



CITY COUNCIL MEETING NOTICE
TUESDAY, JANUARY 18, 2022 - 7:00 P.M.
CITY COUNCIL CHAMBERS
110 N. POPLAR STREET, WEST BRANCH, IOWA

<https://zoom.us/j/5322527574>

or dial in phone number 1-312-626-6799 with Meeting ID 532 252 7574.

AGENDA

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda. /Move to action.
6. Approve Consent Agenda/Move to action.
 - a. Minutes from the January 3, 2022 City Council regular meeting.
 - b. Claims paid January 3rd & 18th, 2022
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. Third Reading Ordinance 789 – Amending Title “Traffic and Vehicles” Chapter 69 “Parking Regulations”. / Move to action.
 - b. Third Reading Ordinance 788 – Adopting the “Code of Ordinances of the City of West Branch, Iowa. / Move to action.
 - c. First Reading Ordinance 790 – Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”. / Move to action.
 - d. Resolution 2022-05 – Approving application and related documents for a CDBG-CV Housing Conversion Grant for 109 and 111 E. Main Street, West Branch with I-80 Properties LLC as developers.
 - e. Resolution 2022-06 – Approving the Wage Works Flexible Spending Account Renewal effective February 1, 2022 – January 31, 2023. / Move to action.
9. Council Feedback on Budget Work Session
10. Discussion – Develop a (city) TIF policy – need 2 Council volunteers
11. Discussion – Develop a salary wage policy for full-time employees – need 1 or 2 Council volunteers
12. City Administrator Report
13. City Attorney Report
14. City Engineer Report
15. City Staff Reports
16. Comments from Mayor and Council Members
17. Motion to adjourn.

Mayor: Roger Laughlin · **Council Members:** Colton Miller, Nick Goodweiler, Jodee Stoolman, Tom Dean, Jerry Sexton
City Administrator Adam Kofoed · **City Clerk** Leslie Brick · **Fire Chief** Kevin Stoolman · **Library Director** Nick Shimmin
Parks & Rec Director Melissa Russell · **Police Chief** John Hanna · **Public Works Director** Matt Goodale

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

**West Branch, Iowa
Council Chambers**

**City Council
Regular Meeting**

**January 3, 2022
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council regular meeting to order at 7:00 p.m. Roll call: Council members: Jerry Sexton, Jodee Stoolman, Tom Dean and Nick Goodweiler was present. Absent: Colton Miller. City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick and City Attorney Kevin Olson and Fire Chief Kevin Stoolman. City Staff attending via Zoom: Public Works Director Matt Goodale, Parks & Recreation Director Melissa Russell, Finance Officer Heidi Van Auken, Library/IT Director Nick Shimmin, Police Chief John Hanna, and City Engineer Dave Schechinger.

APPROVE THE AGENDA

Motion by Goodweiler, second by Sexton to approve the Agenda. Absent: Miller. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Minutes from the December 20, 2021 City Council regular meeting.
Approve the 2022 City Council Meeting Schedule
Appoint Adam Kofoed as the City's representative to CCEDCO

Note: Due to a staff illness, there were no claims submitted for Council approval.

Motion by Dean second by Goodweiler to approve the Consent agenda. AYES: Dean, Goodweiler, Stoolman, Sexton. NAYS: None. Absent: Miller. Motion carried.

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Water Tower Maintenance Proposal, Melinda Kurtz, Suez Utility System Consultant – Kurtz explained the program Suez offers to cities which provides ongoing management and maintenance for any thing water related. The presentation included photos on what repairs are needed based on a recent inspection of the towers. Kurtz also provided a maintenance and payment schedule for each tower. Sexton asked staff how maintenance is currently being handled. Goodale said that they do try to perform and schedule some of the maintenance, but it takes time and that his staff doesn't necessarily have the expertise in some of the maintenance needs. Goodale added that the south tower, constructed in 2007 has the original paint and is due for re-painting. The north tower, constructed in the late 70's was last painted in 2007 and cost upwards of \$150,000. Goodale said this maintenance program and payment schedule would keep inspections, maintenance and repairs on a schedule and allow the city to better budget for the program. Laughlin thanked Kurtz for the information and said the Council would consider the proposal during their upcoming budget discussions.

PUBLIC HEARING / NON-CONSENT AGENDA

Accept the resignation of Douglas Klein from the Parks & Recreation Commission. /Move to action.

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

Mayor Roger Laughlin – Appointments/Reappointments / Move to action.

Mayor Pro Tem – Colton Miller

Official City Newspaper – West Branch Times

Animal Control Facility – West Branch Animal Clinic

City Engineer – Dave Schechinger, Veenstra & Kimm, Inc.

Ryan Bowers – Reappoint to Planning & Zoning Commission, December 31, 2025

Alan Beyer- Reappoint to Animal Control Commission, December 31, 2024

Ashley Wildman – Reappoint to Animal Control Commission, December 31, 2024

Dana Gafeller – Reappoint to Historic Preservation, December 31, 2024

Tom Burger – Reappoint to Parks & Recreation Commission, December 31, 2024

Brian Pierce – Reappoint to Parks & Recreation Commission, December 31, 2024

Jennie Embree – Reappoint to Zoning Board of Adjustment, December 31, 2022

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

Third Reading Ordinance 786 – Amending Title “Traffic and Vehicles” Chapter 69 “Parking Regulations”. / Move to action.

ORDINANCE 786

AN ORDINANCE AMENDING TITLE "TRAFFIC AND VEHICLES" CHAPTER 69 "PARKING REGULATIONS".

WHEREAS, the City of West Branch, Iowa has jurisdiction to establish Parking Regulations within the corporate limits of the City of West Branch; and

WHEREAS, No Parking Zones shall mean, so stop, stand, or parking of a vehicle in any of the following designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal; and

WHEREAS, the City Council has heretofore deemed it necessary and desirable to pass legislation regulating the no parking zones within the City.

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

Section 1: Amendment. The Code of Ordinances is hereby amended by the City Council of West Branch, Iowa by adding the following new subsections to Title, "TRAFFIC AND VEHICLES", Chapter 69, "PARKING REGULATIONS", Section 69.08, NO PARKING ZONES.

(Insert after current subsection)

The north side of Elm Street.

(Insert after current subsection)

The south side of Elm Street from its intersection with Parkside Drive to Chestnut Drive (private).

(Insert after current subsection)

Both sides of Sycamore Drive except along the east curb line of Lot 13 Parkside Hills of a portion of Lot D of the NW ¼ SEC.8T.79N.-R.4W.-5P.M.

Renumber all remaining subsections after these changes.

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

Passed and approved this 3rd day of January, 2022

First Reading: December 6, 2021
Second Reading: December 20, 2021
Third Reading: January 3, 2022

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

Motion by Dean, second by Sexton to approve third reading of Ordinance 786. AYES: Dean, Sexton, Stoolman, Goodweiler. NAYS: None. Absent: Miller. Motion carried.

Third Reading Ordinance 787 – Amending Title “Traffic and Vehicles” Chapter 65 “Stop or Yield Required”. / Move to action.

ORDINANCE 787

AN ORDINANCE AMENDING TITLE "TRAFFIC AND VEHICLES" CHAPTER 65 "STOP OR YIELD REQUIRED".

WHEREAS, the West Branch City Council finds it in the best interest of the residents of West Branch to have stop signs installed on Elm Street at its intersection with Parkside Drive, on South 2nd Street at its intersection with Elm Street, on Sycamore Drive at both intersections with Elm Street, on Chestnut Drive (private road) at its intersection with Elm Street, on Hickory Drive (private road) with its intersection of Elm Street and with its intersection of Sycamore Drive in order to provide for the safety of the West Branch Community.

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

Section 1: Amendment. The Code of Ordinances is hereby amended by the City Council of West Branch, Iowa by adding the following new subsections to Title, "TRAFFIC AND VEHICLES", Chapter 65, "STOP OR YIELD REQUIRED", Section 65.02, STOP REQUIRED.

(Insert after current subsection)

The west bound lane of Elm Street to its intersection with Parkside Drive.

(Insert after current subsection)

The south bound lane of South Second Street to its intersection with Elm Street.

(Insert after current subsection)

On Sycamore Drive at both intersections with Elm Street.

(Insert after current subsection)

The north bound lane of Chestnut Drive (private) at its intersection with Elm Street.

(Insert after current subsection)

The north bound lane of Hickory Drive (private) at its intersection with Elm Street.

(Insert after current subsection)

The west bound land of Hickory Drive (private) at its intersection with Sycamore Drive.

Renumber all remaining subsections after these changes.

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

Passed and approved this 3rd day of January, 2022

First Reading: December 6, 2021
Second Reading: December 20, 2021
Third Reading: January 3, 2022

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

Motion by Goodweiler, second by Dean to approve third reading of Ordinance 787. AYES: Goodweiler, Dean, Sexton. Stoolman. NAYS: None. Absent: Miller. Motion carried.

Second Reading Ordinance 789 – Amending Title “Traffic and Vehicles” Chapter 69 “Parking Regulations”.
/ Move to action.

Sexton commented that he felt yield signs should be considered in the Greenview subdivision as well. Kofoed said he would discuss Sexton’s proposal with the police chief.

Motion by Dean, second by Goodweiler to approve second reading of Ordinance 789. AYES: Dean, Goodweiler, Stoolman, Sexton. NAYS: None. Absent: Miller. Motion carried.

Second Reading Ordinance 788 – Adopting the “Code of Ordinances of the City of West Branch, Iowa. / Move to action.

No discussion.

Motion by Dean, second by Goodweiler to approve second reading of Ordinance 788. AYES: Dean, Goodweiler, Stoolman, Sexton. NAYS: None. Absent: Miller. Motion carried.

Resolution 2022-01 – adopting a policy authorizing the Finance Officer or City Clerk to pay certain bills prior to the City Council’s approval. / Move to action.

Motion by Sexton, second by Goodweiler to approve Resolution 2022-01. AYES: Sexton, Goodweiler, Dean, Stoolman. NAYS: None. Absent: Miller. Motion carried.

Resolution 2022-02 – setting the standard mileage rate for city officials and employees of the City of West Branch. / Move to action.

Motion by Dean, second by Goodweiler to approve Resolution 2022-02. AYES: Dean, Goodweiler, Sexton, Stoolman. NAYS: None. Absent: Miller. Motion carried.

Resolution 2022-03 - setting strategic goals and priorities for the City of West Branch for 2022 and beyond—.
/Move to action.

Sexton asked to discuss recent developments on the Herbert Hoover Highway / Cedar-Johnson Round-a-bout. Schechinger responded and said that Johnson County Supervisors recently found an (old) recorded 28E Agreement between the City of West Branch and Johnson County regarding the future maintenance of Cedar-Johnson Road. He said the agreement, dated in the late 70’s was being reviewed by the city attorney to see if

the agreement is still binding. Schechinger said the cost share of the Cedar-Johnson Road portion is now being reconsidered with this new finding and whether or not West Branch will be required to pay for that portion of the project as well. Sexton, clearly frustrated with the project and the constant back and forth on who would pay for what, when and how said it is only increasing the city's engineering costs and may not be worth moving forward. Kofoed added that from the list of goals and priorities, he would be working on a salary survey in February as part of the budget process.

Motion by Dean, second by Goodweiler to approve Resolution 2022-03. AYES: Dean, Goodweiler, Stoolman, Sexton. NAYS: None. Absent: Miller. Motion carried.

Resolution 2202-04 – accepting the I-80 Water Main Relocation, West Branch, Iowa Project as substantially complete. /Move to action.

Motion by Sexton, second by Goodweiler to approve Resolution 2022-04. AYES: Sexton, Goodweiler, Dean, Stoolman. NAYS: None. Absent: Miller. Motion carried.

Discussion – (Draft) Water Fund Budget – birds eye view summary

Kofoed presented a sample budget and what the Council will see at their first FY23 budget work session next week. Kofoed said he plans to present the information in an easy to follow format which will provide current fund balances, anticipated revenues, expenses, transfers in and out and loans payments from those accounts to give the Council a better picture of the health of the fund balances. Kofoed said he is also reviewing staff salaries and how they are currently being budgeted. Kofoed said changes may be needed which will result in the general fund being hit a little harder, but may also allow a little more for projects.

CITY ADMINISTRATOR REPORT

No report.

CITY ATTORNEY REPORT

No report.

CITY ENGINEER REPORT

Schechinger said the waste water treatment facility plans would be ready for review in a couple of weeks along with setting the bid date and presenting the final cost of the project. Schechinger added that site plans were continually being reviewed as submitted for residential homes.

STAFF REPORTS

No reports.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin asked the Council what they wanted to do with the ARPA Funds received in August from the federal government. Kofoed reminded the Council that there are specific rules for how the dollars can be spent and suggested that they keep those dollars in mind for the waste water treatment facility or the East side water main project. Laughlin reminded the Council of the budget work session meeting scheduled for 5:30 p.m. on Monday, January 10th.

ADJOURNMENT

Motion to adjourn the regular meeting by Dean, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 8:33 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: January 18, 2022

AGENDA ITEM: Claims for January 3 & January 18, 2022

PREPARED BY: Heidi Van Auken

DATE: January 11, 2022

SUMMARY:

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

EXPENDITURES**1/3/2022**

AMAZON	VARIOUS ITEMS	233.30
ASCAP	MUSIC LICENSE FEE	23.00
AT & T MOBILITY	WIRELESS SERVICE	344.44
BARNHART'S CUSTOM SERVICES	CASEY'S LOT PROJECT	95.00
BEAN & BEAN	GRAVE OPENINGS	2,200.00
BEAVER HEATING AND AIR CON	FURNACE REPAIR	90.10
BROWN'S WEST BRANCH	DURANGO SERVICE	1,161.72
CARRIE A HOURIGAN	CLEANING SERVICES - LIBRARY	736.00
CEDAR COUNTY COOPERATIVE	FUEL - PW SHOP	1,528.57
ECONO SIGNS LLC	STREET SIGNS PARKSIDE HILLS	1,516.50
HAWKINS INC	CHEMICALS	700.50
HI-LINE INC	SUPPLIES	863.35
IMWCA	IMWCA	2,296.00
IOWA CODIFICATION INC	CODE UPDATE ONLINE	1,200.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	159.30
JOHN DEERE FINANCIAL	SUPPLIES	440.70
JOURNEYED COM INC	MICROSOFT OFFICE LICENSE	274.21
KOCH OFFICE GROUP	COPIER MAINTENANCE	316.82
LIBERTY COMMUNICATIONS	PHONE SERVICES	1,540.64
LIBERTY DOORS INC	LIBRARY HANDICAP OPERATORS	9,970.00
MACQUEEN EQUIPMENT	OSHKOSH SERVICE	464.88
MEDIACOM	CABLE SERVICES	91.30
MIDWEST FRAME & AXLE	HEADLIGHTS REPLACEMNT OSHKOSH	540.00
MUNICIPAL SUPPLY INC.	METER PARTS	137.50
OLSON, KEVIN D	LEGAL SERVICES FOR JAN 2022	1,500.00
OMNISITE	LIFT STATION DIALER AND ALARMS	360.00
OVERDRIVE INC	DIGITAL AND AUDIO BOOKS	818.69
PITNEY BOWES INC	POSTAGE METER RENTAL	180.00
PITNEY BOWES PURCHASE	REPLENISH POSTAGE	500.00
PORT 'O' JONNY INC.	SERVICE-CEMETERY	31.44
QUILL CORP	OFFICE SUPPLIES	247.64
SECURE ENTERTAINMENT	NINTENDO SECURITY CASE	114.90
STATE INDUSTRIAL PRODUCTS	FOG TREATMENT FOR LIFT STATION	236.00
SUMMERS' ENTERPRISE INC	I80 WATER MAIN RELOCATION	180,275.80
TOG DEVELOPMENT LLC	WEBSITE CALENDAR LIBRARY	738.00
ULINE	JANITORIAL SUPPLIES	129.24
US BANK EQUIPMENT FINANCE	COPIER LEASE	106.25
USA BLUE BOOK	WATER PLANT PARTS	304.83
VEENSTRA & KIMM INC.	VARIOUS PROJECTS AND REVIEWS	88,903.50
VERIZON WIRELESS	VERIZON WIRELESS	458.73
TOTAL		301,828.85

**PAYROLL-WAGES, TAXES, EMPLOYEE
BENEFITS**

12/24/2021 57,448.17

PAID BETWEEN MEETINGS

FIDELITY BANK & TRUST	ACCIONA LAWSUIT LOAN PAYMENT	113,483.11
IOWA FINANCE AUTHORITY	SRF LOANS INTEREST	2,693.75
UMB BANK	BOND 2013 INTEREST	14,450.00
UMB BANK	BOND 2015 INTEREST	4,320.00
UMB BANK	BOND 2016A INTEREST	5,968.75
UMB BANK	BOND 2016B INTEREST	2,950.00
UMB BANK	BOND 2017 INTEREST	40,336.25
UMB BANK	BOND FEES 2013,2015,2016A, 2016B, 2017	1,250.00

TOTAL **185,451.86**

GRAND TOTAL EXPENDITURES **544,728.88**

FUND TOTALS

001 GENERAL FUND	29,380.38
022 CIVIC CENTER	89.17
031 LIBRARY	19,205.16
036 TORT LIABILITY	2,065.82
110 ROAD USE TAX	10,975.56
112 TRUST AND AGENCY	13,984.41
226 BONDING	182,758.11
321 WIDENING WAPSI CREEK	151.5
323 I-80 WEST, WATER MAIN RELO	180,275.80
324 WW TREATMT FAC IMP 2021	87,450.00
326 ROUNDABOUT MAIN & CEDA	372
327 SPONS WATER QUAL IMP	744
600 WATER FUND	8,650.53
603 WATER SINKING FUND	2,693.75
610 SEWER FUND	5,932.69

GRAND FUND TOTAL **544,728.88**

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	BROWN'S WEST BRANCH LIBERTY COMMUNICATIONS AT & T MOBILITY	DURANGO SERVICE	1,161.72
			SERVICES	295.59
			WIRELESS SERVICE	344.44
		TOTAL:	1,801.75	
FIRE OPERATION	GENERAL FUND	VERIZON WIRELESS LIBERTY COMMUNICATIONS	WIRELESS SERVICE	40.00
			SERVICES	88.70
			TOTAL:	128.70
PARK & RECREATION	GENERAL FUND	VERIZON WIRELESS LIBERTY COMMUNICATIONS	WIRELESS SERVICE	41.42
			SERVICES	279.69
			TOTAL:	321.11
CEMETERY	GENERAL FUND	PORT 'O' JONNY INC. CEDAR COUNTY COOPERATIVE BEAN & BEAN	SERVICE-CEMETERY	31.44
			FUEL -CEMETERY	802.06
			GRAVE OPENINGS	2,200.00
			TOTAL:	3,033.50
COMM & CULTURAL DEVEL	GENERAL FUND	ASCAP	MUSIC LICENSE FEE	23.00
			TOTAL:	23.00
MAYOR AND COUNCIL	GENERAL FUND	AMAZON JOURNEYED COM INC	VARIOUS ITEMS	25.99
			COMPUTER LICENSES	53.07
			TOTAL:	79.06
CLERK & TREASURER	GENERAL FUND	QUILL CORP KOCH OFFICE GROUP IOWA CODIFICATION INC PITNEY BOWES PURCHASE POWER LIBERTY COMMUNICATIONS ULINE PITNEY BOWES INC JOURNEYED COM INC	OFFICE SUPPLIES	72.43
			OFFICE SUPPLIES	23.23
			COPIER MAINTENANCE	316.82
			CODE UPDATE ONLINE	1,200.00
			REPLENISH POSTAGE	166.66
			SERVICES	410.95
			JANITORIAL SUPPLIES	84.62
			POSTAGE METER RENTAL	180.00
			COMPUTER LICENSES	115.00
			TOTAL:	2,569.71
LEGAL SERVICES	GENERAL FUND	OLSON, KEVIN D	LEGAL SERVICES FOR JAN 202	1,500.00
			TOTAL:	1,500.00
LOCAL CABLE ACCESS	GENERAL FUND	LIBERTY COMMUNICATIONS MEDIACOM	SERVICES	64.95
			CABLE SERVICES	91.30
			TOTAL:	156.25
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	CONSTRUCTION REVIEW	186.00
			TOTAL:	186.00
TOWN HALL	CIVIC CENTER	LIBERTY COMMUNICATIONS ULINE	SERVICES	44.55
			JANITORIAL SUPPLIES	44.62
			TOTAL:	89.17
LIBRARY	LIBRARY	OVERDRIVE INC BEAVER HEATING AND AIR CONDITIONING IN QUILL CORP	DIGITAL AND AUDIO BOOKS	189.98
			DIGITAL AND AUDIO BOOKS	377.88
			DIGITAL AND AUDIO BOOKS	249.34
			DIGITAL BOOKS	1.49
			FURNACE REPAIR	90.10
			BULBS	117.99
			TOTAL:	1,026.78

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			OFFICE SUPPLIES	33.99
		LIBERTY DOORS INC	LIBRARY HANDICAP OPERATORS	9,970.00
		LIBERTY COMMUNICATIONS	SERVICES	237.61
		AMAZON	VARIOUS ITEMS	103.78
			VARIOUS ITEMS	8.79
			VARIOUS ITEMS	57.80
			VARIOUS ITEMS	10.95
		US BANK EQUIPMENT FINANCE	COPIER LEASE	106.25
		CARRIE A HOURIGAN	CLEANING SERVICES - LIBRAR	368.00
			C;EANING SERVICES LIBRARY	368.00
		SECURE ENTERTAINMENT	NINTENDO SECURITY CASE	114.90
		TOG DEVELOPMENT LLC	WEBSITE CALENDAR LIBRARY	738.00
			TOTAL:	13,144.85
POLICE OPERATIONS	TORT LIABILITY	IMWCA	WORK COMP - POLICE	418.26
			TOTAL:	418.26
FIRE OPERATION	TORT LIABILITY	IMWCA	WORK COMP - FIRE	811.68
			TOTAL:	811.68
BUILDING INSPECTIONS	TORT LIABILITY	IMWCA	WORK COMP - BLDG INSPECT	23.03
			TOTAL:	23.03
ROADS & STREETS	TORT LIABILITY	IMWCA	WORK COMP - STREETS	431.54
			TOTAL:	431.54
LIBRARY	TORT LIABILITY	IMWCA	WORK COMP - LIBRARY	44.13
			TOTAL:	44.13
PARK & RECREATION	TORT LIABILITY	IMWCA	WORK COMP - PARK & REC	242.60
			TOTAL:	242.60
CEMETERY	TORT LIABILITY	IMWCA	WORK COMP - CEMETERY	68.34
			TOTAL:	68.34
CLERK & TREASURER	TORT LIABILITY	IMWCA	WORK COMP - ADMIN	26.24
			TOTAL:	26.24
ROADS & STREETS	ROAD USE TAX	BARNHART'S CUSTOM SERVICES LLC	CASEY'S LOT PROJECT	95.00
		CEDAR COUNTY COOPERATIVE	FUEL - PW SHOP	242.17
		VERIZON WIRELESS	WIRELESS SERVICE	125.77
		JOHN DEERE FINANCIAL	SUPPLIES	440.70
		LIBERTY COMMUNICATIONS	SERVICES	39.53
		HI-LINE INC	SUPPLIES	143.07
			SUPPLIES	149.02
			SKIDLOADER HYDRAULIC FITTI	143.07
			SHOP SUPPLIES	311.05
			SHOP SUPPLIES	64.14
			SHOP SUPPLIES	53.00
		ECONO SIGNS LLC	STREET SIGNS PARKSIDE HILL	1,516.50
		MIDWEST FRAME & AXLE	HEADLIGHTS REPLACEMNT OSH	540.00
		MACQUEEN EQUIPMENT	OSHKOSH SERVICE	464.88
			TOTAL:	4,327.90
CAPITAL PROJECT	WIDENING WAPSI CRE	VEENSTRA & KIMM INC.	CHANNNEL WIDENING FLOOD IM	151.50
			TOTAL:	151.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
CAPITAL PROJECT	I-80 WEST, WATER M	SUMMERS' ENTERPRISE INC	I80 WATER MAIN RELOCATION	180,275.80
			TOTAL:	180,275.80
CAPITAL PROJECT	WW TREATMT FAC IMP	VEENSTRA & KIMM INC.	WW TREATMENT FACILITY	87,450.00
			TOTAL:	87,450.00
INVALID DEPARTMENT	ROUNDAABOUT MAIN &	VEENSTRA & KIMM INC.	HHH & CEDAR JOHNSON INTERS	372.00
			TOTAL:	372.00
CAPITAL PROJECT	SPONS WATER QUAL I	VEENSTRA & KIMM INC.	SPONSORED WATER PROJECT	744.00
			TOTAL:	744.00
WATER OPERATING	WATER FUND	IOWA ONE CALL	UTILITY LOCATION SERVICE	79.65
		MUNICIPAL SUPPLY INC.	METER PARTS	26.10
		HAWKINS INC	METER HANDHELD BATTERY	111.40
		IMWCA	CHEMICALS	700.50
		CEDAR COUNTY COOPERATIVE	WORK COMP - WATER	162.06
		VERIZON WIRELESS	FUEL - PW SHOP	242.17
		PITNEY BOWES PURCHASE POWER	WIRELESS SERVICE	125.77
		LIBERTY COMMUNICATIONS	REPLENISH POSTAGE	166.67
		AMAZON	SERVICES	39.54
		JOURNEYED COM INC	VARIOUS ITEMS	25.99
		USA BLUE BOOK	MICROSOFT OFFICE LICENSE	53.07
			COMPUTER LICENSES	53.07
			WATER PLANT PARTS	120.06
			WATER PLANT PARTS	57.88
			WATER SAMPLING	126.89
			TOTAL:	2,090.82
SEWER OPERATING	SEWER FUND	IOWA ONE CALL	UTILITY LOCATION SERVICE	79.65
		IMWCA	WORK COMP - SEWER	68.12
		CEDAR COUNTY COOPERATIVE	FUEL - PW SHOP	242.17
		VERIZON WIRELESS	WIRELESS SERVICE	125.77
		OMNISITE	LIFT STATION DIALER AND AL	360.00
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	166.67
		LIBERTY COMMUNICATIONS	SERVICES	39.53
		STATE INDUSTRIAL PRODUCTS	FOG TREATMENT FOR LIFT STA	236.00
			TOTAL:	1,317.91

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
------------	------	-------------	-------------	--------

===== FUND TOTALS =====

001	GENERAL FUND			9,799.08
022	CIVIC CENTER			89.17
031	LIBRARY			13,144.85
036	TORT LIABILITY			2,065.82
110	ROAD USE TAX			4,327.90
321	WIDENING WAPSI CREEK @ BE			151.50
323	I-80 WEST, WATER MAIN REL			180,275.80
324	WW TREATMT FAC IMP 2021			87,450.00
326	ROUNDAABOUT MAIN & CEDAR-J			372.00
327	SPONS WATER QUAL IMP 2021			744.00
600	WATER FUND			2,090.82
610	SEWER FUND			1,317.91

 GRAND TOTAL: 301,828.85

EXPENDITURES**1/18/2022**

BARNHART'S CUSTOM SERVICES	HYDRAULIC OIL FOR TRUCK	69.27
BRICK, LESLIE	MILEAGE TO BANK	17.66
CEDAR COUNTY RECORDER	RECORDING FEES	28.00
CITY OF RINGSTED	THE FOUR WINDS BOOK	18.00
DAVID MCILRATH	TREE CUTTING SERVICE	1,360.00
ECKERMAN, RAMONA	BLDG INCENTIVE PAYMENT	1,111.91
HEIDI VAN AUKEN	MILEAGE	19.89
HI-LINE INC	SHOP SUPPLIES	118.09
JAYME CILEK	CLEANING SERVICES	234.00
JOHNSON COUNTY REFUSE INC.	TRASH & RECYCLING DEC 2021	16,401.50
LINN COUNTY R.E.C.	STREET LIGHTS	207.80
PREMIER PARTS TIPTON	VEHICLE MAINTENANCE SUPPLIES	1,859.33
SHIMMIN, NICK	NEW YEARS EVENT SUPPLIES REIMB	43.46
SPAHN & ROSE LUMBER CO.	HOLLOW CONCRETE BLOCKS	469.93
STATE HYGIENIC LAB	LAB ANALYSIS	40.50
THE HOME DEPOT PRO	PAPER TOWERLS - TOWN HALL	24.80
TRUCK EQUIPMENT INC	NEW TRUCK BUILD - PW	26,893.34
WEST BRANCH ANIMAL CLINIC	BOARDING OF DOG	1,648.06
WEST BRANCH REPAIRS	LIGHT REPAIR FOR TRUCK	26.65
WEST BRANCH TIMES	LEGAL PUBLICATIONS	486.38
WEX BANK	VEHICLE FUEL	1,207.52
TOTAL		52,286.09

**PAYROLL-WAGES, TAXES,
EMPLOYEE BENEFITS****1/7/2022 49,191.92****PAID BETWEEN MEETINGS**

GLOBAL PAYMENTS	DECEMBER CREDIT CARD FEES	507.87
TREASURER STATE OF IA	WET TAX DECEMBER	2,514.00
TREASURER STATE OF IA	SEWER SALES TAX DECEMBER	980.00
VARIOUS VENDORS	UB REFUNDS	265.59
TOTAL		4,267.46

GRAND TOTAL EXPENDITURES**105,745.47****FUND TOTALS**

001 GENERAL FUND	40,918.99
022 CIVIC CENTER	186.8
031 LIBRARY	5879.24
110 ROAD USE TAX	32,163.21
112 TRUST AND AGENCY	5,720.58
600 WATER FUND	8589.82
610 SEWER FUND	12,286.83
GRAND FUND TOTAL	105,745.47

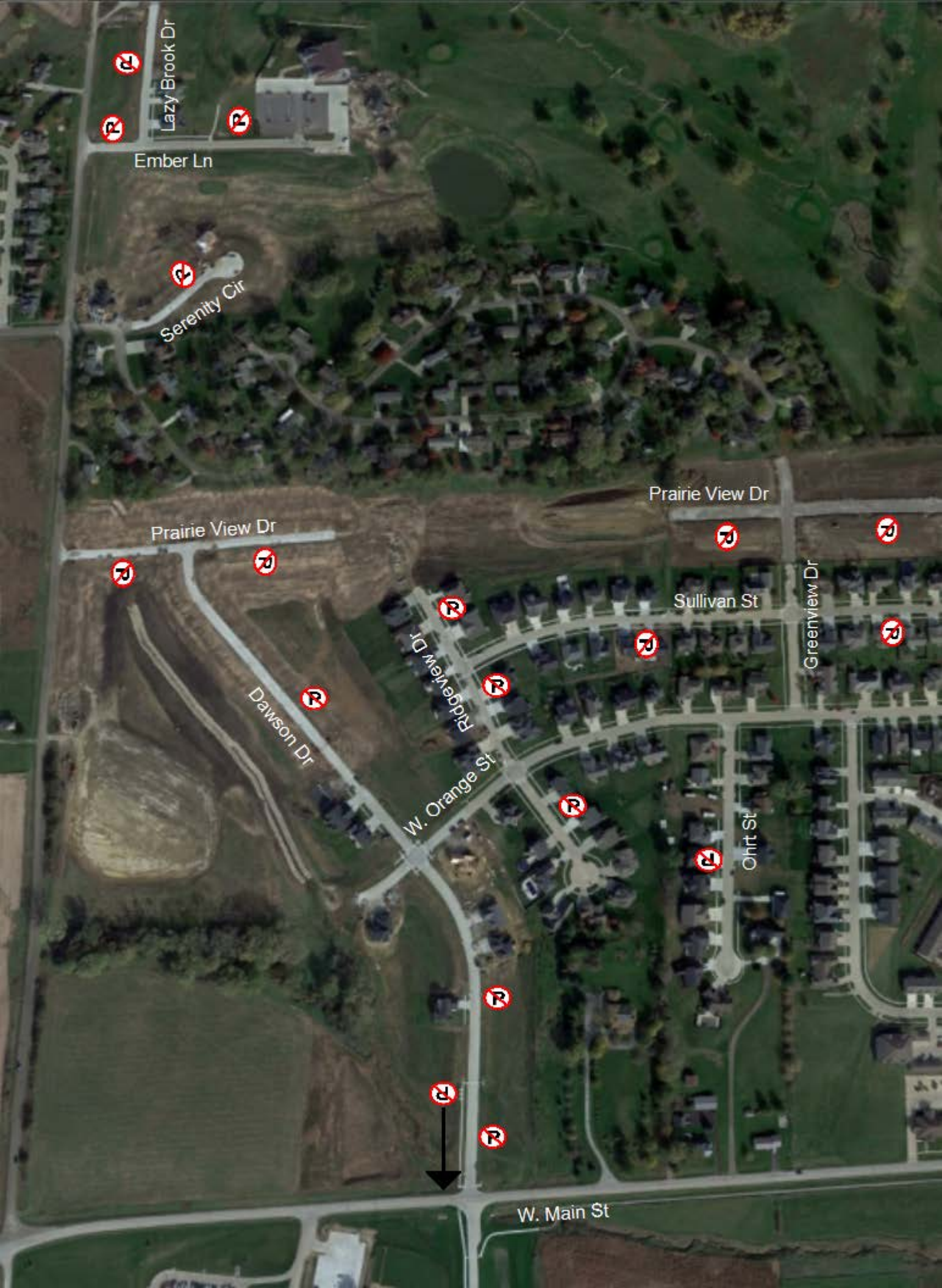
DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	702.16
			TOTAL:	702.16
FIRE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	57.75
			TOTAL:	57.75
ANIMAL CONTROL	GENERAL FUND	WEST BRANCH ANIMAL CLINIC LLC	BOARDING OF DOG	1,648.06
			TOTAL:	1,648.06
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	STREET LIGHTS	207.80
			TOTAL:	207.80
ECONOMIC DEVELOPMENT	GENERAL FUND	ECKERMAN, RAMONA	BLDG INCENTIVE PAYMENT	1,111.91
			TOTAL:	1,111.91
CLERK & TREASURER	GENERAL FUND	BRICK, LESLIE	MILEAGE TO BANK	17.66
		HEIDI VAN AUKEN	MILEAGE	19.89
		JAYME CILEK	CLEANING SERVICES	72.00
			TOTAL:	109.55
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL PUBLICATIONS	486.38
		CEDAR COUNTY RECORDER	RECORDING FEES	28.00
			TOTAL:	514.38
SOLID WASTE	GENERAL FUND	JOHNSON COUNTY REFUSE INC.	TRASH & RECYCLING DEC 2021	16,401.50
			TOTAL:	16,401.50
TOWN HALL	CIVIC CENTER	THE HOME DEPOT PRO	PAPER TOWERLS - TOWN HALL	24.80
		JAYME CILEK	CLEANING SERVICES	162.00
			TOTAL:	186.80
LIBRARY	LIBRARY	SHIMMIN, NICK	NEW YEARS EVENT SUPPLIES R	43.46
		SPAHN & ROSE LUMBER CO.	BLDG SUPPLIES - LIB & PW	157.08
		CITY OF RINGSTED	THE FOUR WINDS BOOK	18.00
			TOTAL:	218.54
ROADS & STREETS	ROAD USE TAX	BARNHART'S CUSTOM SERVICES LLC	HYDRAULIC OIL FOR TRUCK	69.27
		WEST BRANCH REPAIRS	LIGHT REPAIR FOR TRUCK	26.65
		DAVID MCILRATH	TREE CUTTING SERVICE	1,360.00
		WEX BANK	VEHICLE FUEL	149.19
		SPAHN & ROSE LUMBER CO.	HOLLOW CONCRETE BLOCKS	143.25
			PALLET FOR BLOCKS	25.00
			BLDG SUPPLIES - LIB & PW	144.60
		TRUCK EQUIPMENT INC	NEW TRUCK BUILD - PW	9,806.00
			NEW TRCK BUILD - PW	10,622.00
		HI-LINE INC	SHOP SUPPLIES	103.67
			HYDRAULIC FITTING REPLACEM	14.42
		PREMIER PARTS TIPTON	VEHICLE MAINTENANCE SUPPLI	183.13
			VEHICLE MAINTENANCE TOOL	337.50
			VEHICLE MAINTENANCE SUPPLI	43.50
			VEHICLE MAINTENANCE SUPPLI	129.33
			VEHICLE MAINTENANCE SUPPLI	129.33
			VEHICLE MAINTENANCE SUPPLI	112.32
			VEHICLE MAINTENANCE SUPPLI	110.64
			VEHICLE MAINTENANCE SUPPLI	82.82
			TOTAL:	23,592.62

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
WATER OPERATING	WATER FUND	STATE HYGIENIC LAB	LAB ANALYSIS	40.50
		WEX BANK	VEHICLE FUEL	149.19
			TOTAL:	189.69
SEWER OPERATING	SEWER FUND	WEX BANK	VEHICLE FUEL	149.23
		TRUCK EQUIPMENT INC	NEW TRUCK BUILD - PW	1,785.40
			NEW TRUCK BUILD - PW	4,679.94
		PREMIER PARTS TIPTON	VEHICLE MAINTENANCE SUPPLI	365.38
			VEHICLE MAINTENANCE SUPPLI	365.38
		TOTAL:	7,345.33	

===== FUND TOTALS =====

001	GENERAL FUND	20,753.11
022	CIVIC CENTER	186.80
031	LIBRARY	218.54
110	ROAD USE TAX	23,592.62
600	WATER FUND	189.69
610	SEWER FUND	7,345.33

	GRAND TOTAL:	52,286.09



Lazy Brook Dr

Ember Ln

Serenity Cir

Prairie View Dr

Prairie View Dr

Sullivan St

Greenview Dr

Dawson Dr

Ridgeway Dr

W. Orange St

Ohrt St

W. Main St

ORDINANCE 789

AN ORDINANCE AMENDING TITLE "TRAFFIC AND VEHICLES" CHAPTER 69 "PARKING REGULATIONS".

WHEREAS, the City of West Branch, Iowa has jurisdiction to establish Parking Regulations within the corporate limits of the City of West Branch; and

WHEREAS, No Parking Zones shall mean, to stop, stand, or parking of a vehicle in any of the following designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal; and

WHEREAS, the City Council has heretofore deemed it necessary and desirable to pass legislation regulating the no parking zones within the City.

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

Section 1: Amendment. The Code of Ordinances is hereby amended by the City Council of West Branch, Iowa by adding the following new subsections to Title, "TRAFFIC AND VEHICLES", Chapter 69, "PARKING REGULATIONS", Section 69.08, NO PARKING ZONES.

(Insert after current subsection)

The west side of Ohrt Street from the intersection of West Orange Street to the south curb cut of Lot 11 Lynch Heights.

(Insert after current subsection)

The east side of Ridgeview Drive from the south curb cut of Lot 12 Meadows Subdivision Part 1 to the end of the street.

(Insert after current subsection)

The west side of Dawson Drive from its intersection with West Main Street to a point 290 feet to the north.

(Insert after current subsection)

The east side of Dawson Drive.

(Insert after current subsection)

The south side of Prairie View Drive.

(Insert after current subsection)

The north side of Ember Lane.

(Insert after current subsection)

The west side of Lazy Brook Drive.

(Insert after current subsection)

The north side of Serenity Circle from the west lot line of Lot 7 Cedars Edge 1st Addition to the end of the street.

(Insert after current subsection)

The south side of Serenity Circle from its intersection with Cedar Johnson Road to its intersection with Greenview Drive.

Renumber all remaining subsections after these changes

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

Passed and approved this 18th day of January, 2022

First Reading: December 20, 2021
Second Reading: January 3, 2022
Third Reading: January 18, 2022

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

ORDINANCE NO. 788

AN ORDINANCE ADOPTING THE “CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA”

BE IT ORDAINED by the City Council of the City of West Branch, Iowa, that:

SECTION 1. Pursuant to published notice and following public hearing on the 20th day of December, 2021, so required by Sections 362.3 and 380.8, Code of Iowa, there is hereby adopted by the City of West Branch, Iowa, the “CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA.”

SECTION 2. All of the provisions of the “CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA,” shall be in force and effect on and after the effective date of this ordinance.

SECTION 3. All ordinances or parts thereof in force on the effective date of this ordinance are hereby repealed from and after the effective date of this ordinance, except as hereinafter provided.

SECTION 4. The repeal provided for in the preceding section of this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any contract or right established or accruing before the effective date of this ordinance; nor shall such repeal affect any ordinance or resolution promising or guaranteeing the payment of money by the City or authorizing the issuance of any bonds of said City or any evidence of said City's indebtedness or any contract or obligation assumed by said City; nor shall said repeal affect the administrative ordinances or resolutions of the Council not in conflict or inconsistent with the provisions of “THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA”; nor shall it affect the following ordinances specifically saved from repeal:

URBAN RENEWAL

ORDINANCE NO.	ADOPTED	NAME OF AREA
421	December 18, 1989	Urban Renewal Project Area I
465	August 15, 1994	1994 Addition to the West Branch Urban Renewal Area
556	August 4, 2002	2002 Addition to the West Branch Urban Renewal Area

VACATION AND DISPOSAL OF STREETS

ORDINANCE NO.	ADOPTED	ORDINANCE NO.	ADOPTED
167	June 4, 1953	292	October 3, 1977
170	October 5, 1953	293	October 3, 1977
172	April 5, 1954	307	July 2, 1979
179	January 3, 1956	513	July 19, 1999
180	April 2, 1956	522	February 7, 2000
181	May 7, 1956	525	June 5, 2000
186	July 7, 1958	544	November 5, 2001
189	September 14, 1959	546	January 7, 2002
190	September 19, 1959	615	August 7, 2006
204B	April 6, 1964	625	January 2, 2007
236	September 8, 1970	628	February 5, 2007
237	November 2, 1970	631	June 18, 2007
240	April 5, 1971	682	July 18, 2011
245	December 20, 1971	690	March 5, 2012
264	April 21, 1975	708	May 6, 2013
277	June 21, 1976	710	May 20, 2013
289	June 20, 1977	766	June 24, 2019

VACATION AND DISPOSAL OF STREETS

ORDINANCE NO.	ADOPTED
37	February 15, 1928
217	March 27, 1966
218	July 10, 1967
229	May 19, 1969
270	September 15, 1975
286	June 6, 1977

ZONING REGULATIONS (ZONING MAP)

ORDINANCE	ADOPTED	ORDINANCE NO.	ADOPTED
454	August 2, 1993	646	December 17, 2007
463	July 5, 1994	670	May 3, 2010
466	August 15, 1994	674	February 21, 2011
470	February 21, 1995	709	April 15, 2013
471	March 6, 1995	736	May 2, 2016
475	August 1, 1995	737	May 2, 2016
478	May 20, 1996	738	May 16, 2016
499	November 17, 1997	739	July 18, 2016
506	February 16, 1999	754	June 25, 2018
516	October 4, 1999	760	December 17, 2018
529	September 5, 2000	761	December 17, 2018
534	March 5, 2001	762	December 17, 2018
555	August 19, 2002	764	April 1, 2019
557	November 18, 2002	765	March 18, 2019
581	February 22, 2005	772	March 2, 2020
629	March 19, 2007		

nor shall it affect any other right or franchise conferred by any ordinance or resolution of the Council or any other person or corporation; nor shall it affect any ordinance naming, establishing, relocating or vacating any street or public way, whether temporary or permanent; nor shall it affect

any ordinance amending the official zoning map, establishing building lines, establishing and changing grades, or dedicating property for public use; nor shall it affect any prosecution, suit or other proceeding pending or any judgment rendered on or prior to the effective date of this ordinance.

SECTION 5. The following ordinances, passed subsequent to the preparation of this code but prior to adoption of this code, are hereby adopted and made a part of this code.

SECTION 6. An official copy of the “CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA,” adopted by this ordinance, including a certificate of the City Clerk as to its adoption and the effective date, is on file in the office of the City Clerk, and shall be kept available for public inspection.

SECTION 7. The City Clerk shall furnish a copy of the “CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA,” to the Judicial Magistrates serving the City of West Branch.

SECTION 8. This ordinance shall be in full force and effect from and after the publication of this ordinance, as required by law.

Passed by the City Council of the City of West Branch, Iowa, the 18th day of January, 2022.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, City Clerk

First Reading: December 20, 2021
Second Reading: January 3, 2022
Third Reading: January 18, 2022

CLERK'S CERTIFICATE

I hereby certify that the foregoing Ordinance No. 788 was published as required by law on the _____ day of _____, 2022.

SIGNED _____
Leslie Brick, City Clerk

CLERK'S CERTIFICATE

State of Iowa)
) SS
County of _____)

I, _____, City Clerk of the City of West Branch, Iowa, hereby certify that the "CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA," was adopted by the City Council of the City of West Branch, Iowa, and that an official copy of said Code of Ordinances is on file at the office of the City Clerk, City of West Branch, Iowa, and that Ordinance No. 788 adopting said Code of Ordinances was passed by the City Council of the City of West Branch, Iowa, on the ____ day of _____, _____, signed by the Mayor on the ____ day of _____, _____; duly recorded and published as provided by law, and that the effective date of said Code is _____, _____.

Witness my hand and official seal of the City of West Branch, Iowa, this ____ day of _____, _____.

SIGNED: _____
Leslie Brick, City Clerk
CITY OF WEST BRANCH, IOWA

331

S 1st St

Cooksen Dr



ORDINANCE 790

AN ORDINANCE AMENDING TITLE "TRAFFIC AND VEHICLES" CHAPTER 65 "STOP OR YIELD REQUIRED".

WHEREAS, the West Branch City Council finds it in the best interest of the residents of West Branch to have yield signs installed on Cookson Drive at its intersection with South First Street, on Greenview Court at its intersection with Greenview Drive, on Greenview Drive southern loop westbound lane at its intersection with Greenview Drive, on Greenview Circle at its intersection with Greenview Drive and the southbound portion of the traffic circle on Greenview Circle at its intersection with Greenview Drive in order to provide for the safety of the West Branch Community.

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

Section 1: Amendment. The Code of Ordinances is hereby amended by the City Council of West Branch, Iowa by adding the following new subsections to Title, "TRAFFIC AND VEHICLES", Chapter 65, "STOP OR YIELD REQUIRED", Section 65.03, YIELD REQUIRED.

(Insert after current subsection)

Cookson Drive at its intersection with South First Street.

(Insert after current subsection)

Greenview Court at its intersection with Greenview Drive.

(Insert after current subsection)

On the westbound lane of the southern portion of Greenview Drive at its intersection with Greenview Drive.

(Insert after current subsection)

Greenview Circle at its intersection with Greenview Drive.

(Insert after current subsection)

Greenview Circle southbound portion of the traffic circle at its intersection with Greenview Drive.

Renumber all remaining subsections after these changes.

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

Passed and approved this ___ day of _____, 2022

First Reading: January 18, 2022
Second Reading:
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	January 18, 2022
AGENDA ITEM:	Resolution 2022-05 -Approving application and related documents for a CDBG-CV Housing Conversion Grant for 109 and 111 E. Main Street, West Branch with I-80 Properties LLC as developers.
PREPARED BY:	City Administrator, Adam Kofoed
DATE:	January 12, 2021

The resolution is to authorize the grant application. I-80 Properties is looking at converting the upper story units in their downtown buildings into three apartment units. ECIA will be the grant administrator and there is no cost to the city.

The location of the buildings is 109 and 111 East Main Street, West Branch.

The city is only acting as an applicant to the project as required by the state grant. **Full packet of materials about the grant is available upon request.**

RESOLUTION 2022-05

APPROVING APPLICATION AND RELATED DOCUMENTS FOR A CDBG-CV
(COMMUNITY DEVELOPMENT BLOCK GRANT - CORONAVIRUS) HOUSING
CONVERSION PROJECT FOR 109 and 111 East Main Street WITH I-80 PROPERTIES LLC
AS DEVELOPERS.

WHEREAS, I-80 Properties LLC, with member Lindsey and Glendon Klein, are proposing to convert the upper story of the building located at 109 and 111 East Main Street into apartments; and

WHEREAS, good quality rental housing stock is needed in the City of West Branch, which affects quality of life for citizens, the ability to recruit and maintain workforce, the ability to minimize overcrowding, and the ability of the city to grow in population; and,

WHEREAS, the Iowa Economic Development Authority is offering Community Development Block Grant funding for upper story conversion projects to help make redevelopment more financially feasible; and

WHEREAS, I-80 Properties LLC is requesting that the city submit a proposal to the Iowa Economic Development Authority (IEDA) for a CDBG-CV grant (Community Development Block Grant Coronavirus grant) under the Housing Conversion category; and,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of West Branch, hereby agrees to serve as the applicant and recipient (if awarded) of CDBG-CV grant (Community Development Block Grant Coronavirus) funds in the amount of no more than **\$500,000** to assist I-80 Properties LLC with conversion of the upper story of **109 and 111 East Main Street** in West Branch into three (3) apartments, and,

BE IT FURTHER RESOLVED, that, subject to the award of funding for the project, East Central Intergovernmental Association (ECIA) is hereby selected to complete the grant administration work at a price of _____ and with the understanding that all general administration costs shall be funded entirely by the grant; and,

BE IT FURTHER RESOLVED, that the City also expresses its willingness to abide by and comply with all of the grant program requirements if the application for funding is awarded, and authorizes the Mayor to sign all documents necessary to submit the application and complete the environmental process; and,

BE IT FURTHER RESOLVED, that the City hereby adopts the State of Iowa's Community Development block Grant Coronavirus (CDBG-CV) Duplication of Benefits Policies and Procedures.

COUNCIL MEMBER _____ moved for the adoption of the foregoing Resolution;

COUNCIL MEMBER _____ seconded the motion and on roll call the voting was as follows:

AYES:

NAYS:

Passed and approved this 18th day of January, 2022

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	January 18, 2022
AGENDA ITEM:	Resolution 2022-06 - Approving the Wage Works Flexible Spending Account renewal effective February 1, 2022 – January 31, 2023
PREPARED BY:	City Clerk, Leslie Brick
DATE:	January 12, 2022

BACKGROUND INFORMATION:

Participating in a Healthcare Flexible Spending Account (FSA) is a great way to pay for existing health care costs, reduce your taxable income and save money in the process. When you enroll in an FSA, you decide how much to contribute for the entire plan year. The money is then deducted from your paycheck, before taxes are calculated in equal amounts over the course of the year. From there, you can easily access funds for healthcare-related products and services and benefit from real tax savings.

Here is just a sampling of the types of expenses that you can cover with your Healthcare FSA:

- Health plan copays
- Dental work and orthodontia
- Eye exams and eyeglasses
- Contact lenses
- Chiropractic treatment
- Over-the-counter items
- Prescriptions
- Mental health counseling

RESOLUTION 2022-06

RESOLUTION APPROVING THE WAGE WORKS FLEXIBLE SPENDING ACCOUNT
RENEWAL FOR FEBRUARY 1, 2022 – JANUARY 31, 2023

WHEREAS, the City of West Branch, Iowa offers a flexible spending account program for medical and dependent care expenses with Wage Works for its full-time employees; and

WHEREAS, the City of West Branch received a renewal quote from Wage Works which has no annual fee for administration but rather a per participant fee; and

WHEREAS, after reviewing the flexible spending account renewal and realizing the benefit for the employee, staff recommends acceptance of the renewal quote for the benefit year February 1, 2022 - January 31, 2023.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the flexible spending account renewal with Wage Works is hereby approved.

Passed and approved this 18th day of January, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk