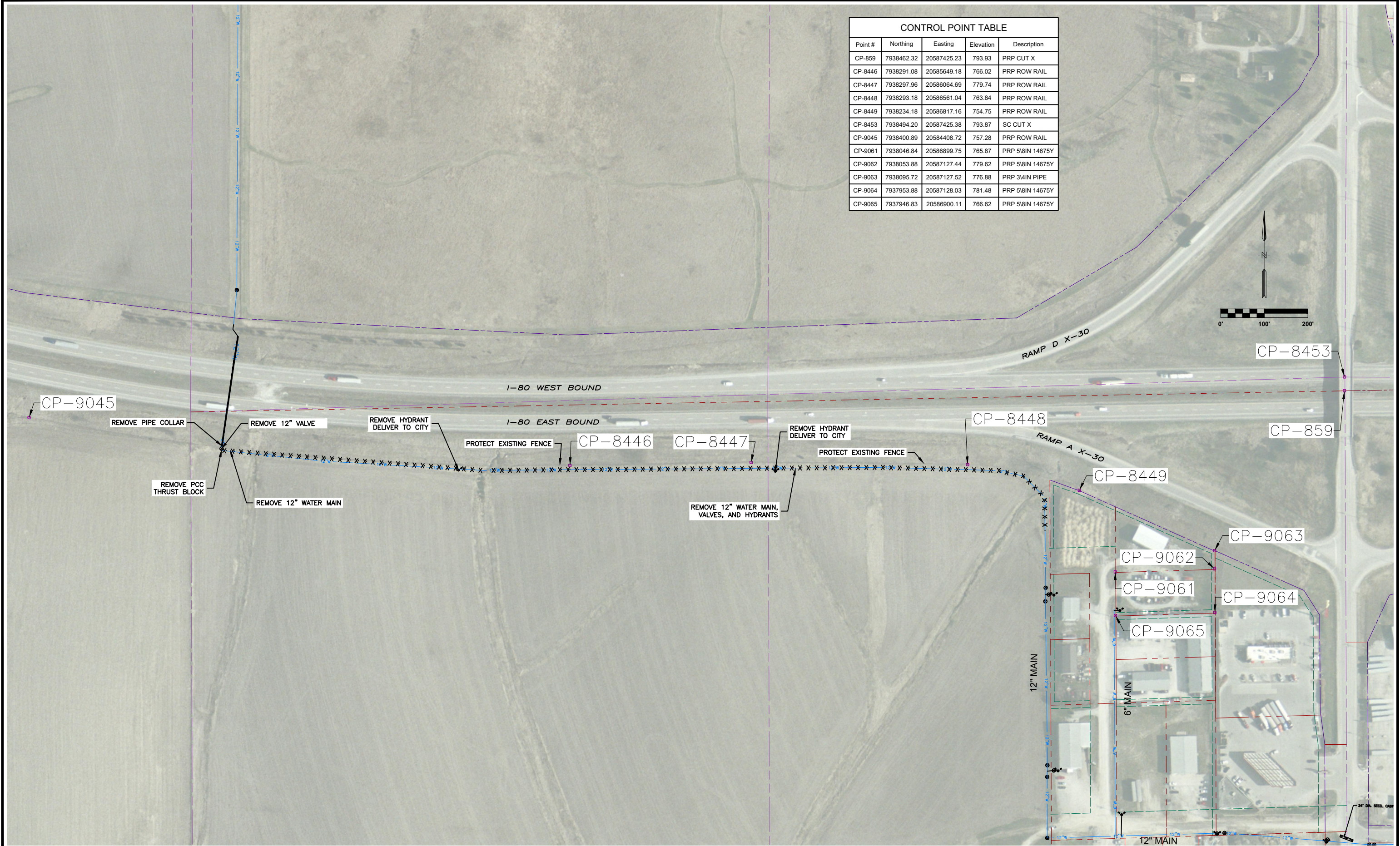
UTILITIES & CONTACT INFORMATION		
CITY OF WEST BRANCH PUBLIC WORKS MATT GOODALE, DIRECTOR REDMOND JONES, CITY ADMINISTRATOR 110 NORTH POPLAR STREET	319-325-8213 319-643-5888	
WEST BRANCH POLICE DEPARTMENT EMERGENCY	319-643-2222 911	
WEST BRANCH FIRE DEPARTMENT EMERGENCY	319-643-2110 911	
VEENSTRA & KIMM, INC.- CORALVILLE	319-466-1000	
IOWA ONE CALL ALLIANT ENERGY: JOSHUA MILLER WINDSTREAM: KELLY EGGERS MEDIACOM: DARWIN DRISCOLL LIBERTY COMMUNICATIONS: JEFF KOSTNER	800-292-8989 319-929-9591 319-385-5004 845-204-5742 715-495-2420	

DATE	REVISIONS	SCALE	AS NOTED	 <b>VEENSTRA &amp; KIMM, INC.</b> 860 22nd Avenue - Suite 4 • Coralville, Iowa 52241-1565 319-466-1000 • 319-466-1000(FAX) • 888-241-8001(WATS)	I-80 WATER MAIN RELOCATION CITY OF WEST BRANCH	UTILITIES & CONTACT INFORMATION	DWG. NO.
		DRAWN	EDG				3
		CHECKED	LJB				
		APPROVED	DRS				
		DATE	1-26-2021				
		ISSUED FOR	BIDDING				PROJECT 368276



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X-REFS: Water Model ICRS-10 & Aerial Cedar ICRS-10 & Property Lines ICRS\_10  
 FILE PATH: Z:\WEST BRANCH 368276 INTERSTATE 80 WIDENING\_DS\DRAWINGS\_PRODUCTION DRAWINGS\DEMOLITION



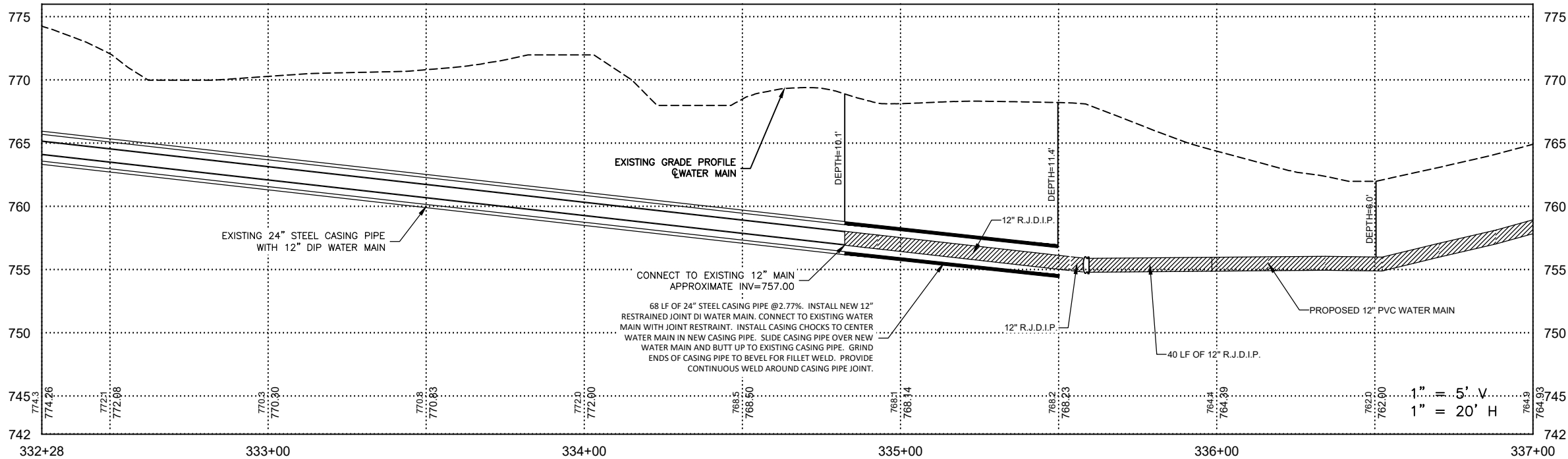
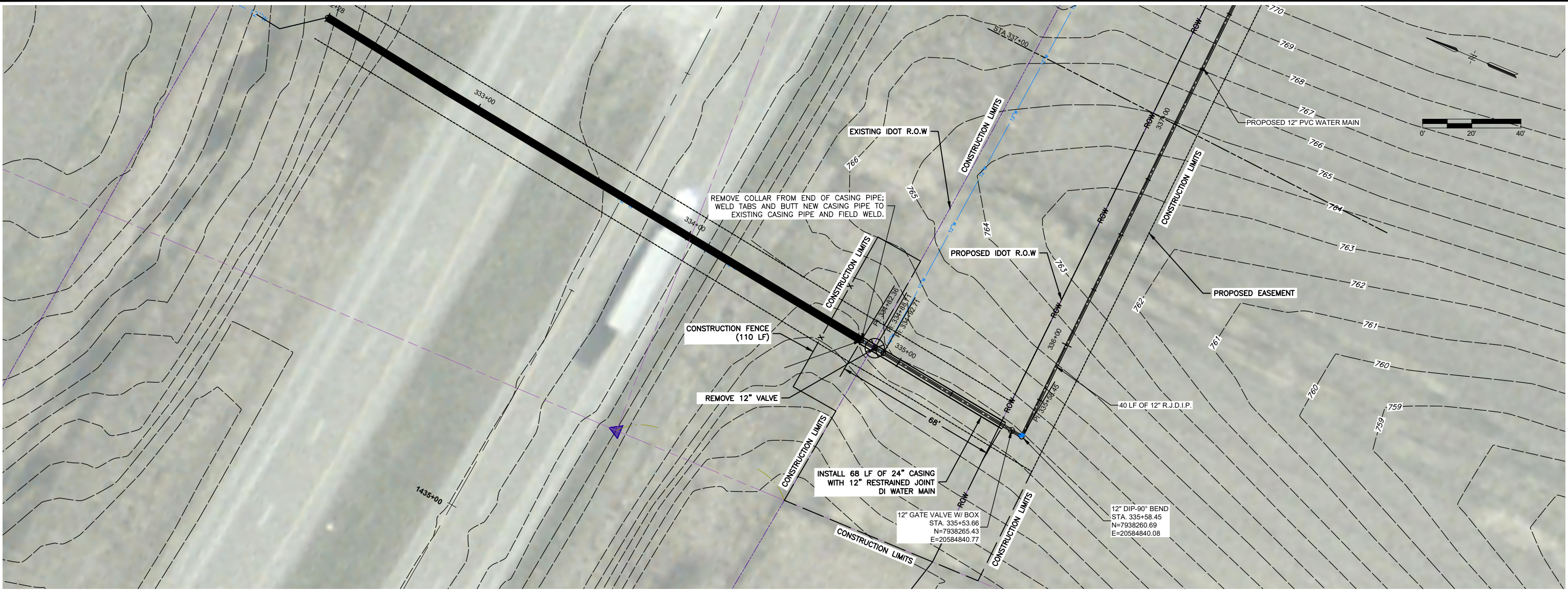
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Point #	Northing	Easting	Elevation	Description
CP-859	7938462.32	20587425.23	793.93	PRP CUT X
CP-8446	7938291.08	20585649.18	766.02	PRP ROW RAIL
CP-8447	7938297.96	20586064.69	779.74	PRP ROW RAIL
CP-8448	7938293.18	20586561.04	763.84	PRP ROW RAIL
CP-8449	7938234.18	20586817.16	754.75	PRP ROW RAIL
CP-8453	7938494.20	20587425.38	793.87	SC CUT X
CP-9045	7938400.89	20584408.72	757.28	PRP ROW RAIL
CP-9061	7938046.84	20586899.75	765.87	PRP 5/8IN 14675Y
CP-9062	7938053.88	20587127.44	779.62	PRP 5/8IN 14675Y
CP-9063	7938095.72	20587127.52	776.88	PRP 3/4IN PIPE
CP-9064	7937953.88	20587128.03	781.48	PRP 5/8IN 14675Y
CP-9065	7937946.83	20586900.11	766.62	PRP 5/8IN 14675Y

DATE	REVISIONS	SCALE	AS NOTED		I-80 WATER MAIN RELOCATION CITY OF WEST BRANCH	DEMOLITION PLAN & SURVEY CONTROL	DWG. NO.
		DRAWN	EDG				4
		CHECKED	LJB				
		APPROVED	DRS				
		DATE	1-26-2021				
		ISSUED FOR	BIDDING		860 22nd Avenue - Suite 4 • Coraiville, Iowa 52241-1565 319-466-1000 • 319-466-1000(FAX) • 888-241-8001(WATS)	PROJECT	368276



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X-REFS: TRN\_Prop\_Surf\_IDOT-IRCS-10 & Water Model IRCS-10 & Property Lines IRCS-10 & Aerial Cedar IRCS-10 & PE-01 Rummells Farms Easement  
FILE PATH: Z:\WEST BRANCH 368276 INTERSTATE 80 WIDENING\_DS\DRAWINGS\DESIGN DRAWINGS\DESIGN WATER MAIN RELOCATION



- NOTES:
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  9. TEMPORARILY REMOVE FIELD FENCE AND ERECT CONSTRUCTION FENCE AROUND END OF EXISTING CASING PIPE TO LIMIT CONSTRUCTION ACTIVITY IN IDOT RIGHT-OF-WAY. REMOVE CONSTRUCTION FENCE UPON COMPLETION OF CONSTRUCTION AND REPLACE FIELD FENCE.

DATE	REVISIONS	SCALE	AS NOTED
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		ISSUED FOR	BIDDING



I-80 WATER MAIN RELOCATION  
CITY OF WEST BRANCH

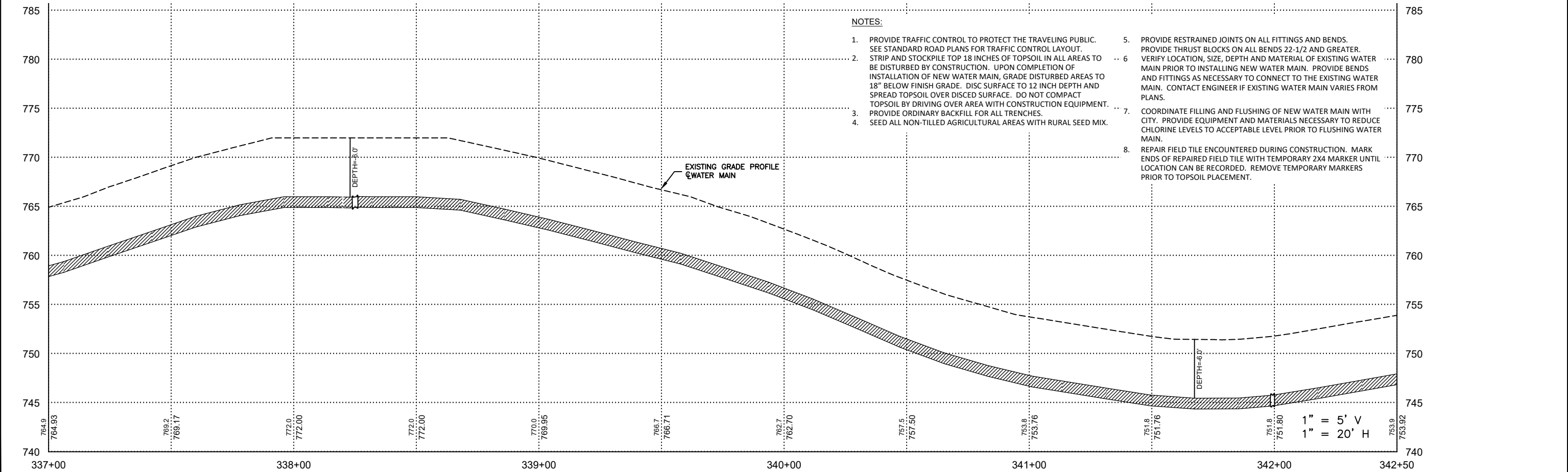
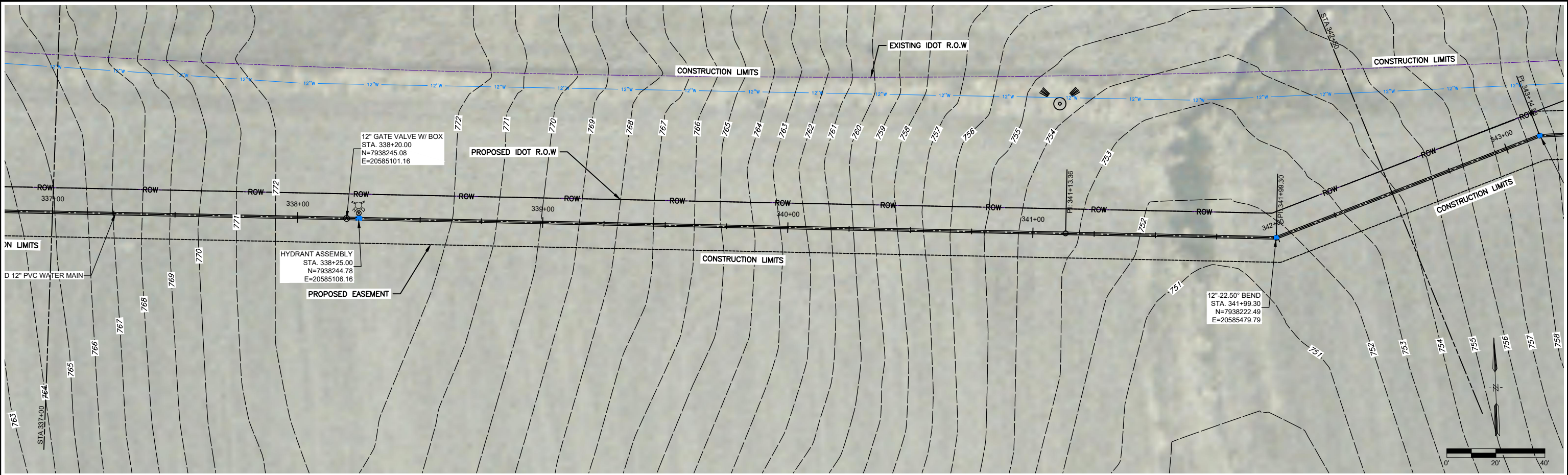
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PLAN & PROFILE

DWG. NO.
5
PROJECT
368276



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- 8.

X-REFS: TRN\_Prop\_Surf\_IDOT-IRCS-10 & Water Model IRCS-10 & Property Lines IRCS-10 & Aerial Cedar IRCS-10 & PE-01 Rummells Farms Easement  
FILE PATH: Z:\WEST BRANCH 368276 INTERSTATE 80 WIDENING\_DS\DRAWINGS\DESIGN DRAWINGS\DESIGN WATER MAIN RELOCATION

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		ISSUED FOR	BIDDING



I-80 WATER MAIN RELOCATION  
CITY OF WEST BRANCH

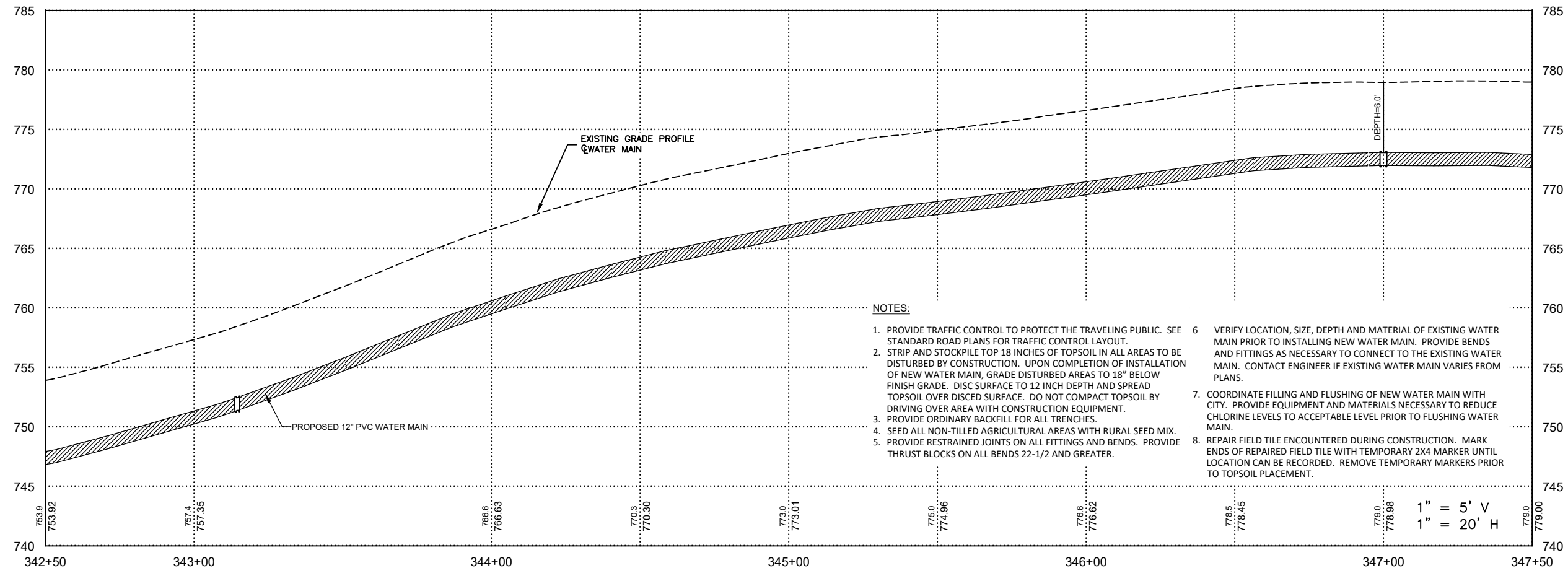
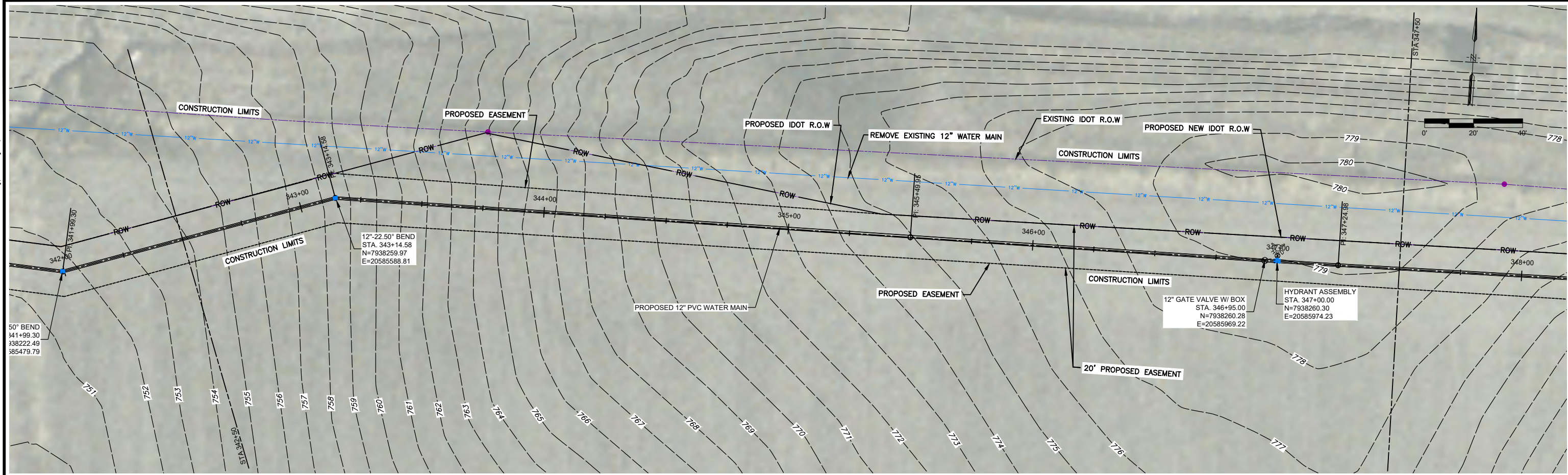
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6
PROJECT
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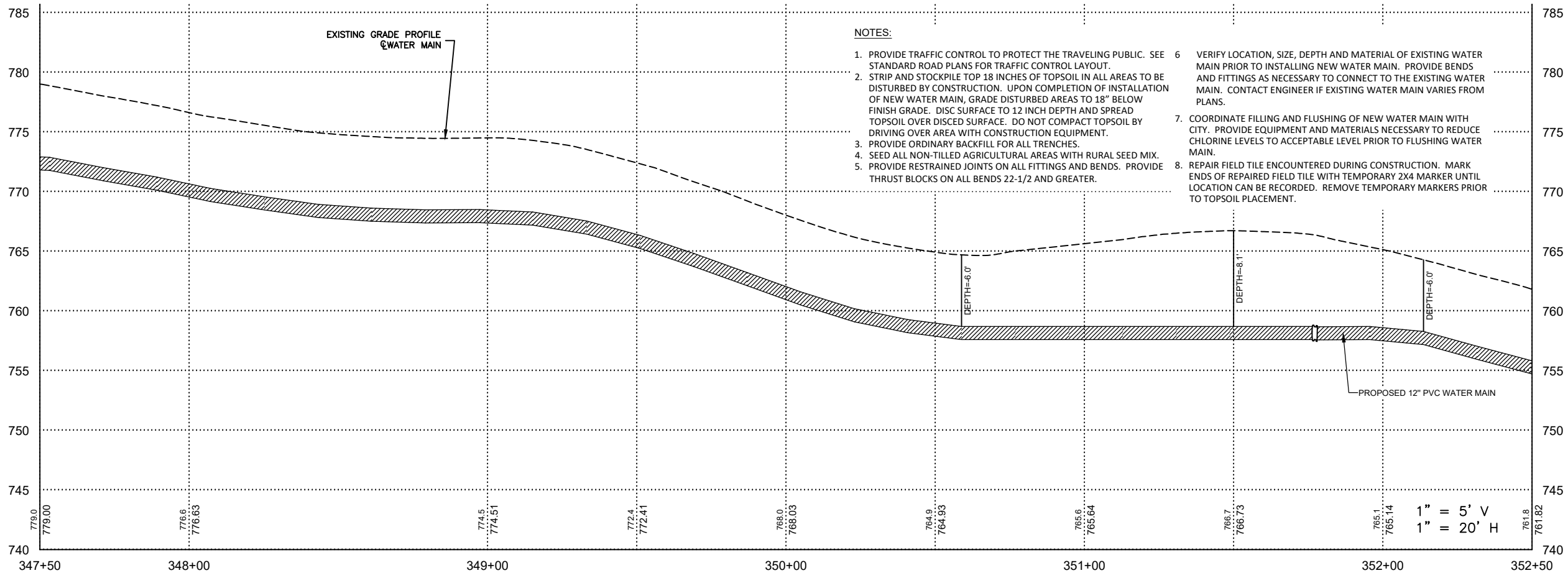
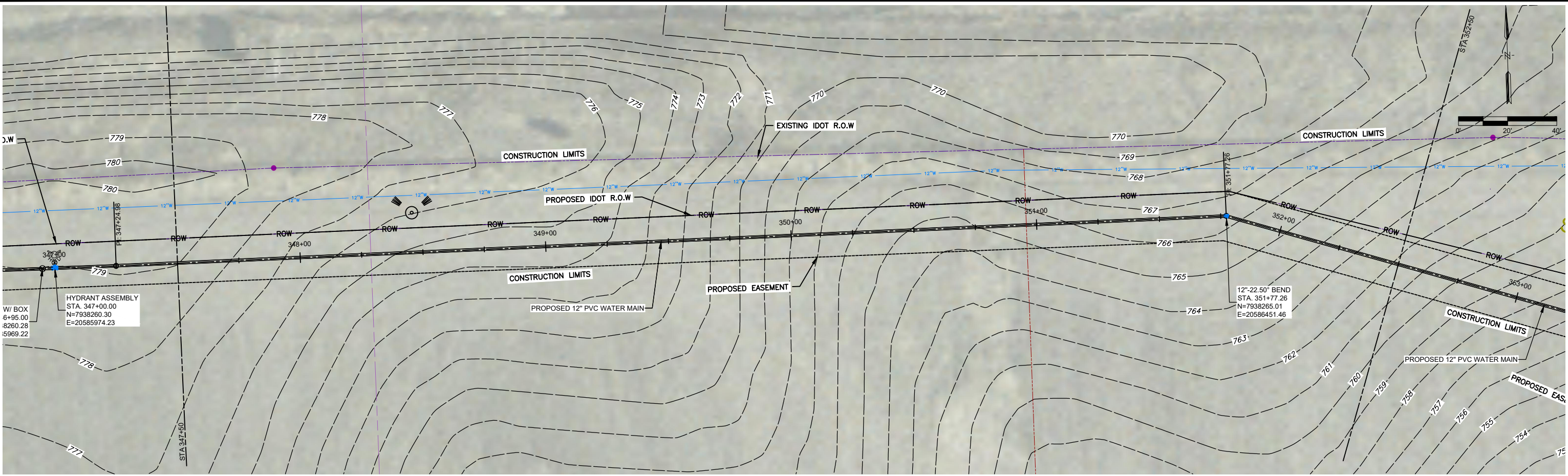
1" = 5' V  
1" = 20' H

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FILE PATH: Z:\WEST BRANCH 368276 INTERSTATE 80 WIDENING\_DS\DRAWINGS\DESIGN DRAWING\DESIGN WATER MAIN RELOCATION

DATE	REVISIONS	SCALE	AS NOTED		I-80 WATER MAIN RELOCATION CITY OF WEST BRANCH	PLAN & PROFILE	DWG. NO.
		DRAWN	EDG				7
		CHECKED	LJB				
		APPROVED	DRS				
		DATE	1-26-2021				
		ISSUED FOR	BIDDING	VEENSTRA & KIMM, INC. 860 22nd Avenue - Suite 4 • Coraiville, Iowa 52241-1565 319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)		PROJECT	368276



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VEENSTRA & KIMM, INC.

I-80 WATER MAIN RELOCATION  
CITY OF WEST BRANCH

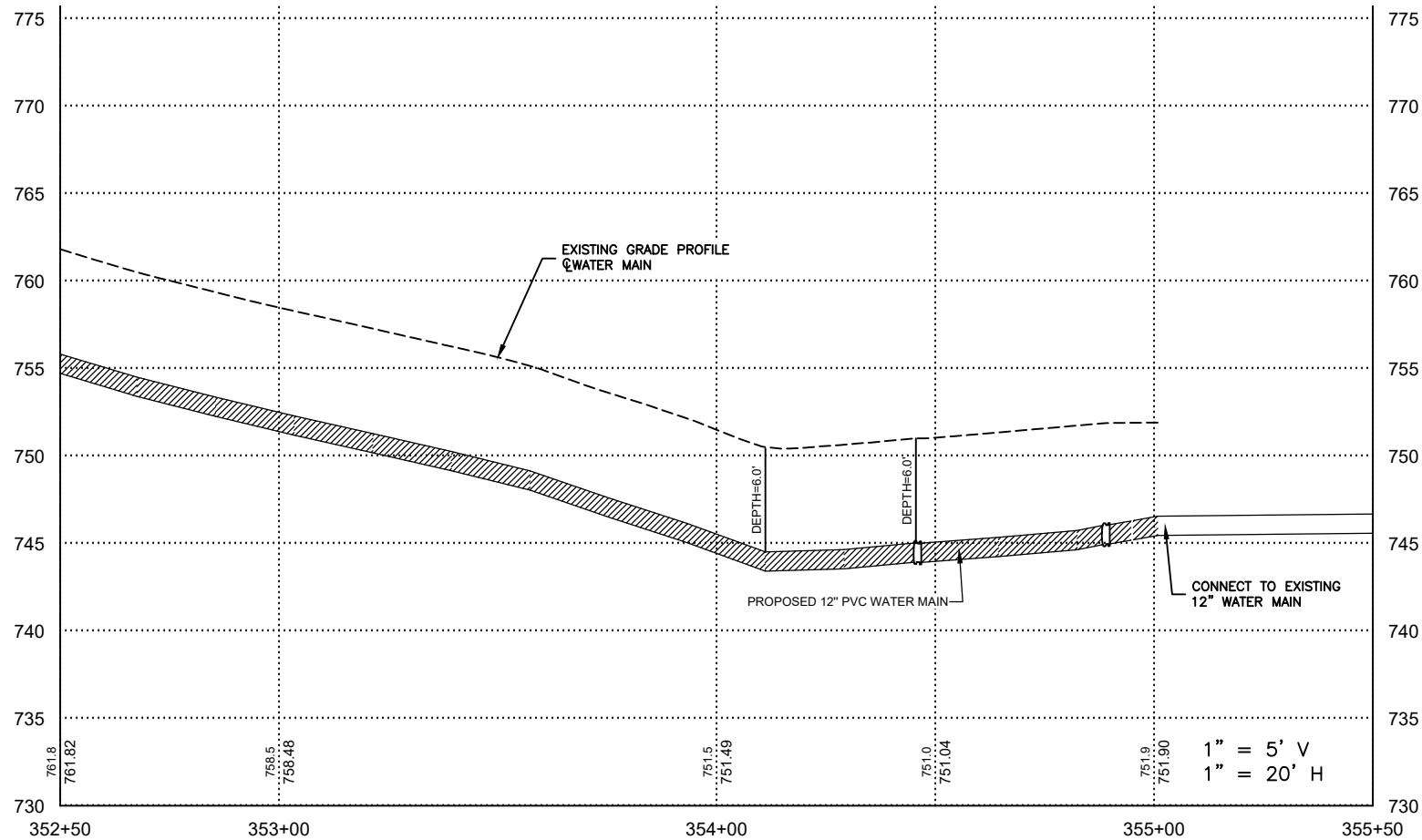
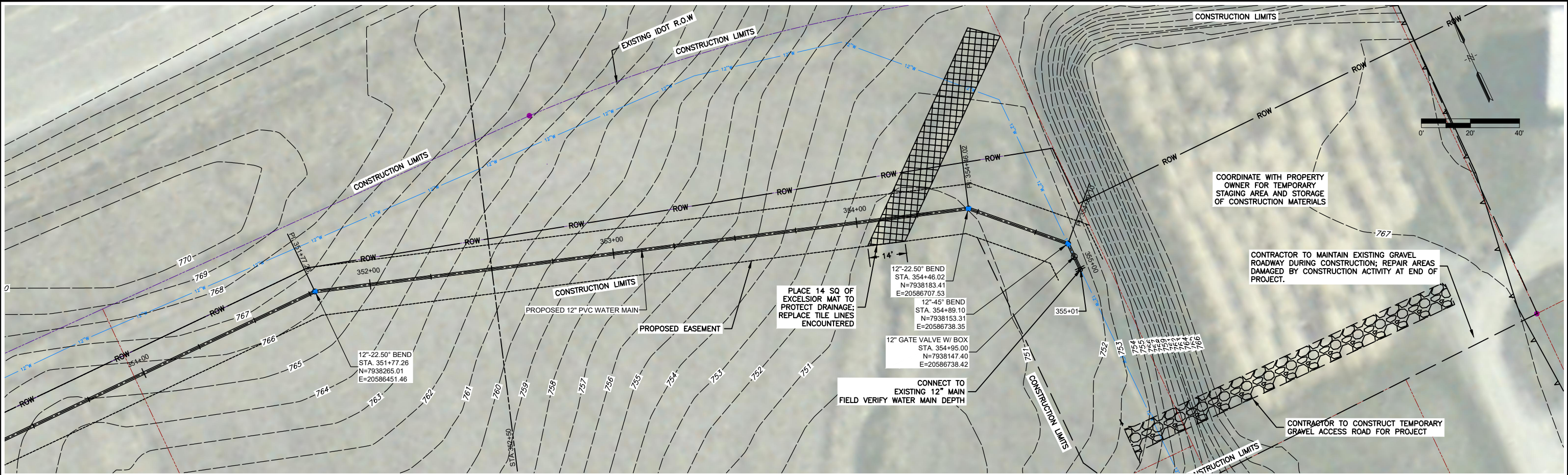
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VEENSTRA & KIMM, INC.

I-80 WATER MAIN RELOCATION  
CITY OF WEST BRANCH

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PLAN & PROFILE

DWG. NO.
9
PROJECT
368276



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SPECIFICATIONS

FOR

***I-80 WATER MAIN RELOCATION***

***WEST BRANCH, IOWA***



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**VEENSTRA & KIMM, INC.**



SPECIFICATIONS  
FOR  
I-80 WATER MAIN RELOCATION  
WEST BRANCH, IOWA

<b>APPROVAL TO CONSTRUCT</b>	
PERMIT NO	<u>2021-0167W</u>
DATE	<u>February 11, 2021</u>
<b>IDNR ENVIRONMENTAL SERVICES DIVISION</b>	
BY	<u>Sara Smith, PE</u>
PERMIT ISSUED WITHOUT REVIEW	

*(Water main portions only)*

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

Signed:

Date:

Dave Schechinger

1/27/2021

Dave Schechinger, P.E.

Iowa License No. 16538

My license renewal date is December 31, 2022



Detailed parts covered by this seal:

ALL

Prepared by  
VEENSTRA & KIMM, INC.  
Coralville,  
Iowa



## INDEX

### I-80 WATER MAIN RELOCATION WEST BRANCH, IOWA

<u>TITLE</u>	<u>PAGE</u>
NOTICE TO BIDDERS	NB-1
NOTICE OF PUBLIC HEARING	NPH-1
INSTRUCTIONS TO BIDDERS	IB-1
PROPOSAL	P-1
<u>SPECIAL BIDDING REQUIREMENTS</u>	
<u>BIDDER STATUS FORM</u>	
BID BOND	BB-1
CONTRACT	C-1
BOND	B-1
GENERAL CONDITIONS	GC-1
SPECIAL CONDITIONS	SC-1
PLANS LIST	PL-1
DETAILED SPECIFICATIONS	
<u>PART NO.</u>	
1	GENERAL REQUIREMENTS
2	SPECIAL CONSTRUCTION
3	EXCAVATION, BACKFILL AND SITEWORK
4	WATER MAINS AND APPURTENANCES



NOTICE TO BIDDERS  
I-80 WATER MAIN RELOCATION  
WEST BRANCH, IOWA

Sealed proposals will be received by the City Clerk of the City of West Branch, Iowa, at City Hall, 110 North Poplar Street, West Branch, Iowa, until 2:00 p.m. on the 10<sup>th</sup> day of February, 2021, for the construction of I-80 Water Main Relocation as described in the plans and specifications therefore, now on file in the office of the City Clerk. Proposals will be opened and the amount of the bids announced by the City Clerk at the time and date specified above. Proposals will be acted upon by said City at the February 16<sup>th</sup> City Council Meeting or at such later time and place as then may be fixed.

Work on the improvement shall commence within ten days of the issuance of a written Notice to Proceed. The Notice to Proceed will be issued upon approval of the contract by the Council, and be completed as stated below.

The work will include but is not limited to the following improvements:

I-80 WATER MAIN RELOCATION

Construct I-80 Water Main Relocation including all labor, equipment, and materials necessary for removal of existing water main; installation of 12" water main; valves; hydrants; steel casing; grading; seeding; and associated work.

Copies of said plans and specifications are now on file in the office of the City Clerk, for examination by bidders. Copies may be obtained from RAPIDS REPRODUCTIONS, 415 Highland Avenue, Suite 100, Iowa City, Iowa 52240. Contact Nikki Lunden at 319-354-5950 or email [nikkil@rapidsrepro.com](mailto:nikkil@rapidsrepro.com). A refundable deposit of \$30 is required. Please make checks to Veenstra & Kimm, Inc. Mail said deposit checks to Rapids Reproductions, 415 Highland Avenue, Suite 100, Iowa City, Iowa 52240, Attn: Nikki Lunden. Upon receiving deposit check, plans and specifications will be mailed out. When plans and specifications are returned in good condition within 14 days of the award date of the project, deposit checks will be returned.

All proposals and bids in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for receiving bids. All proposals shall be made on official bidding blanks furnished by the City, and any alternations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United



States, in an amount equal to five percent (5%) of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of five percent (5%) of the bid.

The bid security should be made payable to the CITY OF WEST BRANCH, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form bound in the specifications.

No bidder may withdraw a proposal within thirty (30) days after the date set for opening bids.

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor, and shall guarantee the work against faulty workmanship and materials for a period of four (4) years after its completion and acceptance by the City Council.

All Contractor(s) and subcontractor(s) are required to obtain tax exemption certificates from the City of West Branch, Iowa for this project. These tax exemption certificates are only for use on this specific project as covered under the Contract.

The work under the contract shall commence within ten (10) days after date set forth in written Notice to Proceed, but not sooner than April 15, 2021. All work shall be completed by July 15, 2021, subject to any extensions of time which may be granted by the City Council.

Liquidated damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.

Payment to the Contractor for said improvements will be made in cash derived from the proceeds of the issuance and sale of such bonds and/or from such cash funds of the City as may be legally used for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.



Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety five percent (95%) of the contract value of the work completed and payments made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared on the last day of each month by the Contractor, subject to the approval of the Engineer, who will certify to the City for payment each approved estimate on or before the tenth (10<sup>th</sup>) day of the following month. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion of the work and its acceptance by the Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety five percent (95%) of the contract price of the contract. Final payment of the remaining five percent (5%) will be made not less than thirty one (31) days after completion and acceptance by resolution of the City Council of the completed contract, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The request for payment may also include an allowance for the cost of such major materials and equipment which are suitably stored either at or near the site. Proof of purchase amount and verification of insurance for stored materials must be provided with any request for payment of stored materials.

By virtue of statutory authority preference will be given to products and provisions grown and coal produced within the State of Iowa and to Iowa domestic labor.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

In accordance with the requirements of the Iowa Department of Labor all bidders must submit a fully completed Bidder Status Form. The Bidder Status Form must be included with and is considered an essential attachment to the Proposal. Any Proposal that does not include a fully completed Bidder Status Form may result in the Proposal being determined non-responsive and rejected.



If it is determined that adherence to these Iowa statutory requirements may cause denial of federal funds which would otherwise be available for a public improvement, or would otherwise be inconsistent with requirements of any federal law or regulation, the application of Iowa Code Chapters 73 and 73A shall be suspended to the extent necessary to prevent denial of the funds or to eliminate the inconsistency with federal requirements.

The City of West Branch reserves the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the City.

Posted by the order of the City of West Branch, Iowa.



## NOTICE OF PUBLIC HEARING

### I-80 WATER MAIN RELOCATION WEST BRANCH, IOWA

Notice is hereby given that a public hearing will be held by the City of West Branch on the proposed contract documents (plans, specifications, and form of contract) and estimated cost for the I-80 Water Main Relocation project at its meeting at 7:00 p.m. on the 16<sup>th</sup> day of February, 2021, in the Council Chambers at City Hall, 110 North Poplar Street, West Branch, Iowa. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed Form of Contract, and the Estimate of the Cost for the project.

The work will include but is not limited to the following improvements:

#### I-80 WATER MAIN RELOCATION

Construct I-80 Water Main Relocation including all labor, equipment, and materials necessary for removal of existing water main; installation of 12" water main; valves; hydrants; steel casing; grading; seeding; and associated work.

Sealed proposals will be received by the City Clerk of the City of West Branch, Iowa, at City Hall, 110 North Poplar Street, West Branch, Iowa, until 2:00 p.m. on the 10<sup>th</sup> day of February, 2021, for the construction of I-80 Water Main Relocation as described in the plans and specifications therefore, now on file in the office of the City Clerk. Proposals will be opened and the amount of the bids announced by the City Clerk at the time and date specified above. Proposals will be acted upon by said City at the February 16<sup>th</sup> City Council Meeting or at such later time and place as then may be fixed.

Published by the order of the City of West Branch, Iowa.

CITY OF WEST BRANCH, IOWA,

Roger Laughlin, Mayor



## INSTRUCTIONS TO BIDDERS

### I-80 WATER MAIN RELOCATION WEST BRANCH, IOWA

#### INDEX

- |                              |  |
|------------------------------|--|
| 1. DEFINITION OF TERMS       | 10. EXECUTION OF CONTRACT              |
| 2. CONTRACT DOCUMENTS        | 11. CONTRACT TERMINATION               |
| 3. METHOD OF BIDDING         | 12. TAXES                              |
| 4. QUALIFICATIONS OF BIDDERS | 13. PREFERENCE FOR LABOR AND MATERIALS |
| 5. SUBMISSION OF BIDS        | 14. PAYMENT                            |
| 6. EVALUATION OF BIDS        | 15. APPROVAL OF MATERIALS              |
| 7. WITHDRAWAL OF BIDS        | 16. PERIOD OF GUARANTEE AND BOND       |
| 8. BID SECURITY              |  |
| 9. EXAMINATION OF WORK       |  |

#### 1. DEFINITION OF TERMS

- A. "Owner", and "City" shall mean the City of West Branch, Iowa, acting through the City Council or an authorized representative of the City Council.
- B. "Person" shall mean any individual, partnership, society, association, joint stock company, corporation, estate, receiver, trustee, assignee or referee, whether appointed by a court or otherwise, and any combination of individuals.
- C. "Bidder" shall mean any person who submits a proposal to furnish the work described in the Contract Documents.
- D. "Contractor" shall mean the person with whom the Owner may enter into contract for the execution of the work specified.
- E. "Subcontractor" shall mean the person supplying materials, labor, equipment, and appurtenances for the work, such person having contractual relations with the Contractor, but not with the Owner.
- F. "Engineer" shall mean VEENSTRA & KIMM, INC., Coralville, Iowa.
- G. "Standard Drawings" shall mean construction detail drawings bound with these specifications.
- H. "Work" shall mean the work to be done and the equipment, supplies and materials to be furnished under the contract, unless some other meaning is indicated by the context.



I. "Station", "Sta." shall mean one hundred (100) linear feet measure.

2. CONTRACT DOCUMENTS

A. Contract Documents, sometimes referred to as the "plans and specifications", shall mean and include the following parts as used herein:

1. Notice to Bidders
2. Notice of Public Hearing
3. Instructions to Bidders
4. Proposal
5. Contract
6. Bond
7. General Conditions
8. Special Conditions
9. Plans List
10. Detailed Specifications
11. Plans listed in the Specifications
12. Numbered addenda issued to the foregoing.

3. METHOD OF BIDDING

A. Bidders shall submit unit and lump sum prices for work covered by the plans and specifications. Prices shall cover complete work and include all costs incidental thereto, unless indicated otherwise.

B. Bids will be computed using quantities shown on Proposal. Where unit price bids are called for, quantities are approximate and only for comparison of bids. Engineer retains right to change location, quantities and combination of units be required during progress of construction. Compensation due Contractor will be computed on basis of final quantities of completed work.

1. In the event of discrepancies between unit prices and unit price extensions listed in bidder's proposal, unit prices shall govern and unit price extensions and total bid shall be corrected, as necessary, for agreement with unit prices. The total price will be determined on the basis of corrected extensions of the unit prices.
2. In the case of an obvious and serious clerical or entry error in the Proposal where the City is able to clearly determine the bidder's intent from the Proposal the City may waive irregularities that are in the best interest of the City as long as the integrity of the bidding process is not affected by waiving the clerical or entry irregularity.



- C. Unit prices for payment items included in the specifications, but not listed in the Proposal, will be negotiated, if needed.

4. QUALIFICATIONS OF BIDDERS

- A. Bidders shall be prepared to satisfy Owner as to integrity, experience, adequacy of equipment and personnel, and financial ability to perform work specified.
- B. If successful bidder is a non-Iowa corporation, he shall submit proof to Owner prior to execution of contract that he has been authorized by Secretary of State to do business in Iowa.

5. SUBMISSION OF BIDS

- A. Bidders shall submit the Proposal stamped "Official Proposal". The Proposal stamped "Official Proposal" is considered the original Proposal and shall be used for bidding. Submit in a sealed envelope. Envelope shall bear return address of the bidder and shall be addressed as follows:

To:

Proposal for:

City Clerk  
City of West Branch  
110 North Poplar Street  
West Branch, IA 52358

I-80 Water Main Relocation

- B. Bids shall be signed by a legally authorized representative of the bidder.
- C. Bidders shall submit the Bidder Status Form with the Proposal.
- D. Mark each envelope with "Sealed Bid. Do Not Open."
- E. Bidders shall submit the specified bid security with the Proposal.

6. EVALUATION OF BIDS

- A. Award of contract will be made on the lowest, responsive, responsible bid as selected by the City that is in the best interest of the City of West Branch.
- B. Time of completion of the work, delivery dates, experience, and responsibility of the bidder will be considered in determining which bid is in the Owner's best interests.



- C. Low bid will be determined on basis of lowest responsive bid from responsible bidder.

7. WITHDRAWAL OF BIDS

- A. A bidder may withdraw his bid at any time prior to scheduled closing time for a receipt of bids, but no bid shall be withdrawn for a period of 30 calendar days from the date of receiving bids.

8. BID SECURITY

- A. Each bid shall be accompanied by bid security in the form and amount set out in the Notice to Bidders.
- B. Bid security shall be enclosed in the sealed envelope with the bid or in a separate sealed envelope.
- C. The bid security shall be forfeited and become the property of the Owner in case the Bidder fails or refuses to enter into contract and to furnish bond within 10 calendar days after his proposal shall have been accepted.
- D. Bid security of the unsuccessful bidders will be returned as soon as the successful bidder is determined or within 30 calendar days, whichever is sooner; bid security of successful bidder will be returned upon execution of contract and furnishing of bond.
- E. Bidders shall use bid bond form included with specifications.

9. EXAMINATION OF WORK

- A. Bidders shall familiarize themselves with the specifications and with all conditions which will affect construction. It will be assumed that bidders have made a personal examination of the job and the physical conditions affecting the work.

10. EXECUTION OF CONTRACT

- A. The successful bidder shall enter into a written contract with the Owner, within 10 days after acceptance of his proposal on the forms included with these specifications, for the performance of the work awarded to him.



- B. The contract, when executed, shall be deemed to include the entire agreement between the parties hereto, and the Contractor shall not claim any modification thereof resulting from any representation or promise made at any time by any representative of the Owner or any other person.

11. CONTRACT TERMINATION

- A. Provisions of law, as contained in Chapter 573A of the Code of Iowa shall apply to and be a part of this contract. Chapter 573A provides for termination of contracts for construction of public improvements when construction or work thereon is stopped because of a national emergency. The provisions of Chapter 573A shall be binding upon all parties thereto, including subcontractors and sureties upon any bond given or filed in connection therewith.

12. TAXES

- A. The City will issue a sales tax exemption certificate for all materials purchased on the project. The City will issue the appropriate tax exemption certificates and authorization letters to the Contractor and all subcontractors completing work on the project. Tax exemption certificates are applicable only for the specific project for which the tax exemption certificate is issued.
- B. Contractor shall provide a listing to the City identifying all appropriate subcontractors qualified for use of the tax exemption certificate. Contractor and subcontractors may make copies of the certificate and provide, to each supplier providing construction material, a copy of the tax exemption certificate.
- C. Successful bidder is subject to payment of Iowa income tax on income from this work in amounts prescribed by law. If successful bidder is a non-Iowa partnership, individual or association, he shall furnish evidence prior to execution of contract, that bond or securities have been posted with the Iowa Department of Revenue in the amount required by law.

13. PREFERENCE FOR LABOR AND MATERIALS

- A. By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa Statutes; provided that the award of contract will be made to the lowest responsible bidder submitting the lowest responsive bid. The Iowa Reciprocal Preference Act (SF 2160) applies to the contract with respect to bidders who are not Iowa residents.



- B. The Iowa Reciprocal Preference Act (SF2160) applies to the contract with respect to bidders who are not Iowa residents.
  - 1. In accordance with the requirements of the Iowa Department of Labor all bidders must submit a fully completed Bidder Status Form. The Bidder Status Form must be included with and is considered an essential attachment to the Quotation. Any Quotation that does not include a fully completed Bidder Status Form may result in the Quotation being determined non-responsive.

14. PAYMENT

- A. Payment will be made in accordance with the payment provisions set out in Notice to Bidders.
- B. Payment will be made on the basis of estimates prepared by Contractor and approved by Engineer, solely for the purpose of payment; approval by Engineer shall not be deemed approval of workmanship or materials.

15. APPROVAL OF MATERIALS

- A. Approval of substitutions of any materials or equipment other than that specified shall be obtained in writing from Engineer. Otherwise, it will be assumed Contractor will furnish materials or equipment specified.

16. PERIOD OF GUARANTEE AND BOND

- A. Contractor shall guarantee work for period of four (4) years from date of final acceptance as provided for in the Code of Iowa. Surety bond furnished by Contractor shall run for a like period.



PROPOSAL

I-80 WATER MAIN RELOCATION  
WEST BRANCH, IOWA

Name of Bidder \_\_\_\_\_

Address of Bidder \_\_\_\_\_

To: City Council  
City of West Branch  
110 North Poplar Street  
West Branch, Iowa 52358

The undersigned bidder submits herewith bid security amounting to five percent (5%) of the total amount of the bid which shall become the property of the City of West Branch should the undersigned fail or refuses to execute a contract and to furnish bond as called for in the specifications within the time provided.

The undersigned bidder, having examined the Contract Documents, and having familiarized himself with the nature and location of the work to be done and the conditions under which the work will be performed, hereby proposes to provide the required labor, services and materials and to perform the work described in the specifications, and addenda \_\_, \_\_, \_\_, \_\_ and \_\_, within the time and for the sum or sums stated hereinafter on attached proposal schedule, which proposal schedule is hereby made a part of this Proposal.

The undersigned bidder certifies that this proposal is made in good faith, without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this proposal is made in conformity with the specifications and agrees that in the event of any discrepancies or differences between any conditions of his proposal and the specifications prepared by VEENSTRA & KIMM, INC., that the provisions of the latter shall prevail.

Bidder \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_



PROPOSAL SCHEDULE

I-80 WATER MAIN RELOCATION

1. Construct the I-80 Water Main Relocation for the following unit and lump sum prices:

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
1	Mobilization	LS	1	\$ _____	\$ _____
2	Construction Staking	LS	1	_____	_____
3	Clearing & Grubbing	LS	1	_____	_____
4	Traffic Control	LS	1	_____	_____
5	Temporary Access Road	LS	1	_____	_____
6	Field Drain Lines	LF	140	_____	_____
7	Erosion Control	LS	1	_____	_____
8	Silt Fence	LF	2,000	_____	_____
9	Water Main Removal	LF	2,000	_____	_____
10	12" Water Main pvc Open Cut	LF	1,902	_____	_____
11	12" Water Main RJ DI Open Cut	LF	48	_____	_____
12	12" RJ DIP in 24" Steel Casing Pipe	LF	68	_____	_____
13	12" Gate Valve	Ea.	4	_____	_____
14	Hydrant Assembly	Ea.	2	_____	_____
15	Slope Protection, Wood Excelsior	Sq.	14	_____	_____
16	Connection to Existing	Ea.	2	_____	_____
TOTAL BID (Items 1-16)				\$ _____	

2. The work will commence within ten (10) calendar days after the date set forth in written Notice to Proceed. All work on the project shall be completed as set out in the Notice to Bidders.
3. Liquidated damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that the work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.



Bidder Status Form

To be completed by all bidders

Part A

Please answer "Yes" or "No" for each of the following:

☐ Yes ☐ No

My company is authorized to transact business in Iowa.  
*(To help you determine if your company is authorized, please review the worksheet on the next page).*

☐ Yes ☐ No

My company has an office to transact business in Iowa.

☐ Yes ☐ No

My company's office in Iowa is suitable for more than receiving mail, telephone calls, and e-mail.

☐ Yes ☐ No

My company has been conducting business in Iowa for at least 3 years prior to the first request for bids on this project.

☐ Yes ☐ No

My company is not a subsidiary of another business entity or my company is a subsidiary of another business entity that would qualify as a resident bidder in Iowa.

If you answered "Yes" for each question above, your company qualifies as a resident bidder. Please complete Parts B and D of this form.

If you answered "No" to one or more questions above, your company is a nonresident bidder. Please complete Parts C and D of this form.

To be completed by resident bidders

Part B

My company has maintained offices in Iowa during the past 3 years at the following addresses:

Dates: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Dates: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Dates: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

*You may attach additional sheet(s) if needed.*

To be completed by non-resident bidders

Part C

1. Name of home state or foreign country reported to the Iowa Secretary of State:

\_\_\_\_\_

2. Does your company's home state or foreign country offer preferences to bidders who are residents?

☐ Yes ☐ No

3. If you answered "Yes" to question 2, identify each preference offered by your company's home state or foreign country and the appropriate legal citation.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*You may attach additional sheet(s) if needed.*

To be completed by all bidders

Part D

I certify that the statements made on this document are true and complete to the best of my knowledge and I know that my failure to provide accurate and truthful information may be a reason to reject my bid.

Firm Name:

\_\_\_\_\_

Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_



## Worksheet: Authorization to Transact Business

This worksheet may be used to help complete Part A of the Resident Bidder Status form. If at least one of the following describes your business, you are authorized to transact business in Iowa.

- ☐ Yes ☐ No      My business is currently registered as a contractor with the Iowa Division of Labor.
- ☐ Yes ☐ No      My business is a sole proprietorship and I am an Iowa resident for Iowa income tax purposes.
- ☐ Yes ☐ No      My business is a general partnership or joint venture. More than 50 percent of the general partners or joint venture parties are residents of Iowa for Iowa income tax purposes.
- ☐ Yes ☐ No      My business is an active corporation with the Iowa Secretary of State and has paid all fees required by the Secretary of State, has filed its most recent biennial report, and has not filed articles of dissolution.
- ☐ Yes ☐ No      My business is a corporation whose articles of incorporation are filed in a state other than Iowa, the corporation has received a certificate of authority from the Iowa secretary of state, has filed its most recent biennial report with the secretary of state, and has neither received a certificate of withdrawal from the secretary of state nor had its authority revoked.
- ☐ Yes ☐ No      My business is a limited liability partnership which has filed a statement of qualification in this state and the statement has not been canceled.
- ☐ Yes ☐ No      My business is a limited liability partnership which has filed a statement of qualification in a state other than Iowa, has filed a statement of foreign qualification in Iowa and a statement of cancellation has not been filed.
- ☐ Yes ☐ No      My business is a limited partnership or limited liability limited partnership which has filed a certificate of limited partnership in this state, and has not filed a statement of termination.
- ☐ Yes ☐ No      My business is a limited partnership or a limited liability limited partnership whose certificate of limited partnership is filed in a state other than Iowa, the limited partnership or limited liability limited partnership has received notification from the Iowa secretary of state that the application for certificate of authority has been approved and no notice of cancellation has been filed by the limited partnership or the limited liability limited partnership.
- ☐ Yes ☐ No      My business is a limited liability company whose certificate of organization is filed in Iowa and has not filed a statement of termination.
- ☐ Yes ☐ No      My business is a limited liability company whose certificate of organization is filed in a state other than Iowa, has received a certificate of authority to transact business in Iowa and the certificate has not been revoked or canceled.



BID BOND

KNOW ALL MEN BY THESE PRESENTS: That we, \_\_\_\_\_

\_\_\_\_\_ of \_\_\_\_\_ as Principal and \_\_\_\_\_

\_\_\_\_\_ of \_\_\_\_\_

as Surety, are held and firmly bound unto the City of West Branch, Iowa, hereinafter defined as Obligee, in the penal sum of five percent (5%) of the total amount of the bid (\$ \_\_\_\_\_), for which payment said Principal and Surety bind themselves, their heirs, executors, administrators, successors, and assigns jointly and severally, firmly by these presents.

The condition of the above obligation is such that whereas the Principal has submitted to the City of West Branch, Iowa, a certain bid, in a sealed envelope, and hereby made a part hereof to enter into a contract in writing, for: I-80 Water Main Relocation.

NOW THEREFORE, if the said bid by said Principal be accepted, and the Principal shall enter into a contract with the Obligee in accordance with the terms of such bid, and give such bond as may be specified in the contract documents with good and sufficient surety for the faithful performance of such contract, for the prompt payment of labor and material furnished in the prosecution thereof, and for the maintenance of said improvements as may be required therein, then this obligation shall become null and void or in the event of the failure of the Principal to enter such contract and give such bond, the Principal shall pay to the Obligee the full amount of the bid bond, together with court costs, attorney's fees, and any other expense of recovery.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Principal

By \_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Surety

By \_\_\_\_\_  
Attorney-in-Fact



## CONTRACT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between the City of West Branch, Iowa, party of the first part, hereinafter referred to as the "Owner", and \_\_\_\_\_, party of the second part, hereinafter referred to as the "Contractor".

WITNESSETH: THAT WHEREAS, the Owner has heretofore caused to be prepared certain specifications and proposal blanks, dated the \_\_\_\_\_ day of \_\_\_\_\_, 2021, for I-80 Water Main Relocation, under the terms and conditions therein fully stated and set forth, and,

WHEREAS, said specifications and proposal blanks accurately and fully describe the terms and conditions upon which the Contractor is willing to perform the work specified:

NOW, THEREFORE, IT IS AGREED:

1. That the Owner hereby accepts the proposal of the Contractor for the work, as follows:



2. That this contract consists of the following component parts which are made a part of this agreement and contract as fully and absolutely as if they were set out in detail in this contract:
  - A. Contract Documents, including:
    1. Notice to Bidders
    2. Notice of Public Hearing
    3. Instructions to Bidders
    4. Proposal
    5. Bond
    6. General Conditions
    7. Special Conditions
    8. Plans List
    9. Detailed Specifications
    10. Plans listed in the specifications.
    11. Numbered addenda issued to the foregoing.
  - B. This Instrument.
  - C. The above components are complementary and what is called for by one shall be as binding as if called for by all.
3. That payments are to be made to the Contractor in accordance with and subject to the provisions embodied in the documents made a part of this contract.
4. That this contract is executed in triplicate.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hand and seal the date first written above.

**CONTRACTOR**

**CITY OF WEST BRANCH, IOWA**

By \_\_\_\_\_

\_\_\_\_\_  
Mayor

Title \_\_\_\_\_

ATTEST:

ATTEST:

\_\_\_\_\_

\_\_\_\_\_  
City Administrator

Title \_\_\_\_\_



## BOND

KNOW ALL MEN: That we, \_\_\_\_\_,  
of \_\_\_\_\_, hereinafter called the Principal, and  
\_\_\_\_\_,  
hereinafter called the surety, are held and firmly bound unto the City of West Branch,  
Iowa, hereinafter called the Owner in the sum of \_\_\_\_\_  
Dollars (\$ \_\_\_\_\_),  
for the payment whereof the Principal and Surety bind themselves, their heirs, executors,  
administrators, successors and assigns, jointly and severally, firmly, by these presents.

WHEREAS, the principal has, by means of a written Agreement dated \_\_\_\_\_,  
2021, entered into a Contract with the Owner for I-80 Water Main Relocation, which  
Agreement includes a guarantee of all work against defective workmanship and materials  
for a period of four (4) years from the date of final acceptance of the work by the Owner, a  
copy of which Agreement is by reference made a part hereof;

NOW, THEREFORE, the condition of this Obligation is such that, if the Principal shall  
faithfully perform the Contract on his part and shall fully indemnify and save harmless the  
Owner from all costs and damage which he may suffer by reason of failure so to do and  
shall fully reimburse and repay the Owner all outlay and expense which the Owner may  
incur in making good any such default,

And Further, that if the Principal shall pay all persons who have contracts directly with the  
Principal for labor or materials, failing which such persons shall have a direct right of  
action against the Principal and Surety under this Obligation, subject to the Owner's  
priority,

Then this Obligation shall be null and void, otherwise it shall remain in full force and  
effect.

Provided, however, that no suit, action or proceeding by reason of any default whatever  
shall be brought on this Bond after five (5) years from the date of final acceptance of the  
work.

And Provided, that any alterations which may be made in the terms of the Contract, or in  
the work to be done under it, or the giving by the Owner of any extension of time for the  
performance of the Contract, or any other forbearance on the part of either the Owner or  
the Principal to the other shall not in any way release the Principal and the Surety, or  
either of them, their heirs, executors, administrators, successors or assigns from their  
liability hereunder, notice to the Surety of any such alteration, extension or forbearance  
being hereby waived.

And Further Provided, the Principal and Surety on this Bond hereby agree to pay all  
persons, firms, or corporations having contracts directly with the Principal or with  
subcontractors all just claims due them for labor performed or material furnished, in the  
performance of the Contract on account of which this Bond is given, when the same are  
not satisfied out of the portion of the contract price which the Owner shall retain until  
completion of the improvements, but the Principal and Surety shall not be liable to said  
persons, firms, or corporations unless the claims of said complaints against said portions of  
the contract price shall have been established as provided by law.



The Surety on this Bond shall be deemed and held, any contract to the contrary notwithstanding, to consent without notice:

- a. To the extension of time to the Principal in which to perform the Contract.
- b. To changes in the plans, specifications, or Contract, when such changes do not involve an increase of more than twenty percent (20%) of the total contract price, and shall then be released only as to such excess increase.
- c. That no provision of this Bond or of any other contract shall be valid which limits to less than five (5) years from the date of final acceptance of the work the right to sue on this Bond for defects in workmanship or materials not discovered or known to the Owner at the time such work was accepted.

The Bond is executed in triplicate.

Signed and Sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

PRINCIPAL:

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

SURETY:

\_\_\_\_\_  
Surety Company

\_\_\_\_\_  
Signature, Attorney-in-Fact

\_\_\_\_\_  
Name of Attorney-in-Fact

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Address (Including Zip Code)

\_\_\_\_\_  
Company Telephone Number



## GENERAL CONDITIONS

### I-80 WATER MAIN RELOCATION WEST BRANCH, IOWA

#### INDEX

- |   |   |
|---|---|
| 1. CONTRACT DOCUMENTS                             | 17. TESTS   |
| 2. SURETY BOND                                    | 18. TIME  |
| 3. CONTRACTOR'S RESPONSIBILITY                    | 19. DELAYS  |
| 4. SUBCONTRACTS                                   | 20. CHANGES   |
| 5. CONTRACTOR'S EMPLOYEES                         | 21. EXTRA WORK  |
| 6. PERMITS AND REGULATIONS                        | 22. OWNERSHIP OF MATERIALS                                |
| 7. PATENTS  | 23. OTHER CONTRACTS                                       |
| 8. GUARANTEE                                      | 24. OWNER'S RIGHT TO DO WORK                              |
| 9. SHOP DRAWINGS                                  | 25. OWNER'S RIGHT TO TERMINATE CONTRACT                   |
| 10. THE ENGINEER                                  | 26. CONTRACTOR'S RIGHT TO STOP WORK OR TERMINATE CONTRACT |
| 11. PLANS AND SPECIFICATIONS                      | 27. PAYMENTS WITHHELD                                     |
| 12. INTERPRETATION OF PLANS AND SPECIFICATIONS    | 28. ACCEPTANCE AND FINAL PAYMENT                          |
| 13. DECISIONS BY ENGINEER                         | 29. SUSPENSION OF WORK                                    |
| 14. WORKMANSHIP AND MATERIALS                     | 30. CLEANING UP   |
| 15. ON-SITE REVIEW OR OBSERVATION                 | 31. HAZARDOUS MATERIALS                                   |
| 16. RESIDENT ENGINEER AND/OR ENGINEER TECHNICIANS | 32. IOWA HAZARDOUS CHEMICAL RISKS RIGHT-TO-KNOW LAW       |

#### 1. CONTRACT DOCUMENTS

- A. All documents listed or identified as part of contract are each and all essential and component parts of agreement between Owner and Contractor.
- B. Contract Documents shall be signed in triplicate by Owner and Contractor.
- C. Contract Documents are complementary, and what is called for by any one shall be as binding as if called for by all. The intention of documents is to include all labor and materials, equipment and transportation necessary for proper execution of work. It is not intended that materials or work not covered by or properly inferable from any heading, branch, class or trade of the specifications shall be supplied unless distinctly noted. Materials or work described in words, which have a well known technical or trade meaning, shall be held to refer to such recognized standards.



2. SURETY BOND

- A. Contractor shall furnish a good and sufficient surety bond in full amount of contract prior to signing contract. Surety bond shall guarantee faithful performance of all provisions of contract and payment of all bills and obligations arising from said contract. Should surety become irresponsible during time contract is in force, Owner may require additional and sufficient sureties. Contractor shall furnish said additional sureties to satisfaction of Owner within ten (10) days after written notice to do so. In default thereof, contract may be suspended as hereinafter provided.

3. CONTRACTOR'S RESPONSIBILITY

- A. Contractor shall assume full responsibility for safekeeping of all materials and equipment and for all unfinished work until final acceptance by Owner. Materials and equipment which are damaged or destroyed from any cause shall be replaced at Contractor's expense.
- B. Contractor shall indemnify and save harmless Owner against any liens filed for non-payment of Contractor's bills in connection with contract work. Contractor shall furnish Owner satisfactory evidence that all persons who have done work or furnished materials, equipment, or service of any type, under the contract have been fully paid prior to acceptance of work by Owner.
- C. Contractor shall erect and maintain such barriers and lights as will prevent accidents as a consequence of its work. It shall indemnify and save harmless the Owner and its agents from all suits brought against Contractor for any injuries received or sustained by any person or persons by or through Contractor, its servants, or agents, in construction of work, or by or in consequence of any acts or omissions or negligence in performing contract work.

4. SUBCONTRACTS

- A. Contractor shall not assign, sub-let or transfer the whole or any part of work herein specified without written consent of Owner. Assignment, sub-letting or transfer shall not relieve Contractor from its responsibilities set forth herein.
- B. Detailed specifications are separated into titled parts for convenience or reference and to facilitate letting of contracts and subcontracts. Such arrangement shall not obligate Engineer to establish limits on contracts between Contractors and subcontractors.



5. CONTRACTOR'S EMPLOYEES

- A. Contractor shall personally supervise its work or provide a capable superintendent satisfactory to Engineer. Superintendent shall be authorized to receive instructions from Engineer.
- B. Incompetent or incorrigible employees shall be dismissed by the Contractor or its representative when requested by Engineer. Such dismissed persons shall not be permitted to return to work without written consent of Engineer.
- C. Contractor shall give preference to local labor in execution of this contract, insofar as is practicable.

6. PERMITS AND REGULATIONS

- A. In execution of work specified herein, Contractor shall conform to regulations and ordinances of any governmental body which may apply in execution of specified work. Contractor shall obtain such permits and licenses as may be required for construction of work.

7. PATENTS

- A. All fees or royalties for patented inventions, equipment or arrangements used in construction or erection of work, or any part thereof, shall be included in contract price. Contractor shall protect and hold harmless Owner against any and all claims or litigation by reason of infringement of any patent rights on any materials, equipment of construction furnished by Contractor.

8. GUARANTEE

- A. Contractor shall guarantee all work against faulty workmanship and materials for the period specified after date of final acceptance of work by Owner unless otherwise set out in "SPECIAL CONDITIONS" or "INSTRUCTIONS TO BIDDERS." Contractor shall repair or replace any defective workmanship and materials in a manner acceptable to Owner, without expense to Owner, within ten (10) days after written notification by Owner of such defect. If said repairs or replacements are not made within ten (10) days, Owner may make said repairs or replacements and charge the cost to Contractor.
- B. Contractor shall provide Owner with a good and sufficient surety maintenance bond in the full amount of contract prior to signing contract. Maintenance bond shall run for the period specified from time of acceptance to protect Owner from faulty workmanship and materials as outlined in preceding paragraph.



9. SHOP DRAWINGS

- A. Contractor shall provide Engineer with drawings, data and information regarding materials or equipment specified, or as may be called for by Engineer, for its review, within a reasonable time after award of contract. After review, Engineer shall return to Contractor one copy within a reasonable time after receipt.
  - 1. Submit 5 copies of all shop drawing submittals.
- B. Fabrication and shipment of materials or equipment prior to Engineer's review of drawings, data and information mentioned above shall be at Contractor's risk.

10. THE ENGINEER

- A. Engineer shall make general observation of work as agent of Owner. Engineer's general observation shall not be construed that it shall direct or control operations of Contractor.

11. PLANS AND SPECIFICATIONS

- A. Engineer shall provide Contractor with 5 sets of plans and specifications after execution of contract. If additional plans and specifications are required, Contractor shall compensate Engineer for costs of printing.
- B. Engineer shall provide Contractor with additional and supplemental plans as may be required to show details of construction after approval of manufacturers' drawings and data on materials and equipment.
- C. Engineer will provide Contractor with such revised plans and specifications as may be required to show any authorized changes or extra work.

12. INTERPRETATION OF PLANS AND SPECIFICATIONS

- A. Plans and specifications shall be interpreted by Engineer. Its decision shall be final and binding on all parties concerned.
- B. Contractor will not be allowed to take advantage of errors or omissions in plans and specifications. Engineer will provide full instructions when errors or omissions are discovered.



13. DECISIONS BY ENGINEER

- A. Engineer shall make decisions, in writing, on claims between Contractor and Owner within a reasonable time after presentation. Such decisions shall be regarded as final except for appropriate legal recourse.

14. WORKMANSHIP AND MATERIALS

- A. All work done and all materials and equipment furnished by Contractor shall conform to plans and specifications. Competent labor and tradesmen shall be used on all work. Experienced manufacturers' representatives shall be used to supervise installation of equipment.
- B. In absence of detailed specifications in other sections, all materials shall conform to standards of American Society for Testing Materials.
- C. Wherever items of materials or equipment are specified by a manufacturer's name and type, or equal, it is the intent that materials or equipment of other manufacturers, equal in quality and performance, may be substituted. Such substitution may be made only with written authorization of Engineer.
- D. Wherever items of materials or equipment are specified by a manufacturer's name and type, or equal, and additional features of items are specifically required by specifications, additional features specified shall be provided whether or not they are normally included in standard manufacturer's items listed.
- E. Wherever items of materials or equipment are specified by a manufacturer's name and type, or equal, and specified items are or become obsolete and no longer available, Contractor shall provide acceptable equal items which are currently available at no change in contract price.
- F. When proposing "or equal" items or substitutions, Contractor shall furnish general arrangement drawings, full descriptive data, manufacturer's specifications and such performance data as required to satisfy Engineer that materials or equipment proposed are equal to that specified. Burden of proof of equality shall be responsibility of Contractor.
- G. Whenever items of materials or equipment are specified by a manufacturer's name and type and "or equal" is not listed, Contractor shall provide specified equipment without substitution, unless prior approval of Engineer is obtained for any substitution.



- H. Contractor shall abide by Engineer's decision when proposed substitutes of material or equipment are deemed to be unacceptable and in such an event Contractor shall furnish items of equipment or materials specified.
- I. Engineer reserves right to consider such factors as overall project arrangement, overall project cost, and similar factors in determining whether proposed substitutions will be acceptable.

15. ON-SITE REVIEW OR OBSERVATION

- A. All materials used and all work done by Contractor shall be subject at all times to review, observation, tests and approval by Engineer. Contractor shall furnish samples of materials for observation and tests as requested by Engineer. Contractor shall furnish any information required concerning nature or source of any proposed materials or equipment.
- B. Construction, fabrication and manufacture of equipment or materials specified herein may be observed by Engineer at plant or factory.
- C. Materials, equipment or work which do not satisfactorily meet specifications may be condemned by Engineer by written notice to Contractor. Condemned materials, equipment or work shall be promptly removed and replaced.
- D. Defective materials, equipment or work may be rejected by Engineer at any time prior to final acceptance by Owner even though said defective items may have been previously overlooked.

16. RESIDENT ENGINEER AND/OR ENGINEER TECHNICIANS

- A. Resident engineer and/or engineer technicians may be appointed by Engineer or Owner to ensure that work is performed in accordance with plans and specifications.
- B. Resident engineer and/or engineer technicians shall have authority to notify Contractor in writing of work which is not being properly performed. Contractor shall be liable for any work determined by Engineer as not being properly performed.
- C. Resident engineer and/or engineer technicians shall have no authority to permit deviation from plans and specifications and Contractor shall be liable for any deviations made without written order from Engineer.



17. TESTS

- A. Tests shall be performed by Contractor upon materials and equipment specified, to determine if the materials and equipment meet requirements of specifications, conditions of operation and guarantees of Contractor.
- B. Equipment shall be subject to factory tests specified herein. Certified evidence of tests shall be furnished when requested by Engineer.
- C. Tests shall be made in accordance with standards of American Society of Mechanical Engineers, Institute of Electrical and Electronic Engineers, American Society for Testing Materials, and other recognized standards.

18. TIME

- A. Contractor shall commence work within time specified and shall complete work within time specified in contract.

19. DELAYS

- A. Delays caused by injunction or legal actions, damages by elements, or other causes beyond control of Contractor (of which Owner shall be sole judge) shall entitle Contractor to a reasonable extension of time within which to complete work.
- B. Application for extension of time shall be made to Owner by Contractor and shall state reasons for request for extension of time.
- C. No extension of time shall be valid unless made in writing by Owner.
- D. Normal weather conditions shall not form the basis of request for extension of time. Abnormal weather conditions shall form basis of request for extension of time only to the delay in excess of that resulting from normal weather conditions.

20. CHANGES

- A. Engineer shall have the right to make changes in location and quantities of work as may be deemed advisable with consent of Owner and without notice to sureties on Contractor's bond.
- B. No change shall be made under this paragraph which will increase or decrease total contract amount more than twenty percent (20%) of original contract price



and no changes shall be made in plan of improvement that would necessitate additional or different construction processes and equipment.

- C. Amount due Contractor shall be adjusted for changes in following manner:
  - 1. Where unit prices have been bid, these unit prices shall be used to compute adjustment in compensation.
  - 2. Where no such unit prices have been bid, Engineer and Contractor shall negotiate a reasonable adjustment in Contractor's compensation. Limitations on compensation in B. of "21. EXTRA WORK" shall apply to changes where compensation is negotiated.
  - 3. No changes shall be authorized unless they are shown on revised plans or in written instructions of Engineer.
  - 4. Authorized changes which require additional time to complete shall entitle Contractor to proportionate extension of time to completion which shall be determined by Engineer.

21. EXTRA WORK

- A. Required extra work not specified under this contract shall be done at an agreed price satisfactory to Contractor and Owner, or on basis of actual cost of work plus not more than ten percent (10%) for Contractor's overhead and profit. Actual cost shall include expense for equipment, materials, and labor and shall include no overhead items or profit. Where extra work is done by a subcontractor, with approval of Owner, there may be included in Contractor's actual cost, ten percent (10%) for subcontractor's profit.
- B. The term "extra work" as used herein shall not be construed to apply to changes described in "20. CHANGES".
- C. No compensation shall be allowed Contractor for extra work unless such work has been authorized in writing by Engineer and approved by Owner.
- D. Contractor shall submit a statement of costs to Engineer for approval when extra work is performed on an actual cost plus basis. After such a statement is approved, Engineer shall certify its correctness to Owner.

22. OWNERSHIP OF MATERIALS

- A. All materials and work covered by partial payments shall become sole property of Owner, but this provision shall not be construed as relieving Contractor from sole responsibility for all materials and work for which payments have been made, for restoration of damaged work, or as a waiver of rights of Owner to require fulfillment of all terms of contract.



23. OTHER CONTRACTS

- A. Owner reserves right to let other contracts in connection with this work. Contractor shall afford other contractors reasonable opportunity for introduction and storage of their materials and execution of their work, and shall properly connect and coordinate its work with theirs.
- B. When proper execution of Contractor's work depends upon work of another contractor, it shall inspect other work and report any defects to Engineer. Contractor's failure to inspect and report shall constitute an acceptance of other contractor's work except for defects which may develop in work after completion.
- C. To ensure proper execution of its subsequent work, Contractor shall measure work already in place and shall at once report to the Engineer any discrepancy between the executed work and drawings.

24. OWNER'S RIGHT TO DO WORK

- A. If Contractor neglects to prosecute work properly or fails to perform any provision of this contract, Owner, after three (3) days' written notice to Contractor, may, without prejudice to any other remedy it may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor, provided, however, that Engineer shall approve both such action and amount charged to Contractor.

25. OWNER'S RIGHT TO TERMINATE CONTRACT

- A. Owner, upon certification of Engineer that there is sufficient cause to justify termination of contract, may, without prejudice to any other right or remedy, and after giving Contractor seven (7) days' notice may terminate employment of Contractor for any of following reasons:
  - 1. Contractor makes a general assignment for benefit of its creditors, or if adjudged a bankrupt.
  - 2. Receiver is appointed on account of Contractor's insolvency.
  - 3. Contractor persistently or repeatedly fails or refuses, except when extension of time to complete is granted, to provide enough skilled workmen or proper materials.
  - 4. Contractor fails to make prompt payment to subcontractors for material or labor.
  - 5. Contractor persistently disregards laws and ordinances or instructions of Engineer.



- 6. Contractor violates a provision of contract.
- B. If Owner terminates employment of Contractor, it shall take possession of premises and all materials, tools and appliances thereon. It shall finish work by whatever method it may deem expedient. In such case Contractor shall not be entitled to receive any further payment until work is finished.
- C. If unpaid balance of contract price exceeds expense of finishing the work including compensation for additional managerial and administrative services, excess shall be paid to Contractor. If expense exceeds unpaid balance, Contractor shall pay difference to Owner. Expense incurred by Owner as herein provided, and damage incurred through Contractor's default, shall be certified by Engineer.

26. CONTRACTOR'S RIGHT TO STOP WORK OR TERMINATE CONTRACT

- A. If Engineer fails to issue any certificate for payment within fifteen (15) days after it is due, or if Owner fails to pay to Contractor within thirty (30) days of its maturity and presentation, any sum certified by Engineer, then Contractor may, upon seven (7) days simultaneous written notice to Owner and Engineer, stop work or terminate this contract. If Contractor elects to stop work by written notice, work shall be resumed promptly upon payment by Owner. If Contractor elects to terminate this contract by written notice it shall recover from Owner payment for all work executed to date of notice and any loss sustained upon any plant or materials plus a reasonable profit.

27. PAYMENTS WITHHELD

- A. Engineer may withhold or nullify the whole or a part of payment certificate, on account of subsequently discovered evidence, to such extent as may be necessary to protect Owner from loss on account of:
  - 1. Defective work not remedied.
  - 2. Claims filed or reasonable evidence indicating probable filing of claims.
  - 3. Failure of Contractor to make payments properly to subcontractors or for materials or labor.
  - 4. A reasonable doubt that contract can be completed for balance then unpaid.
  - 5. Damage to another contractor.
  - 6. Claims of Owner for liquidated damages.
- B. Payments shall be made for amounts withheld when above grounds are removed.



28. ACCEPTANCE AND FINAL PAYMENT

- A. When work has been satisfactorily completed, Engineer will certify Contractor's final estimate stating that work has been completed in accordance with terms and conditions thereof with qualifications, if any, as stated. Balance found to be due Contractor according to the terms of payment shall be paid by Owner as provided in contract, provided, however, that any state laws which designate manner of final payment shall be followed in lieu of manner of final payment outlined above.
- B. Making and acceptance of final payment shall constitute a waiver of all claims by Owner, except those arising from unsettled liens, from faulty work or materials appearing after final payment or from requirements of the specifications, and of all claims by Contractor, except those previously made and still unsettled.

29. SUSPENSION OF WORK

- A. Owner may suspend the work, or any part thereof, at any time, by giving ten (10) days' written notice to Contractor. The work shall be resumed by Contractor within ten (10) days after date fixed in written notice from Owner to Contractor to do so.
- B. If work, or any part thereof, shall be suspended and if Owner does not give written notice to Contractor to resume work within one (1) year of date of suspension, Contractor may abandon suspended portion of work. Contractor will be entitled to estimates and payments for all work done on the portions so abandoned, if any.

30. CLEANING UP

- A. Contractor shall keep premises free from accumulations of waste material or rubbish caused by its employees or work. After completion of work it shall remove all its rubbish and all its tools, scaffolding and surplus materials from work site. It shall leave its work "broom clean" or its equivalent, unless more exactly specified. In case of dispute the Owner may remove rubbish and charge costs to Contractor as Engineer shall determine to be just.

31. HAZARDOUS MATERIALS

- A. The use of Asbestos Construction Building Materials (ACBM) is specifically prohibited. The Contractor, suppliers, and subcontractors shall warrant that all products used are asbestos free. In the event that a specified product contains



asbestos, it shall be the responsibility of the Contractor to notify the Owner so that an appropriate substitution can be made in a timely manner so as not to delay the project.

- B. The Contractor shall provide the Owner a certificate that warrants that no materials, products, items or equipment contains any asbestos upon completion of the work of this Contract. If asbestos is found to exist in any of the materials, products, items or equipment provided as part of this Contract, the Contractor shall be financially responsible for all costs resulting from removal in accordance with an Owner approved method and replacement of an asbestos free condition to finished drawings and specifications. The financial responsibility of the Contractor shall not terminate with the end of the surety maintenance bond period, but shall continue through the life of the facility.

32. IOWA HAZARDOUS CHEMICAL RISKS RIGHT-TO-KNOW LAW

- A. Owner's responsibility:
  - 1. Owner shall provide to the Contractor a list of known hazardous chemicals within the project site to which their employees may be exposed and suggestions for appropriate protective measures.
- B. Contractor's responsibility:
  - 1. Contractor shall inform his/her employees of the Iowa Hazardous Chemical Risks Right-to-Know Law.
  - 2. Contractor shall provide to the Owner a list of known hazardous chemicals that they anticipate will be used on site as well as all pertinent information relating to employee protection. Contractor's Material Safety Data Sheets (MSDS) shall be available to Owner upon request.



## SPECIAL CONDITIONS

### INDEX

- |   |  |
|---|--|
| 1. INTENT                                   | 9. EMPLOYMENT PRACTICES                          |
| 2. LOCATION                                 | 10. INSPECTION BY STATE AND<br>FEDERAL PERSONNEL |
| 3. RIGHT-OF-WAY                             | 11. HISTORICAL/ARCHAEOLOGICAL<br>FINDS           |
| 4. INTERRUPTIONS TO SERVICE                 | 12. LINE AND GRADE                               |
| 5. SERVICE FACILITIES                       | 13. ORDER OF CONSTRUCTION                        |
| 6. STORAGE OF MATERIALS AND<br>EQUIPMENT    | 14. CONSTRUCTION IN HIGHWAY<br>RIGHT OF WAY      |
| 7. CONSTRUCTION FACILITIES BY<br>CONTRACTOR |  |
| 8. INSURANCE BY CONTRACTOR                  |  |

#### 1. INTENT

- A. To supplement the provisions of the GENERAL CONDITIONS by outlining special conditions applicable to project.

#### 2. LOCATION

- A. Work is located along Interstate 80.
- B. Transportation facilities:
  - 1. Interstate 80.
  - 2. County Highways X30 and F44.

#### 3. RIGHT-OF-WAY

- A. Owner will provide easements for construction on private lands.
- B. Contractor will be provided list of construction easement widths.
- C. Confine movements of equipment and personnel, storage of materials, excavation, spoil banks, and all other construction operations within right-of-way and easements provided.
- D. Contractor will be held liable by City and adjacent property owners for damages outside right-of-way and easements; failure of Engineer to warn Contractor about incidence of trespassing does not relieve liability.



4. INTERRUPTIONS TO SERVICE

- A. Existing utilities shall remain in substantially continuous operation during construction.
- B. Do work which will interrupt utility service only at times approved by Engineer; hold interruptions of service to a minimum.

5. SERVICE FACILITIES

- A. Water, electricity, compressed air, and other services shall be furnished by Contractor to meet his own requirements.

6. STORAGE OF MATERIALS AND EQUIPMENT

- A. Limited storage space for materials and equipment will be available at project sites and along easements.
- B. Storage areas shall be subject to approval of Owner and Engineer.
- C. Store materials and equipment in manner which will preserve their quality and fitness.

7. CONSTRUCTION FACILITIES BY CONTRACTOR

- A. Provide telephone at which Contractor can be reached by Owner or Engineer at all times during the working day.
- B. Provide suitable storage buildings necessary for proper storage of materials and equipment.
- C. Location of all construction facilities, subject to approval by Engineer; remove all construction facilities upon completion of work.
- D. Provide and maintain suitable sanitary facilities for construction personnel for duration of work; remove upon completion of work.
- E. Provide fence, barricades, and/or watchmen to prevent access of unauthorized persons to site where work is in progress.
- F. Provide telephone number(s) at which responsible representative of Contractor can be contacted evenings, weekends, and holidays in event of emergency.



8. INSURANCE BY CONTRACTOR

- A. Provide and maintain insurance throughout construction period in the following minimum amounts:
1. Workmen's compensation and occupational disease insurance in accordance with laws of the State of Iowa covering all employees who perform any obligations assumed under the contract.
  2. Public liability and property damage liability insurance covering all operations under the contract; limits of bodily injury or death not less than \$500,000 for one person and \$1,000,000 for each accident; for property damage, not less than \$250,000 for each accident and \$500,000 aggregate for accidents during the policy period.
  3. Automobile liability insurance on all self-propelled vehicles used in connection with the contract, whether owned, non-owned, or hired; public liability limits of not less than \$500,000 for one person and \$1,000,000 for each accident; property damage limit of \$500,000 for each accident.
- B. Provide addendum language attached to the Certificate of Insurance which preserves the Owner's immunities. The addendum language is as follows:

"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 listing of the City of West Branch as an Additional Insured hereunder to 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 the 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."



## Special Conditions

- C. Owner shall have right at any time to require public liability insurance and property damage liability insurance greater than required in above paragraphs. Additional premiums payable solely as result of such additional insurance shall be added to bid price.
- D. Furnish certificates of insurance to Engineer made in favor of Owner showing compliance with foregoing requirements.
- E. Owner and Engineer shall be listed as an additional insured by endorsement.
- F. Notification in event of liability damage: upon occurrence of any event, the liability of which is herein assumed, Contractor agrees to forthwith notify Owner, in writing, such happenings, which notice shall forthwith give details as to the happening, cause as far as can be ascertained, estimate of loss or damage done, names of witnesses, if any, and stating amount of any claim.

### 9. EMPLOYMENT PRACTICES

- A. Contractor, or his subcontractors, shall not employ any person whose physical or mental condition is such that his employment will endanger the health and safety of himself or others employed on the project.

### 10. INSPECTION BY STATE AND FEDERAL PERSONNEL

- A. Provide full access and cooperation for inspection of work by representatives of participating State and Federal agencies.

### 11. HISTORICAL/ARCHAEOLOGICAL FINDS

- A. If, during course of construction, evidence of deposits of historical or archaeological interest is found, cease operations affecting find and notify Owner who shall notify Iowa Department of Natural Resources and Director and Historic Preservation Officer, State Historical Department, East 12th and Grand, Des Moines, Iowa 50319. No further disturbance of deposits shall ensue until notification by Owner that work may proceed. Owner will issue notice to proceed only after state official has surveyed find and made determination to Department of Natural Resources and Owner. Compensation to Contractor, if any, for lost time or changes in construction to avoid find, determined in accordance with changed conditions or change order provisions of specifications.



12. LINE AND GRADE

- A. Construct to line and grades shown on plans or as specified hereinafter.
- B. Engineer to establish required benchmarks and control points as shown on plans.
- C. Contractor will perform detailed survey and staking for location, elevation, and grade of construction.
- D. These conditions supersede conflicting provisions of GENERAL CONDITIONS.
- E. Check all detailed surveys and stakeouts; assume full responsibility for accuracy and correctness thereof.
- F. Contract shall provide, without extra compensation, all men, and necessary tools to make all test holes and exploration, at any time, for purpose of determining location of existing utilities beneath ground surface which might conflict with work of Contractor.
- G. Contractor shall preserve all monuments, reference points, stakes, and benchmarks set by Engineer. In case of destruction by Contractor's negligence or carelessness, he will be charged with resulting expense of replacement, and responsibility for any mistakes or loss of time caused thereby.

13. ORDER OF CONSTRUCTION

- A. Provide Engineer with proposed schedule of construction showing dates of starting and completing various portions of work.
- B. Contractor shall establish schedule of working hours for construction, subject to approval of Engineer.
- C. Schedule construction to minimize use of street barricades and detours; clean up each portion of work as it is completed.
- D. Adequate protection shall be provided for pedestrians. If a section of sidewalk is closed, appropriate signing and barricading shall be utilized; signing and barricading shall remain in place until sidewalk is reopened for pedestrian use.



14. CONSTRUCTION IN HIGHWAY RIGHT OF WAY

- A. Submit detailed plans for construction operations for approval of Owner; start work after detailed plans are approved.
- B. Notify Iowa Department of Transportation and the City of West Branch 72 hours in advance of intention to begin construction operations in right-of-way.
- C. Right-of-Way must be restored to original condition from standpoints of compaction and surface restoration; comply with applicable sections of Iowa DOT Standard Specifications for Highway and Bridge Construction.
- D. Provide flaggers, if directed by Engineer or Owner.
- E. Keep all construction equipment and personnel off shoulders; parking on shoulders not permitted.
- F. Comply with all traffic control and safety regulations of IDOT or as directed by Owner.
- G. Perform work only in highway right-of-way from 30 min. after sunrise to 30 min. before sunset.



## PLANS LIST

### I-80 WATER MAIN RELOCATION WEST BRANCH, IOWA

#### 1. PLANS

- A. The work on I-80 Water Main Relocation shall conform with the following drawings (bound separately) and Standard Drawings which constitute the "plans" and are an integral part of the Contract Documents.

<u>Title</u>	<u>Drawing Number</u>
Index & Title Sheet	1
Details	2
Utilities & Contact Information	3
Demolition Plan & Survey Control	4
Plan & Profile	5-9



## DETAILED SPECIFICATIONS

### I-80 WATER MAIN RELOCATION WEST BRANCH, IOWA

#### PART 1 – GENERAL REQUIREMENTS

##### INDEX

- |                                 |                                  |
|---------------------------------|----------------------------------|
| 1. FORM                         | 8. PLANS AND SPECIFICATIONS      |
| 2. INTENT                       | 9. STANDARDS AND CODES           |
| 3. INTERPRETATION               | 10. TESTS                        |
| 4. WORK INCLUDED                | 11. RESPONSIBILITY OF CONTRACTOR |
| 5. STARTING AND COMPLETION TIME | 12. TEMPORARY WORK               |
| 6. INFORMATION FOR ENGINEER     | 13. BARRICADES AND LIGHTS        |
| 7. SHOP DRAWINGS                | 14. FINAL REVIEW AND ACCEPTANCE  |

##### 1. FORM

- A. Detailed specifications are in outline form and include incomplete sentences. Omission of words or phrases is intentional. Supply omitted words or phrases by inference.

##### 2. INTENT

- A. To set forth requirements of performance, type of equipment or structure desired, and standards of materials and construction.
- B. To describe work set out in Contract Documents, unless otherwise specifically indicated.
- C. To require performance of complete work in spite of omission of specific reference to any minor component parts.
- D. To provide for new materials and equipment, unless otherwise indicated.

##### 3. INTERPRETATION

- A. Report errors or ambiguities in specifications to Engineer as soon as detected; Engineer will answer questions regarding and interpret intended meaning of specifications; Engineer's interpretation shall be accepted as final.



4. WORK INCLUDED

- A. Furnish all materials, labor and equipment to construct I-80 Water Main Relocation as set out in the Notice to Bidders.

5. STARTING AND COMPLETION TIME

- A. Start work within 10 calendar days after date set forth in written Notice to Proceed. It is anticipated that Notice to Proceed will be issued within 30 calendar days after date of receiving bids. Complete work within the times set out in Notice to Bidders.

6. INFORMATION FOR ENGINEER

- A. After award of contract submit following information for Engineer's review. Total number of review copies required for distribution: 4 plus copies required by Contractor.
  - 1. Purchase orders and subcontracts without prices.
  - 2. Shipping papers for all materials.
  - 3. All materials test reports.
  - 4. Portland cement concrete mix design; submit 8 days before proposed mix is to be used.
    - a. Include certified gradation of aggregates to be used.
  - 5. Details of proposed method of sheeting, shoring and bracing.
  - 6. Manufacturer's specifications and catalog data for manholes, intakes, pipe, castings and other special items.
  - 7. Such other information as Engineer may request.
- B. Within 15 days after award of contract, provide construction schedule showing dates of starting and completing various portions of work.

7. SHOP DRAWINGS

- A. Intent of Engineer's review: to assist Contractor in interpreting plans and specifications.
- B. Contractor's responsibility: to check drawings prior to submission of coordination and conformance with contract; do not submit without checking.
- C. Engineer's review is only for general conformance with design concept of project and general compliance with information given in contract documents; any action shown is subject to requirements of plans and specifications; Contractor responsible for dimensions which must be confirmed and correlated at job site;



## General Requirements

fabrication processes and techniques of construction; coordination of work with that of all other trades and satisfactory performance of work.

- D. Prior to submission of shop drawings and catalog data to Engineer: affix Contractor's stamp with signature of responsible person to show material submitted has been checked and approved by Contractor; shop drawings submitted without appropriate stamp and signature will be returned without Engineer's review.

### 8. PLANS AND SPECIFICATIONS

- A. Engineer will furnish up to 5 sets of plans and specifications after award of contract. Contractor shall compensate Engineer for printing costs for additional copies required.
- B. Subcontractors will be furnished copies only at request of Contractor. Engineer will be compensated for printing costs.
- C. Provide one set of plans and specifications for each foreman or superintendent in charge of each crew on job.

### 9. STANDARDS AND CODES

- A. Do work in accordance with best present-day installation and construction practices.
- B. Conform to and test materials in accordance with applicable sections of latest revisions or tentative revisions of following codes and standards unless specifically noted to contrary.
  - 1. American Association of State Highway and Transportation Officials (AASHTO).
  - 2. American Concrete Institute (ACI).
  - 3. American Institute of Steel Construction (AISC).
  - 4. American National Standards Institute (ANSI).
  - 5. American Society for Testing and Materials (ASTM).
  - 6. American Standards Association (ASA).
  - 7. American Water Works Association (AWWA).
  - 8. American Welding Society (AWS).
  - 9. Current Iowa Manual on Uniform Traffic Control Devices (MUTCD).
  - 10. Federal Specifications (FS).
  - 11. Iowa Department of Transportation (IDOT); latest edition of standard specifications and addenda.



## General Requirements

12. Iowa Occupational Safety and Health Act of 1972 (Chapter 88, Code of Iowa 2019) (IOSHA).
13. Manual of Accident Prevention in Construction by Associated General Contractors of America, Inc. (AGC).
14. National Institute for Occupational Safety and Health (NIOSH).
15. National Safety Council (NSC).
16. Occupational Safety and Health Act of 1970 (Public Law 91-596) (OSHA).
17. Standards and codes of the State of Iowa, Cedar County and applicable local standards and codes of the City of West Branch.
18. Other standards and codes which may be applicable to acceptable standards of the industry for equipment, materials and installation under the contract.

### 10. TESTS

- A. Includes all material tests or tests specified hereinafter.
- B. Provide samples of materials required for laboratory tests.
- C. Incorporate no materials in work until laboratory tests have been furnished which show compliance of materials with the specifications.
- D. All materials subject to sampling, testing, inspection and rejection at site by Engineer.
- E. Laboratory tests include the following:
  1. Ductile iron pipe: certify that pipe conforms to ANSI A21.51.
  2. Steel casing pipe: certify that pipe conforms to ASTM A53 or A139.
  3. Cement: bin sample for entire requirement, ASTM C150.
  4. Concrete aggregates: one (1) sample of each, ASTM C33.
  5. Reinforced concrete pipe: test one (1) piece of each diameter of each class furnished; check reinforcing size and placement; ASTM C76.
  6. Other pipe: certify that pipe conforms to applicable specifications.
- F. Provide samples of excavated materials to determine moisture density relations of soils and perform moisture and density tests during construction; Contractor is to hire independent testing company to perform tests.
- G. Compaction tests on subgrade: ASTM D1557; one (1) tests per 200 LF of embankment where compacted or ordinary backfill is specified; at each location; cooperate with Engineer and provide necessary excavations to allow compaction tests to be taken; Contractor is to hire independent testing company to perform tests.



11. RESPONSIBILITY OF CONTRACTOR

- A. Protection of his work.
- B. Protection of all property from injury or loss resulting from his operations.
- C. Replace or repair objects sustaining any such damage, injury or loss to satisfaction of Owner and Engineer.
- D. Cooperation with Owner, Engineer and representatives of utilities in locating underground utility lines and structures. Incorrect, inaccurate or inadequate information concerning location of utilities or structures shall not relieve Contractor of responsibility for damage thereto caused by his operation.
- E. Keep cleanup current with construction operations.
- F. Maintain set of record drawings of any changes made as work progresses which may vary from contract drawings.
- G. Comply with all Federal, State of Iowa, Cedar County and City of West Branch, Iowa laws and ordinances.

12. TEMPORARY WORK

- A. Make all temporary connections necessary for maintaining utility service during course of work.
- B. Construct temporary drains or bulkheads to keep work in the dry.

13. BARRICADES AND LIGHTS

- A. Erect and maintain barricades and lights in conformance with current Manual of Uniform Traffic Control Devices (MUTCD) for protection and warning of pedestrians and vehicles. All barricades, lights and/or watchmen at expense of Contractor.
- B. Engineer will not allow work to proceed until all signs, barricades and lights are in place; requirements for type of signs and number of signs will be strictly enforced; improper signing during construction will constitute "improper work" and Engineer will cause Contractor to suspend work.
- C. All signs, barricades, and other traffic control devices used on the project shall be furnished, installed and maintained by Contractor; all traffic control devices shall



## General Requirements

be maintained in a state of good repair and shall be cleaned and washed periodically as needed.

- D. Certain sections of public streets, and sidewalks can be closed with the following restrictions:
  - 1. Adequate protection shall be provided for pedestrians; if a section of sidewalk is closed, appropriate signing and barricading shall be utilized; signing and barricading shall remain in place until sidewalk or trail is opened for pedestrian use.
  - 2. Provide notice to City and businesses if access will be blocked. Provide flaggers or necessary signage.
  - 3. Notify City 48 hrs. prior to street or sidewalk closing.
- E. At the end of each working day place barricades and lights as required; maintain barricades and lights at all times including non-working hours; maintain lights in operable condition at all times.

### 14. FINAL REVIEW AND ACCEPTANCE

- A. Notify Engineer when installation is considered complete and ready for final review.
- B. Owner will accept work and make final payment to Contractor:
  - 1. When Engineer has certified that he has reviewed the work of the Contractor and stated that the work is complete and in conformance with the plans and specifications.
  - 2. When Contractor has filed with Owner or Engineer documents called for in specifications.
  - 3. When all government agencies involved have indicated, in writing, work is complete and acceptable.



## PART 2 – SPECIAL CONSTRUCTION

### INDEX

- |                            |   |
|----------------------------|---|
| 1. GENERAL                 | 6. CONSTRUCTION STAKING                     |
| 2. COOPERATION WITH OTHERS | 7. TRAFFIC CONTROL                          |
| 3. SURVEY MARKERS          | 8. STORMWATER PERMIT AND<br>EROSION CONTROL |
| 4. CONTAMINATED SOIL FINDS | 9. PAYMENT                                  |
| 5. WEATHER LIMITATIONS     |   |

#### 1. GENERAL

- A. Procedures outlined below are not intended to fully cover all special procedures or emergencies which may arise during construction but are offered as an aid to Contractor in planning work; Contractor will cooperate with Owner and Engineer to minimize inconvenience and construction delays.
- B. Determine location of underground utilities and piping before starting work; locations of underground appurtenances are approximate and not guaranteed by Owner or Engineer.
- C. Remove and replace all signs, mailboxes, fences and other appurtenances which interfere with construction operations; replace damaged items at no cost to Owner.
  - 1. Maintain mail service to residents and businesses at all times.
- D. Remove and replace culverts as required for construction; if damaged, replace in kind with new culvert at no cost to Owner.
- E. Limit construction operations to property, right-of-way and easements provided by Owner; provide barricades, lights, signs and detours as necessary to reroute traffic around construction areas.
- F. Arrange with operating utilities for relocation or temporary removal of utilities in conflict with construction and for services needed during construction.
- G. Dispose of materials removed during construction at locations approved by Owner or Engineer.
  - 1. Dispose of waste products containing putrescible materials at approved landfill.
  - 2. Dispose of surfacing, broken concrete or rubble, brush, trees, excess excavated materials or spoil not suitable for backfill at site obtained by Contractor.



## Special Construction

- H. Notify residents or businesses 2 days in advance when construction will disrupt or block access to property. Provide door hangers with notification. Limit disruption to seven (7) calendar days.
- I. Remove, stockpile and replace fencing where required for construction as shown on plans; replace fences as work progresses.
- J. Provide construction fence along boundaries of construction area as specified hereinafter and as directed by Engineer.
  - 1. Install construction fence when area is prepared for excavation; install on steel posts with maximum spacing of 8'; maintain until work is completed.
  - 2. Provide construction fence around all open trenches or open structures when left unattended.
  - 3. Provide construction fence along boundaries of construction area in developed areas to prevent access of unauthorized persons to construction area.
- K. Clean up and provide surface restoration as construction progresses.
- L. Submit complete detailed construction procedure schedule after award of contract for planning, scheduling and controlling construction of project.
- M. Contractor will be expected to provide adequate personnel and equipment to perform work within specified time of construction.
- N. If delays in delivery of materials become apparent, notify Owner and Engineer promptly; take action to accomplish one of the following:
  - 1. Substitute alternate materials with approval of Owner and Engineer.
  - 2. Expedite delivery of materials.
- O. Extensions of contract period will be given consideration upon written request of Contractor; request must include valid supporting data and bona fide reasons for requesting extension; Owner expects work to be complete and ready for final acceptance within completion time specified.
- P. Maintain reasonable access to private properties along route of sidewalk unless property owners agree to other arrangements and Owner approves; provide temporary granular surfacing for access to private properties; cost of maintaining access is incidental to construction.



2. COOPERATION WITH OTHERS

- A. Advise all utilities prior to excavating in area where construction might affect gas, electrical, communications or water service.
  - 1. Advise communications company of proposed construction schedule as it relates to communications service.
  - 2. Advise power company of proposed construction schedule as it relates to electrical power.
  - 3. Advise gas company of proposed construction schedule as it relates to gas service.
  - 4. Advise Owner of proposed construction schedule as it relates to water and sewer mains including services.
  - 5. Advise cable television of proposed construction schedule as it relates to cable television service.
- B. Cooperate with State and Federal regulatory agencies in matters under their jurisdiction over construction operations.
- C. Cooperate with local governmental agencies; secure necessary building permits and arrange for inspections at proper time.

3. SURVEY MARKERS

- A. Contractor responsible for hiring registered land surveyor to inventory existing pipe, pins and registered survey lot corners disturbed by construction; land surveyor responsible for setting reference markers required to re-establish location of existing pipe, pins and registered survey lot corners. Replace in Accordance with Chapter 355 of the Iowa Code. Work is incidental to construction.

4. CONTAMINATED SOIL FINDS

- A. If during course of construction evidence of deposits of contaminated soils are found, cease operations affecting find and notify Owner who will notify Iowa Department of Natural Resources; no further disturbance of deposits will ensue until notification by Owner that work may proceed; Owner will issue notice to proceed only after contaminated soils have been identified and procedures for remediating contaminated soils have been identified and procedures for remedial action have been determined and approved by Iowa Department of Natural Resources and Owner; compensation to Contractor, if any, for lost time or changes in construction due to changed conditions will be in accordance with change order provisions of specifications.



5. WEATHER LIMITATIONS

- A. Owner will not pay extra for surfacing replaced prior to winter shutdown and removed at beginning of next construction season to expose temporary end of construction.
- B. Owner expects paving of improvements during suitable weather within contract time period; contract time period includes calendar days for inclement weather; contract time period will not be extended for claims of wet weather or freezing weather; Owner will consider suspension of contract time period for winter months only after completion of cleanup.

6. CONSTRUCTION STAKING

- A. Contractor responsible for providing all necessary construction staking to allow for project construction.
- B. Contractor responsible for accuracy and completeness of all construction staking.
- C. Owner or Engineer may review accuracy of construction staking at its own discretion at any time.

7. TRAFFIC CONTROL

- A. Provide barricades, signs and lights to protect vehicular and pedestrian traffic during construction; comply with GENERAL REQUIREMENTS; see plans for details.
- B. Conform to requirements of MUTCD and Iowa DOT.

8. STORMWATER PERMIT AND EROSION CONTROL

- A. Construction of I-80 Water Main Relocation project will disturb more than 1 acre and requires compliance with storm water regulations as administered by Iowa Department of Natural Resources.
- B. Contractor responsible for hiring persons knowledgeable in preparation of a Storm Water Pollution Prevention Plan. Contractor will be the responsible party for publishing notice of intent as required for General Permit No. 2. Contractor will be responsible party for development, implementation and monitoring for compliance of the Pollution Prevention Plan requirements and General Permit No. 2. Contractor will be responsible for filing the notice of discontinuation of



## Special Construction

General Permit No. 2 after vegetative growth has been re-established to the required levels of the permit. Contractor will pay all fees and pay all fines for permit violation.

- C. References to silt fences in the specifications and locations shown on plans are intended to illustrate typical erosion control measures to be implemented by Contractor. In the event the requirements of the Pollution Prevention Plan conflict with other references in specifications or with illustration of silt fence locations shown on plans, requirements of the Pollution Prevention Plan will govern.
- D. Contractor responsible for maintaining a copy of the Pollution Prevention Plan and permit on site for inspection by regulatory agencies.
- E. Include all costs associated with preparation, implementation and monitoring of Pollution Prevention Plan and all necessary pollution control measures to be constructed and maintained by the Contractor in the lump sum price for Erosion Control.
- F. Stage construction phases to comply with the phased pollution prevention implementation shown in the Pollution Prevention Plan.
- G. Contractor responsible to coordinate Pollution Prevention Plan and erosion control activities with erosion control activities of other contractors working in same general area. No additional compensation will be provided for coordination.
- H. Provide copies of all applications, correspondence and permits to Owner.
- I. Provide copy of Pollution Prevention Plan to all contractors working in general vicinity of project.
- J. Contractor responsible to complete all requirements for NPDES General Permit No. 2 in a timely manner to avoid any delays in start of construction; notice to proceed for construction will not be issued until all General Permit No. 2 requirements have been met; no extension of time for completion of construction will be granted for failure to timely meet requirements of General Permit No. 2.
- K. Erosion control measures shall be in accordance with Urban Standard Specifications for Public Improvements, as amended and adopted by the City of West Branch.



9. PAYMENT

- A. No separate payment will be made for work covered under this part of the specifications except as set forth below. Include all costs in appropriate unit prices.
- B. Mobilization, LS: Lump sum price includes all costs for transporting all necessary equipment and tools to and from site and cleanup of equipment and tools from site upon completion of work.
- C. Construction Staking, LS: Lump sum price includes all costs for labor, equipment and material to provide all construction staking and re staking necessary for the complete construction of the project.
- D. Traffic Control, LS: Lump sum price includes furnishing signs, flagmen, barricades, flashers, channelizing devices, detour markers, and other miscellaneous traffic control items specified or required by Iowa DOT or City of West Branch during construction; includes set up, removal and miscellaneous associated work.
- E. Erosion Control, LS: Lump sum includes all costs for labor, materials and equipment necessary to prepare an approved Pollution Prevention Plan, apply for and obtain a General Permit No. 2, implement and maintain all items of work required by the Pollution Prevention Plan, including temporary and final seeding, fertilizing and mulching placement and removal of temporary pollution prevention measures and miscellaneous associated work



## PART 3 – EXCAVATION, BACKFILL AND SITEWORK

### INDEX

- |                                     |                                      |
|-------------------------------------|--------------------------------------|
| 1. GENERAL                          | 9. TRENCH BACKFILL                   |
| 2. DEFINITIONS                      | 10. SURFACE RESTORATION              |
| 3. TRENCH EXCAVATION                | 11. FIELD DRAIN LINES                |
| 4. ROCK AND RUBBLE<br>EXCAVATION    | 12. SURFACE REPLACEMENT              |
| 5. SHEETING, SHORING AND<br>BRACING | 13. SIDEWALK REPLACEMENT             |
| 6. DEWATERING                       | 14. CLEARING & GRUBBING              |
| 7. EXISTING UTILITIES               | 15. PIPE AND STRUCTURE REMOVAL       |
| 8. SURFACING REMOVAL                | 16. FENCE REMOVAL AND<br>REPLACEMENT |
|                                     | 17. PAYMENT                          |

#### 1. GENERAL

- A. Excavate all materials encountered to depth indicated or specified; comply with safety rules of state and federal governments.
- B. Schedule work to keep streets, roads and utilities in usable condition; avoid inconvenience to property owners insofar as practicable during construction.
- C. Remove, replace and repair items such as fences, culverts, signs, hanging wires, shrubbery, flowers, trees and other obstructions to accommodate construction equipment or to facilitate excavation.
- D. Remove trees, plantings and shrubbery where shown on plans; remove other plantings only with written authorization of Engineer; any plantings removed or damaged for convenience of Contractor: replace with equal plantings at no cost to Owner.
- E. Pile excavated material suitable for backfill in an orderly manner sufficient distance back from edge of excavation to avoid slides or cave-ins; 2' minimum clear distance; cast dirt as directed by Engineer.
- F. Remove spoil not suitable for backfill; waste at disposal area designated by Engineer; removal is incidental to construction.
- G. Where new work crosses existing utilities or utility services, excavate in advance of pipe laying; determine crossing arrangement including exact construction line and grade.



- H. Excavate in open cut under existing streets, utilities and structures and for creek crossings except as noted on plans or as modified by Engineer.
- I. All excavations must meet Federal, State and local criteria, COE safety manual and OSHA criteria. Excavation adjacent to the levees within the limits of the levee-projected slopes should be sloping no steeper than 1V on 1.5H from the bottom of the excavation. Stability analysis may be required for deep excavations.
- J. Reference to percent maximum density: soil density not less than the stated percent of maximum density for soil as determined by ASTM D698 Moisture-Density Relations of Soils, using 5.5-lb. Rammer and 12-in. Drop (Standard Proctor Method).
- K. In event contaminated soil is discovered cease construction immediately and notify Engineer.
- L. Install signing and barricades for traffic control in accordance with Manual on Uniform Traffic Control Devices; include cost in appropriate unit or lump sum Price.

2. DEFINITIONS

- A. Earth: all materials, including clay, silt, sand, gravel, hardpan, disintegrated shale, highly weathered and broken limestone, debris, junk, brick, loose stones and boulders which can be removed by use of suitable excavating equipment and pneumatic tools.
- B. Rock: boulders larger than 1 CY in volume or solid deposits so firmly cemented together that they cannot be removed without continuous use of pneumatic tools or blasting; rock excavation is not expected.
- C. Rubble: buried concrete foundations, beams walls and other materials which require continuous use of pneumatic tools or blasting; some rubble may be encountered in portions of proposed project.

3. TRENCH EXCAVATION

- A. Keep width of trench as narrow as possible and still provide adequate room for backfill and jointing.



## Excavation and Backfill

- B. Maximum width of trench at top of pipe is shown on SUDAS Standard Drawing SW-101.
- C. Keep sides of trench as nearly vertical as can be safely done; maintain vertical walls of excavation below top of pipe.
- D. Bottom of Trench:
  - 1. Provide firm, stable and uniform support for full length of pipe.
  - 2. Remove large clods, stones and other foreign material from bottom of trench.
  - 3. Pipe bedding:
    - a. Water main under paving: use hand-shaped trench bottom on undisturbed earth with bell shaping.
      - 1. After pipe has been laid and joints made, backfill to spring line of pipe with impervious backfill material; compact to 95% Standard Proctor density.
      - 2. Trench excavated below required grade: backfill to proper elevation with impervious backfill material and compact to 95% standard proctor density at no cost to Owner.
    - b. Water main outside paving: use class P-3 bedding shown on SUDAS Standard Drawing SW-104. Backfill above pipe with excavated material; compact material to 90% Standard Proctor Density to top of trench.
  - 6. Provide granular pipe bedding at fire hydrants as shown on Standard Drawing: 3/4" ballast.
- E. When unsuitable material is encountered which may not provide a suitable foundation for pipe:
  - 1. Notify Owner immediately.
  - 2. Engineer will investigate questionable material to determine its suitability for pipe foundation.
  - 3. If material is considered unsuitable for foundation, Owner will specify and authorize remedial measures in writing.
  - 4. If removal of unsuitable material is authorized:
    - a. Replace with stabilizing material outside levee zone.
    - b. Stabilizing material: sharp, clean crushed stone; complying with following gradation:

<u>Sieve</u>	<u>% Passing</u>
2-1/2"	100
2"	90-100
1-1/2"	35-70
1"	0-15
1/2"	0-5



- c. Compact stabilizing material by rodding or slicing with shovel.
- d. Place 2" of granular pipe bedding as specified herein on top of stabilizing material; bring pipe bedding up to spring line.
- e. Pipe bedding: sharp, clean, crushed stone; comply with following gradation:

<u>Sieve</u>	<u>% Passing</u>
1"	100
3/4"	80-95
1/2"	50-60
3/8"	20-40
No. 4	0-5

- f. Authorized over-excavation, stabilizing material and pipe bedding will be paid for as Stabilizing Material.
5. Authorized remedial measures not covered by contract unit prices will be paid for as Extra Work.

4. ROCK AND RUBBLE EXCAVATION

- A. Excavate to provide specified cover; lay pipe on pipe bedding.
- B. Use of explosives: submit detailed plans outlining all proposed blasting operations, locations, methods and use of mats and other safety measures.
  - 1. Obtain written approval from Engineer before using explosives.
  - 2. Provide Special Hazard Insurance covering liability for all blasting operations.
  - 3. Use thoroughly experienced demolition personnel.
- C. Remove excavated rock and rubble not suitable for backfill to disposal areas obtained by Contractor.
- D. Rock and rubble excavation are not anticipated on project, If rock is encountered, notify engineer.

5. SHEETING, SHORING AND BRACING

- A. Construct tight sheeting, shoring and bracing where required to hold walls of excavation, to provide safety for workers, or protect existing utilities or structures or to permit construction in the dry.
- B. Leave in place all sheeting below a level 2' over top of pipe if pulling of sheeting disturbs pipe.



- C. Leave sheeting and shoring in place above 2' over top of pipe when removal might damage pipe, existing utilities or structures.
- D. Contractor may be required to install sheeting by regulatory agencies when not required by Engineer; in such case, Owner will only pay for sheeting left in place, as directed.
- E. Sheeting will be paid for as Extra work on in-place square foot basis.

6. DEWATERING

- A. Do all work in dry; provide for handling of water encountered during construction. No additional compensation will be provided for dewatering.
- B. Lay no pipe in or pour no concrete on excessively wet soil.
- C. Prevent surface water from flowing into excavation; remove water as it accumulates.
- D. Divert stream flow away from areas of construction.
- E. Do not pump water onto adjacent property without approval of Engineer.

7. EXISTING UTILITIES

- A. Locations of utility lines, mains, cables and appurtenances are in accordance with information provided by utility companies and from records of Owner; confirm locations of underground utilities by excavating ahead of work; Contractor responsible for damage to utilities during construction.
  - 1. Request locations of utility lines, mains, cables and appurtenances prior to construction.
  - 2. Service lines are not shown on plans.
- B. Notify Owner immediately if conflicting utilities are not shown on plans or if utilities as located prior to construction conflict with proposed construction.
- C. Water main and sanitary sewer conflicts: notify Owner immediately; provide all necessary shut-down, repair and relocation where conflicts occur; furnish labor, equipment, pipe and fittings; repair and relocation will be paid for as Extra Work when broken due to carelessness, repair is incidental to construction.



- D. Utility lines, poles and appurtenances, except water mains and sewer lines, in direct conflict with line and grade of work will be relocated by utility company before or during construction at no expense to Contractor; advise utility companies of lines, poles and appurtenances to be moved after award of contract; cooperate with utility companies in relocation of lines, poles and appurtenances.
- E. Support and protect, by timbers or other means, all utility pipes, conduits, poles, wires or other apparatus not to be moved; protective measures subject to approval of Engineer.
- F. If Contractor wishes to move any utility line, pole or service not in direct conflict with line and grade of new work to accommodate equipment, method of operation or for convenience, Contractor must make own arrangements with utility company; cost of relocation is incidental to construction.

8. SURFACING REMOVAL

- A. Remove existing surfacing to limits shown on plans.
  - 1. Cut vertically and horizontally on straight lines; saw cut full depth of surfacing.
  - 2. Portland cement concrete pavement: remove to nearest joint or as directed by Engineer and as shown on plans; cut steel as necessary.
  - 3. Sidewalk, and curb and gutter: remove existing concrete to nearest joint or as directed by Engineer and as shown on Standard Drawings or plan; use saw or other devices to cut smooth, even lines perpendicular to existing pavement surface.
  - 4. Asphalt pavement: cut to a neat line. Mill or grind asphalt paving to break up surface into particles that can be blended with granular subbase. Asphalt shall be processed such that 100% of the material is a nominal 2" maximum size. Material shall be of sufficiently stable quality to resist distortion during pavement construction.
  - 5. Milling of existing surfacing can include 2" asphalt surfacing and any depth of granular base material beneath paving that is required to facilitate milling operation. Milled pavement is to be blended evenly with existing granular base material and stockpiled for reuse beneath new paving.
  - 6. If remaining surfacing along saw cut line becomes cracked or broken during construction, provide additional saw cuts, surface removal and surface replacement as directed by Engineer at no cost to Owner.
- B. Dispose of waste and excess material not suitable for reuse at acceptable disposal area.



9. TRENCH BACKFILL

- A. Backfill trench immediately after Engineer has recorded location of connections and appurtenances and after Engineer has inspected the work.
- B. Allow no more than 100' of trench to be open at one time; install appurtenances and backfill as work progresses.
- C. Backfill with suitable excavated material or borrow materials; use no large stones, large clods, organic matter, rubbish, frozen or unsuitable materials.
- D. Backfill simultaneously on both sides of pipe to prevent displacement.
- E. Use ordinary backfill, as specified hereinafter, except where compacted backfill is required.
  - 1. Carefully hand place and compact suitable backfill to top of pipe.
  - 2. Continue backfill operation with excavated material placed in layers not to exceed 12" up to 18" below required ground surface; moisture condition as required; compact to 85% Modified Proctor Density.
  - 3. Fill upper 18" portion of trench with topsoil; match surrounding ground surface.
  - 4. This section considered "Ordinary Backfill" for testing purposes.
- F. New water main below existing water main, sewer or gas main: backfill under existing water main, sewer or gas main with pipe bedding material; compact to 90% Modified Proctor Density; length of pipe bedding backfill at elevation of existing utility: equal to depth of excavation below utility.
- G. Water main under and within 5' of paved surfaces, including streets, trails, sidewalks and driveways, backfill shall be placed in 8 inch lifts compacted to 95% Standard Proctor Density. The top 12 inches directly below paved surfaces shall be Class A crushed stone compacted to 98% Standard Proctor Density. If not under pavement, backfill to within 12 inches of finished surface.
- H. If removal of sheeting disturbs compacted backfill, recompact backfill to comply with specifications.
- I. If settlement of any trench occurs within period of guarantee and bond; refill, compact, level off and restore surfacing.



10. SURFACE RESTORATION

- A. Grade tops of trenches to smooth, uniform lines without large lumps, clods or debris.
- B. Replace damaged flowers, shrubbery and trees with new plantings of equal type and quality at no cost to Owner; trees removed because of conflict with alignment of pipe shall not be replaced, except where shown on plans.
- C. Dispose of all brush and rubbish as specified hereinbefore.
- D. Seed all areas disturbed by construction of water main except where shown otherwise on plans or as directed by Engineer.
  - 1. Prepare site for seeding by discing, harrowing and hand raking or other means following site grading; work soil to depth of 3".
  - 2. Precede seeding with uniform application of commercial grade fertilizer at rate per acre of 20 lbs. of nitrogen, 40 lbs. of phosphorous and 20 lbs. of potassium (400 lbs. of fertilizer grade 5-10-5 per acre, or equal); cultivate area 3" deep and work with harrow within 24 hours before seeding; smooth surface to eliminate clods and lumps before seeding.
  - 3. Seeding in all areas disturbed by construction as shown on plans (Type 1): seed at rate of 85 lbs. per acre with following mixture proportioned by weight:

<u>Seeding</u>	<u>Percent</u>
Kentucky Bluegrass	35
Annual Rye	25
Perennial Rye	20
Creeping Red Fescue	10
Chewing Fescue	10

- 4. Seeding in pastures, farm fields and creek banks (Type 2): seed at rates of 1.25 lbs. per 1,000 SF with the following mixture proportioned by weight;

<u>Seeding</u>	<u>Percent</u>
Bromegrass	60
Alfalfa	20
Red Clover	12
Alsike Clover	8

- a. Add rye to seed mixture at rate of 1 bushel per acre if seeded between August 15 and October 15; add oats at rate of 1-1/2 bushels per acre if seeded between April 1 and May 30.



- b. Inoculate alfalfa and clover seed not more than 8 hours before sowing.
  - 5. Seed areas within IDOT right-of-way in accordance with IDOT Standard Specifications 2601.03 and 2601.04.
  - 6. Seed between dates of August 15 and October 15 or between dates of April 1 and May 30.
  - 7. Cover seed by rolling with cultipacker, or by dragging or hand raking.
  - 8. Mulch all seeded areas; mulch: dry oat straw at rate of 4,000 lbs. per acre; stabilize mulch with tiller designed to anchor mulch to soil.
  - 9. Water areas in accordance with IDOT Standard Specification 2601.08.
  - 10. Water seeded areas sufficiently to saturate seed bed; continue watering all areas until growth is established.
  - 11. Contractor is responsible for turning over to Owner full stand of grass; replant or redevelop bare spots or areas not attaining full stand of grass during first growing season.
- E. Payment for water main in place may be reduced by up to 15% by Engineer until cleanup and restoration is completed.

11. FIELD DRAIN LINES

- A. Field drain lines may be encountered along route of water main; notify Engineer if drain line conflicts with construction; provide pipe and material for repair or relocation.
- B. Where water main crosses under field drain lines, replace with 20' lengths of Schedule 40 pvc pipe; match size of existing drain line; cut 1/8" to 1/4" wide slots at 12" centers transverse to pipe for 1/4 of pipe diameters; place slots on bottom; use of solid wall Schedule 40 pvc as directed by Engineer.
  - 1. Do not cut slots in pipe located beneath terraces. Provide solid pipe 20 feet beyond terrace in both directions.
- C. Where new water main parallel field drain lines: replace damaged field drain lines; match size and material of existing drain line.

12. SURFACE REPLACEMENT

- A. Replace surfaces with new surfaces to match existing construction for type, size and surface texture unless specified otherwise.
- B. Granular Surfacing:
  - 1. Place granular surfacing at locations as shown on plans or as directed by Engineer.



2. Gravel or crushed stone: place 6" of compacted crushed stone to width as shown on plans; conform to IDOT Class A crushed stone; place and compact in two lifts.
- C. Hot mix asphaltic pavement (HMA) for street and driveways:
1. Subgrade and special backfill: as specified for portland cement concrete curb and gutter.
  2. Meet requirements of IDOT Section 2303, except asphalt binder and samples will not be measured and paid for separately. Include in cost for hot mix asphalt pavement.
    - a. Certified plant inspection not required.
  3. Asphalt binder:
    - a. Petroleum asphalt binder, IDOT 4137.
    - b. Performance grade asphalt PG 64-28.
  4. Job Mix Formula:
    - a. Base course: Type A ½" mixture size, 1M ESAL, min. 60% crushed particles, (3.5" Lift).
    - b. Intermediate course: Type A ½" mixture size, 1M ESAL, min. 60% crushed particles, (3" Lift).
    - c. Surface course: Type A ½" mixture size, 1M ESAL, min. 60% crushed particles, (1.5" Lift).
  5. Placement:
    - a. Remove all loose and foreign material from pavement surface; provide clean surface for placement of asphaltic concrete paving mixture.
    - b. Surface must be dry prior to application of tack coat and asphaltic concrete paving mixtures.
    - c. Allow all courses to cool to air temperature before placing additional course
    - d. If surface of layer becomes dirty, clean and reapply tack coat, at no expense to Owner.
  6. Roll asphalt surfacing in place with self-propelled steel roller having compression force of 250 lbs. per inch width of roller; roll edge even with and uniform with surrounding surface.
    - a. Asphalt pavement: density not less than 94% of lab density of approved mixture; percent air voids: 5-10%.
    - b. Provide approved weight tickets for hot mix asphalt pavement incorporated into finished pavement.
- D. Portland cement pavement for street, trail or driveway:
1. Subgrade: provide approved selected materials; compact to 95% Standard Proctor Density; 12" minimum thickness.



2. Place new concrete slab 1" thicker than existing pavement; 6" minimum thickness for trail; 7" minimum thickness of new pour for city street crossings; 10" minimum thickness of new pour for highway crossing.
3. Vibrate, screed, float, drag and finish to match existing surface texture.
4. Concrete: use Class C-3 except use M-3 mix design where shown on plans; provide in accordance with IDOT Section 2301 except Articles 2301.34 and 2301.35.
5. Saw cut and seal joints to match existing street joint pattern; saw cut and seal perimeter of concrete patches.
  - a. Minimum depth of saw cut: 1/3 of thickness of pavement.
  - b. Bituminous joint filler and sealer: hot poured joint filler: ASTM D3405; use with backer rope; comply with IDOT 2301.30.
6. Replace dowel bars and expansion joint material where existing dowel bars and expansion joint are removed; see IDOT Standard Road Plans RH-50, 51 and 52 and Standard Drawings.
7. Curing: commence curing as soon as free water leaves surface; cover entire surface with liquid, pigmented curing compound, W. R. Meadows, Inc. Sealtight 2200 - White, or equal, according to manufacturer's directions; if forms are removed from finished concrete pavement within 22 hr. period, cure these surfaces.
8. Place new concrete curb and gutter section with 6" high curb and 2' width as shown on plans and as directed by Engineer.

13. SIDEWALK REPLACEMENT

- A. Match existing construction for height, width, thickness and surface texture unless otherwise shown on plans or directed by Engineer; reconstruct joints to match existing work.
- B. Subgrade: provide approved, selected material; compact to 95% Standard Proctor density.
- C. Reconstruct joints to match existing work.
- D. Concrete: Class C-3 in accordance with IDOT, Section 2301.04E.
- E. Cure and protect sidewalks as specified for portland cement concrete pavement.
- F. Pedestrian curb ramps are to be installed at each sidewalk street entrance and shall comply with the requirements of the Americans with Disabilities Act.
  1. Ramps shall contain a strip of detectable warning pavers or stamped truncated domes measuring two feet in width.



- a. Detectable warning strip shall be located adjacent to the curb and shall be constructed of contrasting color and texture; color to be selected by Owner.
- b. Cost of detectable warning strip is incidental to sidewalk construction.

14. CLEARING AND GRUBBING

- A. Remove and dispose of trees, planting, shrubbery only when in conflict with alignment of pipe trenches or location of structure unless otherwise shown on plans; tunnel or hand excavate under roots of trees close to trench.
- B. Removal includes grubbing and removing stump and roots, removal from site, disposal of debris and backfilling; dispose of removed material as specified in SPECIAL CONSTRUCTION.
- C. Notify Owner and obtain written authorization before removing any tree not shown for removal on plans. Owner reserves right to remove and use trees approved for removal.
- D. Contractor liable for damage to trees not agreed for removal by Owner and Engineer.

15. PIPE AND STRUCTURE REMOVAL

- A. Remove water main, thrust blocks, valves, hydrants and miscellaneous fittings in their entirety where shown on plans. Includes delivery of specified materials to designated location by owner and off-site disposal of all other materials.

16. FENCE REMOVAL AND REPLACEMENT

- A. Remove and replace fence within construction limits and easements as necessary for construction unless otherwise noted.
- B. Field fence: replace field fence with new material including barbed wire, fence fabric, braces, staples, gates, keepers and miscellaneous materials and labor.
  - 1. Line posts: 4" dia., 7'-0" long, pressure creosote or waterborne treated; embed 2'-4" in ground.
  - 2. Corner, gate and brace posts: 7" dia., 8'-0" long, pressure creosote or waterborne treated; embed 3'-4" in ground.
  - 3. Fence fabric: heavy woven wire, ASTM A116; Class 1 zinc coating; match height and pattern of existing fabric.
  - 4. Barbed wire: 12-1/2 gauge steel wire with 14 gauge 4 points, round barbs



- spaced 5" o.c., ASTM A121; Class 1 zinc coating.
  - 5. Brace all corner and gate posts to brace posts with standard fence pipe braces and strands of galvanized wire; provide brace posts both sides of corner posts and for each gate post.
  - 6. Gates: salvage existing gates and reuse; if damaged, replace in kind with new gates.
- C. Miscellaneous fence removal and replacement is incidental to construction; restore fence to original or better condition; include in unit price for water main removal.

17. PAYMENT

- A. No separate payment will be made for work covered in this part of the specifications. Include all costs in appropriate unit price.
- B. Slope Protection, Wood Excelsior, Sq.: Unit price includes all labor, material and equipment necessary to place wood excelsior mat at locations as shown on the plans, determined by the Engineer in the field, and as to comply with the Contractors approved erosion control plan.
- C. Water Main Removal, LF: Unit price includes all labor, materials and equipment necessary to remove water main pipe, fittings, valves and hydrants as shown on plans including offsite disposal and miscellaneous associated work.
- D. Rip-Rap, Tons: Unit price includes all labor, materials and equipment necessary to construct rip rap on filter, excavation, backfill and miscellaneous associated work.
- E. Clearing & Grubbing, LS: Lump sum price includes all labor, material and equipment necessary to cut and remove trees, stumps, brush, fences and other miscellaneous items in conflict with construction; includes offsite disposal and grubbing of stumps; includes removal, salvage and replacement of fences.
- F. Temporary Access Road, LS; Lump sum price includes all labor, material and equipment necessary to grade, prepare, place and maintain temporary granular access road to access construction area from end of Industrial Park road.



## Excavation and Backfill

- G. Silt Fence, LF; Unit price includes cost of equipment, labor, materials and incidentals necessary to install silt fences at locations determined in the field by Engineer and as required to comply with Contractors erosion control plan and miscellaneous associated work.
  - 1. Silt fence necessary to be removed and reinstalled because silt fence is full will be measured and paid for at the unit bid price for linear feet of silt fence.
- H. Field Drain Lines, LF; Unit price includes furnishing new drain lines, handling, laying, excavation, connections to existing lines, backfilling and miscellaneous associated work.



## PART 4 – WATER MAINS AND APPURTENANCES

### INDEX

- |                              |                                       |
|------------------------------|---------------------------------------|
| 1. WORK INCLUDED             | 8. PIPE INSTALLATION                  |
| 2. GENERAL                   | 9. THRUST BLOCKS                      |
| 3. PIPE MATERIALS            | 10. VALVE AND HYDRANT<br>INSTALLATION |
| 4. VALVES                    | 11. TESTS                             |
| 5. WATER SERVICE CONNECTIONS | 12. DISINFECTION                      |
| 6. VALVE BOXES               | 13. PAYMENT                           |
| 7. HYDRANTS                  |                                       |

#### 1. WORK INCLUDED

- A. Pipe, fittings, valves, special valves and accessories necessary for construction of water mains and appurtenances and connecting improvements to existing system.
- B. Modifications to existing water mains to connect the improvements.

#### 2. GENERAL

- A. Before installation, verify all measurements including:
  - 1. Location of appurtenances and connections to existing water mains.
  - 2. Type and location of joints on existing water mains at points of connections.
  - 3. Outside diameter of existing piping.
- B. Owner will shut off existing water mains when notified by Contractor.
- C. Make necessary field measurements to determine pipe laying lengths; work pipe into place without forcing or springing.
- D. Details of existing pipe not guaranteed.

#### 3. PIPE MATERIALS

- A. Ductile iron pipe (DI): AWWA C150, manufactured in accordance with AWWA C151; minimum wall thickness: Class 52; standard thickness cement mortar lining with asphaltic seal coat, AWWA C104.
  - 1. Use petroleum resistant elastomeric gasketed push on joints, AWWA C111; use restrained or locked joints on fittings and adjacent to downward, vertical bends or as indicated on drawings.
  - 2. Shipment and storage: do not telescope small pipe inside larger pipe for shipment or storage.



3. Pipe with damage to cement mortar lining will be rejected; field patching not permitted except on cut pipe.
  4. Use ductile iron pipe for water main for the first two full pipe lengths outside of vertical offsets and for all pipe between the elbows used to make vertical offsets.
- B. Polyvinylchloride pipe (pvc): AWWA C900, dimension ratio (DR) 18 for 150 psi working pressure rating; for pipe through 12" nominal diameter and AWWA C905, dimension ratio (DR) 18, for pipe larger than 12" nominal diameter.
1. Outside diameter shall be the same as ductile iron pipe.
  2. Use elastomeric gasketed push-on joints, AWWA C900 or AWWA C905; solvent cement welded joints not permitted.
  3. Do not use pvc pipe at stream crossings, inside casing pipe, adjacent to vertical offsets, in areas where soil is or can be contaminated by petroleum products or in locations shown on plans where ductile iron pipe must be used.
  4. Do not telescope small pipe inside larger pipe for shipment or storage.
  5. When pipe is cut in field, deburr and bevel cut edges to prevent gasket damage.
  6. Use for water main pipe where ductile iron is not required; ductile iron pipe may be substituted for pvc.
- C. Steel casing pipe (S): smooth wall welded steel pipe, ASTM A139; minimum wall thickness: 0.281"; use for casing pipe where shown on plans.
1. Coat outside of pipe with asphalt liquid, Iowa Paint Mfg. Co., No. 31, or equal.
  2. Pipe Joints:
    - a. Welded joints in conformance with Code of Arc and Gas Welding in Building Construction by AWS.
    - b. Bevel or space ends of pipe to ensure penetration of weld for full thickness of pipe.
- C. Fittings: ductile iron, mechanical joint fittings, AWWA C110, 150 psi minimum pressure rating or ductile iron compact fittings, mechanical joint, AWWA C153, 350 psi minimum pressure rating. Provide retainer glands for all fittings and valves.
- D. Nuts and bolts: corrosion resistant; Cor Blue, stainless steel or approved equal; use for all buried nuts and bolts.
- E. Polyethylene film: 8 mil thickness; black pigmentation; wrap DI pipe as recommended by manufacturer; AWWA C105; Clow Corporation F-192, or



equal; wrap and tape all ductile iron pipe, fittings, appurtenances and buried, bolted connections.

1. Use flat tube width recommended by manufacturer for various pipe diameters.
2. Use 2" x 8 mil polyethylene adhesive tape with paper backing.

F. Marking: Pipe shall be legibly and permanently marked in ink with the following information:

1. Manufacturer and Trade Name
2. Nominal Size & SCH Rating
3. Manufacturing Date Code
4. (NSF- 61)
5. insertion lines

G. Installation: Installation shall be in strict accordance with manufacturer's procedures and recommendations. Prior to installation, pipe shall be visually inspected to ensure there is not dirt or foreign matter in the pipe, and any such material which is found shall be removed before installation.

#### 4. VALVES

- A. Gate valves: conform to AWWA C509, iron body, resilient seat type, non-rising stem, O-ring seals, 200 psi working pressure, open left, mechanical joints, epoxy or polymer coated, 2" square Cor-ten steel operating nut; Mueller; use where shown on plans.
  1. Full-sized waterway opening.
  2. Valves shall be capable of being re-packed under pressure or O-rings replaced under pressure.
- B. Tapping valve and sleeve: All stainless steel construction including nuts and bolts; Ford FTSS, or equal; use where shown on plans.
- C. Install valves in accordance with directions of manufacturer.
- D. Place steel post next to all valves not located within pavement to provide means for locating valve.

#### 5. WATER SERVICE CONNECTIONS

- A. Install corporation stops in water main for water service connections as shown on Standard Drawing and as directed by Engineer for services 2" and smaller;



note this installation requires use of tapping saddles (not shown on Standard Drawing) for all corporation stops installed on pvc water main.

1. Larger than 2" connections: install tee fitting and reducer, if required, in water main; use gate valve in lieu of curb stop.
- B. Corporation stops: conform to AWWA C800, plug type, pack joint outlet.
- C. Taps and tapping saddles: ductile iron body, double stainless steel strap, corrosion resistant nylon coating, design for use on DI pipe.
  1. Use tapping saddles for all corporation stops.
  2. Saddles: Smith Blair No. 317, or equal.
  3. Corporation stop: Ford F-600, Mueller H-1500, or McDonald 4701, or equal.
- D. Install new water service from new main to water service connection at curb stop; water service pipe shall be Type K (Heavy) soft annealed copper, ASTM B88 seamless; install curb stop and box; lay service pipe in dry; 5'-0" minimum earth cover.

## 6. VALVE BOXES

- A. Provide valve box and cover to accommodate resilient wedge valves specified hereinbefore.
- B. Each lid shall be labeled WATER.
- C. Provide and install valve box for each valve; install box over valves on undisturbed earth.
- D. Tyler Pipe/Utilities Division, or equal; select top and bottom sections to suit depth of cover shown on plans.
  1. Use screw type valve box in unpaved surfaces.

## 7. HYDRANTS

- A. Mueller Super Centurion 250, Catalog No. A-423 type hydrant.
  1. Provide two 2-1/2" hose nozzles and one 5" STORZ connection; 5-1/4" main valve opening; O-ring packing; 6" mechanical joint inlet; provide hydrant extension length as required to set hydrant nozzle at 22"  $\pm$  2" above finish ground elevation at hydrant location shown on plans.
    - a. Nozzle threads: National Standard.
    - b. Operating nut: National Standard, open left; furnish with chains on cap.



2. Auxiliary gate valve and valve box: as specified for gate valves.
  3. Hydrant auxiliary valve not shown on plans.
- B. Furnish and install hydrant using anchoring tee, standard tee and anchoring couplings with anchoring pipe and other appurtenances as required.
- C. Install hydrants as shown on plans or as directed by Engineer.
- D. Hydrant color: paint hydrant red to safety flange and black below flange; Tnemec alkyd system for exterior exposure, or equal; surface preparation SSPC-SP6 commercial blast.

9. PIPE INSTALLATION

- A. Lay pipe in dry; 5'-6" minimum earth cover over top of pipe, except where shown otherwise on plans, as required to provide clearance at existing utilities, or when otherwise directed by Engineer.
1. Install water main and appurtenances in accordance with AWWA C600, C605, and C900.
  2. Make pipe joints in accordance with AWWA C600, C605, and C900 and as recommended by manufacturer; use minimum amount of gasket lubricant; apply to gasket only; do not apply to inside of bell.
- B. Clean pipe interior of foreign material before lowering into trench; keep clean at all times; when pipe laying is not in progress, including lunch breaks, nights, weekends and other non-working periods, securely close open ends of pipe and fittings with watertight plugs.
- C. Place in trench in sound, undamaged condition; do not injure pipe coating or lining; use web slings to install or move pipe; use of end hooks and dropping pipe are prohibited.
- D. Cut pipe in neat and workmanlike manner without damage to pipe; bevel ends of pipe.
1. Completely coat damaged ends of cut DI pipe with bituminous sealer; use spray-on sealer which will adhere to liner at any temperature; do not install pipe and fittings showing blisters or holes.
- E. Before installation of ductile iron pipe, tap pipe lightly with light hammer to detect cracks; visually inspect pipe lining for defects; do not install defective, damaged or unsound pipe.



## Water Mains and Appurtenances

- F. Deflect ductile iron pipe joints as required in accordance with recommendations of pipe manufacturer or 3° per joint, whichever is less; use suitable fittings for larger deflections in alignment or grade at no additional cost.
- G. Water mains shall be separated from gravity sewers by a horizontal distance of at least 10', unless bottom of water main is at least 1'-6" above top of sewer and water main is placed in a separate trench or on a bench of undisturbed earth in same trench. If a bench is used, a minimum horizontal separation of 3' must be maintained.
  - 1. If above separations cannot be achieved, replace sewer with ductile iron pipe as specified for water mains.
- H. Water mains shall be separated from sewer force mains by a horizontal distance of at least 10' unless force main is constructed of water main materials; a minimum horizontal separation of 4' must be maintained.
- (Not included in this approval)* ~~I. Vertical separation of water mains crossing over any sanitary sewer should be at least 1'-6" when measured from bottom of water main to top of sewer; maintain minimum separation of 6" if water main is over sewer, or 1'-6" if water main is under sewer; separation distance to be maximum possible in all cases.
  - 1. One full length of water main pipe shall be centered at sewer crossing; water main and sewer shall be adequately supported and have watertight joints; use low permeability soil for backfill within 10' of point of crossing.
  - 2. Sewer pipe crossing over water main shall be replaced with one full length of sewer pipe constructed of water main material with joints located as far as possible from the water main. A linear separation of 2' shall be provided.~~
- J. Water mains shall be separated from sewer manholes by a horizontal distance of at least 3'.
- K. Plug or cap all pipe ends or fittings left for future connections; construct concrete thrust blocks as shown on Standard Drawing.
- L. Construct concrete thrust blocks at all fittings and at dead ends.
- M. Construct thrust blocks as specified hereinafter.
- N. Uncover existing mains a sufficient time ahead of pipe laying operations to determine fittings required to make connections; make connections between existing and new water main with specials and fittings as required.
  - 1. Do not deflect pipe or apply force to existing pipe.
  - 2. Do not force pipe, pipe joints or appurtenances in place.



3. Cut and remove existing pipe as necessary; install new appurtenances and piping to exact length with minimum clearances between pipe ends at repair sleeve.

O. Use tracer wire with water main:

1. Tracer wire: #12 solid copper wire with 45 mil LDPE insulation.
2. Splice kits: 3M - Scotchcast No. 3832, or equal.
3. Ground rods:
  - a. Provide uniform covering of electrolytic copper metallically bonded to steel rod.
  - b. Minimum diameter: 3/8".
  - c. Minimum length: 60".
  - d. Blackburn Catalog #3755, or equal.
4. Ground rod clamp: corrosion resistant copper alloy ground rod clamp; Blackburn Catalog #G3 or equal.
5. For finished water main include terminal box at each hydrant:
  - a. Provide heavy duty cast iron cover and collar with locking bolt.
  - b. Provide terminal boards with threaded stainless steel screws with nuts.

10. THRUST BLOCKS

- A. Provide concrete thrust blocks at all fittings and at dead ends.
- B. Extend thrust block to undisturbed edge of trench provide minimum thickness of 1'-6".
  1. Does not apply to anchor-type thrust blocks.
- C. Refer to Standard Drawings for general arrangement of thrust blocks; place plastic film between fittings and thrust block; do not plug end of fitting with concrete.

D. Minimum bearing area of thrust blocks, except anchor- type thrust blocks, CF:

<u>Pipe Size</u> (Inches)	<u>90°</u> <u>Bend</u>	<u>45°</u> <u>Bend</u>	<u>11-1/4°</u> <u>22-1/2° Bend</u>	<u>Tee or</u> <u>Dead End</u>
4	4	2	2	3
6	8	5	3	6
8	14	8	4	10
10	21	11	6	15
12	29	16	8	21
14	39	21	11	28
16	51	28	14	36



1. Provide Class B concrete for all thrust blocks except anchor-type thrust blocks.
- E. Minimum dimensions and anchor rod requirements for anchor-type thrust blocks for vertical 45° bends:

<u>Pipe Size</u> (Inches)	<u>Height</u>	<u>Width</u>	<u>Depth</u>	<u>Concrete</u> <u>Volume</u> (CY)	<u>Anchor</u> <u>Rods</u>
8	3'-8"	3'-8"	3'-8"	2	2 No. 4
10	4'-3"	4'-3"	4'-3"	3	2 No. 5
12	4'-9"	4'-9"	4'-9"	4	2 No. 6

1. Use Class A Concrete for anchor-type thrust blocks.
2. Fabricate anchor rods from ASTM A615 Grade 60 billet steel reinforcing steel rods; cold bend rods to conform to contour of elbow; no splicing of rods allowed.
3. Anchor rods shall penetrate concrete to within 6" of bottom of thrust block; terminate in standard 90° hooks.
4. Coat exposed portions of rods with asphalt mastic and wrap in polyethylene film.
5. Construct anchor-type thrust blocks and install anchor rods as directed by Engineer.

## 11. VALVE AND HYDRANT INSTALLATION

### A. Valves:

1. Install valve with stem vertical and centered in box, support as required.
2. Wrap valves with polyethylene film, as specified for iron pipe.
3. Check all valve bolts when installed; tighten as necessary after water main is at operating pressure.
4. Carefully tamp backfill around each valve box to distance of 4' on all sides of box or to undisturbed trench face, if less than 4'.

### B. Hydrants:

1. Install plumb; set at elevation so that cover will not be less than for adjacent main; set grade mark on hydrant barrel at finish ground surface.
2. Set on concrete foundation.
3. Wrap hydrant barrel section and fittings with polyethylene film, as specified for iron pipe.
4. Carefully tamp backfill around hydrant to distance of 4' on all sides of hydrant or to undisturbed trench face, if less than 4'.



## Water Mains and Appurtenances

5. Tighten all stuffing boxes as hydrant is installed; operate hydrant in open and closed position to assure all parts are in working condition.
6. Block hydrant in place.
7. Install as shown on Standard Drawing.

### 12. TESTS

- A. Water test all piping in accordance with AWWA C600 and C605 after installation is complete.
- B. Pressure and leakage test:
  1. Provide test pumps, test plugs, pipe and gauges necessary and make connections required for tests.
  2. Flush water main before test to remove air and construction debris; insert taps to release trapped air; flush at water flow rate which will provide approximately 2.5 feet per second velocity in water main.
  3. Quantity of water used for flushing will be measured by Owner; Owner will provide water without charge for flushing for first four changes of water main contents; additional water will be billed to Contractor at prevailing rates.
  4. Approximate contents per 100' of water main:

<u>Water Main Diameter, in.</u>	<u>Approximate Pipe Contents, gal.</u>
4	65
6	147
8	261
10	408
12	588
16	1,044

- C. Required flow and openings to flush water mains with 40 psi pressure in water main:

Water Main Diameter, in.	Flow Required for Approx. 2.5 ft/sec. Velocity, gpm.	Size of Tap, in.			Number of 2 1/2 in. Hydrant Nozzles
		Number of Taps			
		1	1 ½	2	
4	100	1	-	-	
6	200	-	1	1	1
8	400	-	2	1	1
10	600	-	3	2	1
12	900	-	-	2	2
16	1,600	-	-	4	2



## Water Mains and Appurtenances

1. Measure flow rate with pitot gauge if pressure is other than 40 psi in new water main; ensure flow rate is 2.5 feet per second, or greater.
2. Test at 150 psi for 2 hrs.; allowable pressure drop during test period: 5 psi.
3. Provide and measure make-up water to maintain pressure between 145 psi and 150 psi during test period.
4. Maximum allowable leakage (L), gallons per hour:

$$L = \frac{(S)(D)(P)^{1/2}}{148,000} \text{ where:}$$

S = length of pipe section under test, feet

D = nominal pipe diameter, inches

P = average test pressure, psig

5. Allowable leakage per 1,000 feet of water main with average test pressure of 150 psig:

<u>Water Main Diameter, in.</u>	<u>Allowable Leakage, gal./hour</u>
4	0.33
6	0.50
8	0.66
10	0.83
12	0.99
16	1.32

6. Examine trench for leakage during test; if test pressure cannot be maintained within limit set out hereinbefore or if quantity of make-up water exceeds computed maximum allowable leakage, pipe section fails test.
  - a. Excavate, replace defective pipe and fittings, remake defective pipe joints and backfill at no cost to Owner; repeat test until requirements have been met.

### 13. DISINFECTION

- A. Disinfect and sample prior to placing main in service; disinfect prior to making any water service connections; comply with AWWA C651.
- B. Flush water main after test until extremities indicate same chlorine residual as supply water.
  1. Dispose of chlorinated water to prevent damage to the environment. Dechlorinate highly chlorinated water from testing before releasing into the ground or sewers.



## Water Mains and Appurtenances

2. Quantity of water used for flushing will be measured by Owner; Owner will provide water without charge for flushing for first two changes of water main contents; additional water will be billed to Contractor at prevailing rates.
- C. Two days after completion of disinfection, Owner will collect bacteriological sample from representative locations along new water mains. Samples must test "SAFE" for two (2) consecutive tests, 24 hrs apart; if any samples test "UNSATISFACTORY" or "UNSAFE", repeat disinfection procedure until all samples test "SAFE", Owner to pay for testing of samples.
  1. Water shall not be used and connections to water main shall not be made until all water samples test "SAFE".

### 13. PAYMENT

- A. No separate payment will be made for work covered in this part of the specifications except as set forth below. Contract unit prices include all costs for each item of work.
- B. Water Main in Open Cut, LF: Unit price includes furnishing and installing pipe in open cut, fittings, and appurtenances except valves and fire hydrants; handling, laying, excavation, backfill, dewatering, connections to the existing system, sheeting, shoring and bracing and miscellaneous associated work.
  1. Length will be measured along centerline of pipe with no deduction for valves or fittings except as noted on plans.
  2. Bid Water Main in Open Cut in accordance with depths of bury shown on plans or specified; some depths may exceed 6'.
- C. Water Main in Casing Pipe, LF: Unit price includes furnishing and installing complete work as shown on plans including casing pipe, RJDI water main, casing chocks to support pipe welded connection to existing casing, concrete end plugs, sheeting, shoring and bracing, excavation and backfill, and miscellaneous associated work; diameter and length as shown on plans.
- D. Connection to Existing, Ea.: Unit price includes necessary draining of existing water main, dewatering, excavation, backfill, and furnishing and installation of piping, fittings, removal and disposal of pipe, all labor, materials and appurtenances necessary for connection to existing water main as shown on the plans.
- E. Hydrant Assembly, Ea.: Unit price includes furnishing and installing hydrant, hydrant valve and hydrant valve box and cover, hydrant extensions, furnishing and installing standard or anchoring tee, anchoring coupling, anchoring pipe,



## Water Mains and Appurtenances

anchoring elbow (where required), concrete pad, thrust block, pipe bedding, concrete blocking, excavation and backfill, painting, wire box, and miscellaneous associated work. Separate payment not provided for hydrant tee and wire box.

- F. Gate Valves, Ea.: Unit price includes furnishing all labor, materials, valves, valve operators, valve boxes, miscellaneous work and associated equipment to install valves as shown on plans.



**RESOLUTION 1980**

**A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS FOR THE I-80  
WATER MAIN RELOCATION PROJECT.**

**WHEREAS**, the City Council of the City of West Branch, Iowa, received and reviewed the proposed plans and specifications, notice of hearing, notice to bidders, form of contract, and the engineer's cost estimate; and

**WHEREAS**, the aforementioned plans and specifications have been prepared by Veenstra & Kimm, INC. (the City Engineering firm) and reviewed by the Iowa Department of Transportation; and

**WHEREAS**, the City Council finds it appropriate to approve the proposed plans and specifications, notice of hearing, and directs that the detailed plans and specifications are filed with the City Clerk; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of West Branch, Iowa, that the proposed plans and specifications are hereby approved;

**BE IT FURTHER RESOLVED** that the form of contract and the winning bid for the I-80 water main relocation project will receive City Council consideration at the March 1<sup>st</sup> City Council meeting. Further, the Mayor and City Administrator are directed to execute said agreement on behalf of the City.

\* \* \* \* \*

**Passed and approved this 16<sup>th</sup> day of February, 2021.**

---

Roger Laughlin, Mayor

ATTEST:

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Redmond Jones II, City Administrator/Clerk





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Public Hearing:</b> Considering a Proposed Amendment to Section 165 (adding section 50 – Swimming Pools) of the West Branch Zoning Ordinance.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	January 25, 2021

### BACKGROUND:

### NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON THE PROPOSED AMENDMENT TO SECTION 165 (adding Section 50 – Swimming Pools) OF THE WEST BRANCH ZONING ORDINANCE.

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the West Branch City Council in the Council Chambers at the City Office, located at 110 N. Poplar Street in West Branch, IA at 7:00 p.m. on **Tuesday, February 16, 2021**. The public hearing will add Swimming Pool regulations to 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.

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





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>First Reading of Ordinance 780</b> – An Ordinance Amending Chapter 165; Entitled, “Zoning Regulations” regarding adding section 50 – Swimming Pools to the West Branch Zoning Ordinance.
<b>CITY GOAL:</b>	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
<b>PREPARED BY:</b>	Leslie Brick, Deputy City Clerk
<b>DATE:</b>	January 25, 2021

### BACKGROUND:

In recent months, a few West Branch residents have installed in-ground pools on their properties for their leisure. The current West Branch Code of Ordinances did not have any zoning requirements, required permits or parameters regarding swimming pools.

The Planning & Zoning Commission was tasked with coming up with rules for the installation of permanent and non-permanent swimming pools for both residential and commercial properties. The ordinance went through several revisions and was agreed to in the form of Ordinance 780 presented to you.

This ordinance, if approved will add section 50, entitled “Swimming Pools” to Chapter 165, Zoning Regulations of the West Branch Code of Ordinances.

The Planning & Zoning Commission held a public hearing on January 26, 2021 and approved the Ordinance language at their meeting and have recommended to move this ordinance on to the City Council for your consideration and/or approval.

<b>STAFF RECOMMENDATION:</b>	Approve First Reading of Ordinance 780 / Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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## **ORDINANCE 780**

### **AN ORDINANCE AMENDING CHAPTER 165 “ZONING REGULATIONS.”**

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

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

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

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

#### **NOW, THEREFORE, BE IT ORDAINED:**

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

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

**165.50 SWIMMING POOLS**

**165.50 – DEFINITIONS:**

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

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

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



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

2. Permit Required

- a. Permanent (in-ground) pools with a depth of twenty four (24) inches or more, require a permit.

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

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

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2021.

First Reading: February 16, 2021

Second Reading: March 1, 2021

Third Reading: March 15, 2021

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Roger Laughlin, Mayor

Attest:

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Leslie Brick, Deputy Clerk





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Resolution 1978</b> – A Resolution Authorizing Certain Fund Transfers for the College Street Bridge, and Second Street Improvements Project.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Gordon Edgar, Finance Officer
<b>DATE:</b>	January 25, 2021

### BACKGROUND:

These are fund transfers to fund #318 – College Street & 2<sup>nd</sup> Street Improvements Project and close it and #310 – College Street Bridge.

<b>STAFF RECOMMENDATION:</b>	Approve the Resolution 1978 / Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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## RESOLUTION 1978

### A RESOLUTION AUTHORIZING CERTAIN FUND TRANSFERS FOR THE COLLEGE STREET BRIDGE, AND SECOND STREET IMPROVEMENTS PROJECT.

**BE IT RESOLVED**, by the City Council of the City of West Branch, Iowa that the City Clerk is hereby authorized to transfer funds as follows:

T/O	Sewer Fund	(610)	\$ 15,000.00	(additional funding for project)
T/O	Water Fund	(600)	\$ 65,000.00	(additional funding for project)
T/O	Stormwater Utility Fund	(740)	\$ 70,000.00	(additional funding for project)
T/O	College St Bridge Fund	(310)	\$145,004.69	(additional funding for project)
T/O	General Fund	(001)	\$ 50,699.03	(additional funding for project)
T/I	College St & 2 <sup>nd</sup> St Imp Project	(318)	\$345,703.72	(to complete funding of project)

\* \* \* \*

**PASSED AND APPROVED** this 16<sup>th</sup> day of February, 2021.

---

Roger Laughlin, Mayor

Attest:

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Redmond Jones II, City Administrator/Clerk





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Resolution 1979</b> – A Resolution Establishing New Funds.
<b>CITY GOAL:</b>	Develop inviting high profile visual impact projects; including gateways, establishing destination, branding and other projects that reflect tax results.
<b>PREPARED BY:</b>	Gordon Edgar, Finance Director
<b>DATE:</b>	February 12, 2021

### BACKGROUND:

A capital fund must be created for each capital project and the City Council must authorize the establishment of new funds. A fund must be created in order to budget for the capital project. These projects have been discussed at previous meetings.

<b>STAFF RECOMMENDATION:</b>	Approve Resolution 1979 / Move to Action
<b>REVIEWED BY CITY ADMINISTRATOR:</b>	
<b>COUNCIL ACTION:</b>	
<b>MOTION BY:</b>	
<b>SECOND BY:</b>	

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**RESOLUTION 1979**

**A RESOLUTION ESTABLISHING NEW FUNDS**

**WHEREAS**, the City Council of the City of West Branch, Iowa is planning to complete capital projects and funds for these capital projects must be established.

**BE IT RESOLVED**, by the City Council of the City of West Branch, Iowa, as follows:

**Section 1.** A capital project fund for the School Turn Lane at Main Street and Dawson (Fund 325) is hereby created.

**Section 2,** A capital project fund for the Roundabout at Main Street and Cedar-Johnson Road Project (Fund 326) is hereby created.

**Section 3.** All Resolutions or parts of Resolutions in conflict with the provisions of this resolution are hereby repealed.

**PASSED AND APPROVED, this 16th day of February, 2021.**

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Roger Laughlin, Mayor

ATTEST:

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Redmond Jones II, City Administrator/Clerk





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	February 16, 2021
<b>AGENDA ITEM:</b>	<b>Discussion Item:</b> Budget topics (fine-tuning) and Early Draft of the City Administrator's Recommended Budget.
<b>CITY GOAL:</b>	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
<b>PREPARED BY:</b>	Redmond Jones II, City Administrator
<b>DATE:</b>	January 14, 2021

### BACKGROUND:

The City Council recently underwent a goal setting exercise in which the following goals were reaffirmed:

1. **Promote Quality of life including public safety, Community Pride Events, Strong Citizen Involvement, Park and Recreation, opportunities and investment.**
2. **Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.**
3. **Develop inviting high profile visual impact project's including gateways establishing destination, branding and other that reflect sound use of tax dollars.**
4. **Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.**

The non-salary expenditures were built into the proposed budget. There were items which could not fit within the budget and therefore remain unfunded. These items will be marked unfunded (*funded in Red*). There are other items that need additional City Council feedback. These items will be marked need additional direction. Items that are funded which means they are within the current budget proposal will be incorporated within the City Administrator's Recommend Budget. The City Council prioritized the following objectives, tasks and activities:

Also see the latest Certification Form (fine-tuned after salary plan discussion).

Additionally, the early draft City Administrator's Recommended FY 21-22 Budget is attached please note many of the budget work sheets are still being updated.

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

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## Items Accepted by Resolution from the FY 2021-2022 Goal Setting

### TOP

- o Baseline Extension(s) at Cubby Park (12) – *Funded / partially funded this project is funded from Cubby Park Contingency and Value Engineering dollars. The Goal is to extend the baseline of all three Cubby Park fields, but the City Council will accept and it is understood that the availability of funds may only allow two fields to be addressed.*
- o Greenview Water Main North Loop (11) *Funded with an estimated \$75,000 for replacing the pipe on the north side of Greenview.*
- o Introduce Merit Pay System (10) – *Funded this project is intended to completed with in-house project analysis work. Although, it is not anticipated consultant fee may need to be budgeted or a budget amendment considered at some future date.*
- o Soil Mitigation Project (9) – *Funded \$20,000 was estimated for this project. Department of Natural Resources have been consulted and inexpensive clean-up mythologies are at the discretion of the city. Therefore, there is a good chance the entire amount budgeted will not be needed.*
- o 5th Full-Time Officer / 24 hour patrol (9) – *Not Funded, staff has reviewed this request and believe this is an item better suited for a consideration on horizon for funding and implementation reasons. For example, vehicle, body camera, and other personnel equipment associated with the positon. However, as the city population continues to grow staff would like start a planning process that will consider the appropriate time to increase the police force.*
- o Cubby Parking Lot Extension (9) – *Funded this project has started and funding will be shared within the operation budget of Public Works in both FY 21 and FY 22.*

### HIGH

- o Relocate Brush Pile (8) *Funded in our Wastewater Facility Expansion Plan. \$80,000 budgeted to move the brush pile. A location has yet to be determined.*
- o Review Building Permit Fees (8) *Funded staff will be reviewing building permit fees and comparable fees in surrounding areas. As well as fees for mechanical, plumbing, and electrical work, which currently is not being assessed.*
- o Retire the Building Rebate Program (8) – *Funded this project sunset on automatically the only thing needed will be an Administrative “Discussion Item”.*
- o Main Street Storm Sewer Project (7) – *Partially Funded this project was underfunded years ago when the then Community State Bank was built. In exchange for being allowed to build the bank without build the required stormwater infrastructure, the city allowed an escrow of \$10,000 to be setup. The project is estimated \$85,000. It is thought that the city may want contribute to this project with a potential developer to buy-down the expense of this project. At this time Dollar General has expressed some interest in considering some type of public / private partnership in this regard.*
- o Paid “On-Call” Time Policy (7) – *Funded*
- o Downtown East Redevelopment (6) – *Funded this item is funded with a revolving fund that funds economic development activities related to the former Croell Ready-Mix site. We anticipate budgeting \$150,000 for potential pre-development activities related to this project. This doesn’t mean we have to spend this amount it is just there should some development activity presents itself that the City Council wants to pursue.*



## MODERATE

o Hoover Hometown Days (4) – **Funded**... *at this time the committee has agreed to move forward with this project. Due to COVID-19 it is expected that some events may be cancelled but the overall festival is expected to continue.*

~~o Overlay One Alley in an Annual Process (4) **Funded** the Alley between 5<sup>th</sup> and 4<sup>th</sup> going from Main Street to Green Street estimated cost \$20,000.~~

o Police Replacement Equipment (2) – **Funded** within the operation budget.

o Greenview Sidewalks (2) – **Funded** anticipated to be discussion item.

o Housing Trust / LMI Program (2) – **Funded** anticipated to be a discussion item / policy recommendation.

o Develop Fund Balance Policy (2) – **Funded** anticipated to be a discussion item / policy recommendation.

o Invest in More City and Park Cameras (1) – **Funded** new cameras going around the fire station and updates around the police station.

o Naming and Marketing Industrial Park (1) – **Funded**.

o Annexation Plan (Rummells Farm Back 50 and Cedar / Johnson Area) (1) – **Funded** anticipated to be a discussion item / policy recommendation.

o Parkview / BP Turn Lane (1) **Not Funded**, staff has reviewed this request and believe this is an item better suited for a consideration on horizon for construction and development timeframe reasons.

o Planning Alternative Wastewater Treatment (a polishing treatment) wetland mitigation and Research Park / Eco Park Concept (1) – **Funded**



# Currently Draft Proposed

- Other Employee Benefits same as last year.
- Civic Center adequate levels
- Capital Improvement levy Started @ \$20,000

# 16-142

## Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2021 - ENDING JUNE 30, 2022

Resolution No.: \_\_\_\_\_

The City of: West Branch

County Name: CEDAR & JOHNSON

Date Budget Adopted: \_\_\_\_\_

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

County Auditor Date Stamp		Telephone Number		Signature		
		<b>January 1, 2020 Property Valuations</b>				
		With Gas & Electric		Without Gas & Electric		
		Regular	2a	150,927,653	2b	149,731,863
		DEBT SERVICE	3a	170,137,140	3b	168,941,350
		Ag Land	4a	541,844		
		Last Official Census				
		2,322				

TAXES LEVIED					
Code	Dollar	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
Sec.	Limit				
304.1	8.10000	Regular General levy	5 1,222,514	1,212,828	43 8.10000
(304)		Non-Voted Other Permissible Levies			
12(8)	0.67500	Contract for use of Bridge	6	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7	0	45 0
12(11)	Ant Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9 9,450	9,375	47 0.06261
12(13)	0.06750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0.06750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Ant Nec	Liability, property & self insurance costs	14 44,451	44,099	52 0.29452
12(21)	Ant Nec	Support of a Local Emerg Mgmt Comm.	462 9,465	9,390	465 0.06271
(304)		Voted Other Permissible Levies			
12(1)	0.13500	Instrumental/Vocal Music Groups	15	0	53 0
12(2)	0.01000	Memorial Building	16	0	54 0
12(3)	0.13500	Symphony Orchestra	17	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(9)	0.03375	Aid to a Transit Company	21	0	59 0
12(10)	0.20500	Maintain Institution received by gift/diverse	22	0	60 0
12(18)	1.00000	City Emergency Medical District	463	0	466 0
12(20)	0.27000	Support Public Library	23	0	61 0
20E.22	1.50000	Unified Law Enforcement	24	0	62 0
Total General Fund Regular Levies (5 thru 24)			25 1,285,880	1,275,692	
304.1	3.00375	Ag Land	26 1,628	1,628	63 3.00375
Total General Fund Tax Levies (25 + 26)			27 1,287,508	1,277,320	Do Not Add
Special Revenue Levies					
304.8	0.27000	Emergency (if general fund at levy limit)	28 38,822	38,514	64 0.25722
304.6	Ant Nec	Police & Fire Retirement	29	0	0
	Ant Nec	FICA & IPERS (if general fund at levy limit)	30 185,630	184,160	1.22993
Rules	Ant Nec	Other Employee Benefits	31 120,000	119,049	0.79508
Total Employee Benefit Levies (29,30,31)			32 305,630	303,209	65 2.02501
Sub Total Special Revenue Levies (28+32)			33 344,452	341,723	
Valuation					
306	As Req	With Gas & Elec	Without Gas & Elec		
SSMD 1	(A)	(B)	34	0	66 0
SSMD 2	(A)	(B)	35	0	67 0
SSMD 3	(A)	(B)	36	0	68 0
SSMD 4	(A)	(B)	37	0	69 0
SSMD 5	(A)	(B)	555	0	565 0
SSMD 6	(A)	(B)	556	0	566 0
SSMD 7	(A)	(B)	977	0	988 0
SSMD 8	(A)	(B)	986	0	997 0
Total Special Revenue Levies			39 344,452	341,723	
304.4	Ant Nec	Debt Service Levy 76.10(6)	40 368,379	365,790	70 2.16519
304.7	0.67500	Capital Projects (Capital Improv. Reserve)	41 20,000	19,841	71 0.13251
Total Property Taxes (27+39+40+41)			42 2,020,339	2,004,674	72 13.09977

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.



# Insert Draft City Administrator's Recommended Budget

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# City Administrator's Adopted FY 21-22 Budget

(Open, Agile, and Purposeful Government)



*Gravesite – Herbert Hoover National Historic Site (U.S. National Park Service)*

**Roger Laughlin**  
Mayor

**Colton Miller**  
Mayor Pro Tem

**Jodee Stoolman**  
Councilperson

**Nick Goodweiler**  
Councilperson

**Tom Dean**  
Councilperson

**Jerry Sexton**  
Councilperson

**Redmond Jones II**  
City Administrator



# City Council's Stated Priorities

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## RESOLUTION 1964

### A RESOLUTION ADOPTING GOALS AND OBJECTIVES FOR THE CITY OF WEST BRANCH, IOWA FOR 2021-2022.

**WHEREAS**, on December 7, 2020; the governing body of the City of West Branch, Iowa went through a process of identifying the service priorities for the coming fiscal year 2021 – 2022; and

**WHEREAS**, the governing body discussed concepts of: Required Services, Core Business Choice, Quality of Life Services, Community “Add On”, Organization Foundation, Visioning and Teamwork; and

**WHEREAS**, the establishment of Goals and Objectives by the governing body was accomplished, and promotes a general direction for staff; and

**WHEREAS**, this direction promotes the overall efficiency and effectiveness of city services, and will facilitate the coming budget discussions and City Council Work Sessions.

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

**Section 1.** That the foregoing recitals are incorporated in and made a part of this resolution by reference; and

**Section 2.** That the Goals and Objectives of the City of West Branch for 2021-2022 are hereby declared to be and prioritized as follows:

- 1. Promote Quality of life including Public Safety, Community Pride Events, Strong Citizen Involvement, Park and Recreation, opportunities and investment.**
  - Greenview Water Main North Loop (11 votes – Top Priority)
  - Soil Mitigation Project (9 votes – Top Priority)
  - 5<sup>th</sup> Full-Time Officer / 24 hour patrol (9 votes – Top Priority)
  - Paid “On-Call” Time Policy (7 votes – High Priority)
  - Police Replacement Equipment (2 votes – Moderate Priority)
  - Invest in More City and Park Cameras (1 vote – Low / Moderate Priority)
- 2. Develop, Maintain and Rebuild Safe, Clean, Diverse, Healthy, Neighborhoods, including Partnering with the School District.**
  - Relocate Brush Pile (8 votes – High Priority)
  - Main Street Storm Sewer Project (7 votes – High Priority)
  - Greenview Sidewalks (2 votes – Moderate Priority)
  - Housing Trust / LMI Program (2 votes – Moderate Priority)



**3. Develop inviting high profile visual impact project's including gateways establishing destination, branding and other that reflect sound use of tax dollars.**

- Baseline Extension(s) at Cubby Park (12 votes – Top Priority)
- Cubby Parking Lot Extension (9 votes – Top Priority)
- Downtown East Redevelopment (6 votes – High Priority)
- Parkview / BP Turn Lane (1 vote – Low / Moderate Priority)
- Annexation Plan (Rummells Farm Back 50 and Cedar / Johnson Area) (1 vote – Low / Moderate Priority)
- Naming and Marketing Industrial Park (1 vote – Low / Moderate Priority)

**4. Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.**


- Introduce Merit Pay System (10 votes – Top Priority)
- Review Building Permit Fees (8 votes – Top Priority)
- Retire the Building Rebate Program (8 votes – Top Priority)
- Hoover Hometown Days (4 votes – Moderate Priority)
- ~~• Overlay One Alley in an Annual Process (4 votes – Moderate Priority); *this item was removed by unanimous city council vote at the January 19<sup>th</sup> City Council meeting.*~~
- Develop Fund Balance Policy (2 votes – Moderate Priority)
- Planning Alternative Wastewater Treatment (a polishing treatment) wetland mitigation and Research Park / Eco Park Concept (1 vote – Low / Moderate Priority)

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**Passed and approved this 21st day of December, 2020.**

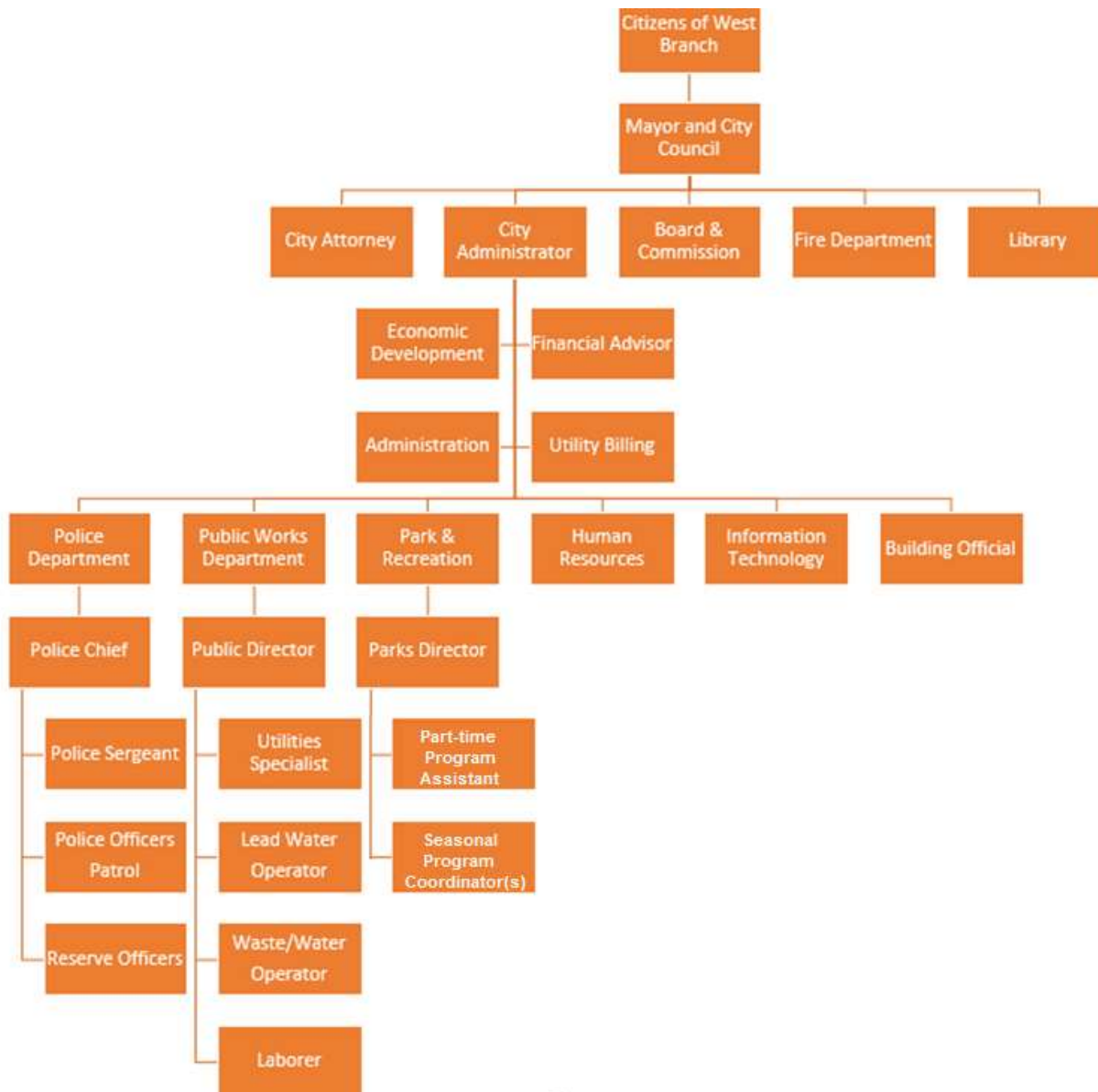
  
Roger Laughlin, Mayor

ATTEST:

  
Redmond Jones II, City Administrator/Clerk



# City Organizational Chart









# Table of Contents

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<i>Page 2</i>	<b>City Council’s Stated Priorities (Goal Setting)</b>
<i>Page 4</i>	<b>City Organizational Chart</b>
<i>Page 7</i>	<b>City Administrator’s Proposed Budget Message</b>
<i>Page 13</i>	<b>Adoption of Budget and Certification of City Taxes (Form 16-142)</b>
<i>Page 27</i>	<b>FY 2021-2022 Notice of Public Hearing Budget Estimate</b>
<i>Page 28</i>	<b>FY 2020-2021 Departmental Revenues City of West Branch Approved Budget As of: January 31<sup>st</sup>, 2020</b>
<i>Page 42</i>	<b>FY 2020-2021 Departmental Expenditures City of West Branch Approved Budget As of: January 31<sup>st</sup>, 2020</b>
<i>Page 62</i>	<b>FY 2021-2022 (City Administrator’s Recommended) Expenditures City of West Branch Expenditures by Activity (Unaudited) As of: January 31<sup>st</sup>, 2020</b>





February 16, 2021

## *Letter from the City Administrator*

Dear Citizens of West Branch:

On behalf of the Mayor, City Council, and City Staff, I am pleased to present the Fiscal Year 2020 – 2021 Budget for the City of West Branch.

### *(Forecast and Community Outlook)*

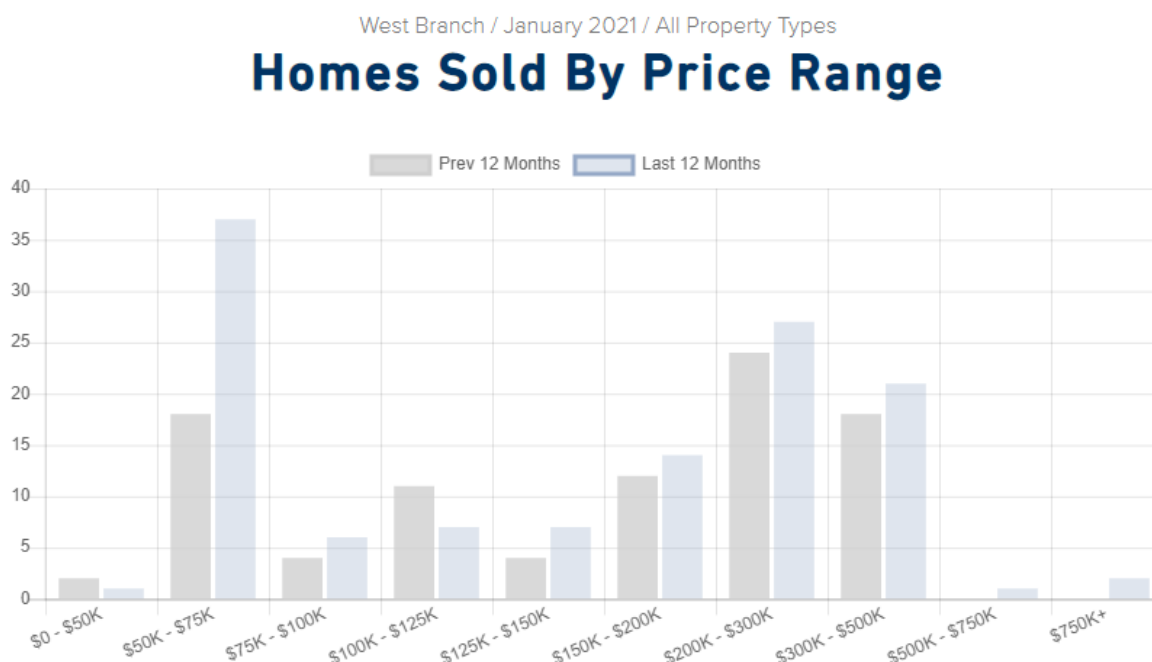


As the City Administrator, I would like to share with you some of my thoughts and beliefs for the future of this great community. It is a testament to the leadership and fortitude of this historic community that it continues to move forward as one of the “Most Livable Communities in Iowa” as recognized by the Council for Community and Economic Research. It is fair to say that “We are continuing to Move Forward”, despite the challenges of 2020.

The Midwest Derecho swept through West Branch with torrential rain, hail, and hurricane speed winds. This caused wide spread property damage. Yet, our community came together with amazing neighborly support and was one of the first communities to restore power, open roads, and clean-up of the much of the property damage. Despite the public health emergency of COVID-19 which hit our business community hard, threatened the revenue stability of the city and challenged city workers to meet current and new demands for service; together we continue to press forward on much needed infrastructure investment like the College Street Bridge and Second Street Improvements.



The challenges of the 2020-2021 fiscal year, did not stop our housing economy. The first quarter of 2020 began in promising fashion: with developer's providing more buildable lots, more builders working in our community, strong buyer confidence and low interest rates West Branch was poised to have another record breaking housing start year. However, amidst health concerns and the resulting economic uncertainty our housing market have slowed, yet we continue to move forward with home sells (many new housing starts) that continue to outpace our previous 12 months.



Tourism has been arguably one of the hardest-hit industries across the nation during the coronavirus pandemic. Our local tourism industry was not an exception, both the Herbert Hoover Presidential Library and Museum. Our 36,735 visitors to West Branch pre COVID is estimated to have been reduced to approximately 7,184 visitors. The National Park which surrounds the presidential library received 140,000 visitors pre COVID. With the number of student / classroom cancellations, “shelter in place” travel advisories, and park closures we anticipated similar dramatic drops in visitation. However, the National Park Service has used this slow down to invest in and construct much needed flood mitigation work on Hoover Creek.

For a small community of approximately 2,500 citizens, we are the fastest growing community in Cedar County, with direct I-80 access and international industry partners like:

- U.S Ventures (a transportation energy and supply chain management company),
- Procter & Gamble (recently announced remaining in West Branch)
- Altorfer Inc.,
- Plastic Products Company Inc.
- Nordex (a global turbine manufacturer) and,
- Wausau Supply Company.



Our largest industrial partners Procter and Gamble (a 300 job employer) will be staying in West Branch after two years of announcing plans to close the West Branch facility. Procter and Gamble plans to invest in its Iowa City Beauty Care Plant while maintaining its production of oral rinse. This will give the West Branch facility the ability to remain a multi-business unit supply warehouse.

I am pleased, proud and somewhat pained by what our community endured in 2020. However our ability to continue to move forward is awe-inspiring. Our Community Outlook, when combined with our educational resources with neighboring University of Iowa and Kirkwood Community College, our recreational facilities, our cultural and historical amenities; a synergy is created that makes the West Branch community one of the premier destinations to live, work, and play.

*(Budget Narrative)*

This budget represents our continued commitment to prudent fiscal management, to effective service delivery and to support affordable quality of life for our citizens. Once adopted by the City Council, the budget established the direction for all City government programs and services for the coming fiscal year (July 1 – June 31). It represents the consensus of City Council direction and staff recommendations on how best accomplish council goals and respond to the priorities of community needs.

The FY 2021 – 2022 General Fund Budget contains strategic investments in several key focus areas for the city and is structurally balanced to fund critical services to our community. Thanks to residents of West Branch for making the choice to invest in our park system, this budget is the next step in moving forward into our next phase of providing the operational logistics and capital enhancements for our new park amenity. Opening a large new park, comes with its own set of challenges, but this budget has taken measured tactical steps to enhance capital items that were initially removed from the overall “Cubby Park” project. This budget also provides the fiscal discipline that meets new operational needs. This, was achieved **without** hindering our noteworthy high level of service, or having increase our tax-rate.

In addition, to the City’s investments in “Cubby Park”, there are still a number of smart infrastructure investments happening in strategic points of our community. This budget revamps our “Capital Improvement Plan (CIP)” and prioritizes infrastructure investment in the older east-side neighborhoods. These investments will include water, storm sewer, and street improvements. A three (3) to five (5) year plan has been devised to carry out the aforementioned CIP priority. The budget also continues to address our long time flash flooding challenges in the downtown or central city area. Flood mitigation will not only assist frequently effected downtown business and central neighborhoods. It will also assist our first responders to avoid an estimated 12 inches of water from entering into the fire and police facility. This is another capital investment that will not require an increase in taxes. Despite the time delays due to land access negotiations this project is expected to start design and potentially construction in the coming fiscal year 2021-2022.



This budget also continues investment in maintaining one of the highest public safety ratings in the State of Iowa. Public Safety continues to be one of highest priorities for the West Branch community. The Fire Department continues to be one of the best maintained fire fleets in the region, and our budget continues to support these efforts. With regard to the Police Department, recent investments in upgrading the department's body camera system was successfully implemented. This budget starts the process of planning and working toward 24 hour police patrol. This process starts by developing an "On Call" time policy. Not only will this compensate officers who have to stay on the ready on shifts that do not have a physical on the streets patrol. It creates an expenditure that will better track the justifications needed to expand current police department service levels. It is a balancing act between managing overtime budgets and/or expanding personnel; while improving service levels to meet the increasing demands of a growing community. At the current rate of growth, call demand levels, and growing community expectations; we believe within the next 3 – 5 years 24 hours 7 days a week service will be an unavoidable reality. In in the meantime, we intend to be transparent in deliberating over the cost and benefits of adding a 5<sup>th</sup> police officer with the equipment necessary for round the clock service.

Consistent with the City Council's goal setting and policy direction, West Branch continues to find ways to increase the safety of our community. The West Branch Schools and City partnership to implement a resource police officer in the elementary school has received raving reviews. This year's budget maximizes this relationship and anticipates to make the school resource officer a full-time officer to have duties dedicated to school resources and normal policing. This creative and collaborative use of resources has created a win/win for the City, the School District, and the citizens. Using well tested policing and fire science our Police and Fire Departments have found low cost methods to improve what are already highly rated services as attested by our ISO and safety ratings.

As we commit to being a leader in continuous improvement of government services, we believe that at its basic levels **government should always be "Open" to the public, "Agile" enough to respond to public demand; and "Purposeful" to ensure that ends make sense for the public good.**

In the words of **President Herbert Hoover:**  
(West Branch Native Son)

***"One of the crowning glories of American life is the natural leadership in every community."***





Building on common ground with an “open, agile, and purposeful” government relies on a capable staff in order to achieve success. It is commonly understood, that strategic investments in employees, will attract and keep the best candidates. Additionally, it will maintain and grow our continuous improvement culture. For these reasons, this budget makes notable improvements in providing incentives for our employee who are performing at high levels. For the first time the city will develop and include a “Merit Pay System” that will allow employee to meet certain performance measures for pay raises above any cost of living adjustments. We believe this will be a major step in remaining competitive with the market place. We have also made our cost of living adjustment based on Federal Labor Bureau Statistics and local economy considerations, which recommended a 2.0% living adjustment to salaries and wages. Like other growing cities striving to keep up with the demands of expanding infrastructure, and managing the normal lag time of collecting the new revenues from new residents. In this environment, employees are needed to wear multiple hats with multiple duties that may not easily be reflected in benchmark comparisons with the market place. Although we constantly check to ensure we remain competitive with our wage and benefits, we are also cognizant of the need to move forward with a “Merit Pay System” that includes a classification study; thus, allowing for clearer strategies for promotions, job expectations, and merit bonuses.

#### *(Public Support)*

We try to focus our tax rate policies on making wise public investment and promoting fairness across the board. It takes public trust for a local government to create a tax strategy that offers fiscal certainty. I believe it’s not high taxes that upset citizens, it taxes that are not clearly explained or taxes that are not held accountable for clear outcomes. I would continue to argue that this approach is its own form of economic development. Businesses have to make long-term judgment and forecasting, they need to know what the tax rate will be five years from now, and they need confidence that the city will be able to fund the infrastructure and services it needs; otherwise, their cost of doing business goes up and their odds of long-term success goes down.

There are two recent ballot measures that have allowed the city to implement this approach. The Hotel / Motel Tax, and the Capital Improvement Reserve Levy. Both measures were approved by the voters and helps to stabilize potential budget influences that could affect the tax rate. **The Hotel / Motel Tax** is a locally imposed lodging tax that is collected by the State of Iowa. For the City of West Branch, this is a new revenue stream that adds to the city’s fund balance health in the amount of approximately \$18,000; this is equates to 0.12 cents in taxes that would have to be added to the existing tax rate to raise the equivalent amount of revenue.

The **Capital Improvement Reserve Levy** is the first step in helping the city move forward with a disciplined Capital Improvement Strategy. This levy does not have to be used or instituted in any given year. It is intended to allow the City to keep the debt obligation portion of the tax rate steady. Normally when cities pay off their debts, their tax rate normally goes down. However, infrastructure needs don’t end, and cities find themselves having to issue more debt in the form of bonds to pay for new projects. Unfortunately, this is an expensive way of paying for infrastructure. Issuing “General Obligation Bonds” to pay for infrastructure typically come with bond attorney fees, state-mandated financial advisory fees, and bank issued finance charges. In



“our plan” the money previously paid in debt service would now go into a Capital Improvement Reserve Fund. This fund would be used like a savings account that could pay for things like sidewalks, road repairs or downtown improvements. This way we avoid the typical expenses of General Obligation Bonds; and instead the city now has the ability to plan, approve, and use funds from our own reserve fund.

The last area of public support has been in the area of wastewater. The city sewer utility will required to implement new wastewater compliance regulations which have affected our rate structure. The bad news is that we are in the second year of a three year rate increase plan. Due to **state unfunded mandates** that require the city to meet higher quality wastewater treatment standards; a \$2.50 annual increase was implemented in February 2020. In addition to this year’s increase; it is intended to go up another \$2.50 February 2022 before being reevaluated in February 2023. The good news is the public has been very supportive as we go through this process.

#### *(Tax Rate Comparison)*

Our recommended and proposed Total Property Levy remains 13.09; it should also be noted that this is a “Status Quo” budget with a strategic investments to improve the employee benefits package budgeting the planning and development of “Merit Pay System”, which will ready to be deployed in FY 2022-2023. The same tax rate also allows us to pursue bold new infrastructure improvements such as Design Expenses related to the Johnson County Roundabout at Hoover Hwy. We will continue our efforts related to the Wapsi Flood Mitigating Creek Widening project. We also will be conducting smaller neighborhood infrastructure improvements, and making additional investments in our new “Cubby Park”. Thanks to our growth, all of this will be done without raising taxes. This still ranks West Branch among the lowest tax rates in communities our size. See cities of 2,100 – 2,500 population below:

Postville (15.46712)	Audubon (20.67481)	Belle Plaine (15.69830)
<b>Hudson (11.39034)</b>	La Porte City (16.08161)	Madrid (19.17057)
Jesup (14.61569)	Lamoni (16.52928)	<b>Cascade (8.95326)</b>
West Union (15.20160)	Ida Grove (14.66673)	Marengo (14.69738)
<b>Bellevue (11.99023)</b>	<b>FairFax (8.10000)</b>	Rock Rapids (16.00000)
<b>Mitchellville (9.53884)</b>	Sac City (19.69063)	Hawarden (14.59150)
<b>Hull (12.36248)</b>	Toledo (17.23126)	<b>Kalona (10.59394)</b>
Lake Mills (13.55021)	Belmond (17.11934)	West Liberty (15.19601)
Wilton (14.20950)	Durant (14.92904)	

*Highlight cities are communities that are currently below **West Branch’s current 13.09428**. Please keep in mind that these rates do not reflect any proposed rate increases these communities maybe considering or imposing for next year’s FY 2021-2022 budget.*



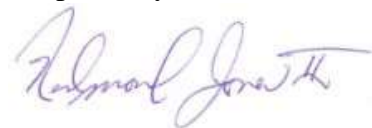
*(Closing Remarks)*

The budget and finance division has introduced a new methodology and approach to preparing this year's budget. It has placed a greater emphasis on locking down unit cost, budget planning, measuring expenses, and examining revenues based on related staffing and/or program activities. One of the key elements in the operations budget is the estimated workload (the labor-hours per output). Such units of measurement and staffing ratios are important for organizations that are growing (in growing communities). The practice of funding staffing and activities out of funding centers within the budget "just because funding is there" may solve short-term funding challenges, but over time the organization loses an understanding of its bottom-line. We have begun the process of reversing this budget culture. As a result, it may appear that some department budget have grown, but in reality, they are just more reflective of "who they really are" with realistic service unit cost.

Last year the City Council had many discussion regarding establishing a 3 month operating reserve? After much discussion, this was delayed due to the concern that the issue of cash flow could be a problem during coming fiscal year. Ultimately, the question is should the city create the expectation of encumbered funds when debt service obligations and/or the timing of paying said obligations may require these funds. This policy debate is not over, but this year the city administration has implemented a City Council directive to establish a vehicle and equipment reserve for each department. This is another step to become more fiscally disciplined and transparent. If indeed cash flow does become an issue? Reserve funds can still be made available, but the City Council would be obligation to have a public dialogue about why reserve funds are needed where they are to be used.

From a policy making stand point, the strength of this budget comes from the continued financial discipline set into motion with the fiscal strategies in this budget. If we hold ourselves accountable and adopt policies that task fund categories to be more sustainable or self-sufficient and, if we can seek ways to diversify our revenue streams and have our cost reflected in service fees; we will emerge from our fiscal challenges stronger and better. With a city administration philosophy that adopts a continuing improvement business model our aim is to combine the goals, visions, and efforts of our Mayor, City Council, City Staff, Citizens, and Community Volunteers. Together we are turning vision into reality.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Redmond Jones II".

Redmond Jones II  
City of West Branch  
City Administrator

**Adoption of Budget and Certification of City Taxes (Form 16-142)**



## Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2021 - ENDING JUNE 30, 2022

Resolution No.: \_\_\_\_\_

The City of: West BranchCounty Name: CEDAR & JOHNSON

Date Budget Adopted: \_\_\_\_\_

(Date) (initials)

The below signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

County Auditor Date Stamp		January 1, 2020 Property Valuations		Last Official Census	
	Regular	2a	150,927,653	2b	149,731,863
	DEBT SERVICE	3a	170,137,140	3b	168,941,350
	Ag Land	4a	541,844		

		TAXES LEVIED			
Code	Dollar	(A)	(B)	(C)	
Sec.	Limit	Purpose	Request with Utility Replacement	Property Taxes Levied	Rate
384.1	8.10000	Regular General Levy	5 1,222,514	1,212,828	43 8.10000
(384)		Non-Voted Other Permissible Levies			
12(8)	0.87500	Contract for use of Bridge	6	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7	0	45 0
12(11)	Ant Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9 9,450	9,375	47 0.06261
12(13)	0.96750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0.96750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Ant Nec	Liability, property & self insurance costs	14 44,451	44,099	52 0.29452
12(21)	Ant Nec	Support of a Local Emerg Mgmt Comm.	462 9,465	9,390	465 0.06271
(384)		Voted Other Permissible Levies			
12(1)	0.13500	Instrumental/Vocal Music Groups	15	0	53 0
12(2)	0.81000	Memorial Building	16	0	54 0
12(3)	0.13500	Symphony Orchestra	17	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(8)	0.83375	Aid to a Transit Company	21	0	59 0
12(10)	0.20500	Maintain Institution received by gift/devise	22	0	60 0
12(18)	1.00000	City Emergency Medical District	463	0	466 0
12(20)	0.27000	Support Public Library	23	0	61 0
28E.22	1.50000	Unified Law Enforcement	24	0	62 0
Total General Fund Regular Levies (5 thru 24)			25 1,285,880	1,275,692	
384.1	3.00375	Ag Land	26 1,628	1,628	63 3.00375
Total General Fund Tax Levies (25 + 26)			27 1,287,508	1,277,320	Do Not Add
Special Revenue Levies					
384.8	0.27000	Emergency (if general fund at levy limit)	28 38,822	38,514	64 0.25722
384.6	Ant Nec	Police & Fire Retirement	29	0	0
	Ant Nec	FICA & IPERS (if general fund at levy limit)	30 185,630	184,160	1.22993
Rules	Ant Nec	Other Employee Benefits	31 120,000	119,049	0.79508
Total Employee Benefit Levies (29,30,31)			32 305,630	303,209	65 2.02501
Sub Total Special Revenue Levies (28+32)			33 344,452	341,723	
Valuation					
386	As Req	With Gas & Elec	Without Gas & Elec		
SSMD 1	(A)	(B)	34	0	66 0
SSMD 2	(A)	(B)	35	0	67 0
SSMD 3	(A)	(B)	36	0	68 0
SSMD 4	(A)	(B)	37	0	69 0
SSMD 5	(A)	(B)	555	0	565 0
SSMD 6	(A)	(B)	556	0	566 0
SSMD 7	(A)	(B)	807	0	888 0
SSMD 8	(A)	(B)	888	0	888 0
Total Special Revenue Levies			39 344,452	341,723	
384.4	Ant Nec	Debt Service Levy 76.10(6)	40 368,379	365,790	70 2.16519
384.7	0.87500	Capital Projects (Capital Improv. Reserve)	41 20,000	19,841	71 0.13251
Total Property Taxes (27+39+40+41)			42 2,020,339	2,004,674	72 13.09977

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:  
 Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.



CHECK CITY VALUATIONS

Taxable Valuations By Class By Levy Authority  
100% Valuations By Class By Levy Authority

Commercial & Industrial Replacement Claim Estimation

This sheet has been designed to allow each city to estimate the amount of property tax reimbursement that will be received from the State for each fund.

The City of West Branch

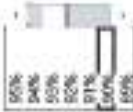
	(A)	(B)	(C)	(D)
	Commercial - Non-TIF	Commercial - TIF	Industrial - Non-TIF	Industrial - TIF
1 Taxable	51,043,123	8,817,122	11,677,817	0
2 100% Assessed	57,472,038	8,817,122	12,975,130	0

	REPLACEMENT \$	FILL & TO:
3 General Fund	\$89,968	REVENUES, LINE 18, COL (C)
4 Special Fund	\$16,733	REVENUES, LINE 18, COL (D)
5 Debt Fund	\$14,231	REVENUES, LINE 18, COL (F)
6 Capital Reserve Fund	\$0	REVENUES, LINE 18, COL (G)

REPLACEMENT PAYMENT PERCENTAGE

Beginning in FY 2017-2018, the amount of commercial & industrial replacement payments paid by the State of Iowa to local governments becomes limited by the total amount of payments made in FY 2018-2017. This limitation of total dollars available for repayment of commercial & industrial replacement claims may cause all payments to local governments to be pro-rated. The amount of proration necessary for the budget year will not be known until August, but the dropdown below will allow the estimated commercial & industrial replacement payments to be reduced by a selected proration percentage.

To reduce that estimated amount of commercial & industrial replacement payment budgeted for the coming fiscal year, complete an estimation of the replacement payment above. Once complete, select a proration percentage from the list below. The proration percentages will limit the amount of estimated replacement payment budgeted. This will hopefully prevent an over estimation in the budget year revenues.



\* Please input the amount of revenue being received from any grants or reimbursements from the State of Iowa, excluding the replacement amounts on lines 3 through 6 above. Separate the revenues by fund receiving the money.

(A)	(B)	(C)	(D)	(E)	(F)
General	Special Revenue	TIF Sp. Revenue	Debt Service	Capital Projects	Proprietary
13					

Other State Grants & Reimbursements



Commercial & Industrial Replacement Claim Estimation

For SSMIDs

The City of West Branch

SSMID 1		(A)	(B)	REPLACEMENT \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 2		(A)	(B)	REPLACEMENT \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 3		(A)	(B)	REPLACEMENT \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 4		(A)	(B)	REPLACEMENT \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 5		(A)	(B)	REPLACEMENT \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 6		(A)	(B)	REPLACEMENT \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 7		(A)	(B)	REPLACEMENT \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 8		(A)	(B)	REPLACEMENT \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

1		Special Fund	REPLACEMENT \$
			\$0



Form FBW

Department of Management

Fund Balance Worksheet for City of West Branch

(1) *Annual Report FY 2017		General	Special Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Total Government	Proprietary	Grand Total
		(A)	(B)	(C)	(D)	(E)	(G)	(H)	(I)	(J)
Beginning Fund Balance July 1 (pg 5, line 134) *	1	660,377	554,525	72,411	105,815	555,894	160,211	2,109,233	243,147	2,352,380
Actual Revenues Except Beg Bal (pg 5, line 132) *	2	2,046,645	750,525	153,847	922,805	1,750,569	2,708	5,667,089	965,724	6,632,813
Actual Expenditures Except End Bal (pg 12, line 259) *	3	1,628,559	1,030,102	172,433	1,027,536	1,716,035	0	5,574,661	832,369	6,407,030
Ending Fund Balance June 30 (pg 12, line 261) *	4	1,078,467	314,948	53,825	1,084	590,418	162,919	2,201,661	396,502	2,598,163
(2) ** Re-Estimated FY 2018		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance	5	1,078,467	314,948	53,825	1,084	590,418	162,919	2,201,661	396,502	2,598,163
Re-Est Revenues	6	1,714,474	746,255	250,070	741,384	4,398,210	2,000	7,852,323	1,072,135	8,924,458
Re-Est Expenditures	7	2,253,072	869,647	199,344	741,571	1,000,000	0	5,083,634	1,466,123	6,549,757
Ending Fund Balance	8	539,869	171,556	104,451	897	3,988,628	164,919	4,970,350	2,514	4,972,864
(3) ** Budget FY 2019		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance	9	539,869	171,556	104,451	897	3,988,628	164,919	4,970,350	2,514	4,972,864
Revenues	10	1,823,958	826,651	406,658	1,073,043	803,500	2,000	4,940,310	995,000	5,935,310
Expenditures	11	1,568,951	731,677	423,253	1,063,762	4,747,000	0	8,554,653	903,539	9,458,192
Ending Fund Balance	12	774,876	266,530	87,276	15,178	45,228	166,919	1,366,007	93,975	1,449,982

\* The figures in section (1) are taken from FORM F-46(A-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

\*\* The remaining two sections are filled in by the software once ALL worksheets are completed.

2017



CITY OF West Branch

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 5 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer.

Input the amount of General Fund Levy request to be used

	Request with Utility Replacement (A)	Property Taxes Levied (B)
1	Portion of General Fund Levy Used for Emerg. Mgmt. Comm. <input type="text"/>	<u>0</u>
2	Support of a Local Emerg. Mgmt. Comm. <u>8,500</u>	<u>8,418</u>
3	TOTAL FOR FISCAL YEAR 2018	<u>8,418</u>



Department of Management

CITY OF West Branch

Form 681 E (PI)

## RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

RE-ESTIMATED Fiscal Year Ending 2018

Fiscal Years

GOVERNMENT ACTIVITIES		GENERAL (C)	SPECIAL REVENUE (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2018 (J)	ACTUAL 2017 (K)
<b>PUBLIC SAFETY</b>										
Police Department/Crime Prevention	1	414,170	94,820						508,990	434,703
Jail	2								0	0
Emergency Management	3								0	0
Flood Control	4								0	0
Fire Department	5	809,950	2,800						812,750	154,918
Ambulance	6								0	0
Building Inspections	7	8,500	1,500						10,000	0
Miscellaneous Protective Services	8								3,000	2,461
Animal Control	9	3,000							0	0
Other Public Safety	10								0	0
<b>TOTAL (lines 1 - 10)</b>	<b>11</b>	<b>1,235,620</b>	<b>99,120</b>				<b>0</b>		<b>1,334,740</b>	<b>592,082</b>
<b>PUBLIC WORKS</b>										
Roads, Bridges, & Sidewalks	12	58,000	312,000						370,000	362,984
Parking - Meter and Off-Street	13								0	0
Street Lighting	14	40,000							40,000	39,321
Traffic Control and Safety	15								0	0
Snow Removal	16								0	0
Highway Engineering	17								0	0
Street Cleaning	18								0	0
Airport	19								0	0
Garbage <i>(if not Enterprise)</i>	20	65,000							65,000	65,377
Other Public Works	21								0	0
<b>TOTAL (lines 12 - 21)</b>	<b>22</b>	<b>163,000</b>	<b>312,000</b>				<b>0</b>		<b>475,000</b>	<b>467,682</b>
<b>HEALTH &amp; SOCIAL SERVICES</b>										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29								0	0
<b>TOTAL (lines 23 - 29)</b>	<b>30</b>	<b>0</b>	<b>0</b>				<b>0</b>		<b>0</b>	<b>0</b>
<b>CULTURE &amp; RECREATION</b>										
Library Services	31	199,477	34,272						233,749	235,743
Museum, Band and Theater	32								0	0
Parks	33								0	0
Recreation	34	111,375	18,278						129,653	113,124
Cemetery	35	125,071	26,714						151,785	125,286
Community Center, Zoo, & Marina	36	17,312							17,312	12,506
Other Culture and Recreation	37	112,268							112,266	124,133
<b>TOTAL (lines 31 - 37)</b>	<b>38</b>	<b>565,501</b>	<b>79,264</b>				<b>0</b>		<b>644,765</b>	<b>610,792</b>



## RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

RE-ESTIMATED Fiscal Year Ending 2018

GOVERNMENT ACTIVITIES CONT.										
(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2018 (J)	ACTUAL 2017 (K)
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39								0	0
Economic Development	40	37,770	25,000						62,770	536,379
Housing and Urban Renewal	41								0	0
Planning & Zoning	42	25,000							25,000	29,443
Other Com & Econ Development	43								0	90,302
TOTAL (lines 39 - 44)	44	62,770	25,000	0					87,770	655,123
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	17,000	2,458						19,458	19,398
Clerk, Treasurer, & Finance Adm.	47	126,881	14,648						141,329	158,774
Elections	48	0							0	0
Legal Services & City Attorney	49	32,500							32,500	100,713
City Hall & General Buildings	50								0	0
Tort Liability	51								0	0
Other General Government	52								0	0
TOTAL (lines 46 - 52)	53	176,181	17,136	0					193,317	273,886
DEBT SERVICE										
Gov Capital Projects	54				741,571				741,571	532,638
TIF Capital Projects	56					1,000,000			1,000,000	1,707,849
TOTAL CAPITAL PROJECTS	57	0	0	0		1,000,000	0		1,000,000	8,165
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	58	2,203,072	532,520	0	741,571	1,000,000	0		4,477,163	1,718,035
BUSINESS TYPE ACTIVITIES										
Proprietary: Enterprise & Budgeted ISF										
Water Utility	59							410,600	410,600	339,991
Sewer Utility	60							347,700	347,700	206,397
Electric Utility	61							0	0	0
Gas Utility	62							0	0	0
Airport	63							0	0	0
Landfill/Garbage	64							0	0	0
Transit	65							0	0	0
Cable TV, Internet & Telephone	66							0	0	0
Housing Authority	67							100,000	100,000	65,823
Storm Water Utility	68							0	0	0
Other Business Type (city hosp., ISF, parking, etc.)	69							57,135	57,135	58,355
Enterprise DEBT SERVICE	70							329,000	329,000	0
Enterprise CAPITAL PROJECTS	71							0	0	0
Enterprise TIF CAPITAL PROJECTS	72							1,244,435	1,244,435	669,566
TOTAL BUSINESS TYPE EXPENDITURES (lines 66 - 69)	73							1,244,435	1,244,435	669,566
TOTAL ALL EXPENDITURES (lines 58+74)	74	2,203,072	532,520	0	741,571	1,000,000	0	1,244,435	5,721,568	6,517,704
Regular Transfers Out	75	50,000	357,127					221,688	628,615	716,893
Internal TIF Loan Transfers Out	76			199,344				199,344	199,344	172,433
Total ALL Transfers Out	77	50,000	357,127	199,344	0	0	0	221,032	828,159	889,328
Total Expenditures and Other Fin Uses (lines 73+74)	78	2,253,072	889,647	199,344	741,571	1,000,000	0	1,466,123	6,549,757	6,407,030
ending Fund Balance June 30	79	539,809	171,552	104,481	867	3,088,628	164,919	2,514	4,872,864	2,588,163

THE USE OF THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CAPITAL PROJECT MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO THE ACTUAL YEAR. CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.



# RE-ESTIMATED REVENUES DETAIL

## RE-ESTIMATED Fiscal Year Ending 2018

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2018 (J)	ACTUAL 2017 (K)
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>										
1	Taxes Levied on Property	1,117,289	258,170		250,064				1,636,553	1,613,353
2	Less: Uncollected Property Taxes - Levy Year								0	0
3	Net Current Property Taxes (line 1 minus line 2)	1,117,289	258,170		250,064				1,636,553	1,613,353
4	Delinquent Property Taxes								0	0
5	TIF Revenues			250,000					250,000	152,449
<b>Other City Taxes:</b>										
6	Utility Tax Replacement Excise Taxes	11,241	2,702		2,368				16,309	16,509
7	Utility franchise tax (Revs Code Chapter 264.2)								0	24,123
8	Parimutuel wager tax								0	0
9	Gaming wager tax								0	0
10	Mobile Home Taxes								0	0
11	Hotel/Motel Taxes								0	11,310
12	Other Local Option Taxes		180,000						0	0
13	Subtotal - Other City Taxes (lines 6 thru 12)	11,241	182,702		2,368				180,000	219,509
14	Licenses & Permits	41,897							156,306	271,648
15	Use of Money & Property	4,160							41,897	25,159
<b>Intergovernmental:</b>										
16	Federal Grants & Reimbursements	6,000				75,000			4,160	19,289
17	Road Use Taxes		290,000						81,000	12,612
18	Other State Grants & Reimbursements	63,968	15,383		13,463				290,000	298,252
19	Local Grants & Reimbursements	191,583							20,844	130,901
20	Subtotal - Intergovernmental (lines 16 thru 19)	261,561	290,383	0	13,463	75,000			191,583	165,293
<b>Charges for Fees &amp; Service:</b>										
21	Water Utility							540,000	540,000	511,115
22	Sewer Utility							375,000	375,000	364,032
23	Electric Utility							0	0	0
24	Gas Utility							0	0	0
25	Parking							0	0	0
26	Airport							0	0	0
27	Landfill/Garbage	44,316						44,316	44,316	44,753
28	Hospital							0	0	0
29	Transit							0	0	0
30	Cable TV, Internet & Telephone							0	0	0
31	Housing Authority							0	0	0
32	Storm Water Utility							80,000	50,000	49,800
33	Other Fees & Charges for Service	72,758						72,758	72,758	71,848
34	Subtotal - Charges for Service (lines 21 thru 33)	117,074	0	0	0	0	0	665,000	1,082,074	1,041,547
35	Special Assessments							0	0	0
36	Miscellaneous	38,910						2,000	40,910	149,647
<b>Other Financing Sources:</b>										
37	Regular Operating Transfers in	35,048			363,421	123,210		107,135	628,815	716,893
38	Internal TIF Loan Transfers in	87,303			112,041				199,344	172,433
39	Subtotal ALL Operating Transfers in	122,351	0	0	475,462	123,210	0	107,135	828,159	889,326
40	Proceeds of Debt (Excluding TIF Internal Borrowing)					4,200,000			4,200,000	1,886,751
41	Proceeds of Capital Asset Sales								0	2,710
42	Subtotal-Other Financing Sources (lines 36 thru 41)	122,351	0	0	475,462	4,323,210	0	107,135	5,028,159	2,793,653
<b>Total Revenues except for beginning fund balance</b>										
43	(lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	1,714,474	740,255	250,000	741,384	4,386,210	2,000	1,072,135	8,924,496	9,652,812
44	Beginning Fund Balance July 1	1,078,467	314,048	53,823	5,084	590,418	152,819	350,023	2,548,153	2,352,380
45	TOTAL REVENUES & BEGIN BALANCE (line 44)	2,792,941	1,054,303	303,823	746,468	4,976,628	154,819	1,468,637	11,322,621	9,005,193



## EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2019

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL REVENUES (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2019 (J)	RE-ESTIMATED 2010 (K)	ACTUAL 2017 (L)
<b>PUBLIC SAFETY</b>											
Police Department/Crime Prevention	1	368,925	99,262						468,177	506,690	434,703
Jail	2								0	0	0
Emergency Management	3								0	0	0
Flood Control	4								0	0	0
Fire Department	5	277,827	2,800						280,427	812,750	154,918
Ambulance	6								0	0	0
Building Inspections	7	9,000	1,538						10,538	10,000	0
Miscellaneous Protective Services	8								0	0	0
Animal Control	9	2,500							2,500	3,000	2,481
Other Public Safety	10								0	0	0
TOTAL (lines 1 - 10)	11	658,052	103,590				0		761,642	1,334,740	592,082
<b>PUBLIC WORKS</b>											
Roads, Bridges, & Sidewalks	12	19,575	268,478						288,053	370,000	362,964
Parking - Meter and Off-Street	13								0	0	0
Street Lighting	14	43,000							43,000	40,000	39,321
Traffic Control and Safety	15								0	0	0
Snow Removal	16								0	0	0
Highway Engineering	17								0	0	0
Street Cleaning	18								0	0	0
Airport	19								0	0	0
Garbage (if not Enterprise)	20	65,000							65,000	65,000	65,377
Other Public Works	21								0	0	0
TOTAL (lines 12 - 21)	22	427,575	268,478				0		396,053	475,000	467,682
<b>HEALTH &amp; SOCIAL SERVICES</b>											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29								0	0	0
TOTAL (lines 23 - 29)	30	0	0				0		0	0	0
<b>CULTURE &amp; RECREATION</b>											
Library Services	31	212,818	38,210						251,028	233,740	235,743
Museum, Band and Theater	32								0	0	0
Parks	33								0	0	0
Recreation	34	103,867	18,926						122,663	129,653	113,134
Cemetery	35	135,949	27,149						163,098	151,785	125,286
Community Center, Zoo, & Marina	36	14,000							14,000	17,312	12,506
Other Culture and Recreation	37	69,375	6,719						76,094	112,369	134,133
TOTAL (lines 31 - 37)	38	536,109	90,004				0		626,113	644,765	610,792



# EXPENDITURES SCHEDULE PAGE 2

## Fiscal Year Ending 2019

### Fiscal Years

GOVERNMENT ACTIVITIES CONT.											
(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2019 (J)	RE-ESTIMATED 2018 (K)	ACTUAL 2017 (L)
COMMUNITY & ECONOMIC DEVELOPMENT											
	39								0	0	0
	40	41,960							41,960	62,770	536,379
	41								0	0	0
	42	25,000							25,000	25,000	28,442
	43								0	0	90,302
	44										
	45	66,960	0	0			0		66,960	87,770	655,123
TOTAL (lines 39 - 44)											
GENERAL GOVERNMENT											
	46	17,000	2,564						19,564	19,459	16,399
	47	123,151	15,826						138,977	141,509	159,774
	48								0	0	0
	49	28,000							28,000	32,500	100,713
	50								0	0	0
	51								0	0	0
	52								0	0	0
	53	168,151	16,190	0	1,003,762		0		168,341	193,317	273,895
	54								1,063,762	741,671	632,638
	55					4,747,000			4,747,000	1,000,000	1,207,840
	56								0	0	8,189
	57	0	0	0	0	4,747,000	0		4,747,000	1,000,000	1,216,035
	58	1,556,847	480,282	0	1,063,762	4,747,000	0		7,847,071	4,677,163	4,848,130
TOTAL Government Activities Expenditures (lines 11+22+30+39+45+53+54+57)											
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
	59							366,420	366,420	410,600	339,891
	60							269,361	269,361	347,700	205,267
	61							0	0	0	0
	62							0	0	0	0
	63							0	0	0	0
	64							0	0	0	0
	65							0	0	0	0
	66							0	0	0	0
	67							0	0	0	0
	68							0	0	0	0
	69							0	0	0	0
	70							0	0	0	0
	71							0	0	0	0
	72							0	0	0	0
	73							0	0	0	0
	74	1,556,847	480,282	0	1,063,762	4,747,000	0		7,847,136	1,244,435	668,565
	75	32,104	35,525						8,598,007	8,721,598	3,517,704
	76		215,890	423,263				163,403	231,032	929,815	716,893
	77	32,104	281,415	423,263	0	0	0	163,403	659,153	199,344	172,433
	78								870,183	828,159	889,328
	79	1,588,951	731,677	423,263	1,063,762	4,747,000	0	903,539	9,458,192	6,549,757	6,407,090
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\* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the City Appropria page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.



## CITY OF

## West Branch

Department of Management

The last two columns will fill in once  
the Re-Est forms are completed

## REVENUES DETAIL

Fiscal Year Ending 2019

Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
REVENUES & OTHER FINANCING SOURCES											
1	Taxes Levied on Property	1,125,448	314,057		217,084				1,737,833	1,635,563	1,613,353
2	Less: Uncollected Property Taxes - Levy Year								0	0	0
3	Net Current Property Taxes (line 1 minus line 2)	1,125,448	314,057		217,084				1,737,833	1,635,563	1,613,353
4	Delinquent Property Taxes								0	0	0
5	TIF Revenues			406,058					406,058	250,000	152,440
Other City Taxes:											
6	Utility Tax Replacement Excise Taxes	10,914	3,057		2,559		0		16,570	16,308	16,000
7	Utility franchise tax (News Code Chapter 364.2)								0	0	24,123
8	Paid-in-kind water tax								0	0	0
9	Gaming wager tax								0	0	0
10	Mobile Home Taxes								0	0	11,310
11	Hotel/Motel Taxes								0	0	0
12	Other Local Option Taxes		180,000						180,000	180,000	219,800
13	Subtotal - Other City Taxes (lines 6 thru 12)	10,914	183,057		2,559		0		196,070	196,308	271,648
14	Licenses & Permits	39,500							39,500	41,487	25,150
15	Use of Money & Property	7,000							7,000	4,150	19,200
Intergovernmental:											
16	Federal Grants & Reimbursements	6,000				803,500			609,800	81,000	12,612
17	Road Use Taxes		280,000						280,000	280,000	268,262
18	Other State Grants & Reimbursements	59,888	16,793		14,281	0		0	91,042	92,844	130,907
19	Local Grants & Reimbursements	203,897							203,897	161,583	455,393
20	Subtotal - Intergovernmental (lines 16 thru 19)	269,885	296,793	0	14,281	803,500		0	1,384,536	646,407	897,669
Charges for Fees & Service:											
21	Water Utility							655,000	955,000	540,000	611,110
22	Sewer Utility							380,000	390,000	378,000	364,032
23	Electric Utility							0	0	0	0
24	Gas Utility							0	0	0	0
25	Parking							0	0	0	0
26	Airport							0	0	0	0
27	Landfill/Garbage	47,475						47,475	47,475	44,316	44,132
28	Hospital								0	0	0
29	Transit							0	0	0	0
30	Cable TV, Internet & Telephone							0	0	0	0
31	Housing Authority							0	0	0	0
32	Storm Water Utility							60,000	60,000	50,000	49,000
33	Other Fees & Charges for Service	49,000						49,000	49,000	72,750	71,948
34	Subtotal - Charges for Service (lines 21 thru 33)	97,375	0	0	0	803,500		665,000	1,062,375	1,062,074	1,041,547
35	Special Assessments							0	0	0	0
36	Miscellaneous	34,250					2,000		36,250	40,910	548,947
Other Financing Sources:											
37	Regular Operating Transfers In	35,525	32,104		183,403			0	231,032	628,816	716,083
38	Internal TIF Loan Transfers In	39,081			900,072				639,153	199,544	172,433
39	Subtotal ALL Operating Transfers In	74,606	32,104	0	783,475		0	0	870,185	828,360	888,516
40	Proceeds of Debt (Excluding TIF Internal Borrowing)							0	4,200,000	1,880,751	0
41	Proceeds of Capital Asset Sales	185,000							185,000	0	7,079
42	Subtotal Other Financing Sources (lines 40 thru 41)	239,606	32,104	0	783,475		0	0	1,635,185	5,028,159	2,783,653
43	Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	1,823,958	826,851	803,058	1,818,643	803,000	3,000	265,000	5,293,310	8,024,452	6,662,813
44	Beginning Fund Balance July 1	539,809	171,546	104,481	587	1,688,528	154,919	2,514	4,572,884	2,009,163	2,392,300
45	TOTAL REVENUES & BEGIN BALANCE (line 43 + 44)	2,363,827	998,397	910,539	1,819,230	4,791,528	166,919	967,514	10,866,194	11,592,671	9,055,113



## CITY OF West Branch

ADOPTED BUDGET SUMMARY  
YEAR ENDED JUNE 30, 2019

## Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	1,125,448	314,897		297,088	0			1,737,833	1,635,553	1,613,353
Less: Uncollected Property Taxes-Less Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	1,125,448	314,897		297,088	0			1,737,833	1,635,553	1,613,353
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TF Revenues	5			406,058							
Other City Taxes	6	10,914	183,057		2,588	0			406,058	250,000	152,448
Licenses & Permits	7	38,506	0		0	0			196,570	196,308	271,648
Use of Money and Property	8	7,000	0		0	0			39,500	41,897	25,156
Intergovernmental	9	269,805	266,793		14,281	803,600			7,000	4,150	19,289
Charges for Fees & Service	10	97,375	0		0	0			1,384,539	645,407	597,068
Special Assessments	11	0	0		0	0			995,000	1,082,074	1,041,547
Miscellaneous	12	34,250	0		0	0			0	0	0
Sub-Total Revenues	13	1,594,352	794,547	406,058	314,868	803,600	2,000	995,000	36,250	40,910	148,647
Other Financing Sources:									4,900,125	3,895,299	3,869,160
Total Transfers In	14	74,606	32,104		763,475	0			870,185	828,159	889,326
Proceeds of Debt	15	0	0		0	0			0	4,200,000	1,868,751
Proceeds of Capital Asset Sales	16	165,000	0		0	0			165,000	0	7,576
Total Revenues and Other Sources	17	1,823,958	826,651	406,058	1,078,343	803,600	2,000	995,000	5,935,310	8,924,458	5,662,813
Expenditures & Other Financing Uses											
Public Safety	18	658,052	103,590		0				761,842	1,334,740	592,082
Public Works	19	127,575	268,478		0				396,053	475,000	467,682
Health and Social Services	20	0	0		0	0			0	0	0
Culture and Recreation	21	536,109	90,004		0				626,113	644,765	610,792
Community and Economic Development	22	66,960	0		0				66,960	87,770	655,123
General Government	23	168,151	18,190		0				196,341	193,317	273,806
Debt Service	24	0	0		1,063,762				1,063,762	741,571	532,538
Capital Projects	25	0	0		0	4,747,000			4,747,000	1,000,000	1,716,035
Total Government Activities Expenditures	26	1,556,847	480,262		1,063,762	4,747,000			7,847,871	4,477,163	4,948,138
Business Type Proprietary: Enterprise & ISF	27										
Total Gov & Bus Type Expenditures	28	1,556,847	480,262		1,063,762	4,747,000		740,136	740,136	1,244,435	989,586
Total Transfers Out	29	32,104	251,415	423,263	0	0		740,136	8,588,007	6,721,598	5,617,704
Total ALL Expenditures/Fund Transfers Out	30	1,588,951	731,677	423,263	1,063,762	4,747,000		903,539	9,459,192	6,549,757	6,407,030
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31	235,007	94,974	-17,205	14,281	-3,943,400	2,000	91,461	-3,522,602	2,374,701	245,763
Beginning Fund Balance July 1	33	639,969	171,568	104,491	897	3,888,628	164,919	2,514	4,972,664	2,598,183	2,552,360
Ending Fund Balance June 30	34	774,876	266,530	87,276	15,178	45,228	166,919	93,975	1,449,902	4,972,884	2,598,163



**LONG TERM DEBT SCHEDULE**  
**GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS**

City Name: West BranchFiscal Year  
2019

	Debt Name (A)	Amount of Issue (B)	Type of Debt Obligation (C)	Date Certified to County Auditor (D)	Debt Resolution Number (E)	Principal Due FY 2019 (F)	Interest Due FY 2019 +(G)	Bond Reg./ Paying Agent Fees Due FY 2019 +(H)	Total Obligation Due FY 2019 =(I)	Paid from Funds OTHER THAN Current Year Debt Service Taxes =(J)	Amount Paid Current Year Debt Service Levy =(K)
(1)	GO Corp. Purpose and Refunding Bonds, Series 2013	2,730,000	GO	03/19/2013	1061	185,000	35,200	900	201,700	201,700	0
(2)	Water Revenue Bonds	540,000	GO - GO	03/20/2007	790	50,000	8,240	1,110	59,350	59,350	0
(3)	GO Property Ass. EXCEPT TO PAY GPP 3-01-18	400,000	GO	07/23/2015	1130	51,670	1,550		53,220		53,220
(4)	GO Corp. Purpose Bonds, Series 2015	855,000	GO	08/03/2015	1307	85,000	13,145	900	99,045		99,045
(5)	GO Corp. Purpose Bonds, Series 2016A	1,000,000	GO	07/25/2016	1403	85,000	14,090	900	100,000	50,000	50,000
(6)	GO Corp. Purpose Bonds, Series 2016B	400,000	GO	07/26/2016	1404	45,000	8,240	900	53,740	53,740	0
(7)	GO Judgment Settlement Note 2017	465,000	GO	30/7/2017	1604	95,000	15,080		110,080	110,080	0
(8)	GO Corp. Purpose Bonds, Series 2017	4,200,000	GO	10/10/2017 & 11/22/2017	1603	340,000	101,270	900	441,770	340,000	58,170
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## FISCAL YEAR BEGINNING JULY 1, 2018 - ENDING JUNE 30, 2019

City of **West Branch**, Iowa

The City Council will conduct a public hearing on the proposed Budget at \_\_\_\_\_

on \_\_\_\_\_ at \_\_\_\_\_  
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.

Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property ..... \$ 13.09248The estimated tax levy rate per \$1000 valuation on Agricultural land is ..... \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

\_\_\_\_\_  
phone number**Redmond Jones II**\_\_\_\_\_  
City Clerk/Finance Officer's NAME

&lt;=====

TYPE THE NAME ABOVE. A SIGNATURE IS NOT NECESSARY.

		Budget FY 2019	Re-estimated FY 2018	Actual FY 2017
		(a)	(b)	(c)
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	1,737,833	1,635,553	1,613,353
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
<b>Net Current Property Taxes</b>	<b>3</b>	<b>1,737,833</b>	<b>1,635,553</b>	<b>1,613,353</b>
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	406,058	250,000	152,449
Other City Taxes	6	198,570	198,308	271,648
Licenses & Permits	7	39,500	41,897	25,159
Use of Money and Property	8	7,000	4,150	19,289
Intergovernmental	9	1,384,539	645,407	597,068
Charges for Fees & Service	10	1,092,375	1,082,074	1,041,547
Special Assessments	11	0	0	0
Miscellaneous	12	36,250	40,910	148,647
Other Financing Sources	13	165,000	4,200,000	1,894,327
Transfers in	14	870,185	828,159	889,326
<b>Total Revenues and Other Sources</b>	<b>15</b>	<b>5,935,310</b>	<b>6,924,458</b>	<b>6,652,813</b>
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	761,642	1,334,740	592,082
Public Works	17	396,053	475,000	487,682
Health and Social Services	18	0	0	0
Culture and Recreation	19	626,113	644,765	610,792
Community and Economic Development	20	66,960	87,770	655,123
General Government	21	186,341	193,317	273,886
Debt Service	22	1,063,762	741,571	532,538
Capital Projects	23	4,747,000	1,000,000	1,716,035
<b>Total Government Activities Expenditures</b>	<b>24</b>	<b>7,847,871</b>	<b>4,477,163</b>	<b>4,848,138</b>
Business Type / Enterprises	25	740,136	1,244,435	669,566
<b>Total ALL Expenditures</b>	<b>26</b>	<b>8,588,007</b>	<b>5,721,598</b>	<b>5,517,704</b>
Transfers Out	27	870,185	828,159	889,326
<b>Total ALL Expenditures/Transfers Out</b>	<b>28</b>	<b>9,458,192</b>	<b>6,549,757</b>	<b>6,407,030</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out</b>	<b>29</b>	<b>-3,522,882</b>	<b>2,374,701</b>	<b>245,783</b>
Beginning Fund Balance July 1	30	4,972,864	2,598,163	2,352,380
<b>Ending Fund Balance June 30</b>	<b>31</b>	<b>1,449,982</b>	<b>4,972,864</b>	<b>2,598,163</b>



**FY 2018****Departmental Revenues City of West Branch Approved Budget As of: January 31<sup>st</sup>, 2018**

2-13-2018 06:07 PM	CITY OF WEST BRANCH APPROVED BUDGET AS OF: JANUARY 31ST, 2018				PAGE: 1	
DEPARTMENTAL REVENUES	2015-2016 ACTUAL	2016-2017 ACTUAL	{----- 2017-2018 -----}		{----- 2018-2019 -----}	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<b>POLICE OPERATION</b>						
<b>001-GENERAL FUND</b>						
001-4-1-110-1-4550 SRO - MISC CHARGE FOR	0	7,728	5,230	4,592	9,000	
001-4-1-110-2-4400 POLICE DEPARTMENT GRA	2,000	612	0	0	0	
001-4-1-110-2-4705 POLICE DEPT CONTRIBUT	0	1,710	0	0	0	
001-4-1-110-4-4442 STEP REIMBURSEMENTS	0	0	0	0	0	
TOTAL 001-GENERAL FUND	2,000	10,051	5,230	4,592	9,000	
TOTAL POLICE OPERATION	2,000	10,051	5,230	4,592	9,000	
<b>FIRE OPERATION</b>						
<b>001-GENERAL FUND</b>						
001-4-1-150-2-4402 FIRE DEPARTMENT GRANT	0	0	0	0	0	
001-4-1-150-2-4475 TWP. FIRE CONTRACTS	184,379	156,420	165,338	92,260	172,428	
001-4-1-150-2-4705 CONTRIBUTIONS	9,999	7,560	7,500	4,587	7,500	
001-4-1-150-4-4017 EMERGENCY MANAGEMENT	8,295	8,409	8,415	4,822	8,500	
001-4-1-150-4-4060 EXCISE TAX, EMA	90	87	85	43	0	
001-4-1-150-4-4080 MOBILE HOME TAXES	65	61	0	38	0	
001-4-1-150-4-4464 COMM/IND REPLACEMENT	483	472	0	234	0	
001-4-1-150-4-4715 REFUNDS	0	0	0	0	0	
001-4-1-150-4-4799 MISCELLANEOUS REVENUE	0	3,143	0	100	0	
TOTAL 001-GENERAL FUND	203,310	176,151	181,338	102,085	188,428	
<b>014-FIRE APPARATUS RESERVE</b>						
014-4-1-150-2-4705 PRIVATE CONTRIBUTIONS	0	0	0	0	0	
TOTAL 014-FIRE APPARATUS RESERVE	0	0	0	0	0	
TOTAL FIRE OPERATION	203,310	176,151	181,338	102,085	188,428	
<b>BUILDING INSPECTIONS</b>						
TOTAL BUILDING INSPECTIONS	0	0	0	0	0	
<b>ANIMAL CONTROL</b>						
TOTAL ANIMAL CONTROL	0	0	0	0	0	



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 2

	2015-2016	2016-2017	2017-2018	2018-2019	
DEPARTMENTAL REVENUES	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET
ROADS AND STREETS					
001-GENERAL FUND					
001-4-2-210-1-4550 MISC REV SIDEWALK REP	0	0	0	4,884	0
001-4-2-210-2-4445 IOWA DOT GRANTS/REIMB	0	0	0	0	0
001-4-2-210-2-4710 REIMB-GF STREETS	0	0	0	0	0
001-4-2-210-4-4821 BANK LOAN	0	0	0	0	0
TOTAL 001-GENERAL FUND	0	0	0	4,884	0
110-ROAD USE TAX					
110-4-2-210-2-4430 ROAD USE TAX PAYMENTS	286,951	288,262	280,000	180,939	280,000
110-4-2-210-2-4445 IOWA DOT GRANTS/REIMB	0	0	0	0	0
110-4-2-210-2-4710 REIMBURSEMENTS	0	774	0	120	0
110-4-2-210-2-4821 BANK LOAN	0	0	0	0	0
TOTAL 110-ROAD USE TAX	286,951	289,036	280,000	181,059	280,000
TOTAL ROADS AND STREETS	286,951	289,036	280,000	185,944	280,000
STREET LIGHTING					
001-GENERAL FUND					
001-4-2-230-2-4710 REIMBURSEMENTS	0	0	0	30	0
TOTAL 001-GENERAL FUND	0	0	0	30	0
TOTAL STREET LIGHTING	0	0	0	30	0
LIBRARY					
031-LIBRARY					
031-4-4-410-1-4461 STATE LIBRARY FUNDING	3,283	12,121	3,250	3,226	3,250
031-4-4-410-1-4765 FINES	2,024	1,223	1,500	744	900
031-4-4-410-2-4470 RURAL LIBRARY ASSISTA	15,945	8,873	17,745	9,610	19,219
031-4-4-410-2-4705 PRIVATE CONTRIBUTIONS	2,291	4,599	2,000	1,373	2,000
031-4-4-410-4-4000 GENERAL PROPERTY TAX	163,510	167,319	179,970	89,985	179,970
031-4-4-410-4-4300 INTEREST INCOME	173	582	0	331	0
031-4-4-410-4-4799 MISC. REVENUES	1,720	3,310	1,200	1,156	1,500
TOTAL 031-LIBRARY	188,947	198,026	205,665	106,425	206,839
502-KROUTH INTEREST FUND					
502-4-4-410-2-4715 REFUNDS	0	0	0	0	0
502-4-4-410-4-4300 INTEREST INCOME	24	76	400	74	0
502-4-4-410-4-4799 MISC. REVENUES	0	0	0	0	0
TOTAL 502-KROUTH INTEREST FUND	24	76	400	74	0
TOTAL LIBRARY	188,971	198,101	206,065	106,499	206,839



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 3

DEPARTMENTAL REVENUES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----) (----- 2018-2019 -----) CURRENT YEAR-TO-DATE REQUESTED PROPOSED BUDGET ACTUAL BUDGET BUDGET			
<b>PARK &amp; RECREATION</b>						
<b>001-GENERAL FUND</b>						
001-4-4-430-1-4550 FITNESS	0	0	0	0	0	
001-4-4-430-1-4551 ADULT SPORTS	2,075	2,515	1,600	210	2,000	
001-4-4-430-1-4552 SWIMMING	725	480	500	0	500	
001-4-4-430-1-4554 VOLLEYBALL	0	0	0	0	0	
001-4-4-430-1-4555 RECREATION ACTIVITIES	9,446	9,197	1,140	3,239	0	
001-4-4-430-1-4556 SUMMER LEAGUE	0	0	5,120	0	4,400	
001-4-4-430-1-4557 CAMP	0	0	9,600	0	9,600	
001-4-4-430-1-4558 YOUTH SPORTS	13,818	13,826	6,250	6,025	7,000	
001-4-4-430-1-4755 CONCESSION SALES	0	0	0	0	2,000	
001-4-4-430-2-4311 FIELD RENTAL	0	0	0	0	1,000	
001-4-4-430-4-4821 BANK LOAN	0	0	0	0	0	
TOTAL 001-GENERAL FUND	26,064	26,018	24,210	9,474	26,500	
TOTAL PARK & RECREATION	26,064	26,018	24,210	9,474	26,500	
<b>CEMETERY</b>						
<b>001-GENERAL FUND</b>						
001-4-4-450-1-4559 GRAVE OPENINGS	9,700	7,425	8,000	4,325	8,000	
001-4-4-450-1-4741 SALE OF CEMETERY LOTS	1,240	320	1,000	720	1,000	
TOTAL 001-GENERAL FUND	10,940	7,745	9,000	5,045	9,000	
<b>027-MEMORIAL GARDEN PROJECT</b>						
027-4-4-450-2-4705 PRIVATE CONTRIBUTIONS	210	104	0	0	0	
TOTAL 027-MEMORIAL GARDEN PROJECT	210	104	0	0	0	
<b>500-CEMETERY PERPETUAL FUND</b>						
500-4-4-450-1-4740 SALE OF CEMETERY LOTS	1,860	480	2,000	1,080	2,000	
500-4-4-450-2-4705 PRIVATE CONTRIBUTIONS	0	0	0	0	0	
500-4-4-450-4-4300 INTEREST INCOME	1	1,846	0	768	0	
TOTAL 500-CEMETERY PERPETUAL FUND	1,861	2,326	2,000	1,848	2,000	
TOTAL CEMETERY	13,011	10,175	11,000	6,893	11,000	
<b>TOWN HALL</b>						



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 4

	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	(----- 2018-2019 -----) REQUESTED BUDGET	PROPOSED BUDGET
DEPARTMENTAL REVENUES						
022-CIVIC CENTER						
022-4-0-460-4-4060 EXCISE TAX	178	154	49	25	0	
022-4-0-460-4-4311 COMMUNITY BUILDING RE	2,350	1,940	2,000	695	2,000	
022-4-0-460-4-4464 COMM/IND REPLACEMENT	954	833	0	136	0	
022-4-4-460-4-4008 OPERATION OF CIVIC CE	16,457	14,843	4,875	2,823	6,500	
022-4-4-460-4-4080 MOBILE HOME TAXES	128	109	0	24	0	
TOTAL 022-CIVIC CENTER	20,067	17,878	6,924	3,703	8,500	
TOTAL TOWN HALL	20,067	17,878	6,924	3,703	8,500	
COMM & CULTURAL DEVEL						
001-GENERAL FUND						
001-4-4-470-2-4715 REFUNDS	0	362	0	0	0	
TOTAL 001-GENERAL FUND	0	362	0	0	0	
TOTAL COMM & CULTURAL DEVEL	0	362	0	0	0	
ECONOMIC DEVELOPMENT						
160-REVOLVING LOAN FUND						
160-4-2-520-2-4440 STATE GRANTS	0	0	0	0	0	
160-4-5-520-1-4550 PH 3 SIDEWALK INSTALL	0	0	0	8,171	0	
160-4-5-520-2-4300 INTEREST INCOME	0	0	0	0	0	
160-4-5-520-2-4441 REVOLVING LOAN	104,745	0	0	0	0	
160-4-5-520-2-4705 PRIVATE CONTRIBUTIONS	0	0	0	0	0	
TOTAL 160-REVOLVING LOAN FUND	104,745	0	0	8,171	0	
TOTAL ECONOMIC DEVELOPMENT	104,745	0	0	8,171	0	
MAYOR AND COUNCIL						
TOTAL MAYOR AND COUNCIL	0	0	0	0	0	
CLERK & TREASURER						
TOTAL CLERK & TREASURER	0	0	0	0	0	



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 5

	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)	(----- 2018-2019 -----)	
DEPARTMENTAL REVENUES			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET
PROPOSED BUDGET					
LEGAL SERVICES					
=====					
TOTAL LEGAL SERVICES	0	0	0	0	0
TORT LIABILITY					
=====					
TOTAL TORT LIABILITY	0	0	0	0	0
BONDING					
=====					
226-GO DEBT SERVICE					
226-4-7-700-4-4300 INTEREST - BOND PROCE	2,433	1,294	0	( 4,304)	0
226-4-7-700-4-4827 BOND PROCEEDS	0	0	0	0	0
TOTAL 226-GO DEBT SERVICE	2,433	1,294	0	( 4,304)	0
TOTAL BONDING	2,433	1,294	0	( 4,304)	0
TIF DEBT SERVICE					
=====					
125-T I F					
125-4-7-710-4-4050 TIF	154,260	152,449	250,000	130,565	389,001
125-4-7-710-4-4051 TIF REBATE ACCIONA	0	0	0	0	0
125-4-7-710-4-4052 TIF REBATE P & G	0	0	0	0	0
125-4-7-710-4-4053 TIF REBATE CASEY'S	0	0	0	0	17,057
125-4-7-710-4-4300 INTEREST - TIF FUND	661	1,322	0	5,452	0
125-4-7-710-4-4715 REFUNDS	0	0	0	0	0
125-4-7-710-4-4820 PROCEEDS OF DEBT	0	495,000	0	0	0
TOTAL 125-T I F	154,921	648,771	250,000	136,017	406,058
226-GO DEBT SERVICE					
226-4-7-710-4-4000 GENERAL PROPERTY TAX	238,598	208,006	250,094	142,965	297,688
226-4-7-710-4-4060 EXCISE TAX	2,472	2,042	2,365	1,211	2,599
226-4-7-710-4-4080 MOBILE HOME TAXES	1,790	1,454	0	1,070	0
226-4-7-710-4-4464 COMM/IND REPLACEMENT	13,266	11,065	13,463	6,531	14,281
TOTAL 226-GO DEBT SERVICE	256,125	222,567	265,922	151,776	314,568
TOTAL TIF DEBT SERVICE	411,046	871,338	515,922	287,793	720,626



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 6

	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)	
DEPARTMENTAL REVENUES	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET PROPOSED BUDGET
<hr/>					
CAPITAL IMPROVEMENT					
=====					
<hr/>					
TOTAL CAPITAL IMPROVEMENT	0	0	0	0	0
CAPITAL PROJECT					
=====					
301-REAP GRANT PROJECT					
301-4-2-751-3-4450 REAP GRANT PROJECT	0	0	0	0	0
TOTAL 301-REAP GRANT PROJECT	0	0	0	0	0
302-PARKSIDE DR IMP CAP PROJ					
302-4-8-751-3-4710 REIMBURSEMENTS	6,250	0	0	0	0
TOTAL 302-PARKSIDE DR IMP CAP PROJ	6,250	0	0	0	0
304-W MAIN ST STORMWATER IMP					
304-4-8-751-3-4710 REIMBURSEMENTS	0	0	0	0	0
TOTAL 304-W MAIN ST STORMWATER IMP	0	0	0	0	0
305-MAIN ST CROSSINGS PROJ					
305-4-8-751-4-4820 BOND PROCEEDS	69,688	0	0	0	0
TOTAL 305-MAIN ST CROSSINGS PROJ	69,688	0	0	0	0
306-4TH ST IMPROVEMENTS PROJ					
306-4-8-751-4-4820 BOND PROCEEDS	521,808	253,681	0	0	0
TOTAL 306-4TH ST IMPROVEMENTS PROJ	521,808	253,681	0	0	0
307-MAIN ST INTERSECTION IMP					
307-4-8-751-4-4820 BOND PROCEEDS	258,354	0	0	0	0
TOTAL 307-MAIN ST INTERSECTION IMP	258,354	0	0	0	0
308-PARK IMP - FEDERSEN VALLE					
308-4-8-751-4-4820 BOND PROCEEDS	0	235,380	2,600,000	3,134,091	0
TOTAL 308-PARK IMP - PEDERSEN VALLE	0	235,380	2,600,000	3,134,091	0
309-PHASE I PARK IMPROVEMENTS					
309-4-8-751-4-4820 BOND PROCEEDS	0	261,685	0	42,174	0
TOTAL 309-PHASE I PARK IMPROVEMENTS	0	261,685	0	42,174	0
310-COLLEGE STREET BRIDGE					
310-4-8-751-3-4400 GRANT PROCEEDS	0	28,808	0	0	803,600
310-4-8-751-4-4820 BOND PROCEEDS	0	218,384	851,318	499,313	0
TOTAL 310-COLLEGE STREET BRIDGE	0	247,192	851,318	499,313	803,600



\*2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 7

DEPARTMENTAL REVENUES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
311-BERANEK PARKING IMPROVEME						
311-4-8-751-4-4820 BOND PROCEEDS	0	25,000	0	0	0	
TOTAL 311-BERANEK PARKING IMPROVEME	0	25,000	0	0	0	
312-DOWNTOWN EAST REDEVELOPME						
312-4-8-751-4-4820 BOND PROCEEDS	0	397,620	0	0	0	
TOTAL 312-DOWNTOWN EAST REDEVELOPME	0	397,620	0	0	0	
313-MAIN ST SIDEWALK-PHASE 4						
313-4-8-751-3-4710 REIMBURSEMENTS	0	0	0	3,783	0	
313-4-8-751-4-4820 BOND PROCEEDS	0	0	163,750	0	0	
TOTAL 313-MAIN ST SIDEWALK-PHASE 4	0	0	163,750	3,783	0	
314-N FIRST ST IMPROVEMENTS						
314-4-8-751-4-4820 BOND PROCEEDS	0	0	252,500	375,070	0	
TOTAL 314-N FIRST ST	0	0	252,500	375,070	0	
317-ORANGE ST 4TH TO 5TH IMP						
317-4-8-751-4-4820 BOND PROCEEDS	0	0	150,000	0	0	
TOTAL 317-ORANGE ST 4TH TO 5TH IMP	0	0	150,000	0	0	
318-COLLEGE ST & 2ND ST IMPRO						
318-4-8-751-4-4820 BOND PROCEEDS	0	0	0	191,879	0	
TOTAL 318-COLLEGE ST & 2ND ST IMPRO	0	0	0	191,879	0	
TOTAL CAPITAL PROJECT	856,100	1,420,558	4,017,568	4,246,309	803,600	
DEPT 762						
=====						
TOTAL DEPT 762	0	0	0	0	0	
WATER						
=====						
600-WATER FUND						
600-4-9-810-1-4500 METERED SALES	431,142	466,864	500,000	286,335	500,000	
600-4-9-810-1-4530 LATE PAYMENT PENALTIE	6,853	6,146	5,000	4,045	5,000	
600-4-9-810-1-4540 DEPOSIT & HOOKUP FEES	3,900	3,100	2,500	2,400	2,500	
600-4-9-810-1-4541 WATER CONN CHARGE FEE	0	402	0	0	0	
600-4-9-810-1-4560 SALES TAX	35,363	37,639	27,500	23,267	40,000	
600-4-9-810-1-4710 REIMBURSEMENTS	1,842	0	0	38,347	0	
600-4-9-810-1-4751 METERS, FEES FOR PERM	5,744	4,815	5,000	2,946	5,000	
600-4-9-810-4-4300 INTEREST	366	1,874	0	4,683	2,500	
600-4-9-810-4-4301 DEF INTEREST	0	0	0	0	0	
600-4-9-810-4-4710 REIMBURSEMENTS	0	0	0	0	0	
600-4-9-810-4-4790 LOCAL OPTION TAX	0	0	0	0	0	
TOTAL 600-WATER FUND	485,210	520,841	540,000	362,023	555,000	
TOTAL WATER	485,210	520,841	540,000	362,023	555,000	



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 8

	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)	
DEPARTMENTAL REVENUES	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET PROPOSED BUDGET
<hr/>					
<u>SEWER OPERATING</u>					
<u>610-SEWER FUND</u>					
610-4-0-815-4-4715 REFUNDS	0	0	0	0	
610-4-9-815-1-4541 SEWER CONN CHARGE FEE	0	604	0	7,446	
610-4-9-815-1-4556 SERVICE CHARGES	340,427	363,163	375,000	228,613	390,000
610-4-9-815-1-4599 OTHER INCOME	120	2,395	0	0	
610-4-9-815-1-4710 REIMBURSEMENTS	0	0	0	0	
610-4-9-815-4-4009 SANITARY DISPOSAL PLA	0	0	0	0	8,881
610-4-9-815-4-4300 INTEREST INCOME	685	3,593	0	6,265	
610-4-9-815-4-4827 BOND PROCEEDS	0	0	0	0	
TOTAL 610-SEWER FUND	341,233	369,954	375,000	242,324	398,881
<hr/>					
<u>614-WASTEWATER LIFT STATION</u>					
614-4-8-815-4-4827 BOND PROCEEDS	0	0	0	0	
TOTAL 614-WASTEWATER LIFT STATION	0	0	0	0	
<hr/>					
TOTAL SEWER OPERATING	341,233	369,954	375,000	242,324	398,881
<hr/>					
<u>SOLID WASTE</u>					
<u>001-GENERAL FUND</u>					
001-4-2-840-1-4510 RECYCLING COLLECTIONS	44,670	44,752	44,316	26,743	47,475
TOTAL 001-GENERAL FUND	44,670	44,752	44,316	26,743	47,475
<hr/>					
TOTAL SOLID WASTE	44,670	44,752	44,316	26,743	47,475
<hr/>					
<u>LOCAL CABLE ACCESS</u>					
<hr/>					
TOTAL LOCAL CABLE ACCESS	0	0	0	0	0
<hr/>					
<u>COMMISSION</u>					
<hr/>					
TOTAL COMMISSION	0	0	0	0	0
<hr/>					
<u>STORM WATER UTILITY</u>					



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018.

PAGE: 9

	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)		
DEPARTMENTAL REVENUES	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>						
<u>740-STORM WATER UTILITY</u>						
740-4-4-865-2-4400 FEDERAL REIMBURSEMENT	0	0	0	20,000	0	
740-4-9-865-1-4500 STORM WATER FEE	45,605	49,800	50,000	31,864	50,000	
TOTAL 740-STORM WATER UTILITY	45,605	49,800	50,000	51,864	50,000	
<hr/>						
TOTAL STORM WATER UTILITY	45,605	49,800	50,000	51,864	50,000	
<hr/>						
<u>NON-DEPARTMENTAL</u>						
<u>001-GENERAL FUND</u>						
001-4-0-950-1-4100 BEER AND LIQUOR PERMI	5,506	4,016	4,625	2,695	4,000	
001-4-0-950-1-4105 CIGARETTE PERMITS	394	300	300	0	300	
001-4-0-950-1-4122 BUILDING PERMITS	24,877	17,748	11,175	14,373	10,000	
001-4-0-950-1-4170 PEDDLER PERMITS	25	0	0	125	0	
001-4-0-950-1-4171 SPECIAL EVENT VENDOR	0	445	0	330	0	
001-4-0-950-1-4180 ANIMAL LICENSES	1,615	1,465	1,000	1,080	1,200	
001-4-0-950-1-4190 DOG PARK LICENSES	1,727	1,185	0	816	0	
001-4-0-950-1-4500 MISC CHARGE FOR SERVI	110	772	0	283	0	
001-4-0-950-1-4553 SUBDIVISION CHARGES	27,284	29,877	40,548	12,991	10,000	
001-4-0-950-1-4765 FINES	805	647	750	231	500	
001-4-0-950-1-4766 VEHICLE UNLOCKS	0	0	0	0	0	
001-4-0-950-2-4401 NATIONAL PARK SERVICE	11,200	0	0	0	0	
001-4-0-950-2-4705 PRIVATE CONTRIBUTIONS	21,746	28,860	18,000	0	18,000	
001-4-0-950-2-4710 REIMBURSEMENTS	4,773	72,218	0	158	0	
001-4-0-950-3-4720 INSURANCE SETTLEMENTS	0	525	0	0	0	
001-4-0-950-4-4000 GENERAL PROPERTY TAX	823,928	861,566	861,008	506,495	885,800	
001-4-0-950-4-4003 AG LAND	1,513	1,601	1,639	965	1,672	
001-4-0-950-4-4060 EXCISE TAX	10,665	10,681	10,489	5,370	0	
001-4-0-950-4-4080 MOBILE HOME TAXES	7,722	7,129	0	4,768	0	
001-4-0-950-4-4300 INTEREST INCOME	1,614	6,379	1,750	10,014	5,000	
001-4-0-950-4-4310 RENTALS	0	0	0	0	0	
001-4-0-950-4-4432 NPS FLOWING CONTRACT	0	12,000	6,000	0	6,000	
001-4-0-950-4-4440 STATE GRANTS	0	0	0	0	0	
001-4-0-950-4-4464 COMM/IND REPLACEMENT	57,238	57,867	63,998	28,968	59,968	
001-4-0-950-4-4706 PRIVATE GRANTS	0	0	0	0	0	
001-4-0-950-4-4715 REFUNDS	0	0	1,750	0	1,750	
001-4-0-950-4-4760 SOLID WASTE STICKERS	1,728	1,664	1,500	909	1,500	
001-4-0-950-4-4799 MISC. REVENUES	14,090	5,854	3,710	31,831	5,000	
001-4-0-950-4-4800 SALE OF ASSETS	0	7,576	0	0	165,000	
001-4-0-950-4-4830 TRANSFERS IN	235,860	274,061	122,352	0	74,606	
001-4-0-950-4-9999 EMPLOYEE FLEX DEPOSIT	1,954	1,061	0	2,302	0	
001-4-4-950-4-4160 CABLE FRANCHISE FEE	24,797	24,123	24,797	15,239	24,000	
TOTAL 001-GENERAL FUND	1,277,260	1,429,620	1,175,391	639,941	1,274,296	



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 10

DEPARTMENTAL REVENUES	2015-2016 ACTUAL	2016-2017 ACTUAL	{----- 2017-2018 -----}		{----- 2018-2019 -----}	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<u>022-CIVIC CENTER</u>						
022-4-0-950-4-4300 INTEREST INCOME	0	0	0	0	0	
TOTAL 022-CIVIC CENTER	0	0	0	0	0	
<u>031-LIBRARY</u>						
031-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 031-LIBRARY	0	0	0	0	0	
<u>036-TORT LIABILITY</u>						
036-4-0-950-4-4013 TORT LIABILITY	75,013	126,509	61,382	35,371	45,039	
036-4-0-950-4-4060 EXCISE TAX	2,806	1,311	0	317	0	
036-4-0-950-4-4080 MOBILE HOME TAXES	602	911	0	291	0	
036-4-0-950-4-4441 COMM/IND REPLACEMENT	4,461	7,104	618	1,708	0	
036-4-0-950-4-4715 REFUNDS	0	0	0	0	0	
TOTAL 036-TORT LIABILITY	82,881	135,835	62,000	37,687	45,039	
<u>110-ROAD USE TAX</u>						
110-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
110-4-0-950-4-9999 EMPLOYEE FLEX BENEFIT	0	0	0	75	0	
TOTAL 110-ROAD USE TAX	0	0	0	75	0	
<u>112-TRUST AND AGENCY</u>						
112-4-0-950-4-4015 GROUP HEALTH	0	0	120,783	0	134,151	
112-4-0-950-4-4016 FICA-IPERS	184,177	190,725	112,688	133,656	148,078	
112-4-0-950-4-4060 EXCISE TAX	1,991	1,975	2,352	1,205	0	
112-4-0-950-4-4080 MOBILE HOME TAXES	1,441	1,394	0	1,063	0	
112-4-0-950-4-4441 COMM/IND REPLACEMENT	10,684	10,702	15,383	6,497	16,793	
112-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 112-TRUST AND AGENCY	198,293	204,796	251,206	142,420	299,022	
<u>119-EMERGENCY TAX FUND</u>						
119-4-0-950-4-4014 EMERGENCY TAX	32,937	34,375	34,699	19,983	35,525	
119-4-0-950-4-4060 EXCISE TAX	356	356	350	179	0	
119-4-0-950-4-4080 MOBILE HOME TAXES	257	252	0	159	0	
119-4-0-950-4-4441 COMM/IND REPLACEMENT	1,908	1,929	0	966	0	
TOTAL 119-EMERGENCY TAX FUND	35,458	36,912	35,049	21,186	35,525	
<u>121-OPTION TAX</u>						
121-4-0-950-4-4090 LOCAL OPTION TAX	183,721	219,609	180,000	117,119	180,000	
121-4-0-950-4-4300 INTEREST INCOME	0	0	0	0	0	
TOTAL 121-OPTION TAX	183,721	219,609	180,000	117,119	180,000	
<u>160-REVOLVING LOAN FUND</u>						
160-4-0-950-4-4830 TRANSFERS IN	0	36,320	0	0	32,104	
TOTAL 160-REVOLVING LOAN FUND	0	36,320	0	0	32,104	



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 11

DEPARTMENTAL REVENUES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<u>226-GO DEBT SERVICE</u>						
226-4-0-950-4-4830 TRANSFERS IN	183,863	203,944	261,449	0	763,475	
TOTAL 226-GO DEBT SERVICE	183,863	203,944	261,449	0	763,475	
<u>302-PARKSIDE DR IMP CAP PROJ</u>						
302-4-0-950-4-4830 TRANSFERS IN	101,775	0	0	0	0	
TOTAL 302-PARKSIDE DR IMP CAP PROJ	101,775	0	0	0	0	
<u>304-W MAIN ST STORMWATER IMP</u>						
304-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 304-W MAIN ST STORMWATER IMP	0	0	0	0	0	
<u>305-MAIN ST CROSSINGS PROJ</u>						
305-4-0-950-4-4830 TRANSFERS IN	0	13,115	0	0	0	
TOTAL 305-MAIN ST CROSSINGS PROJ	0	13,115	0	0	0	
<u>306-4TH ST IMPROVEMENTS PROJ</u>						
306-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 306-4TH ST IMPROVEMENTS PROJ	0	0	0	0	0	
<u>307-MAIN ST INTERSECTION IMP</u>						
307-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 307-MAIN ST INTERSECTION IMP	0	0	0	0	0	
<u>308-PARK IMP - PEDERSEN VALLE</u>						
308-4-0-950-4-4830 TRANSFER IN	0	180,000	0	0	0	
TOTAL 308-PARK IMP - PEDERSEN VALLE	0	180,000	0	0	0	
<u>309-PHASE I PARK IMPROVEMENTS</u>						
309-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 309-PHASE I PARK IMPROVEMENTS	0	0	0	0	0	
<u>310-COLLEGE STREET BRIDGE</u>						
310-4-0-950-4-4830 TRANSFERS IN	0	41,131	0	0	0	
TOTAL 310-COLLEGE STREET BRIDGE	0	41,131	0	0	0	
<u>311-BERANEK PARKING IMPROVEME</u>						
311-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 311-BERANEK PARKING IMPROVEME	0	0	0	0	0	
<u>313-MAIN ST SIDEWALK-PHASE 4</u>						
313-4-0-950-4-4830 TRANSFERS IN	0	150,000	0	0	0	
TOTAL 313-MAIN ST SIDEWALK-PHASE 4	0	150,000	0	0	0	



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 12

DEPARTMENTAL REVENUES	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018		2018-2019	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
314-N FIRST ST IMPROVEMENTS						
314-4-0-950-4-4830 TRANSFERS IN	0	0	123,210	180,000	0	
TOTAL 314-N FIRST ST	0	0	123,210	180,000	0	
315-MAIN ST WATER MAIN IMPROV						
315-4-0-950-4-4830 TRANSFERS IN	0	0	0	50,000	0	
TOTAL 315-MAIN ST WATER MAIN IMPROV	0	0	0	50,000	0	
316-I & I LINE/GROUT PH 2						
316-4-0-950-4-4830 TRANSFERS IN	0	0	0	152,000	0	
TOTAL 316-I & I LINE/GROUT PH 2	0	0	0	152,000	0	
317-ORANGE ST 4TH TO 5TH IMP						
317-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 317-ORANGE ST 4TH TO 5TH IMP	0	0	0	0	0	
318-COLLEGE ST & 2ND ST IMPRO						
318-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 318-COLLEGE ST & 2ND ST IMPRO	0	0	0	0	0	
501-KROUTH PRINCIPAL FUND						
501-4-0-950-4-4300 INTEREST INCOME	124	383	0	360	0	
501-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 501-KROUTH PRINCIPAL FUND	124	383	0	360	0	
502-KROUTH INTEREST FUND						
502-4-0-950-4-4830 TRANSFERS IN	331	0	0	0	0	
TOTAL 502-KROUTH INTEREST FUND	331	0	0	0	0	
600-WATER FUND						
600-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
600-4-0-950-4-9999 EMPLOYEE FLEX DEPOSIT	0	0	0	375	0	
TOTAL 600-WATER FUND	0	0	0	375	0	
603-WATER SINKING FUND						
603-4-0-950-4-4830 TRANSFERS IN	65,013	54,178	57,135	33,329	59,355	
TOTAL 603-WATER SINKING FUND	65,013	54,178	57,135	33,329	59,355	
610-SEWER FUND						
610-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
610-4-0-950-4-9999 EMPLOYEE FLEX DEPOSIT	0	0	0	225	0	
TOTAL 610-SEWER FUND	0	0	0	225	0	
614-WASTEWATER LIFT STATION						
614-4-0-950-4-4830 TRANSFERS IN	0	0	0	0	0	
TOTAL 614-WASTEWATER LIFT STATION	0	0	0	0	0	



2-13-2018 06:07 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 13

DEPARTMENTAL REVENUES	2015-2016 ACTUAL	2016-2017 ACTUAL	{----- 2017-2018 -----}		{----- 2018-2019 -----}	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
740-STORM WATER UTILITY						
740-4-0-950-4-4830 TRANSFERS IN	45,000	45,000	50,000	0	0	
TOTAL 740-STORM WATER UTILITY	45,000	45,000	50,000	0	0	
950-BC/BS FLEXIBLE BENEFIT						
950-4-0-950-4-9999 EMPLOYEE FLEX DEPOSIT	0	0	0	0	0	
TOTAL 950-BC/BS FLEXIBLE BENEFIT	0	0	0	0	0	
TOTAL NON-DEPARTMENTAL	2,173,720	2,750,842	2,195,440	1,374,718	2,688,816	
TOTAL REVENUES	5,205,136	6,757,151	8,453,013	7,014,860	5,994,665	



FY 2018

Departmental Expenditures City of West Branch Approved Budget As of: January 31<sup>st</sup>, 2018

2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 1

DEPARTMENTAL EXPENDITURES	2015-2016	2016-2017	{----- 2017-2018 -----}		{----- 2018-2019 -----}	
	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>						
POLICE OPERATION						
<hr/>						
001-GENERAL FUND						
001-5-1-110-6010 SALARIES AND WAGES	206,713	271,999	285,761	159,470	282,324	
001-5-1-110-6210 DUES, MEMBERSHIP	4,622	4,137	4,100	4,276	4,200	
001-5-1-110-6230 TRAINING AND EDUCATION	15,773	308	2,000	239	2,000	
001-5-1-110-6240 TRAVEL AND CONFERENCE	539	573	2,000	397	2,000	
001-5-1-110-6320 BLDG/GROUNDS OPERATION	1,451	887	800	919	1,000	
001-5-1-110-6331 MOTOR OPERATION FUEL	6,555	8,516	15,000	5,464	15,000	
001-5-1-110-6332 REPAIR/MAINTENANCE-VEH	2,770	7,079	5,000	2,124	5,000	
001-5-1-110-63501 REPAIRS-RADIOS	624	425	1,000	176	1,000	
001-5-1-110-6371 UTILITY SERVICES/GAS,	2,543	2,436	2,000	1,454	2,500	
001-5-1-110-6373 TELEPHONE/OPERATIONS	5,897	6,717	8,000	3,770	8,000	
001-5-1-110-6399 OTHER MAINTENANCE & RE	0	0	0	0	0	
001-5-1-110-6411 LEGAL FEES	969	97	1,000	0	1,000	
001-5-1-110-6414 ADVERTISEMENT & LEGAL	629	0	500	25	250	
001-5-1-110-6491 RESERVE OFFICERS	0	0	1,500	0	1,500	
001-5-1-110-6498 CONTRACT PAYMENTS	1,435	6,122	2,700	0	3,000	
001-5-1-110-6504 MINOR EQUIPMENT	1,288	810	1,000	0	3,000	
001-5-1-110-6506 OFFICE SUPPLIES	687	1,113	1,000	511	1,000	
001-5-1-110-6508 POSTAGE AND SHIPPING	56	0	200	0	200	
001-5-1-110-6510 SAFETY EQUIPMENT	0	0	0	0	0	
001-5-1-110-6513 AMMUNITION	880	776	1,150	0	1,150	
001-5-1-110-6521 MOTOR VEHICLE MAINT. S	63	0	1,000	0	1,000	
001-5-1-110-6529 UNIFORMS	3,752	1,345	2,000	474	2,000	
001-5-1-110-6599 MISC. SUPPLIES	2,511	996	3,000	247	3,000	
001-5-1-110-6723 VEHICLE SET ASIDE	41,082	0	50,000	38,218	0	
001-5-1-110-6725 OFFICE EQUIPMENT	1,300	5,290	4,000	115	6,500	
001-5-1-110-6727 EQUIPMENT	13,399	10,437	0	0	2,800	
TOTAL 001-GENERAL FUND	315,635	329,963	394,711	217,881	349,424	
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036-TORT LIABILITY						
036-5-1-110-6160 WORKMENS COMP.	16,522	12,682	12,708	13,259	13,380	
036-5-1-110-64081 LIABILITY INSURANCE	5,413	6,115	5,166	6,001	6,121	
TOTAL 036-TORT LIABILITY	21,935	18,797	17,874	19,260	19,501	
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112-TRUST AND AGENCY						
112-5-1-110-6110 FICA	14,904	19,869	21,861	11,581	21,598	
112-5-1-110-6130 IPERS	20,135	26,765	28,119	15,673	28,825	
112-5-1-110-6150 GROUP INSURANCE	34,027	39,309	44,840	26,488	48,829	
TOTAL 112-TRUST AND AGENCY	69,066	85,943	94,820	53,743	99,252	
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TOTAL POLICE OPERATION	406,636	434,702	507,405	290,884	468,177	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 2

	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----) CURRENT BUDGET	(----- 2017-2018 -----) YEAR-TO-DATE ACTUAL	(----- 2018-2019 -----) REQUESTED BUDGET	PROPOSED BUDGET
DEPARTMENTAL EXPENDITURES						
FIRE OPERATION						
*****						
001-GENERAL FUND						
001-5-1-150-6010	SALARIES AND WAGES	29,655	33,794	36,000	35,145	36,500
001-5-1-150-6210	DUES, MEMBERSHIP	4,140	4,717	5,000	4,911	5,000
001-5-1-150-6230	TRAINING AND EDUCATION	4,029	14,549	9,000	1,931	6,000
001-5-1-150-6310	BUILDING MAINTENANCE	2,167	5,677	5,000	1,206	5,000
001-5-1-150-6331	MOTOR OPERATION FUEL	3,320	3,382	6,000	1,708	5,000
001-5-1-150-6332	REPAIR/MAINTENANCE-VEH	15,079	12,317	15,000	3,764	12,000
001-5-1-150-63501	REPAIRS-RADIOS	151,427	1,471	5,000	2,884	8,000
001-5-1-150-6371	UTILITY SERVICES/GAS,	7,628	7,307	9,000	4,363	9,000
001-5-1-150-6373	TELEPHONE/OPERATIONS	1,945	1,733	2,500	868	2,500
001-5-1-150-6399	OTHER MAINTENANCE & RE	0	0	0	10,746	1,000
001-5-1-150-6441	FIRE PREVENTION	0	0	750	672	800
001-5-1-150-6490	CONSULTANT AND PROF. F	0	0	0	0	0
001-5-1-150-6498	CONTRACT PAYMENTS	3,634	0	0	275	0
001-5-1-150-6504	MINOR EQUIPMENT	8,780	11,795	11,000	1,216	16,000
001-5-1-150-6506	OFFICE SUPPLIES	1,455	987	3,000	660	3,000
001-5-1-150-6510	SAFETY EQUIPMENT	1,863	0	3,000	660	3,000
001-5-1-150-6514	MEDICAL SUPPLIES	3,567	1,283	3,900	636	3,900
001-5-1-150-6529	UNIFORMS	17,325	3,495	8,000	0	9,500
001-5-1-150-6599	MISC. SUPPLIES	631	837	2,400	464	2,400
001-5-1-150-6727	EQUIPMENT	0	0	650,000	650,320	114,000
TOTAL 001-GENERAL FUND		256,644	103,344	774,550	722,428	242,600
036-TORT LIABILITY						
036-5-1-150-6160	WORKMENS COMP.	9,757	30,635	15,988	17,756	16,908
036-5-1-150-64081	LIABILITY INSURANCE	17,801	17,322	19,141	17,772	18,119
TOTAL 036-TORT LIABILITY		27,558	47,957	35,129	35,528	35,027
112-TRUST AND AGENCY						
112-5-1-150-6110	FICA	2,269	2,585	2,700	2,688	2,800
112-5-1-150-6130	IPERS	67	22	0	13	0
112-5-1-150-6150	GROUP INSURANCE	0	0	0	0	0
112-5-1-150-6199	FIRE DEPT PHYSICALS	0	1,010	0	0	0
TOTAL 112-TRUST AND AGENCY		2,336	3,617	2,700	2,701	2,800
TOTAL FIRE OPERATION						
		286,538	154,918	812,379	760,657	280,427



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 3

	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----) CURRENT BUDGET	(----- 2017-2018 -----) YEAR-TO-DATE ACTUAL	(----- 2018-2019 -----) REQUESTED BUDGET	(----- 2018-2019 -----) PROPOSED BUDGET
<u>DEPARTMENTAL EXPENDITURES</u>						
<u>001-GENERAL FUND</u>						
001-5-1-170-6010 SALARIES AND WAGES	0	0	0	4,900	9,000	
TOTAL 001-GENERAL FUND	0	0	0	4,900	9,000	
<u>036-TORT LIABILITY</u>						
036-5-1-170-6160 WORKMENS COMP	0	0	0	0	0	
TOTAL 036-TORT LIABILITY	0	0	0	0	0	
<u>112-TRUST AND AGENCY</u>						
112-5-1-170-6110 FICA	0	0	0	375	688	
112-5-1-170-6130 IPERS	0	0	0	438	850	
TOTAL 112-TRUST AND AGENCY	0	0	0	812	1,538	
<hr/>						
TOTAL BUILDING INSPECTIONS	0	0	0	5,712	10,538	
<u>ANIMAL CONTROL</u>						
<u>001-GENERAL FUND</u>						
001-5-1-190-6490 CONSULTANT AND PROF. F	0	0	0	0	0	
001-5-1-190-6498 CONTRACT PAYMENTS	1,271	1,210	2,000	1,225	2,000	
001-5-1-190-6510 SAFETY EQUIPMENT	0	0	0	0	0	
001-5-1-190-6599 MISC. SUPPLIES	531	1,029	500	785	500	
TOTAL 001-GENERAL FUND	1,802	2,239	2,500	2,010	2,500	
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TOTAL ANIMAL CONTROL	1,802	2,239	2,500	2,010	2,500	
<u>ROADS AND STREETS</u>						
<u>001-GENERAL FUND</u>						
001-5-2-210-6010 SALARIES AND WAGES	65,263	22,043	0	0	0	
001-5-2-210-6320 BLDG/GROUNDS OPERATION	0	0	0	0	0	
001-5-2-210-6444 TREE TRIMMING	0	0	0	0	0	
001-5-2-210-6490 CONSULTANT AND PROF. F	36,987	18,794	32,104	514	0	
001-5-2-210-6496 MISC. CONTRACT WORK	0	10,304	0	2,150	0	
001-5-2-210-6498 SIDEWALK REPAIR	0	7,275	0	0	2,000	
001-5-2-210-6723 EQUIPMENT SET ASIDE	8,000	0	5,500	0	0	
001-5-2-210-6727 EQUIPMENT	6,250	0	7,000	7,000	0	
001-5-2-210-6761 CAPITAL IMPROVEMENT ST	23,762	0	0	0	0	
TOTAL 001-GENERAL FUND	140,262	58,416	44,604	9,664	2,000	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 4

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<u>036-TORT LIABILITY</u>						
036-5-2-210-6160 WORKMENS COMP.	7,284	7,855	8,740	6,362	9,600	
036-5-2-210-6170 JOB INSURANCE	0	0	0	0	0	
036-5-2-210-64081 LIABILITY INSURANCE	7,115	7,947	6,790	7,819	7,975	
TOTAL 036-TORT LIABILITY	14,399	15,802	15,530	14,181	17,575	
<u>110-ROAD USE TAX</u>						
110-5-2-210-6010 SALARIES AND WAGES	0	45,623	66,377	42,334	74,705	
110-5-2-210-6020 PART TIME	0	0	4,220	0	4,220	
110-5-2-210-6210 DUES, MEMBERSHIP	0	0	0	0	0	
110-5-2-210-6230 TRAINING AND EDUCATION	0	0	0	0	400	
110-5-2-210-6310 BUILDING MAINTENANCE	925	506	1,000	2,120	1,000	
110-5-2-210-6320 BLDG/GROUNDS OPERATION	9,274	10,021	5,500	7,648	10,000	
110-5-2-210-6331 MOTOR OPERATION FUEL	5,462	5,696	7,250	2,454	7,250	
110-5-2-210-6332 REPAIR/MAINTENANCE-VEH	10,530	14,347	8,000	14,576	10,000	
110-5-2-210-6371 UTILITY SERVICES/GAS,	1,420	1,374	4,000	537	4,000	
110-5-2-210-6373 TELEPHONE/OPERATIONS	2,841	2,498	3,000	1,468	3,000	
110-5-2-210-6444 TREE TRIMMING	49,004	27,085	34,165	3,895	31,153	
110-5-2-210-6490 CONSULTANT AND PROF. F	5,155	83	10,000	0	5,000	
110-5-2-210-6496 MISC. CONTRACT WORK	0	0	0	0	0	
110-5-2-210-6501 CHEMICALS	0	0	0	0	0	
110-5-2-210-6504 MINOR EQUIPMENT	1,691	2,163	2,000	269	2,000	
110-5-2-210-6509 SIGNS/SUPPLIES	1,438	2,618	3,000	2,925	3,000	
110-5-2-210-6511 SAND	1,767	1,411	2,500	0	2,000	
110-5-2-210-6512 SALT	10,199	5,472	9,000	0	7,500	
110-5-2-210-6521 MOTOR VEHICLE MAINT. S	2,292	2,104	3,500	2,293	3,500	
110-5-2-210-6524 ROCK/COLD MIX	8,547	7,133	6,000	2,461	6,000	
110-5-2-210-6529 UNIFORMS	0	0	0	0	0	
110-5-2-210-6560 IRON/STEEL	0	0	0	0	0	
110-5-2-210-6599 MISC. SUPPLIES	1,291	698	1,000	3,664	1,000	
110-5-2-210-6723 EQUIPMENT SET ASIDE	0	0	5,500	0	0	
110-5-2-210-6724 CAPITAL EQUIP./SNOW PL	50,609	0	0	0	0	
110-5-2-210-6727 EQUIPMENT	3,000	6,849	7,000	7,237	0	
110-5-2-210-6761 CAPITAL IMPROVEMENT ST	36,540	134,850	96,988	67,936	69,600	
110-5-2-210-6801 PRINCIPAL	0	0	0	0	0	
110-5-2-210-6851 INTEREST/COUPONS	0	0	0	0	0	
TOTAL 110-ROAD USE TAX	201,986	270,531	280,000	161,818	245,328	
<u>112-TRUST AND AGENCY</u>						
112-5-2-210-6110 FICA	4,788	4,975	5,336	3,085	5,715	
112-5-2-210-6130 IPERS	5,698	5,775	5,664	3,613	7,052	
112-5-2-210-6150 GROUP INSURANCE	8,996	7,484	12,642	5,006	10,383	
112-5-2-210-6199 WELLNESS BENEFIT	0	0	0	0	0	
TOTAL 112-TRUST AND AGENCY	19,472	18,235	23,642	11,705	23,150	
<u>TOTAL ROADS AND STREETS</u>	<u>376,119</u>	<u>362,984</u>	<u>363,776</u>	<u>197,367</u>	<u>288,053</u>	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 5

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	{----- 2017-2018 -----}		{----- 2018-2019 -----}	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>						
STREET LIGHTING						
<hr/>						
001-GENERAL FUND						
001-5-2-230-6371 UTILITY SERVICES/GAS,	40,698	39,321	46,000	18,088	43,000	
TOTAL 001-GENERAL FUND	40,698	39,321	46,000	18,088	43,000	
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TOTAL STREET LIGHTING	40,698	39,321	46,000	18,088	43,000	
<hr/>						
LIBRARY						
<hr/>						
031-LIBRARY						
031-5-4-410-6010 SALARIES AND WAGES	124,191	132,507	133,527	78,057	135,500	
031-5-4-410-6210 DUES, MEMBERSHIP	295	260	240	95	240	
031-5-4-410-6230 TRAINING AND EDUCATION	90	96	100	154	100	
031-5-4-410-6240 TRAVEL AND CONFERENCE	888	1,448	1,220	404	2,859	
031-5-4-410-6310 BUILDING MAINTENANCE	6,244	4,993	8,754	2,127	8,374	
031-5-4-410-6320 BLDG/GROUNDS OPERATION	16,775	1,592	1,000	1,913	1,000	
031-5-4-410-6371 UTILITY SERVICES/GAS,	5,719	6,575	6,200	4,743	6,700	
031-5-4-410-6373 TELEPHONE/OPERATIONS	2,420	2,257	2,244	1,133	2,262	
031-5-4-410-6409 JANITORIAL EXPENSE	3,356	4,564	5,800	3,258	6,516	
031-5-4-410-6414 ADVERTISEMENT & LEGAL	63	0	500	100	500	
031-5-4-410-6419 TECHNOLOGY SERVICES	4,540	2,886	3,788	2,522	2,788	
031-5-4-410-6498 CONTRACT PAYMENTS	4,187	2,492	32,411	1,910	2,434	
031-5-4-410-6499 REIMB BY FRIENDS OF LI	0	1,231	0	( 1,145)	0	
031-5-4-410-6506 OFFICE SUPPLIES	1,736	771	2,000	1,045	2,300	
031-5-4-410-6508 POSTAGE AND SHIPPING	2,988	3,863	3,640	1,753	2,970	
031-5-4-410-6599 MISC. SUPPLIES	4,679	4,905	5,700	3,418	6,154	
031-5-4-410-6725 OFFICE EQUIPMENT	1,620	1,694	1,808	812	1,558	
031-5-4-410-6770 COLLECTIONS	30,188	25,063	26,733	13,268	26,781	
TOTAL 031-LIBRARY	211,979	197,198	235,665	115,567	209,036	
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036-TORT LIABILITY						
036-5-4-410-6160 WORKMENS COMP.	( 550)	1,142	0	( 339)	0	
036-5-4-410-64081 LIABILITY INSURANCE	3,855	3,591	3,591	3,708	3,782	
TOTAL 036-TORT LIABILITY	3,305	4,734	3,591	3,369	3,782	
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112-TRUST AND AGENCY						
112-5-4-410-6110 FICA	9,500	10,137	10,215	5,971	10,366	
112-5-4-410-6130 IFERS	10,711	11,469	11,924	6,718	12,791	
112-5-4-410-6150 GROUP INSURANCE	11,902	12,216	13,010	8,162	15,053	
112-5-4-410-6199 WELLNESS BENEFIT	0	0	0	0	0	
TOTAL 112-TRUST AND AGENCY	32,113	33,821	35,149	20,852	38,210	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 6

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
502-KROUTH INTEREST FUND						
502-5-4-410-6599 MISC. SUPPLIES	10	( 10)	0	0	0	
TOTAL 502-KROUTH INTEREST FUND	10	( 10)	0	0	0	
TOTAL LIBRARY	247,407	235,743	274,405	139,788	251,028	
PARK & RECREATION						
001-GENERAL FUND						
001-5-4-430-6010 SALARIES AND WAGES	48,065	54,169	58,887	33,791	59,057	
001-5-4-430-6210 DUES, MEMBERSHIP	220	320	0	0	0	
001-5-4-430-6230 TRAINING AND EDUCATION	0	807	0	21	400	
001-5-4-430-6240 TRAVEL AND CONFERENCE	0	856	0	0	0	
001-5-4-430-6310 BUILDING MAINTENANCE	0	115	0	7	0	
001-5-4-430-6320 BLDG/GROUNDS OPERATION	4,752	4,888	3,784	2,335	1,375	
001-5-4-430-6371 UTILITY SERVICES/GAS,	927	832	1,996	696	3,996	
001-5-4-430-6373 TELEPHONE/OPERATIONS	3,486	2,650	2,500	1,190	2,500	
001-5-4-430-6402 ADVERTISING EXPENSE	0	0	0	90	0	
001-5-4-430-6409 JANITORIAL EXPENSE	0	42	0	0	0	
001-5-4-430-6498 CONTRACT PAYMENTS	3,959	45	1,500	366	1,500	
001-5-4-430-6501 CHEMICALS	0	0	0	0	0	
001-5-4-430-6503 CONCESSION MERCHANDISE	0	0	0	0	1,000	
001-5-4-430-6504 MINOR EQUIPMENT	0	0	300	0	300	
001-5-4-430-6506 OFFICE SUPPLIES	1,840	1,233	500	44	400	
001-5-4-430-6508 POSTAGE AND SHIPPING	0	0	150	0	125	
001-5-4-430-6520 RECREATION SUPPLIES	13,577	13,727	2,640	1,884	2,000	
001-5-4-430-6522 SWIMMING	0	103	1,500	1,135	1,500	
001-5-4-430-6523 ADULT SPORTS	1,027	1,787	1,600	1,221	1,600	
001-5-4-430-6525 YOUTH SPORTS	7,785	8,840	4,870	2,601	4,870	
001-5-4-430-6526 FITNESS	342	0	1,220	0	1,220	
001-5-4-430-6527 SUMMER LEAGUE	0	1,290	5,500	771	4,400	
001-5-4-430-6528 CAMP	0	89	11,428	6,663	9,600	
001-5-4-430-6599 MISC. SUPPLIES	331	0	0	0	0	
001-5-4-430-6727 EQUIPMENT	0	0	0	0	0	
001-5-4-430-6792 CAPITAL IMPROVEMENTS	123,318	250	2,000	750	0	
001-5-4-430-6798 TEEN ACTIVITIES	0	0	0	0	0	
TOTAL 001-GENERAL FUND	209,627	92,044	100,375	53,565	95,843	
036-TORT LIABILITY						
036-5-4-430-6160 WORKMENS COMP.	6,784	2,070	361	7,847	4,742	
036-5-4-430-64081 LIABILITY INSURANCE	3,411	3,157	3,411	3,316	3,382	
TOTAL 036-TORT LIABILITY	10,195	5,227	3,772	11,163	8,124	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 7

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<u>112-TRUST AND AGENCY</u>						
112-5-4-430-6110 FICA	3,466	3,911	4,504	2,454	4,518	
112-5-4-430-6130 IPERS	4,056	4,409	5,259	2,670	5,575	
112-5-4-430-6150 GROUP INSURANCE	7,354	7,533	8,515	5,027	8,833	
112-5-4-430-6199 WELLNESS BENEFIT	0	0	0	0	0	
TOTAL 112-TRUST AND AGENCY	14,876	15,853	18,278	10,152	18,926	
 TOTAL PARK & RECREATION	 234,698	 113,124	 122,425	 74,880	 122,893	
<u>CEMETERY</u>						
<u>001-GENERAL FUND</u>						
001-5-4-450-6010 SALARIES AND WAGES	76,902	84,840	96,496	55,670	100,670	
001-5-4-450-6230 TRAINING AND EDUCATION	0	0	0	0	400	
001-5-4-450-6310 BUILDING MAINTENANCE	6	15	0	0	0	
001-5-4-450-6320 BLDG/GROUNDS OPERATION	926	1,431	1,000	683	1,000	
001-5-4-450-6331 MOTOR OPERATION FUEL	2,787	2,237	1,875	1,769	1,875	
001-5-4-450-6332 REPAIR/MAINTENANCE-VEH	1,476	1,439	1,500	1,238	1,500	
001-5-4-450-6498 CONTRACT PAYMENTS	6,440	7,233	8,000	3,300	8,000	
001-5-4-450-6501 CHEMICALS	0	0	0	0	0	
001-5-4-450-6504 MINOR EQUIPMENT	890	678	500	0	500	
001-5-4-450-6521 MOTOR VEHICLE MAINT. S	487	1,141	1,000	212	1,000	
001-5-4-450-6529 UNIFORMS	328	332	300	310	300	
001-5-4-450-6599 MISC. SUPPLIES	1,911	1,110	1,000	667	1,000	
001-5-4-450-6727 EQUIPMENT	0	0	9,000	10,200	17,084	
TOTAL 001-GENERAL FUND	92,152	100,456	120,671	74,048	133,329	
<u>027-MEMORIAL GARDEN PROJECT</u>						
027-5-4-450-6499 MISC CONTRACT WORK	0	0	0	0	0	
TOTAL 027-MEMORIAL GARDEN PROJECT	0	0	0	0	0	
<u>036-TORT LIABILITY</u>						
036-5-4-450-6160 WORKMENS COMP.	1,420	3,474	1,169	3,304	1,357	
036-5-4-450-64081 LIABILITY INSURANCE	1,666	1,130	1,590	1,238	1,263	
TOTAL 036-TORT LIABILITY	3,086	4,604	2,759	4,542	2,620	
<u>112-TRUST AND AGENCY</u>						
112-5-4-450-6110 FICA	5,761	6,374	7,396	4,163	7,701	
112-5-4-450-6130 IPERS	6,734	7,167	8,633	4,447	9,503	
112-5-4-450-6150 GROUP INSURANCE	7,911	6,685	10,685	4,687	9,945	
112-5-4-450-6199 WELLNESS BENEFIT	0	0	0	0	0	
TOTAL 112-TRUST AND AGENCY	20,406	20,226	26,714	13,298	27,149	
 TOTAL CEMETERY	 115,643	 125,286	 150,144	 91,888	 163,098	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 8

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
TOWN HALL						
=====						
022-CIVIC CENTER						
022-5-4-460-6310 BUILDING MAINTENANCE	1,196	2,092	1,600	264	1,600	_____
022-5-4-460-6371 UTILITY SERVICES/GAS,	2,802	4,287	5,000	2,601	5,000	_____
022-5-4-460-6373 TELEPHONE/OPERATIONS	561	517	500	259	500	_____
022-5-4-460-6409 JANITORIAL EXPENSE	2,990	3,246	2,700	2,022	4,400	_____
022-5-4-460-6499 OTHER CONTRACTUAL SERV	35	0	0	0	0	_____
022-5-4-460-6599 MISC. SUPPLIES	438	209	0	165	0	_____
022-5-4-460-6792 CAPITAL IMPROVEMENTS	0	2,154	7,512	0	2,500	_____
TOTAL 022-CIVIC CENTER	8,022	12,506	17,312	5,311	14,000	_____
TOTAL TOWN HALL	8,022	12,506	17,312	5,311	14,000	_____
COMM & CULTURAL DEVEL						
=====						
001-GENERAL FUND						
001-5-4-470-6402 ADVERTISING EXPENSE	0	7,732	2,100	( 439)	2,100	_____
001-5-4-470-6599 MISC. SUPPLIES	0	0	0	0	0	_____
001-5-4-470-6601 HHTD FIREWORKS	40,000	40,000	40,000	20,000	0	_____
001-5-4-470-6602 HHTD INFLATABLES	9,500	8,000	12,000	12,150	12,000	_____
001-5-4-470-6603 HHTD MISCELLANEOUS	29,653	30,306	24,000	21,723	24,000	_____
001-5-4-470-6604 SUMMER CONCERTS	3,207	7,984	3,000	1,706	3,000	_____
001-5-4-470-6605 COMMUNITY EVENTS	4,698	965	0	249	3,000	_____
001-5-4-470-6792 CAPITAL IMPROVEMENTS	0	695	0	0	0	_____
TOTAL 001-GENERAL FUND	87,058	95,682	81,100	55,389	44,100	_____
TOTAL COMM & CULTURAL DEVEL	87,058	95,682	81,100	55,389	44,100	_____
ECONOMIC DEVELOPMENT						
=====						
001-GENERAL FUND						
001-5-5-520-6211 DOES CEDCO	6,223	6,223	6,410	6,409	0	_____
001-5-5-520-6212 DOES ICAD	2,750	2,750	2,750	0	2,750	_____
001-5-5-520-6213 NATIONAL PARK SERVICE	7,500	7,500	7,500	0	0	_____
001-3-5-520-6214 DUES MAIN STREET	18,500	15,500	10,000	10,300	10,000	_____
001-5-5-520-6402 ADVERTISING EXPENSE	0	0	0	750	1,800	_____
001-5-5-520-6498 BUILDING INCENTIVE PAY	5,273	9,408	6,110	7,849	27,410	_____
001-5-5-520-6730 LAND	0	0	0	0	0	_____
TOTAL 001-GENERAL FUND	40,246	41,381	32,770	25,308	41,960	_____



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 9

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<b>160-REVOLVING LOAN FUND</b>						
160-5-5-520-6421 PAYMENTS TO OTHER AGEN	0	90,302	75,000	0	0	
TOTAL 160-REVOLVING LOAN FUND	0	90,302	75,000	0	0	
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>40,246</b>	<b>131,683</b>	<b>107,770</b>	<b>25,308</b>	<b>41,960</b>	
<b>MAYOR AND COUNCIL</b>						
<b>001-GENERAL FUND</b>						
001-5-6-610-6020 PART TIME	7,780	14,920	15,000	13,397	15,000	
001-5-6-610-6230 TRAINING AND EDUCATION	1,840	40	1,750	890	1,750	
001-5-6-610-6241 MILEAGE	0	109	250	0	250	
001-5-6-610-6506 OFFICE SUPPLIES	0	0	0	36	0	
TOTAL 001-GENERAL FUND	9,620	15,069	17,000	14,323	17,000	
<b>112-TRUST AND AGENCY</b>						
112-5-6-610-6110 FICA	595	893	1,148	844	1,148	
112-5-6-610-6130 IFERS	295	447	1,340	260	1,416	
TOTAL 112-TRUST AND AGENCY	890	1,330	2,488	1,104	2,564	
<b>TOTAL MAYOR AND COUNCIL</b>	<b>10,510</b>	<b>16,399</b>	<b>19,488</b>	<b>15,427</b>	<b>19,564</b>	
<b>CLERK &amp; TREASURER</b>						
<b>001-GENERAL FUND</b>						
001-5-6-620-6010 SALARIES AND WAGES	50,848	60,241	57,222	35,930	61,649	
001-5-6-620-6170 JOB INSURANCE	0	0	0	0	0	
001-5-6-620-6210 DUES, MEMBERSHIP	4,170	3,783	4,000	3,773	4,000	
001-5-6-620-6230 TRAINING AND EDUCATION	2,418	2,803	3,420	1,151	4,820	
001-5-6-620-6240 TRAVEL AND CONFERENCE	3,191	3,743	3,000	4,401	5,000	
001-5-6-620-6310 BUILDING MAINTENANCE	849	465	1,000	270	1,000	
001-5-6-620-6331 MOTOR OPERATION FUEL	0	0	0	0	0	
001-5-6-620-6332 REPAIR/MAINTENANCE-VEH	0	0	0	0	0	
001-5-6-620-6371 UTILITY SERVICES/GAS,	5,006	3,234	4,000	1,611	4,000	
001-5-6-620-6373 TELEPHONE/OPERATIONS	3,699	3,871	5,000	2,336	4,000	
001-5-6-620-6400 BANKING EXPENSES	7,500	134	0	311	0	
001-5-6-620-6401 AUDITING EXPENSE	11,457	12,351	10,000	0	12,000	
001-5-6-620-6409 JANITORIAL EXPENSE	879	1,721	2,500	1,734	3,000	
001-5-6-620-6414 ADVERTISEMENT & LEGAL	0	536	0	886	0	
001-5-6-620-64182 PROPERTY TAX	0	0	0	960	0	
001-5-6-620-6419 TECHNOLOGY SERVICES	4,648	4,026	1,485	4,120	0	
001-5-6-620-6440 ELECTIONS	1,305	0	1,688	1,401	1,500	
001-5-6-620-6490 CONSULTANT AND PROF. F	23,008	27,040	7,793	4,800	4,500	
001-5-6-620-6492 BUILDING INSPECTIONS	4,782	1,109	0	0	0	
001-5-6-620-6498 CONTRACT PAYMENTS	7,760	4,150	11,996	2,096	5,000	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 10

		2015-2016	2016-2017	2017-2018		2018-2019	
		ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
DEPARTMENTAL EXPENDITURES							
001-5-6-620-6499	MISC. CONTRACT WORK	0	0	0	0	0	
001-5-6-620-6506	OFFICE SUPPLIES	4,698	6,042	3,000	2,026	3,000	
001-5-6-620-6508	POSTAGE AND SHIPPING	2,100	1,956	2,500	1,185	2,500	
001-5-6-620-65081	POSTAGE MACHINE	989	900	1,777	532	640	
001-5-6-620-6591	HOOVERS HOMETOWN DAYS	0	0	0	0	0	
001-5-6-620-6599	MISC. SUPPLIES	102	1,360	0	0	1,000	
001-5-6-620-6721	FURNITURE AND FIXTURES	0	0	0	0	0	
001-5-6-620-6725	OFFICE EQUIPMENT	1,725	0	0	2,328	0	
001-5-6-620-6793	POLICY ADMIN./DEVELOPM	0	0	0	0	0	
001-5-6-620-6801	PRINCIPAL	0	0	0	0	0	
001-5-6-620-6851	INTEREST/COUPONS	0	0	0	0	0	
TOTAL 001-GENERAL FUND		141,131	139,465	120,381	71,851	117,609	
036-TORT LIABILITY							
036-5-6-620-6160	WORKMENS COMP.	1,948	812	1,278	2,149	1,307	
036-5-6-620-6408	LIABILITY INSURANCE	4,119	4,064	4,662	4,152	4,235	
TOTAL 036-TORT LIABILITY		6,067	4,876	5,940	6,301	5,542	
112-TRUST AND AGENCY							
112-5-6-620-6110	FICA	3,767	4,525	4,586	2,659	4,716	
112-5-6-620-6130	IPERS	4,244	5,138	5,353	3,081	5,820	
112-5-6-620-6150	GROUP INSURANCE	4,561	2,770	4,709	3,465	5,090	
112-5-6-620-6199	WELLNESS BENEFIT	0	0	0	0	0	
TOTAL 112-TRUST AND AGENCY		12,573	12,433	14,648	9,204	15,626	
TOTAL CLERK & TREASURER		159,770	156,774	140,969	87,356	138,777	
LEGAL SERVICES							
001-GENERAL FUND							
001-5-6-640-6414	ADVERTISEMENT & LEGAL	15,239	9,001	10,000	3,073	10,000	
001-5-6-640-6490	CONSULTANT AND PROF. F	213,792	91,712	18,000	11,902	18,000	
TOTAL 001-GENERAL FUND		229,031	100,713	28,000	14,975	28,000	
TOTAL LEGAL SERVICES		229,031	100,713	28,000	14,975	28,000	
TORT LIABILITY							
001-GENERAL FUND							
001-5-6-660-6801	PRINCIPAL	0	0	0	0	0	
001-5-6-660-6851	INTEREST/COUPONS	0	0	0	0	0	
TOTAL 001-GENERAL FUND		0	0	0	0	0	
TOTAL TORT LIABILITY		0	0	0	0	0	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 11

	2015-2016	2016-2017	2017-2018	2018-2019	
DEPARTMENTAL EXPENDITURES	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET PROPOSED BUDGET
<hr/>					
BONDING					
<hr/>					
226-GO DEBT SERVICE					
226-5-7-700-6801 PRINCIPAL -FIRE LOAN	0	0	0	0	
226-5-7-700-6802 PRINCIPAL-CITY HALL LO	0	0	0	0	
226-5-7-700-6803 PRIN- ACCIONA LAWSUIT	48,321	0	0	0	99,000
226-5-7-700-6804 PRINCIPAL - GO EQUIPME	0	0	0	0	0
226-5-7-700-6805 PRINCIPAL-GO PROPERTY	36,841	200,000	91,000	0	51,673
226-5-7-700-6806 PRINCIPAL-GO BOND 2013	160,000	165,000	165,000	0	165,000
226-5-7-700-6807 PRINCIPAL-GO BOND 2015	60,000	80,000	85,000	0	85,000
226-5-7-700-6808 PRINCIPAL-GO BOND 2016	0	0	85,000	0	85,000
226-5-7-700-6809 PRINCIPAL-GO BOND 2016	0	0	0	0	45,000
226-5-7-700-6810 PRINCIPAL-GO BOND 2017	0	0	0	0	340,000
226-5-7-700-6851 INTEREST- FIRE LOAN	0	0	0	0	0
226-5-7-700-6852 INTEREST-CITY HALL LOA	0	0	0	0	0
226-5-7-700-6853 INT-ACCIONA LAWSUIT LO	3,289	3,754	0	8,044	16,088
226-5-7-700-6854 INTEREST - GO EQUIPMEN	0	0	0	0	0
226-5-7-700-6855 INTEREST-GO PROPERTY A	9,827	7,514	10,955	0	1,550
226-5-7-700-6856 INTEREST-GO BOND 2013	40,190	38,590	36,940	18,470	35,290
226-5-7-700-6857 INTEREST-GO BONDS 2015	12,546	15,300	14,420	7,210	13,145
226-5-7-700-6858 INTEREST-GO BOND 2016A	0	13,734	15,848	7,924	14,998
226-5-7-700-6859 INTEREST-GO BOND 2016B	0	7,146	8,245	4,123	8,245
226-5-7-700-6860 INTEREST-GO BOND 2017	0	0	0	0	101,273
226-5-7-700-6899 BOND REGISTRATION FEES	1,100	1,500	1,500	1,000	2,500
TOTAL 226-GO DEBT SERVICE	372,115	532,538	513,908	46,770	1,063,762
<hr/>					
TOTAL BONDING	372,115	532,538	513,908	46,770	1,063,762
<hr/>					
TIF DEBT SERVICE					
<hr/>					
125-T I F					
125-5-5-710-6801 PRINCIPAL	0	0	0	0	0
125-5-5-710-6851 INTEREST/COUPONS	0	0	0	0	0
125-5-5-710-6855 TIF REBATES	0	494,924	0	0	0
TOTAL 125-T I F	0	494,924	0	0	0
<hr/>					
TOTAL TIF DEBT SERVICE	0	494,924	0	0	0
<hr/>					
CAPITAL IMPROVEMENT					
<hr/>					
TOTAL CAPITAL IMPROVEMENT	0	0	0	0	0



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 12

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(-----) 2017-2018 CURRENT BUDGET	(-----) 2018-2019 YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<b>CAPITAL PROJECT</b>						
<b>121-OPTION TAX</b>						
121-5-7-751-6420 OPTION TAX	0	0	0	0	0	
TOTAL 121-OPTION TAX	0	0	0	0	0	
<b>301-REAP GRANT PROJECT</b>						
301-5-8-751-6490 CONSULTANT & PROF. FEE	17,000	0	0	3,129	5,000	
301-5-8-751-6498 CONTRACT PAYMENTS	0	0	50,500	0	42,000	
TOTAL 301-REAP GRANT PROJECT	17,000	0	50,500	3,129	47,000	
<b>302-PARKSIDE DR IMP CAP PROJ</b>						
302-5-8-751-6490 CONSULTANT AND PROF. F	6,965	0	0	0	0	
302-5-8-751-6498 CONTRACT PAYMENTS	104,945	0	0	0	0	
TOTAL 302-PARKSIDE DR IMP CAP PROJ	111,910	0	0	0	0	
<b>304-W MAIN ST STORMWATER IMP</b>						
304-5-8-751-6490 CONSULTANT AND PROF. F	0	0	0	0	0	
304-5-8-751-6498 CONTRACT PAYMENTS	0	0	0	0	0	
TOTAL 304-W MAIN ST STORMWATER IMP	0	0	0	0	0	
<b>305-MAIN ST CROSSINGS PROJ</b>						
305-5-8-751-6490 CONSULTANT AND PROF. F	33,166	561	0	0	0	
305-5-8-751-6498 CONTRACT PAYMENTS	0	49,077	0	0	0	
TOTAL 305-MAIN ST CROSSINGS PROJ	33,166	49,637	0	0	0	
<b>306-4TH ST IMPROVEMENTS PROJ</b>						
306-5-8-751-6490 CONSULTANT AND PROF. F	59,622	36,216	0	0	0	
306-5-8-751-6498 CONTRACT PAYMENTS	0	756,272	0	39,804	0	
TOTAL 306-4TH ST IMPROVEMENTS PROJ	59,622	792,488	0	39,804	0	
<b>307-MAIN ST INTERSECTION IMP</b>						
307-5-8-751-6490 CONSULTANT & PROF FEES	25,610	2,554	0	0	0	
307-5-8-751-6498 CONTRACT PAYMENTS	0	175,944	0	0	0	
TOTAL 307-MAIN ST INTERSECTION IMP	25,610	178,498	0	0	0	
<b>308-PARK IMP - PEDERSEN VALLE</b>						
308-5-8-751-6490 CONSULTANT AND PROF FE	0	172,661	0	41,550	85,000	
308-5-8-751-6498 CONTRACT PAYMENTS	0	0	2,786,000	26,000	3,215,000	
TOTAL 308-PARK IMP - PEDERSEN VALLE	0	172,661	2,786,000	67,550	3,300,000	
<b>309-PHASE I PARK IMPROVEMENTS</b>						
309-5-8-751-6490 CONSULTANT AND PROF FE	0	14,754	0	1,525	0	
309-5-8-751-6498 CONTRACT PAYMENTS	0	257,494	51,174	30,247	0	
TOTAL 309-PHASE I PARK IMPROVEMENTS	0	272,247	51,174	31,772	0	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 13

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<u>310-COLLEGE STREET BRIDGE</u>						
310-5-8-751-6490 CONSULTANT AND PROF FE	11,059	74,762	0	62,449	100,000	
310-5-8-751-6498 CONTRACT PAYMENTS	0	0	500,000	1,676	1,300,000	
TOTAL 310-COLLEGE STREET BRIDGE	11,059	74,762	500,000	64,125	1,400,000	
<u>311-BERANEK PARKING IMPROVEME</u>						
311-5-8-751-6490 CONSULTANT AND PROF FE	0	386	0	0	0	
311-5-8-751-6498 CONTRACT PAYMENTS	0	0	0	0	0	
TOTAL 311-BERANEK PARKING IMPROVEME	0	386	0	0	0	
<u>312-DOWNTOWN EAST REDEVELOPME</u>						
312-5-8-751-6490 CONSULTANT & PROF FEES	0	7,206	0	0	0	
312-5-8-751-6498 CONTRACT PAYMENTS	225,000	983	175,000	0	0	
TOTAL 312-DOWNTOWN EAST REDEVELOPME	225,000	8,189	175,000	0	0	
<u>313-MAIN ST SIDEWALK-PHASE 4</u>						
313-5-8-751-6490 CONSULTANT & PROF FEES	0	21,791	21,350	0	0	
313-5-8-751-6498 CONTRACT PAYMENTS	0	122,248	129,688	6,334	0	
TOTAL 313-MAIN ST SIDEWALK-PHASE 4	0	144,039	151,038	6,334	0	
<u>314-N FIRST ST IMPROVEMENTS</u>						
314-5-8-751-6490 CONSULTANT & PROF FEES	0	16,700	29,700	14,504	0	
314-5-8-751-6498 CONTRACT PAYMENTS	0	0	346,010	345,290	0	
TOTAL 314-N FIRST ST	0	16,700	375,710	359,795	0	
<u>315-MAIN ST WATER MAIN IMPROV</u>						
315-5-8-751-6490 CONSULTANT AND PROF FE	0	450	7,880	18,690	0	
315-5-8-751-6498 CONTRACT PAYMENTS	0	0	157,596	160,986	0	
TOTAL 315-MAIN ST WATER MAIN IMPROV	0	450	165,476	179,676	0	
<u>316-I &amp; I LINE/GROUT PH 2</u>						
316-5-8-751-6490 CONSULTANT & PROF FEES	0	2,436	0	2,232	0	
316-5-8-751-6498 CONTRACT PAYMENTS	0	0	136,371	138,831	0	
TOTAL 316-I & I LINE/GROUT PH 2	0	2,436	136,371	141,063	0	
<u>317-ORANGE ST 4TH TO 5TH IMP</u>						
317-5-8-751-6490 CONSULTANT & PROF FEES	0	0	15,000	0	0	
317-5-8-751-6498 CONTRACT PAYMENTS	0	0	135,000	0	0	
TOTAL 317-ORANGE ST 4TH TO 5TH IMP	0	0	150,000	0	0	
<u>318-COLLEGE ST &amp; 2ND ST IMPRO</u>						
318-5-8-751-6490 CONSULTANT & PROF FEES	0	3,540	0	38,581	0	
318-5-8-751-6498 CONTRACT PAYMENTS	0	0	0	0	0	
TOTAL 318-COLLEGE ST & 2ND ST IMPRO	0	3,540	0	38,581	0	
<b>TOTAL CAPITAL PROJECT</b>	<b>483,366</b>	<b>1,716,034</b>	<b>4,541,269</b>	<b>931,828</b>	<b>4,747,000</b>	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 14

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	[----- 2017-2018 -----]		[----- 2018-2019 -----]	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
DEPT 762						
=====						
TOTAL DEPT 762	0	0	0	0	0	
WATER						
=====						
600-WATER FUND						
600-5-9-810-6010 SALARIES AND WAGES	108,420	111,087	114,761	70,228	123,678	
600-5-9-810-6020 PART TIME	0	0	0	0	0	
600-5-9-810-6110 FICA	7,865	8,078	8,883	5,040	9,461	
600-5-9-810-6130 IPERS	9,484	9,607	10,369	6,120	11,675	
600-5-9-810-6150 GROUP INSURANCE	16,475	14,536	17,556	10,525	17,424	
600-5-9-810-6160 WORKMENS COMP.	7,387	5,719	6,798	( 1,848)	2,032	
600-5-9-810-6170 JOB INSURANCE	0	0	0	0	0	
600-5-9-810-6199 WELLNESS BENEFIT	0	0	0	0	0	
600-5-9-810-6210 DUES, MEMBERSHIP	1,400	1,173	1,500	976	1,500	
600-5-9-810-6230 TRAINING AND EDUCATION	3,175	3,025	3,000	1,861	3,900	
600-5-9-810-6240 TRAVEL AND CONFERENCE	1,115	85	500	0	500	
600-5-9-810-6310 BUILDING MAINTENANCE	3,121	2,302	3,000	24	2,500	
600-5-9-810-6320 BLDG/GROUNDS OPERATION	2,089	5,007	2,000	5,371	2,500	
600-5-9-810-6331 MOTOR OPERATION FUEL	1,649	1,954	4,000	1,169	4,000	
600-5-9-810-6332 REPAIR/MAINTENANCE-VEH	877	1,006	1,500	0	1,500	
600-5-9-810-6350 EQUIPMENT REPAIR	0	948	500	0	0	
600-5-9-810-6371 UTILITY SERVICES/GAS,	39,531	32,504	33,000	20,241	32,000	
600-5-9-810-6373 TELEPHONE/OPERATIONS	3,006	2,498	3,000	1,468	3,000	
600-5-9-810-64081 LIABILITY INSURANCE	4,096	5,595	6,150	5,734	5,849	
600-5-9-810-6412 LAB ANALYSIS	1,373	695	2,000	956	2,000	
600-5-9-810-6414 ADVERTISING	0	270	0	0	0	
600-5-9-810-6418 SALES TAX	30,721	32,630	30,000	19,927	30,000	
600-5-9-810-64181 LOCAL OPTION SALES TAX	5,067	5,382	0	3,321	5,500	
600-5-9-810-6419 TECHNOLOGY SERVICES	0	0	0	1,950	0	
600-5-9-810-6420 OPTION TAX	0	0	0	0	0	
600-5-9-810-6490 CONSULTANT AND PROF. F	16,595	3,936	2,500	3,324	2,000	
600-5-9-810-6497 CONTRACT WORK BACKHOE	0	0	0	0	0	
600-5-9-810-6498 CONTRACT PAYMENTS	522	435	500	351	500	
600-5-9-810-6501 CHEMICALS	25,158	17,328	19,232	8,055	18,000	
600-5-9-810-6506 OFFICE SUPPLIES	1,117	384	500	379	250	
600-5-9-810-6508 POSTAGE AND SHIPPING	2,333	1,851	2,500	1,169	2,000	
600-5-9-810-6521 MOTOR VEHICLE MAINT. S	0	0	0	0	0	
600-5-9-810-6529 UNIFORMS	663	328	350	274	350	
600-5-9-810-6590 MISCELLANEOUS COMMODIT	0	0	0	0	0	
600-5-9-810-6598 WATER DEPOSIT REFUNDS	3,772	2,848	4,000	2,201	4,000	
600-5-9-810-6599 MISC. SUPPLIES	9,797	25,401	20,000	3,527	5,000	
600-5-9-810-6722 OTHER EQUIPMENT:PLANT	5,659	1,517	30,000	276	10,000	
600-5-9-810-6727 EQUIPMENT	6,250	10,000	7,000	4,187	2,500	
600-5-9-810-6783 UTILITIES SYSTEM-REPLA	107,594	31,862	34,988	80,563	29,201	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 15

				(----- 2017-2018 -----)		(----- 2018-2019 -----)	
DEPARTMENTAL EXPENDITURES		2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
600-5-9-810-6791	EQUIPMENT MAINTENANCE	0	0	10,000	0	0	
600-5-9-810-6796	CAPITAL SYSTEM SET ASI	0	0	25,000	0	34,600	
600-5-9-810-6797	CAPITAL EQUIPMENT SET	10,000	0	5,500	0	0	
600-5-9-810-6801	PRINCIPAL	0	0	0	0	0	
600-5-9-810-6851	INTEREST/COUPONS	0	0	0	0	0	
TOTAL 600-WATER FUND		436,311	339,991	410,587	257,369	366,420	
603-WATER SINKING FUND							
603-5-9-810-6801	PRINCIPAL	46,000	47,000	48,000	0	50,000	
603-5-9-810-6851	INTEREST/COUPONS	15,669	11,355	9,135	4,568	9,355	
TOTAL 603-WATER SINKING FUND		61,669	58,355	57,135	4,568	59,355	
TOTAL WATER		497,980	398,346	467,722	261,936	425,775	
SEWER OPERATING							
610-SEWER FUND							
610-5-9-815-6010	SALARIES AND WAGES	100,744	103,380	108,025	65,488	115,695	
610-5-9-815-6020	PART TIME	0	0	0	0	0	
610-5-9-815-6110	FICA	7,359	7,576	8,368	4,745	8,851	
610-5-9-815-6130	IFERS	8,798	8,892	9,768	5,643	10,922	
610-5-9-815-6150	GROUP INSURANCE	14,008	12,009	10,400	8,834	13,528	
610-5-9-815-6160	WORKMENS COMP.	2,217	( 1,209)	779	501	618	
610-5-9-815-6170	JOB INSURANCE	0	0	0	0	0	
610-5-9-815-6199	WELLNES BENEFIT	0	0	0	0	0	
610-5-9-815-6210	DUES, MEMBERSHIP	521	683	750	345	750	
610-5-9-815-6230	TRAINING AND EDUCATION	753	958	1,500	276	1,900	
610-5-9-815-6240	TRAVEL AND CONFERENCE	80	496	500	0	500	
610-5-9-815-6310	BUILDING MAINTENANCE	958	1,802	1,000	497	1,000	
610-5-9-815-6320	BLDG/GROUNDS OPERATION	4,896	1,931	3,500	2,161	3,500	
610-5-9-815-6331	MOTOR OPERATION FUEL	1,863	1,997	4,417	1,755	4,417	
610-5-9-815-6332	REPAIR/MAINTENANCE-VEH	996	1,195	2,000	0	2,000	
610-5-9-815-6350	EQUIPMENT REPAIR	232	20	2,000	399	2,000	
610-5-9-815-63501	REPAIRS-RADIOS	0	0	0	0	0	
610-5-9-815-6371	UTILITY SERVICES/GAS,	21,056	18,882	23,000	7,629	23,000	
610-5-9-815-6373	TELEPHONE/OPERATIONS	2,761	2,498	3,000	1,468	3,000	
610-5-9-815-64081	LIABILITY INSURANCE	5,346	5,595	6,442	5,734	5,849	
610-5-9-815-6412	LAB ANALYSIS	7,552	7,983	8,500	4,735	10,500	
610-5-9-815-6414	ADVERTISING	0	270	0	0	0	
610-5-9-815-6418	SALES TAX	0	0	0	0	0	
610-5-9-815-64181	LOCAL OPTION SALES TAX	0	0	0	0	0	
610-5-9-815-6490	CONSULTANT AND PROF. F	2,053	2,378	10,000	2,703	18,881	
610-5-9-815-6498	CONTRACT PAYMENTS	2,277	435	0	344	0	
610-5-9-815-6499	MISC. CONTRACT WORK	360	0	1,500	1,226	1,500	
610-5-9-815-6501	CHEMICALS	0	607	250	607	250	
610-5-9-815-6504	MINOR EQUIPMENT	423	427	500	0	500	
610-5-9-815-6506	OFFICE SUPPLIES	28	432	250	176	250	
610-5-9-815-6508	POSTAGE AND SHIPPING	3,750	2,852	3,500	1,760	3,500	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 16

		2015-2016	2016-2017	{----- 2017-2018 -----}		{----- 2018-2019 -----}	
DEPARTMENTAL EXPENDITURES		ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
610-5-9-815-6510	SAFETY EQUIPMENT	1,367	4,497	3,000	100	3,000	
610-5-9-815-6521	MOTOR VEHICLE MAINT. S	0	1,191	1,000	0	1,000	
610-5-9-815-6529	UNIFORMS	30	377	350	240	350	
610-5-9-815-6599	MISC. SUPPLIES	747	689	3,000	0	3,000	
610-5-9-815-6727	EQUIPMENT	6,250	10,000	7,000	4,187	2,500	
610-5-9-815-6762	MANHOLE REPAIR	0	0	0	0	0	
610-5-9-815-6781	CAPITAL IMPROV. LINE C	0	1,196	2,000	0	2,000	
610-5-9-815-6783	UTILITIES SYSTEM-REPLA	66,744	5,360	115,926	34,285	44,600	
610-5-9-815-6790	CAPITAL EQUIPMENT	11,238	0	5,500	0	0	
610-5-9-815-6794	LAB EQUIP./REQUIREMENT	0	0	0	0	0	
610-5-9-815-6801	PRINCIPAL	0	0	0	0	0	
610-5-9-815-6851	INTEREST/COUPONS	0	0	0	0	0	
TOTAL 610-SEWER FUND		275,327	205,397	347,725	155,837	289,361	
<u>614-WASTEWATER LIFT STATION</u>							
614-5-9-815-6490	CONSULTANT AND PROF. F	0	0	0	0	0	
614-5-9-815-6498	CONTRACT PAYMENTS	0	0	0	593	0	
TOTAL 614-WASTEWATER LIFT STATION		0	0	0	593	0	
TOTAL SEWER OPERATING		275,327	205,397	347,725	156,430	289,361	
<u>SOLID WASTE</u>							
<u>001-GENERAL FUND</u>							
001-5-2-840-6413	LANDFILL	14,332	14,696	15,000	14,332	15,000	
001-5-2-840-6430	TIPPING FEE	0	0	0	0	0	
001-5-2-840-6498	CONTRACT PAYMENTS	43,955	50,681	55,000	27,955	50,000	
TOTAL 001-GENERAL FUND		58,287	65,377	70,000	42,286	65,000	
TOTAL SOLID WASTE		58,287	65,377	70,000	42,286	65,000	
<u>LOCAL CABLE ACCESS</u>							
<u>001-GENERAL FUND</u>							
001-5-4-855-6010	SALARIES AND WAGES	17,538	17,766	17,641	10,347	17,957	
001-5-4-855-6230	TRAINING AND EDUCATION	0	0	1,000	0	1,000	
001-5-4-855-6310	BUILDING MAINTENANCE	0	0	0	0	0	
001-5-4-855-6350	EQUIPMENT REPAIR	0	0	0	0	0	
001-5-4-855-6371	UTILITY SERVICES/GAS,	1,200	1,174	1,400	700	1,400	
001-5-4-855-6373	TELEPHONE/OPERATIONS	1,247	1,292	1,000	657	1,000	
001-5-4-855-64083	COMMERCIAL PROPERTY IN	0	158	0	159	162	
001-5-4-855-6414	ADVERTISEMENT & LEGAL	0	0	0	60	0	
001-5-4-855-6498	CONTRACT PAYMENTS	2,365	1,989	2,244	900	2,244	
001-5-4-855-6504	MINOR EQUIPMENT	1,645	0	0	0	0	
001-5-4-855-6506	OFFICE SUPPLIES	0	0	0	407	0	
001-5-4-855-6508	POSTAGE AND SHIPPING	0	0	0	0	0	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 17

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
001-5-4-855-6526 PROGRAMMING	0	0	0	0	0	
001-5-4-855-6599 MISC. SUPPLIES	62	7	0	0	0	
001-5-4-855-6725 OFFICE EQUIPMENT	0	0	0	0	0	
001-5-4-855-6727 EQUIPMENT	3,581	1,015	1,512	0	1,512	
TOTAL 001-GENERAL FUND	27,639	23,400	24,797	13,230	25,275	
112-TRUST AND AGENCY						
112-5-4-855-6110 FICA	1,290	1,359	1,350	792	1,374	
112-5-4-855-6130 IPERS	1,456	1,548	1,576	894	1,695	
112-5-4-855-6150 GROUP INSURANCE	2,097	2,144	3,443	1,439	2,650	
112-5-4-855-6199 WELLNESS BENEFIT	0	0	0	0	0	
TOTAL 112-TRUST AND AGENCY	4,844	5,051	6,369	3,124	5,719	
TOTAL LOCAL CABLE ACCESS	32,482	28,451	31,166	16,354	30,994	
COMMISSION						
001-GENERAL FUND						
001-5-1-856-6447 ANIMAL CONTROL	834	222	0	254	0	
001-5-4-856-6445 LOCAL CABLE	0	0	0	0	0	
001-5-5-856-6446 PLANNING & ZONING	24,652	28,442	25,000	8,151	25,000	
TOTAL 001-GENERAL FUND	25,485	28,664	25,000	8,404	25,000	
TOTAL COMMISSION	25,485	28,664	25,000	8,404	25,000	
STORM WATER UTILITY						
740-STORM WATER UTILITY						
740-5-9-865-6499 PRIVATE STORMWATER IMP	0	0	0	0	0	
740-5-9-865-6783 UTILITIES SYSTEM-STORM	74,292	65,823	153,000	24,525	25,000	
TOTAL 740-STORM WATER UTILITY	74,292	65,823	153,000	24,525	25,000	
TOTAL STORM WATER UTILITY	74,292	65,823	153,000	24,525	25,000	
NON-DEPARTMENTAL						
001-GENERAL FUND						
001-5-0-950-9100 TRANSFERS OUT	45,000	81,320	50,000	180,000	32,104	
TOTAL 001-GENERAL FUND	45,000	81,320	50,000	180,000	32,104	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 18

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<u>031-LIBRARY</u>						
031-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 031-LIBRARY	0	0	0	0	0	
<u>110-ROAD USE TAX</u>						
110-5-0-950-9100 TRANSFERS OUT	0	150,000	123,210	0	0	
TOTAL 110-ROAD USE TAX	0	150,000	123,210	0	0	
<u>112-TRUST AND AGENCY</u>						
112-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 112-TRUST AND AGENCY	0	0	0	0	0	
<u>119-EMERGENCY TAX FUND</u>						
119-5-0-950-9100 TRANSFERS OUT	34,623	34,753	35,049	0	35,525	
TOTAL 119-EMERGENCY TAX FUND	34,623	34,753	35,049	0	35,525	
<u>121-OPTION TAX</u>						
121-5-0-950-9100 TRANSFERS OUT	145,754	288,016	50,764	0	215,890	
TOTAL 121-OPTION TAX	145,754	288,016	50,764	0	215,890	
<u>125-T I F</u>						
125-5-0-950-9100 TRANSFERS OUT	194,645	172,433	133,435	0	423,263	
TOTAL 125-T I F	194,645	172,433	133,435	0	423,263	
<u>307-MAIN ST INTERSECTION IMP</u>						
307-5-0-950-9100 TRANSFERS OUT	0	54,246	0	0	0	
TOTAL 307-MAIN ST INTERSECTION IMP	0	54,246	0	0	0	
<u>310-COLLEGE STREET BRIDGE</u>						
310-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 310-COLLEGE STREET BRIDGE	0	0	0	0	0	
<u>311-BERANEK PARKING IMPROVEME</u>						
311-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 311-BERANEK PARKING IMPROVEME	0	0	0	0	0	
<u>313-MAIN ST SIDEWALK-PHASE 4</u>						
313-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 313-MAIN ST SIDEWALK-PHASE 4	0	0	0	0	0	
<u>314-N FIRST ST IMPROVEMENTS</u>						
314-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 314-N FIRST ST	0	0	0	0	0	



2-13-2018 05:33 PM

CITY OF WEST BRANCH  
APPROVED BUDGET  
AS OF: JANUARY 31ST, 2018

PAGE: 19

DEPARTMENTAL EXPENDITURES	2015-2016 ACTUAL	2016-2017 ACTUAL	{----- 2017-2018 -----}		{----- 2018-2019 -----}	
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
316-I & I LINE/GROUT PH 2						
316-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 316-I & I LINE/GROUT PH 2	0	0	0	0	0	
318-COLLEGE ST & 2ND ST IMPRO						
318-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 318-COLLEGE ST & 2ND ST IMPRO	0	0	0	0	0	
501-KROUTH PRINCIPAL FUND						
501-5-0-950-9100 TRANSFERS OUT	331	0	0	0	0	
TOTAL 501-KROUTH PRINCIPAL FUND	331	0	0	0	0	
502-KROUTH INTEREST FUND						
502-5-0-950-9100 TRANSFERS OUT	0	0	0	0	0	
TOTAL 502-KROUTH INTEREST FUND	0	0	0	0	0	
600-WATER FUND						
600-5-0-950-9100 TRANSFERS OUT	120,964	126,456	129,413	83,329	133,933	
TOTAL 600-WATER FUND	120,964	126,456	129,413	83,329	133,933	
610-SEWER FUND						
610-5-0-950-9100 TRANSFERS OUT	90,525	90,525	92,275	152,000	88,825	
TOTAL 610-SEWER FUND	90,525	90,525	92,275	152,000	88,825	
950-BC/BS FLEXIBLE BENEFIT						
950-5-0-950-9199 EMPLOYEE FLEX EXPENSE (	1,513)	0	0	1,692	0	
TOTAL 950-BC/BS FLEXIBLE BENEFIT	(1,513)	0	0	1,692	0	
TOTAL NON-DEPARTMENTAL	630,329	997,749	614,146	417,020	929,540	
TOTAL EXPENDITURES	4,693,843	6,515,376	9,437,609	3,690,595	9,517,547	



**FY 2019 (City Administrator's Recommended)**  
**Expenditures City of West Branch Expenditures by Activity (Unaudited) As of: January 31<sup>st</sup>, 2018**

2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 1

001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 - 2019
TOTAL NON-PROGRAM	929,540.00
TOTAL PUBLIC SAFETY	761,642.00
TOTAL PUBLIC WORKS	396,053.00
TOTAL HEALTH & SOCIAL SERVICES	0.00
TOTAL CULTURE & RECREATION	626,113.00
TOTAL COMMUNITY & ECON DEVELOP	66,960.00
TOTAL GENERAL GOVERNMENT	186,341.00
TOTAL DEBT SERVICE	1,063,762.00
TOTAL CAPITAL PROJECTS	4,747,000.00
TOTAL BUSINESS TYPE/ENTERPRISE	<u>740,136.00</u>
TOTAL EXPENDITURES	<u>9,517,547.00</u>



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 2

001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 -2019
<u>NON-PROGRAM</u>	
001-5-0-950-9100 TRANSFERS OUT	32,104.00
031-5-0-950-9100 TRANSFERS OUT	0.00
110-5-0-950-9100 TRANSFERS OUT	0.00
112-5-0-950-9100 TRANSFERS OUT	0.00
119-5-0-950-9100 TRANSFERS OUT	35,525.00
121-5-0-950-9100 TRANSFERS OUT	215,890.00
125-5-0-950-9100 TRANSFERS OUT	423,263.00
307-5-0-950-9100 TRANSFERS OUT	0.00
310-5-0-950-9100 TRANSFERS OUT	0.00
311-5-0-950-9100 TRANSFERS OUT	0.00
313-5-0-950-9100 TRANSFERS OUT	0.00
314-5-0-950-9100 TRANSFERS OUT	0.00
316-5-0-950-9100 TRANSFERS OUT	0.00
318-5-0-950-9100 TRANSFERS OUT	0.00
501-5-0-950-9100 TRANSFERS OUT	0.00
502-5-0-950-9100 TRANSFERS OUT	0.00
600-5-0-950-9100 TRANSFERS OUT	133,933.00
610-5-0-950-9100 TRANSFERS OUT	88,825.00
950-5-0-950-9199 EMPLOYEE FLEX EXPENSE	0.00
TOTAL NON-PROGRAM	929,540.00
<u>PUBLIC SAFETY</u>	
001-5-1-110-6010 SALARIES AND WAGES	282,324.00
001-5-1-110-6210 DUES, MEMBERSHIP	4,200.00
001-5-1-110-6230 TRAINING AND EDUCATION	2,000.00
001-5-1-110-6240 TRAVEL AND CONFERENCE	2,000.00
001-5-1-110-6320 BLDG/GROUNDS OPERATIONS/SUPPLI	1,000.00
001-5-1-110-6331 MOTOR OPERATION FUEL	15,000.00
001-5-1-110-6332 REPAIR/MAINTENANCE-VEHICLES	5,000.00
001-5-1-110-63501 REPAIRS-RADIOS	1,000.00
001-5-1-110-6371 UTILITY SERVICES/GAS, ELECTRIC	2,500.00
001-5-1-110-6373 TELEPHONE/OPERATIONS	8,000.00
001-5-1-110-6399 OTHER MAINTENANCE & REPAIR	0.00
001-5-1-110-6411 LEGAL FEES	1,000.00
001-5-1-110-6414 ADVERTISEMENT & LEGAL PUBLICAT	250.00
001-5-1-110-6491 RESERVE OFFICERS	1,500.00
001-5-1-110-6498 CONTRACT PAYMENTS	3,000.00
001-5-1-110-6504 MINOR EQUIPMENT	3,000.00
001-5-1-110-6506 OFFICE SUPPLIES	1,000.00
001-5-1-110-6508 POSTAGE AND SHIPPING	200.00
001-5-1-110-6510 SAFETY EQUIPMENT	0.00
001-5-1-110-6513 AMMUNITION	1,150.00
001-5-1-110-6521 MOTOR VEHICLE MAINT. SUPPLIES	1,000.00
001-5-1-110-6529 UNIFORMS	2,000.00
001-5-1-110-6599 MISC. SUPPLIES	3,000.00
001-5-1-110-6723 VEHICLE SET ASIDE	0.00
001-5-1-110-6725 OFFICE EQUIPMENT	6,500.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 3

001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 - 2019
001-5-1-110-6727 EQUIPMENT	2,800.00
001-5-1-150-6010 SALARIES AND WAGES	36,500.00
001-5-1-150-6210 DUES, MEMBERSHIP	5,000.00
001-5-1-150-6230 TRAINING AND EDUCATION	6,000.00
001-5-1-150-6310 BUILDING MAINTENANCE	5,000.00
001-5-1-150-6331 MOTOR OPERATION FUEL	5,000.00
001-5-1-150-6332 REPAIR/MAINTENANCE-VEHICLES	12,000.00
001-5-1-150-63501 REPAIRS-RADIOS	8,000.00
001-5-1-150-6371 UTILITY SERVICES/GAS, ELECTRIC	9,000.00
001-5-1-150-6373 TELEPHONE/OPERATIONS	2,500.00
001-5-1-150-6399 OTHER MAINTENANCE & REPAIR	1,000.00
001-5-1-150-6441 FIRE PREVENTION	800.00
001-5-1-150-6490 CONSULTANT AND PROF. FEES	0.00
001-5-1-150-6498 CONTRACT PAYMENTS	0.00
001-5-1-150-6504 MINOR EQUIPMENT	16,000.00
001-5-1-150-6506 OFFICE SUPPLIES	3,000.00
001-5-1-150-6510 SAFETY EQUIPMENT	3,000.00
001-5-1-150-6514 MEDICAL SUPPLIES	3,900.00
001-5-1-150-6529 UNIFORMS	9,500.00
001-5-1-150-6599 MISC. SUPPLIES	2,400.00
001-5-1-150-6727 EQUIPMENT	114,000.00
001-5-1-170-6010 SALARIES AND WAGES	9,000.00
001-5-1-190-6490 CONSULTANT AND PROF. FEES	0.00
001-5-1-190-6498 CONTRACT PAYMENTS	2,000.00
001-5-1-190-6510 SAFETY EQUIPMENT	0.00
001-5-1-190-6599 MISC. SUPPLIES	500.00
001-5-1-856-6447 ANIMAL CONTROL	0.00
036-5-1-110-6160 WORKMENS COMP.	13,380.00
036-5-1-110-64081 LIABILITY INSURANCE	6,121.00
036-5-1-150-6160 WORKMENS COMP.	16,908.00
036-5-1-150-64081 LIABILITY INSURANCE	18,119.00
036-5-1-170-6160 WORKMENS COMP	0.00
112-5-1-110-6110 FICA	21,598.00
112-5-1-110-6130 IPERS	28,825.00
112-5-1-110-6150 GROUP INSURANCE	48,829.00
112-5-1-150-6110 FICA	2,800.00
112-5-1-150-6130 IPERS	0.00
112-5-1-150-6150 GROUP INSURANCE	0.00
112-5-1-150-6199 FIRE DEPT PHYSICALS	0.00
112-5-1-170-6110 FICA	688.00
112-5-1-170-6130 IPERS	850.00
TOTAL PUBLIC SAFETY	761,642.00
PUBLIC WORKS	
001-5-2-210-6010 SALARIES AND WAGES	0.00
001-5-2-210-6320 BLDG/GROUNDS OPERATIONS/SUPPLI	0.00
001-5-2-210-6444 TREE TRIMMING	0.00
001-5-2-210-6490 CONSULTANT AND PROF. FEES	0.00
001-5-2-210-6496 MISC. CONTRACT WORK	0.00
001-5-2-210-6498 SIDEWALK REPAIR	2,000.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 4

001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 -2019
001-5-2-210-6723 EQUIPMENT SET ASIDE	0.00
001-5-2-210-6727 EQUIPMENT	0.00
001-5-2-210-6761 CAPITAL IMPROVEMENT STREETS	0.00
001-5-2-230-6371 UTILITY SERVICES/GAS, ELECTRIC	43,000.00
001-5-2-840-6413 LANDFILL	15,000.00
001-5-2-840-6430 TIPPING FEE	0.00
001-5-2-840-6498 CONTRACT PAYMENTS	50,000.00
036-5-2-210-6160 WORKMENS COMP.	9,600.00
036-5-2-210-6170 JOB INSURANCE	0.00
036-5-2-210-64081 LIABILITY INSURANCE	7,975.00
110-5-2-210-6010 SALARIES AND WAGES	74,705.00
110-5-2-210-6020 PART TIME	4,220.00
110-5-2-210-6210 DUES, MEMBERSHIP	0.00
110-5-2-210-6230 TRAINING AND EDUCATION	400.00
110-5-2-210-6310 BUILDING MAINTENANCE	1,000.00
110-5-2-210-6320 BLDG/GROUNDS OPERATIONS/SUPPLI	10,000.00
110-5-2-210-6331 MOTOR OPERATION FUEL	7,250.00
110-5-2-210-6332 REPAIR/MAINTENANCE-VEHICLES	10,000.00
110-5-2-210-6371 UTILITY SERVICES/GAS, ELECTRIC	4,000.00
110-5-2-210-6373 TELEPHONE/OPERATIONS	3,000.00
110-5-2-210-6444 TREE TRIMMING	31,153.00
110-5-2-210-6490 CONSULTANT AND PROF. FEES	5,000.00
110-5-2-210-6496 MISC. CONTRACT WORK	0.00
110-5-2-210-6501 CHEMICALS	0.00
110-5-2-210-6504 MINOR EQUIPMENT	2,000.00
110-5-2-210-6509 SIGNS/SUPPLIES	3,000.00
110-5-2-210-6511 SAND	2,000.00
110-5-2-210-6512 SALT	7,500.00
110-5-2-210-6521 MOTOR VEHICLE MAINT. SUPPLIES	3,500.00
110-5-2-210-6524 ROCK/COLD MIX	6,000.00
110-5-2-210-6529 UNIFORMS	0.00
110-5-2-210-6560 IRON/STEEL	0.00
110-5-2-210-6599 MISC. SUPPLIES	1,000.00
110-5-2-210-6723 EQUIPMENT SET ASIDE	0.00
110-5-2-210-6724 CAPITAL EQUIP./SNOW FLOW	0.00
110-5-2-210-6727 EQUIPMENT	0.00
110-5-2-210-6761 CAPITAL IMPROVEMENT STREETS	69,600.00
110-5-2-210-6801 PRINCIPAL	0.00
110-5-2-210-6851 INTEREST/COUPONS	0.00
112-5-2-210-6110 FICA	5,715.00
112-5-2-210-6130 IPERS	7,052.00
112-5-2-210-6150 GROUP INSURANCE	10,383.00
112-5-2-210-6199 WELLNESS BENEFIT	0.00
TOTAL PUBLIC WORKS	396,053.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 5

001-GENERAL FUND

EXPENDITURES

Fiscal Year  
2018 - 2019

<u>HEALTH &amp; SOCIAL SERVICES</u>		
TOTAL HEALTH & SOCIAL SERVICES		0.00
<u>CULTURE &amp; RECREATION</u>		
001-5-4-430-6010	SALARIES AND WAGES	59,057.00
001-5-4-430-6210	DUES, MEMBERSHIP	0.00
001-5-4-430-6230	TRAINING AND EDUCATION	400.00
001-5-4-430-6240	TRAVEL AND CONFERENCE	0.00
001-5-4-430-6310	BUILDING MAINTENANCE	0.00
001-5-4-430-6320	BLDG/GROUNDS OPERATIONS/SUPPLI	1,375.00
001-5-4-430-6371	UTILITY SERVICES/GAS, ELECTRIC	3,996.00
001-5-4-430-6373	TELEPHONE/OPERATIONS	2,500.00
001-5-4-430-6402	ADVERTISING EXPENSE	0.00
001-5-4-430-6409	JANITORIAL EXPENSE	0.00
001-5-4-430-6498	CONTRACT PAYMENTS	1,500.00
001-5-4-430-6501	CHEMICALS	0.00
001-5-4-430-6503	CONCESSION MERCHANDISE	1,000.00
001-5-4-430-6504	MINOR EQUIPMENT	300.00
001-5-4-430-6506	OFFICE SUPPLIES	400.00
001-5-4-430-6508	POSTAGE AND SHIPPING	125.00
001-5-4-430-6520	RECREATION SUPPLIES	2,000.00
001-5-4-430-6522	SWIMMING	1,500.00
001-5-4-430-6523	ADULT SPORTS	1,600.00
001-5-4-430-6525	YOUTH SPORTS	4,870.00
001-5-4-430-6526	FITNESS	1,220.00
001-5-4-430-6527	SUMMER LEAGUE	4,400.00
001-5-4-430-6528	CAMP	9,600.00
001-5-4-430-6599	MISC. SUPPLIES	0.00
001-5-4-430-6727	EQUIPMENT	0.00
001-5-4-430-6792	CAPITAL IMPROVEMENTS	0.00
001-5-4-430-6798	TEEN ACTIVITIES	0.00
001-5-4-450-6010	SALARIES AND WAGES	100,670.00
001-5-4-450-6230	TRAINING AND EDUCATION	400.00
001-5-4-450-6310	BUILDING MAINTENANCE	0.00
001-5-4-450-6320	BLDG/GROUNDS OPERATIONS/SUPPLI	1,000.00
001-5-4-450-6331	MOTOR OPERATION FUEL	1,875.00
001-5-4-450-6332	REPAIR/MAINTENANCE-VEHICLES	1,500.00
001-5-4-450-6498	CONTRACT PAYMENTS	8,000.00
001-5-4-450-6501	CHEMICALS	0.00
001-5-4-450-6504	MINOR EQUIPMENT	500.00
001-5-4-450-6521	MOTOR VEHICLE MAINT. SUPPLIES	1,000.00
001-5-4-450-6529	UNIFORMS	300.00
001-5-4-450-6599	MISC. SUPPLIES	1,000.00
001-5-4-450-6727	EQUIPMENT	17,084.00
001-5-4-470-6402	ADVERTISING EXPENSE	2,100.00
001-5-4-470-6599	MISC. SUPPLIES	0.00
001-5-4-470-6601	HHTD FIREWORKS	0.00
001-5-4-470-6602	HHTD INFLATABLES	12,000.00
001-5-4-470-6603	HHTD MISCELLANEOUS	24,000.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 6

001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 - 2019
001-5-4-470-6604 SUMMER CONCERTS	3,000.00
001-5-4-470-6605 COMMUNITY EVENTS	3,000.00
001-5-4-470-6792 CAPITAL IMPROVEMENTS	0.00
001-5-4-855-6010 SALARIES AND WAGES	17,957.00
001-5-4-855-6230 TRAINING AND EDUCATION	1,000.00
001-5-4-855-6310 BUILDING MAINTENANCE	0.00
001-5-4-855-6350 EQUIPMENT REPAIR	0.00
001-5-4-855-6371 UTILITY SERVICES/GAS, ELECTRIC	1,400.00
001-5-4-855-6373 TELEPHONE/OPERATIONS	1,000.00
001-5-4-855-64083 COMMERCIAL PROPERTY INSURANCE	162.00
001-5-4-855-6414 ADVERTISEMENT & LEGAL PUBLICAT	0.00
001-5-4-855-6498 CONTRACT PAYMENTS	2,244.00
001-5-4-855-6504 MINOR EQUIPMENT	0.00
001-5-4-855-6506 OFFICE SUPPLIES	0.00
001-5-4-855-6508 POSTAGE AND SHIPPING	0.00
001-5-4-855-6526 PROGRAMMING	0.00
001-5-4-855-6599 MISC. SUPPLIES	0.00
001-5-4-855-6725 OFFICE EQUIPMENT	0.00
001-5-4-855-6727 EQUIPMENT	1,512.00
001-5-4-856-6445 LOCAL CABLE	0.00
022-5-4-460-6310 BUILDING MAINTENANCE	1,600.00
022-5-4-460-6371 UTILITY SERVICES/GAS, ELECTRIC	5,000.00
022-5-4-460-6373 TELEPHONE/OPERATIONS	500.00
022-5-4-460-6409 JANITORIAL EXPENSE	4,400.00
022-5-4-460-6499 OTHER CONTRACTUAL SERVICES	0.00
022-5-4-460-6599 MISC. SUPPLIES	0.00
022-5-4-460-6792 CAPITAL IMPROVEMENTS	2,500.00
027-5-4-450-6499 MISC CONTRACT WORK	0.00
031-5-4-410-6010 SALARIES AND WAGES	135,500.00
031-5-4-410-6210 DUES, MEMBERSHIP	240.00
031-5-4-410-6230 TRAINING AND EDUCATION	100.00
031-5-4-410-6240 TRAVEL AND CONFERENCE	2,859.00
031-5-4-410-6310 BUILDING MAINTENANCE	8,374.00
031-5-4-410-6320 BLDG/GROUNDS OPERATIONS/SUPPLI	1,000.00
031-5-4-410-6371 UTILITY SERVICES/GAS, ELECTRIC	6,700.00
031-5-4-410-6373 TELEPHONE/OPERATIONS	2,262.00
031-5-4-410-6409 JANITORIAL EXPENSE	6,516.00
031-5-4-410-6414 ADVERTISEMENT & LEGAL PUBLICAT	500.00
031-5-4-410-6419 TECHNOLOGY SERVICES	2,788.00
031-5-4-410-6498 CONTRACT PAYMENTS	2,434.00
031-5-4-410-6499 REIMB BY FRIENDS OF LIBRARY	0.00
031-5-4-410-6506 OFFICE SUPPLIES	2,300.00
031-5-4-410-6508 POSTAGE AND SHIPPING	2,970.00
031-5-4-410-6599 MISC. SUPPLIES	6,154.00
031-5-4-410-6725 OFFICE EQUIPMENT	1,558.00
031-5-4-410-6770 COLLECTIONS	26,781.00
036-5-4-410-6160 WORKMENS COMP.	0.00
036-5-4-410-64081 LIABILITY INSURANCE	3,782.00
036-5-4-430-6160 WORKMENS COMP.	4,742.00
036-5-4-430-64081 LIABILITY INSURANCE	3,382.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 7

001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 - 2019
036-5-4-450-6160 WORKMENS COMP.	1,357.00
036-5-4-450-64081 LIABILITY INSURANCE	1,263.00
112-5-4-410-6110 FICA	10,366.00
112-5-4-410-6130 IPERS	12,791.00
112-5-4-410-6150 GROUP INSURANCE	15,053.00
112-5-4-410-6199 WELLNESS BENEFIT	0.00
112-5-4-430-6110 FICA	4,518.00
112-5-4-430-6130 IPERS	5,575.00
112-5-4-430-6150 GROUP INSURANCE	8,833.00
112-5-4-430-6199 WELLNESS BENEFIT	0.00
112-5-4-450-6110 FICA	7,701.00
112-5-4-450-6130 IPERS	9,503.00
112-5-4-450-6150 GROUP INSURANCE	9,945.00
112-5-4-450-6199 WELLNESS BENEFIT	0.00
112-5-4-855-6110 FICA	1,374.00
112-5-4-855-6130 IPERS	1,695.00
112-5-4-855-6150 GROUP INSURANCE	2,650.00
112-5-4-855-6199 WELLNESS BENEFIT	0.00
502-5-4-410-6599 MISC. SUPPLIES	0.00
TOTAL CULTURE & RECREATION	626,113.00
<u>COMMUNITY &amp; ECON DEVELOP</u>	
001-5-5-520-6211 DUES CEDCO	0.00
001-5-5-520-6212 DUES ICAD	2,750.00
001-5-5-520-6213 NATIONAL PARK SERVICE	0.00
001-5-5-520-6214 DUES MAIN STREET	10,000.00
001-5-5-520-6402 ADVERTISING EXPENSE	1,800.00
001-5-5-520-6498 BUILDING INCENTIVE PAYMENTS	27,410.00
001-5-5-520-6730 LAND	0.00
001-5-5-856-6446 PLANNING & ZONING	25,000.00
125-5-5-710-6801 PRINCIPAL	0.00
125-5-5-710-6851 INTEREST/COUPONS	0.00
125-5-5-710-6855 TIF REBATES	0.00
160-5-5-520-6421 PAYMENTS TO OTHER AGENCIES	0.00
TOTAL COMMUNITY & ECON DEVELOP	66,960.00
<u>GENERAL GOVERNMENT</u>	
001-5-6-610-6020 PART TIME	15,000.00
001-5-6-610-6230 TRAINING AND EDUCATION	1,750.00
001-5-6-610-6241 MILEAGE	250.00
001-5-6-610-6506 OFFICE SUPPLIES	0.00
001-5-6-620-6010 SALARIES AND WAGES	61,649.00
001-5-6-620-6170 JOB INSURANCE	0.00
001-5-6-620-6210 DUES, MEMBERSHIP	4,000.00
001-5-6-620-6230 TRAINING AND EDUCATION	4,820.00
001-5-6-620-6240 TRAVEL AND CONFERENCE	5,000.00
001-5-6-620-6310 BUILDING MAINTENANCE	1,000.00
001-5-6-620-6331 MOTOR OPERATION FUEL	0.00
001-5-6-620-6332 REPAIR/MAINTENANCE-VEHICLES	0.00
001-5-6-620-6371 UTILITY SERVICES/GAS, ELECTRIC	4,000.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 8

## 001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 - 2019
001-5-6-620-6373 TELEPHONE/OPERATIONS	4,000.00
001-5-6-620-6400 BANKING EXPENSES	0.00
001-5-6-620-6401 AUDITING EXPENSE	12,000.00
001-5-6-620-6409 JANITORIAL EXPENSE	3,000.00
001-5-6-620-6414 ADVERTISEMENT & LEGAL PUBLICAT	0.00
001-5-6-620-64182 PROPERTY TAX	0.00
001-5-6-620-6419 TECHNOLOGY SERVICES	0.00
001-5-6-620-6440 ELECTIONS	1,500.00
001-5-6-620-6490 CONSULTANT AND PROF. FEES	4,500.00
001-5-6-620-6492 BUILDING INSPECTIONS	0.00
001-5-6-620-6498 CONTRACT PAYMENTS	5,000.00
001-5-6-620-6499 MISC. CONTRACT WORK	0.00
001-5-6-620-6506 OFFICE SUPPLIES	3,000.00
001-5-6-620-6508 POSTAGE AND SHIPPING	2,500.00
001-5-6-620-65081 POSTAGE MACHINE	640.00
001-5-6-620-6591 HOOVERS HOMETOWN DAYS	0.00
001-5-6-620-6599 MISC. SUPPLIES	1,000.00
001-5-6-620-6721 FURNITURE AND FIXTURES	0.00
001-5-6-620-6725 OFFICE EQUIPMENT	0.00
001-5-6-620-6793 POLICY ADMIN./DEVELOPMENT	0.00
001-5-6-620-6801 PRINCIPAL	0.00
001-5-6-620-6851 INTEREST/COUPONS	0.00
001-5-6-640-6414 ADVERTISEMENT & LEGAL PUBLICAT	10,000.00
001-5-6-640-6490 CONSULTANT AND PROF. FEES	18,000.00
001-5-6-660-6801 PRINCIPAL	0.00
001-5-6-660-6851 INTEREST/COUPONS	0.00
036-5-6-620-6160 WORKMENS COMP.	1,307.00
036-5-6-620-6408 LIABILITY INSURANCE	4,235.00
112-5-6-610-6110 FICA	1,148.00
112-5-6-610-6130 IPERS	1,416.00
112-5-6-620-6110 FICA	4,716.00
112-5-6-620-6130 IPERS	5,820.00
112-5-6-620-6150 GROUP INSURANCE	5,090.00
112-5-6-620-6199 WELLNESS BENEFIT	0.00
TOTAL GENERAL GOVERNMENT	186,341.00
<u>DEBT SERVICE</u>	
121-5-7-751-6420 OPTION TAX	0.00
226-5-7-700-6801 PRINCIPAL -FIRE LOAN	0.00
226-5-7-700-6802 PRINCIPAL-CITY HALL LOAN	0.00
226-5-7-700-6803 PRIN- ACCIONA LAWSUIT LOAN	99,000.00
226-5-7-700-6804 PRINCIPAL - GO EQUIPMENT NOTE	0.00
226-5-7-700-6805 PRINCIPAL-GO PROPERTY ACQ NOTE	51,673.00
226-5-7-700-6806 PRINCIPAL-GO BOND 2013	165,000.00
226-5-7-700-6807 PRINCIPAL-GO BOND 2015	85,000.00
226-5-7-700-6808 PRINCIPAL-GO BOND 2016A	85,000.00
226-5-7-700-6809 PRINCIPAL-GO BOND 2016B	45,000.00
226-5-7-700-6810 PRINCIPAL-GO BOND 2017	340,000.00
226-5-7-700-6851 INTEREST- FIRE LOAN	0.00
226-5-7-700-6852 INTEREST-CITY HALL LOAN	0.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 9

001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 - 2019
226-5-7-700-6853 INT-ACCIONA LAWSUIT LOAN	16,088.00
226-5-7-700-6854 INTEREST - GO EQUIPMENT NOTE	0.00
226-5-7-700-6855 INTEREST-GO PROPERTY ACQ NOTE	1,550.00
226-5-7-700-6856 INTEREST-GO BOND 2013	35,290.00
226-5-7-700-6857 INTEREST-GO BONDS 2015	13,145.00
226-5-7-700-6858 INTEREST-GO BOND 2016A	14,998.00
226-5-7-700-6859 INTEREST-GO BOND 2016B	8,245.00
226-5-7-700-6860 INTEREST-GO BOND 2017	101,273.00
226-5-7-700-6899 BOND REGISTRATION FEES	2,500.00
TOTAL DEBT SERVICE	1,063,762.00
<u>CAPITAL PROJECTS</u>	
301-5-8-751-6490 CONSULTANT & PROF. FEES	5,000.00
301-5-8-751-6498 CONTRACT PAYMENTS	42,000.00
302-5-8-751-6490 CONSULTANT AND PROF. FEES	0.00
302-5-8-751-6498 CONTRACT PAYMENTS	0.00
304-5-8-751-6490 CONSULTANT AND PROF. FEES	0.00
304-5-8-751-6498 CONTRACT PAYMENTS	0.00
305-5-8-751-6490 CONSULTANT AND PROF. FEES	0.00
305-5-8-751-6498 CONTRACT PAYMENTS	0.00
306-5-8-751-6490 CONSULTANT AND PROF. FEES	0.00
306-5-8-751-6498 CONTRACT PAYMENTS	0.00
307-5-8-751-6490 CONSULTANT & PROF FEES	0.00
307-5-8-751-6498 CONTRACT PAYMENTS	0.00
308-5-8-751-6490 CONSULTANT AND PROF FEES	85,000.00
308-5-8-751-6498 CONTRACT PAYMENTS	3,215,000.00
309-5-8-751-6490 CONSULTANT AND PROF FEES	0.00
309-5-8-751-6498 CONTRACT PAYMENTS	0.00
310-5-8-751-6490 CONSULTANT AND PROF FEES	100,000.00
310-5-8-751-6498 CONTRACT PAYMENTS	1,300,000.00
311-5-8-751-6490 CONSULTANT AND PROF FEES	0.00
311-5-8-751-6498 CONTRACT PAYMENTS	0.00
312-5-8-751-6490 CONSULTANT & PROF FEES	0.00
312-5-8-751-6498 CONTRACT PAYMENTS	0.00
313-5-8-751-6490 CONSULTANT & PROF FEES	0.00
313-5-8-751-6498 CONTRACT PAYMENTS	0.00
314-5-8-751-6490 CONSULTANT & PROF FEES	0.00
314-5-8-751-6498 CONTRACT PAYMENTS	0.00
315-5-8-751-6490 CONSULTANT AND PROF FEES	0.00
315-5-8-751-6498 CONTRACT PAYMENTS	0.00
316-5-8-751-6490 CONSULTANT & PROF FEES	0.00
316-5-8-751-6498 CONTRACT PAYMENTS	0.00
317-5-8-751-6490 CONSULTANT & PROF FEES	0.00
317-5-8-751-6498 CONTRACT PAYMENTS	0.00
318-5-8-751-6490 CONSULTANT & PROF FEES	0.00
318-5-8-751-6498 CONTRACT PAYMENTS	0.00
TOTAL CAPITAL PROJECTS	4,747,000.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 10

001-GENERAL FUND

EXPENDITURES

Fiscal Year  
2018 - 2019

<u>BUSINESS TYPE/ENTERPRISE</u>		
600-5-9-810-6010	SALARIES AND WAGES	123,678.00
600-5-9-810-6020	PART TIME	0.00
600-5-9-810-6110	FICA	9,461.00
600-5-9-810-6130	IPERS	11,675.00
600-5-9-810-6150	GROUP INSURANCE	17,424.00
600-5-9-810-6160	WORKMENS COMP.	2,032.00
600-5-9-810-6170	JOB INSURANCE	0.00
600-5-9-810-6199	WELLNESS BENEFIT	0.00
600-5-9-810-6210	DUES, MEMBERSHIP	1,500.00
600-5-9-810-6230	TRAINING AND EDUCATION	3,900.00
600-5-9-810-6240	TRAVEL AND CONFERENCE	500.00
600-5-9-810-6310	BUILDING MAINTENANCE	2,500.00
600-5-9-810-6320	BLDG/GROUNDS OPERATIONS/SUPPLI	2,500.00
600-5-9-810-6331	MOTOR OPERATION FUEL	4,000.00
600-5-9-810-6332	REPAIR/MAINTENANCE-VEHICLES	1,500.00
600-5-9-810-6350	EQUIPMENT REPAIR	0.00
600-5-9-810-6371	UTILITY SERVICES/GAS, ELECTRIC	32,000.00
600-5-9-810-6373	TELEPHONE/OPERATIONS	3,000.00
600-5-9-810-64081	LIABILITY INSURANCE	5,849.00
600-5-9-810-6412	LAB ANALYSIS	2,000.00
600-5-9-810-6414	ADVERTISING	0.00
600-5-9-810-6418	SALES TAX	30,000.00
600-5-9-810-64181	LOCAL OPTION SALES TAX	5,500.00
600-5-9-810-6419	TECHNOLOGY SERVICES	0.00
600-5-9-810-6420	OPTION TAX	0.00
600-5-9-810-6490	CONSULTANT AND PROF. FEES	2,000.00
600-5-9-810-6497	CONTRACT WORK BACKHOE	0.00
600-5-9-810-6498	CONTRACT PAYMENTS	500.00
600-5-9-810-6501	CHEMICALS	18,000.00
600-5-9-810-6506	OFFICE SUPPLIES	250.00
600-5-9-810-6508	POSTAGE AND SHIPPING	2,000.00
600-5-9-810-6521	MOTOR VEHICLE MAINT. SUPPLIES	0.00
600-5-9-810-6529	UNIFORMS	350.00
600-5-9-810-6590	MISCELLANEOUS COMMODITIES	0.00
600-5-9-810-6598	WATER DEPOSIT REFUNDS	4,000.00
600-5-9-810-6599	MISC. SUPPLIES	5,000.00
600-5-9-810-6722	OTHER EQUIPMENT:PLANT MAINT.	10,000.00
600-5-9-810-6727	EQUIPMENT	2,500.00
600-5-9-810-6783	UTILITIES SYSTEM-REPLACE MAINT	28,201.00
600-5-9-810-6791	EQUIPMENT MAINTENANCE	0.00
600-5-9-810-6796	CAPITAL SYSTEM SET ASIDE	34,600.00
600-5-9-810-6797	CAPITAL EQUIPMENT SET ASIDE	0.00
600-5-9-810-6801	PRINCIPAL	0.00
600-5-9-810-6851	INTEREST/COUPONS	0.00
603-5-9-810-6801	PRINCIPAL	50,000.00
603-5-9-810-6851	INTEREST/COUPONS	9,355.00
610-5-9-815-6010	SALARIES AND WAGES	115,695.00
610-5-9-815-6020	PART TIME	0.00



2-13-2018 05:11 PM

CITY OF WEST BRANCH  
EXPENDITURES BY ACTIVITY (UNAUDITED)  
AS OF: JANUARY 31ST, 2018

PAGE: 11

001-GENERAL FUND

EXPENDITURES	Fiscal Year 2018 - 2019
610-5-9-815-6110 FICA	8,851.00
610-5-9-815-6130 IPERS	10,922.00
610-5-9-815-6150 GROUP INSURANCE	13,528.00
610-5-9-815-6160 WORKMENS COMP.	618.00
610-5-9-815-6170 JOB INSURANCE	0.00
610-5-9-815-6199 WELLNES BENEFIT	0.00
610-5-9-815-6210 DUES, MEMBERSHIP	750.00
610-5-9-815-6230 TRAINING AND EDUCATION	1,900.00
610-5-9-815-6240 TRAVEL AND CONFERENCE	500.00
610-5-9-815-6310 BUILDING MAINTENANCE	1,000.00
610-5-9-815-6320 BLDG/GROUNDS OPERATIONS/SUPPLI	3,500.00
610-5-9-815-6331 MOTOR OPERATION FUEL	4,417.00
610-5-9-815-6332 REPAIR/MAINTENANCE-VEHICLES	2,000.00
610-5-9-815-6350 EQUIPMENT REPAIR	2,000.00
610-5-9-815-63501 REPAIRS-RADIOS	0.00
610-5-9-815-6371 UTILITY SERVICES/GAS, ELECTRIC	23,000.00
610-5-9-815-6373 TELEPHONE/OPERATIONS	3,000.00
610-5-9-815-64081 LIABILITY INSURANCE	5,849.00
610-5-9-815-6412 LAB ANALYSIS	10,500.00
610-5-9-815-6414 ADVERTISING	0.00
610-5-9-815-6418 SALES TAX	0.00
610-5-9-815-64181 LOCAL OPTION SALES TAX	0.00
610-5-9-815-6490 CONSULTANT AND PROF. FEES	18,881.00
610-5-9-815-6498 CONTRACT PAYMENTS	0.00
610-5-9-815-6499 MISC. CONTRACT WORK	1,500.00
610-5-9-815-6501 CHEMICALS	250.00
610-5-9-815-6504 MINOR EQUIPMENT	500.00
610-5-9-815-6506 OFFICE SUPPLIES	250.00
610-5-9-815-6508 POSTAGE AND SHIPPING	3,500.00
610-5-9-815-6510 SAFETY EQUIPMENT	3,000.00
610-5-9-815-6521 MOTOR VEHICLE MAINT. SUPPLIES	1,000.00
610-5-9-815-6529 UNIFORMS	350.00
610-5-9-815-6599 MISC. SUPPLIES	3,000.00
610-5-9-815-6727 EQUIPMENT	2,500.00
610-5-9-815-6762 MANHOLE REPAIR	0.00
610-5-9-815-6781 CAPITAL IMPROV. LINE CLEANING	2,000.00
610-5-9-815-6783 UTILITIES SYSTEM-REPLACE MAINT	44,600.00
610-5-9-815-6790 CAPITAL EQUIPMENT	0.00
610-5-9-815-6794 LAB EQUIP./REQUIREMENTS	0.00
610-5-9-815-6801 PRINCIPAL	0.00
610-5-9-815-6851 INTEREST/COUPONS	0.00
614-5-9-815-6490 CONSULTANT AND PROF. FEES	0.00
614-5-9-815-6498 CONTRACT PAYMENTS	0.00
740-5-9-865-6499 PRIVATE STORMWATER IMP REIMB	0.00
740-5-9-865-6783 UTILITIES SYSTEM-STORM WATER	25,000.00
TOTAL BUSINESS TYPE/ENTERPRISE	740,136.00
TOTAL EXPENDITURES	9,517,547.00



