



CITY COUNCIL MEETING NOTICE
MONDAY, APRIL 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. Approve Minutes from the April 4, 2022 City Council meeting.
 - b. Approve a Class C Liquor license with outdoor service and Sunday sales privileges for Cedar's Edge Golf Course Inc., West Branch.
 - c. Approve Seal Coat quote for 2022 from LL Pelling
 - d. Claims for 4/18/2022
 - e. Monthly Financial Report (February 2022)
7. Presentations/Communications/Open Forum
Jerry Fleagle – Herbert Hoover Presidential Foundation
8. Public Hearing/Non-Consent Agenda
 - a. **Second Reading Ordinance 792** – Amending Chapter 165 of the Code of Ordinances of the City of West Branch regarding Signs in the HCI Zoning District. / Move to action.
 - b. **Resolution 2022-36** – Accepting the deed for real property for use by the City of West Branch for the future dog park expansion. / Move to action.
 - c. **Resolution 2022-37**- Hiring temporary Parks & Recreation employees for the City of West Branch, Iowa and setting the salary for the positions. / Move to action.
9. Discussion – Future sewer rate increase
10. Discussion – West Main Street turn-lane
11. City Administrator Report
12. City Attorney Report
13. City Engineer Report
14. City Staff Reports
15. Comments from Mayor and Council Members
16. 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 at westbranchiowa.org. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

**City Council
Regular Meeting**

**April 4, 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 present: Colton Miller, Jerry Sexton, Jodee Stoolman, Nick Goodweiler and Tom Dean. City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Public Works Director Matt Goodale, City Attorney Kevin Olson and City Engineer Dave Schechinger. City Staff attending via Zoom: Finance Officer Heidi Van Auken, Chief John Hanna, Parks & Recreation Director Melissa Russell, Library Director Nick Shimmin and Officer Cathy Steen.

APPROVE THE AGENDA

Motion by Dean, second by Goodweiler to approve the agenda. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Approve Minutes from the March 21, 2022 City Council meeting.
Approve Sydney Robb as a first responder with the West Branch Fire Department.
Approve a Special Event Permit Application from Jessi Simon, WBCDG Executive Director.
Motion to appoint Paula Verlo to the Zoning Board of Adjustment, term expires 12/31/2025.
Motion to appoint Greg Humrichouse to the Zoning Board of Adjustment, term expires 12/31/2026.
Temporary Street Closure, Elm Street.
Claims for 4/4/2022
Monthly Financial Report (January 2022)

EXPENDITURES	4/4/2022	
ABBY NOELCK	ZUMBA CLASSES	200.00
AE OUTDOOR POWER	MOWER REPAIRS	506.62
ALATORRE LLC	WINDOW CLEANING - CITY BLDG	70.00
AMAZON.COM.CA., INC	UPS BATTERY BACKUP SURGE PROTECTOR	381.78
BAKER & TAYLOR INC	BOOKS	471.38
BAYCOM INC	TABLET DOCKING STATION	993.00
BOOK FARM LLC	BOOKS	570.40
BROWN'S WEST BRANCH	VEHICLE SERVICE	517.86
CEDAR COUNTY COOPERATIVE	FUEL-PW	1,648.00
D&R PEST CONTROL	PEST CONTROL - LIBRARY	70.00
DIAMOND VOGEL, INC	PAINT & PARTS FOR LINE PAINTER	3,526.94
ELITE HOLDING COMPANY	SHIRTS FOR PW	759.30
FUTURE LINE TRUCK BODIES	SALT SPREADER COVER REPAIR	55.85
HI-LINE INC	SHOP SUPPLIES	65.00
JAYME CILEK	CLEANING SERVICES	216.00
JJ NIGHTING COMPANY	VEHICLE FILTERS	101.25
KOCH OFFICE GROUP	COPIER MAINTENANCE	406.67
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,544.88
LINDSAY MURDOCK	BLDG INCENTIVE PAYMENT	1,218.87
LYNCH'S EXCAVATING INC	ROADSTONE SHED PAD, PARKING	300.05
MATT PARROTT/STOREY KENWORTH	OFFICE SUPPLIES	180.00
MCELFRESH, SARA	BLDG INCENTIVE PAYMENT	1,207.19
MOSS, TIM	BUSINESS MEALS WHILE TRAVELING	29.36
MUNDELL, JENNIFER	BLDG INCENTIVE PAYMENT	1,572.23
MUNICIPAL SUPPLY INC	WATER PLANT METERS	5,634.65
NELSON, CATHERINE OR WATER	BLGD INCENTIVE PAYMENT	1,092.12
OLSON, KEVIN D	LEGAL SERVICES - APRIL 2022	1,500.00
PITNEY BOWES INC	POSTAGE METER RENTAL	236.52
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-LIBRARY	347.08
PORT 'O' JONNY INC.	SERVICE - WAPSI PARK	83.22
PREMIER PARTS TIPTON	MAINTENANCE SUPPLIES	618.56
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	804.75
QUILL CORP	OFFICE SUPPLIES	217.78
SHAY, ALLEN	BLDG INCENTIVE PAYMENT	919.54

STATE INDUSTRIAL PRODUCTS	CHEMICALS	236.00
USA BLUE BOOK	SEWER TESTING SUPPLIES	279.17
VEENSTRA & KIMM INC	VARIOUS PROJECTS	35,662.60
TOTAL		64,244.62
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	3/18/2022	59,838.93
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	4/1/2022	43,874.16
PAID BETWEEN MEETINGS		
JOHN DEERE FINANCIAL	UNIFORMS - PW	271.93
MAINSTAY SYSTEMS OF IOWA	LICENSE FOR POLICE FIREWALL	1,105.00
MEDIACOM	CABLE SERVICE	41.90
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	500.00
QUILL CORP	OFFICE SUPPLIES	92.72
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	1,226.88
VERIZON WIRELESS	VERIZON WIRELESS	392.52
WELLMARK, INC	FSA ADMIN FEES	178.20
WAGeworks	EMPLOYEE FLEX PLAN	1,026.33
UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE	662.15
WELLMARK	HEALTH INSURANCE	18,968.70
TOTAL		24,466.33
GRAND TOTAL EXPENDITURES		192,424.04

FUND TOTALS		
001 GENERAL FUND		57,008.61
022 CIVIC CENTER		190.74
031 LIBRARY		13,814.87
110 ROAD USE TAX		20,144.76
112 TRUST AND AGENCY		33,214.98
324 WW TREATMT FAC IMP 2021		33,710.00
327 SPONS WATER QUAL IMP 2021		105.05
600 WATER FUND		20,734.89
610 SEWER FUND		12,473.81
950 BC/BS FLEXIBLE BENEFIT		1026.33
GRAND FUND TOTAL		192,424.04

REVENUE-FISCAL YEAR 2022
FUND JANUARY

001 GENERAL FUND		58,097.72
022 CIVIC CENTER		177.70
031 LIBRARY		414.45
036 TORT LIABILITY		511.49
110 ROAD USE TAX		28,438.34
112 TRUST & AGENCY		3,327.36
119 EMERGENCY TAX FUND		459.29
121 LOCAL OPTION SALES TAX		24,614.78
125 TIF		6,038.87
226 DEBT SERVICE		3,806.51
300 CAPITAL IMPROVEMENT RESERVE		676.25
600 WATER FUND		49,702.89
610 SEWER FUND		62,814.99
740 STORM WATER UTILITY		5,714.65
TOTAL		244,795.29

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM - NONE

PUBLIC HEARING / NON-CONSENT AGENDA

First Reading Ordinance 792 – Amending Chapter 165 of the Code of Ordinances of the City of West Branch regarding Signs in the HCI Zoning District. / Move to action

Miller said he would like to see a maximum size for free standing signs so as to avoid billboards from being erected. Goodweiler asked if there are currently any signs in the district that are in violation of this new ordinance and how those will be addressed. Olson stated that all existing signs would be ‘grandfathered’, but if they needed to be replaced or changed, the new ordinance would govern. Olson said he would provide the council other size options for the freestanding signs per Miller’s request for the second reading. Laughlin suggested the Council approve the first reading.

Motion by Miller, second by Stoolman to approve the first reading of Ordinance 792. AYES: Miller, Stoolman, Dean Goodweiler, Sexton. NAYS: None. Motion carried.

Resolution 2022-30 – Setting a date for Consultation and a date for a Public Hearing on the proposed Amendment #5 to the Amended and Restated West Branch Urban Renewal Plan. / Move to action.

Olson explained that amendment number five would add three additional projects to the urban renewal plan. Those projects are; Parkside BP, Parkside Hills and the former Croell site.

Motion by Miller, second by Dean to approve Resolution 2022-30. AYES: Miller, Dean, Goodweiler, Sexton, Stoolman. NAYS: None. Motion carried.

Resolution 2022-31- Approve the Preliminary Plat for Parkside Hills – Second Addition. / Move to action.

Developer, Chad Kuene explained his request to re-subdivide Lot 13 into two commercial lots so that he could sell the lots if needed to individual businesses. Kuene explained that Planning & Zoning requested minimized parking with the option to add more later if needed and to include bicycle parking. Kuene said he has/will comply with their requests. Goodweiler asked if Chestnut Street would remain a private street and Kuene confirmed that it would and that there would be an association set up that would take care of it. Sexton asked what the plans for lot 14 were and if they were similar. Kuene explained that lot 14 would also be subdivided as he confirms the needs of future businesses. He further explained that a second access/exit point would be on Sycamore Drive. The Council had no further questions.

Motion by Goodweiler, second by Sexton to approve Resolution 2022-31. AYES: Goodweiler, Sexton, Miller, Stoolman, Dean. NAYS: None. Motion carried.

Resolution 2022-32 - Allowing the consumption of alcohol on a public street within the City of West Branch, Iowa from 4:00 p.m. on Saturday June 4, 2022 to 12:00 a.m. on Sunday June 5, 2022 on the 100 block of North Downey Street for a free community concert. / Move to action.

Miller asked if a police presence was needed for the event and Kofoed shared that Chief Hanna was not in favor of providing that type of over-time service. Simon said her organization is prepared for hiring reserve officers if needed. Sexton asked the area would be fenced off and if children were allowed at the event. Simon indicated that the concert is open to the public and that children are welcome and added that the individual bars would be responsible for checking ID’s of patrons and that fencing would be in place during the event. The Council had no further questions.

Motion by Miller, second by Goodweiler to approve Resolution 2022-32. AYES: Miller, Goodweiler, Stoolman, Dean, Sexton. NAYS: None. Motion carried.

Resolution 2022-33 – Approving an entertainment contract for Hoover's Hometown Days 2022 in the amount of \$250.00. / Move to action.

Motion by Dean, second by Sexton to approve Resolution 2022-33. AYES: Dean, Sexton, Miller, Stoolman, Goodweiler. NAYS: None. Motion carried.

Resolution 2022-34 – Approve the Preliminary Plat for The Meadows Part 3. / Move to action.

Laughlin said he had reviewed the plat and would like to see additional sidewalks added around the street side of the property on lots one, two and three on Cedar-Johnson and West Main Street. Laughlin said the Council in the past didn’t always make developers install sidewalks where needed and that has caused a disconnect for pedestrians. Brian Boelk, Axiom Consultants (on behalf of the developer Gary Werle), explained that sidewalks were added to the west side of lot five on Cedar-Johnson Rd, along both sides of Valley View Drive and that a pedestrian crossing was added near lot three that crosses West Main Street to the ‘future’ trail on school property. Laughlin disagreed with the pedestrian crossing location and said it should line up with the crossing on the east side of the future round about, near the corner of Cedar-Johnson/West Main Street. The Council discussed other developments were sidewalks were not demanded and wasn’t comfortable with

making this development add sidewalks where they may be impossible to install based on the topography and “sidewalks that go nowhere”. Laughlin also brought up that a turn lane should be added on West Main Street at the entrance to (the proposed) Valley View Drive (south entrance). Laughlin said that the development and potential new businesses will create additional traffic which warrants a turn lane. Laughlin said he didn’t feel that the developer should bear the cost alone but that maybe a cost share could be discussed. After much discussion on the sidewalks and turn lane subject, Olson interjected and suggested that the Council table this agenda item so that an agreement could be written to address future sidewalks and turn lane needs that both parties were agreeable to.

Motion by Sexton, second by Stoolman to table Resolution 2022-34. AYES: Sexton, Stoolman, Dean, Goodweiler, Miller. NAYS: None. Motion carried.

Resolution 2022-35 – Approve a cleaning services agreement with Jayme Cilek. / Move

Russell stated that this cleaning service agreement would be for the city park restrooms and that she had budgeted the expense for FY22 and FY23. Russell said that currently part-time staff, herself and public works employees share the task. Russell said by hiring Cilek, it will reduce current staff workloads. Stoolman questioned if 112 hours was enough for the park season and Russell replied that part-time staff does the cleaning during tournaments and felt that the number of hours was adequate. There were no other comments. Motion by Stoolman, second by Miller to approve Resolution 2022-35. AYES: Stoolman, Miller, Sexton, Dean, Goodweiler. NAYS: None. Motion carried.

Discussion – Building Permit Fees

Kofoed shared that building permits received in recent months may have been understating their project valuation which is how permit fees are calculated. Kofoed said he discussed the issue with the city’s building inspector on his thoughts. Kofoed said Goerdts recommended using the International Code of Council for determining cost by finished square footage. This prompted additional discussion on what was considered ‘fair’ when using that data which provides a national average versus regional. After further discussion, it was determined that the city calculate the finished square footage at 80% of the national average and several building permits were recalculated. Kofoed asked the Council if they were in favor of the calculation and suggested that the city ordinance and fee schedule be updated accordingly. The Council discussed the suggestion briefly and directed Kofoed to move forward with updating the ordinance language.

Discussion – Alternative temporary brush pile site

Goodale said he contacted the property owner of a parcel north of US AutoForce to see if they were willing to let the city use a portion of the site as a temporary brush pile. The owner was agreeable to the temporary use if the city would install a culvert to access the property from Baker Avenue. Goodale said full details of the idea were not yet in place and asked direction from the Council to move forward. Sexton asked if residents would be able to access the site on their own or if it would be locked. Olson encouraged that the site should be limited as to avoid any issues but should be discussed as to what makes the most sense. The Council agreed that Goodale should pursue the idea and bring back a full recommendation and cost estimates.

CITY ADMINISTRATOR REPORT

No report.

CITY ATTORNEY REPORT

No report.

CITY ENGINEER REPORT

Schechinger reported that Herbert Hoover Highway is scheduled to close to through traffic beginning Monday, April 18th. He also reported that the DNR gave concurrence for the wastewater treatment facility and that the project will start the first week of June. He also said that Parkside BP was making good progress on their project.

STAFF REPORTS

No reports.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin informed the Council that developer agreements were being worked on and finalized for Parkside Hills and a prospective buyer of the Croell site and that they would be seeing something soon to provide comments. Miller said he observed Fire Chief Kevin Stoolman cleaning up the fence line of trash and debris on West Main Street this past weekend and wanted to publicly thank him.

ADJOURNMENT

Motion to adjourn by Sexton, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 8:54 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: April 18, 2022

AGENDA ITEM: Approve a Class C Liquor License with Outdoor Service and Sunday Sales privileges for Cedar's Edge Golf Course Inc. West Branch.
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PREPARED BY: City Clerk, Leslie Brick
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DATE: April 12, 2022

BACKGROUND:

Approve Class C Liquor License with Outdoor Service and Sunday Sales privileges for Cedar's Edge Golf Course Inc. West Branch.

Renewal effective May 27, 2022 to May 26, 2023.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: April 18, 2022

AGENDA ITEM: Approve Seal Coating Quotes for 2022
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PREPARED BY: Public Works Director, Matt Goodale

DATE: April 12, 2022

BACKGROUND:

This is the yearly approval for the seal coat unit pricing. I reached out to the contractors who provided quotes to us last year but was only able to get a unit price from LL Pelling.

LL Pelling's quote reflects a \$0.05 (per sq. yd) increase for Type A and B work as well as a \$10 increase per ton for cold patch which equates to approximately a \$1250.00 increase over last years' cost.

I am recommending that the City use LL Pelling for seal coat projects for FY23.

PROPOSAL

City of West Branch (PG)
P.O. Box 218
West Branch, IA 52358-0218



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

RE: 2022 Sealcoat Work

November, 2021

Description of Work:

Type A Work (Option 1)

Unit Price

A. Base repair and single seal coat consisting of:

- Scarify and pulverize existing street surface
- Furnish water as required for compaction, reshape and recompact.
- Furnish and apply single seal coat of MC-3000 asphalt
- Furnish, spread and roll 3/8" chips. *Pea Rock*

\$ 3.85 SY

OR

Type B Work (Option 2)

B. Single seal coat consisting of:

- Power broom streets
- Furnish and apply single seal coat of MC-3000 asphalt
- Furnish, spread and roll 3/8" chips. *Pea Rock*

\$ 2.75 SY

Cold Mix Patch Material (15 tons or less)

\$ 260.⁰⁰ TON

NOTES:

1. Billing on final units completed.
2. Cold Mix Patching amount is an *estimated* quantity. Invoice will be on actual tons placed.
3. Prices for 2022 Construction Season, if accepted and mailed back by January 30th, 2022.

*Is this project tax exempt? Yes No . If you checked yes, please send the Iowa Construction Sales Tax Form with your signed proposal.

Authorized
Signature

Darrin Tippie

Note: This proposal may be withdrawn if not accepted within 60 days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

Signature _____ Date _____

Signature _____ Date _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: April 18, 2022

AGENDA ITEM: Claims

PREPARED BY: Heidi Van Auken

DATE: April 13, 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**4/18/2022**

AMAZON	VARIOUS ITEMS - LIBRARY	940.17
AMAZON.COM	VARIOUS ITEMS - PARKS & REC	333.91
BAKER & TAYLOR INC.	BOOKS	518.89
BEAN & BEAN	GRAVE OPENINGS	1,300.00
CAPITAL ONE	VARIOUS ITEMS FOR LIBRARY	226.89
CEDAR COUNTY RECORDER	RECORDING FEES	93.00
CEDAR COUNTY TRANSFER STATION	TRASH DISPOSAL	408.00
DAVID & RENEE HAUGLAND	BLDG INCENTIVE PAYMENT	620.54
DIRK WIENEKE	STUMP REMOVAL - PW	2,410.00
FRED'S FEED & SUPPLY LLC	SUPPLIES	21.98
GATEWAY HOTEL & CONFERENCE	LODGING - KNOCHE	255.36
HAWKINS INC	CHEMICALS	2,218.82
INTERSTATE POWER SYSTEMS	GENERATOR INSPECTION & LABOR	1,048.50
IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING	806.86
J & M DISPLAYS INC	HHTD 2022 FIREWORKS DEPOSIT	5,000.00
KANOPI	ON DEMAND VIDEO SERVICE	53.00
KLINKKAMMER, MICHAEL & ANGIE	BLDG INCENTIVE PAYMENT	724.97
KNOCHE, REBECCA	TRAVEL REIMBRMNT MEALS, MILEAGE	214.84
LEAF CAPITAL FUNDING LLC	COPIER LEASE - LIBRARY	150.85
LINN COUNTY R.E.C.	STREET LIGHTS	207.80
MENARDS	SUPPLIES-MURAL, SHED, RUT	1,225.00
PETERSON, ADAM & LINDSEY	BLDG INCENTIVE PAYMENT	890.70
PREMIER PARTS TIPTON	SHOP SUPPLIES	123.13
PROTECT YOUTH SPORTS	BACKGROUND CHECKS	270.00
PSC DISTRIBUTION	WATER PLANT REPAIR	14.54
QUILL CORP	OFFICE SUPPLIES	9.54
ROBERT PRATT & MINDY KRAUS	BLDG INCENTIVE PAYMENT	875.37
SPAHN & ROSE LUMBER CO.	BLDG REPAIR SUPPLIES	3,187.80
STATE HYGIENIC LAB	LAB ANALYSIS	40.50
STEFANIE & ANTHONY ARNAMAN	BLDG INCENTIVE PAYMENT	1,334.95
THE HOME DEPOT PRO	SUPPLIES	30.20
THOMAS MARK & JEANETTE	BLDG INCENTIVE PAYMENT	911.14
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	1,424.45
USA BLUE BOOK	FLAGS FOR LOCATES	194.63
WEST BRANCH COMM SCHOOLS	GYM RENTAL	782.50
WEST BRANCH TIMES	ANNUAL SUBSCRIPTION	30.00

TOTAL**28,898.83****PAYROLL-WAGES, TAXES, EMPLOYEE
BENEFITS****4/15/2022 59,662.98****PAID BETWEEN MEETINGS**

AE OUTDOOR POWER	MOWER REPAIR	519.04
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AT&T MOBILITY	WIRELESS SERVICE	344.16
LIGHTHOUSE HOTEL DEVELOPMENT	HOTEL MARKET STUDY - RETAINER	3,850.00
MIDWEST FRAME& AXLE	TRUCK REPAIR	661.45
STATE INDUSTRIAL PRODUCTS	HAND CLEANER, DEGREASER	166.42
WATCH GUARD VIDEO	BODY CAMERA & ACCESSORIES	980.00
WEX BANK	VEHICLE FUEL	1,870.02
IA INSURANCE DIVISION	CEMETERY ANNUAL FILING REPORT	36.00
WAGeworks	EMPLOYEE FLEX PLAN	673.40
TOTAL		9,100.49
GRAND TOTAL EXPENDITURES		97,662.30

FUND TOTALS

001 GENERAL FUND	46,214.33
031 LIBRARY	9,435.14
110 ROAD USE TAX	8,139.22
112 TRUST AND AGENCY	15,517.28
600 WATER FUND	9,316.49
610 SEWER FUND	8,366.44
950 BC/BS FLEXIBLE BENEFIT	673.40
GRAND FUND TOTAL	97,662.30

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	US BANK CORPORATE CARD	CREDIT CARD PURCHASES	74.00
			TOTAL:	74.00
FIRE OPERATION	GENERAL FUND	US BANK CORPORATE CARD	CREDIT CARD PURCHASES	894.75-
			CREDIT CARD PURCHASES	6.00
			TOTAL:	888.75-
ROADS AND STREETS	GENERAL FUND	MENARDS	SUPPLIES-MURAL, SHED, RUT	751.96
			TOTAL:	751.96
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	STREET LIGHTS	207.80
			TOTAL:	207.80
PARK & RECREATION	GENERAL FUND	WEST BRANCH COMMUNITY SCHOOLS	MEN'S BB LEAGUE GYM RENTAL	575.00
			GYM RENTAL	207.50
		US BANK CORPORATE CARD	CREDIT CARD PURCHASES	12.00
			CREDIT CARD PURCHASES	439.00
			CREDIT CARD PURCHASES	269.89
		DIRK WIENEKE	FERTILIZE & WEED CONTROL P	1,760.00
		AMAZON.COM.CA., INC.	EASTER REC ACTIVITIES	286.35
			YOUTH SPORTS SUPPLIES	47.56
		PROTECT YOUTH SPORTS	BACKGROUND CHECKS	270.00
			TOTAL:	3,867.30
CEMETERY	GENERAL FUND	MENARDS	SUPPLIES-MURAL, SHED, RUT	85.74
		SPAHN & ROSE LUMBER CO.	CEMETERY SHED	3,091.58
		BEAN & BEAN	GRAVE OPENINGS	1,300.00
			TOTAL:	4,477.32
COMM & CULTURAL DEVEL	GENERAL FUND	J & M DISPLAYS INC	HHTD 2022 FIREWORKS DEPOSI	5,000.00
			TOTAL:	5,000.00
ECONOMIC DEVELOPMENT	GENERAL FUND	THOMAS MARK & JEANETTE	BLDG INCENTIVE PAYMENT	911.14
		PETERSON, ADAM D OR LINDSEY N	BLDG INCENTIVE PAYMENT	890.70
		STEFANIE & ANTHONY ARNAMAN	BLDG INCETIVE PAYMENT	1,334.95
		DAVID & RENEE HAUGLAND	BLDG INCENTIVE PAYMENT	620.54
		ROBERT PRATT & MINDY KRAUS	BLDG INCENTIVE PAYMENT	875.37
		KLINKKAMMER, MICHAEL & ANGELA	BLDG INCENTIVE PAYMENT	724.97
			TOTAL:	5,357.67
CLERK & TREASURER	GENERAL FUND	WEST BRANCH TIMES	SUBSCRIPTION EXP 5-30-2023	30.00
		US BANK CORPORATE CARD	CREDIT CARD PURCHASES	258.88
			CREDIT CARD PURCHASES	70.24
			CREDIT CARD PURCHASES	169.99
			TOTAL:	529.11
LEGAL SERVICES	GENERAL FUND	CEDAR COUNTY RECORDER	RECORDING FEES	93.00
			TOTAL:	93.00
LOCAL CABLE ACCESS	GENERAL FUND	US BANK CORPORATE CARD	CREDIT CARD PURCHASES	6.00
			TOTAL:	6.00
COMMISSION	GENERAL FUND	US BANK CORPORATE CARD	CREDIT CARD PURCHASES	325.00
			TOTAL:	325.00
LIBRARY	LIBRARY	FRED'S FEED & SUPPLY LLC	SUPPLIES	21.98

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		QUILL CORP	OFFICE SUPPLIES	9.54
		KNOCHE, REBECCA	TRAVEL REIMBRMNT MEALS, MI	214.84
		BAKER & TAYLOR INC.	BOOKS	518.89
		US BANK CORPORATE CARD	CREDIT CARD PURCHASES	66.01
			CREDIT CARD PURCHASES	93.30
			CREDIT CARD PURCHASES	6.15
			CREDIT CARD PURCHASES	38.99
			CREDIT CARD PURCHASES	453.75
		GATEWAY HOTEL & CONFERENCE CENTER	LODGING TRAINING - KNOCHE	255.36
		AMAZON	VARIOUS ITEMS - LIBRARY	430.34
			VARIOUS ITEMS - LIBRARY	319.16
			VARIOUS ITEMS - LIBRARY	93.00
			VARIOUS ITEMS - LIBRARY	58.99
			VARIOUS ITEMS - LIBRARY	38.68
		THE HOME DEPOT PRO	SUPPLIES	30.20
		KANOPY	ON DEMAND VIDEO SERVICE	53.00
		CAPITAL ONE	VARIOUS ITEMS FOR LIBRARY	34.92
			VARIOUS ITEMS FOR LIBRARY	26.67
			VARIOUS ITEMS FOR LIBRARY	165.30
		LEAF CAPITAL FUNDING LLC	COPIER LEASE - LIBRARY	150.85
			TOTAL:	3,079.92
ROADS & STREETS	ROAD USE TAX	MENARDS	SUPPLIES-MURAL, SHED, RUT	387.30
		US BANK CORPORATE CARD	CREDIT CARD PURCHASES	30.00
		DIRK WIENEKE	STUMP REMOVAL - PW	650.00
			TOTAL:	1,067.30
WATER OPERATING	WATER FUND	STATE HYGIENIC LAB	LAB ANALYSIS	40.50
		HAWKINS INC	CHEMICALS	2,218.82
		PSC DISTRIBUTION	WATER PLANT REPAIR	14.54
		USA BLUE BOOK	FLAGS FOR LOCATES	97.31
			TOTAL:	2,371.17
SEWER OPERATING	SEWER FUND	IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING	806.86
		CEDAR COUNTY TRANSFER STATION	TRASH DISPOSAL	408.00
		SPAHN & ROSE LUMBER CO.	BLDG REPAIR SUPPLIES	96.22
		INTERSTATE POWER SYSTEMS INC	GENERATOR INSPECTION & LAB	1,048.50
		USA BLUE BOOK	FLAGS FOR LOCATES	97.32
		PREMIER PARTS TIPTON	SHOP SUPPLIES	52.03
			SHOP STOCK FOR LIGHT REPAI	71.10
			TOTAL:	2,580.03

DEPARTMENT FUND VENDOR NAME DESCRIPTION AMOUNT

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

001	GENERAL FUND	19,800.41
031	LIBRARY	3,079.92
110	ROAD USE TAX	1,067.30
600	WATER FUND	2,371.17
610	SEWER FUND	2,580.03

	GRAND TOTAL:	28,898.83

TOTAL PAGES: 3



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: April 18, 2022

AGENDA ITEM: February Monthly Financial Report

PREPARED BY: Heidi Van Auken

DATE: April 13, 2022

SUMMARY:

Monthly Financial Report: This report includes revenue, investments, expenditures, and balances for the month of February 2022.

BANK TO BOOK RECONCILIATION				
2/28/2022				
BANK BALANCE @ _____				
	CASH - FIDELITY BANK & TRUST			\$ 4,643,504.05
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND			\$ 29,190.60
	SUB TOTAL			\$ 4,672,694.65
ADD:	CD'S:	Bank/CD #	Maturity Date	
	ENLOW BUILDING CD	LIBERTY SAVINGS-10447	5/2/2022	\$ 11,157.28
	CEMETERY PERPETUAL CARE	HILLS BANK-30282503	6/11/2022	\$ 97,165.34
	LIBRARY-HANSEN CD DONATION	GREENSTATE-1025	8/1/2022	\$ 55,245.69
	LIBRARY-HANSEN CD DONATION	GREENSTATE-1026	9/2/2022	\$ 51,079.85
	LIBRARY-HANSEN CD DONATION	GREENSTATE-1027	9/2/2022	\$ 23,945.80
	GEN FUND-STREETScape-ACCIONA DONATION	GREENSTATE-1028	12/6/2022	\$ 6,997.48
	SAVINGS ACCOUNTS			
	GENERAL FUND SAVINGS	GREENSTATE-0001		\$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT		\$ 8,512.75
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT		\$ 16,334.87
	TOTAL CD'S & SAVINGS ACCOUNTS			\$ 270,444.06
	SUB TOTAL			\$ 4,943,138.71
	O/S DEPOSITS			\$ 963.57
LESS:	O/S CHECKS			\$ 224,568.68
	ENDING BOOK BALANCE			\$ 4,719,533.60

CLERK'S REPORT FOR THE MONTH OF FEBRUARY 2022

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
GENERAL									
*(001) GENERAL OPERATING FUND	\$ 1,559,426.56	\$ 5.00	\$ 1,559,431.56	\$ 34,019.48		\$ 78,048.49			\$ 1,515,402.55
** FIRE APPARATUS RESERVE	\$ 400,132.05	\$ -	\$ 400,132.05						\$ 400,132.05
POLICE APPARATUS RESERVE	\$ 56,587.08	\$ -	\$ 56,587.08						\$ 56,587.08
PARK & RECREATION RESERVE	\$ 17,340.39	\$ -	\$ 17,340.39						\$ 17,340.39
PUBLIC WORKS RESERVE	\$ 11,030.00	\$ -	\$ 11,030.00						\$ 11,030.00
SIGNS-ACCIONA DTN INVESTMENT	\$ 0.00	\$ 6,997.48	\$ 6,997.48						\$ 6,997.48
PARK EQUIPMENT/RESERVE	\$ 1,500.00	\$ -	\$ 1,500.00						\$ 1,500.00
(022) CIVIC CENTER	\$ 44,442.75	\$ -	\$ 44,442.75	\$ 209.07		\$ 1,310.75			\$ 43,341.07
(027) MEMORIAL GARDEN PROJECT	\$ 314.00	\$ -	\$ 314.00						\$ 314.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ (116,554.92)	\$ 91,246.47	\$ (25,308.45)	\$ 61.10		\$ 16,554.50			\$ (41,801.85)
(036) TORT LIABILITY	\$ (6,883.18)	\$ -	\$ (6,883.18)	\$ 131.84					\$ (6,751.34)
SPECIAL REVENUE									
(110) ROAD USE TAX	\$ 19,815.96	\$ -	\$ 19,815.96	\$ 27,678.91		\$ 18,987.05			\$ 28,507.82
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 227,199.02	\$ -	\$ 227,199.02	\$ 857.63		\$ 22,741.87			\$ 205,314.78
(119) EMERGENCY TAX FUND	\$ 24,152.38	\$ -	\$ 24,152.38	\$ 118.37					\$ 24,270.75
(121) LOCAL OPTION SALES TAX	\$ 384,607.57	\$ -	\$ 384,607.57						\$ 384,607.57
(125) TIF	\$ 400,226.27	\$ -	\$ 400,226.27	\$ 388.55					\$ 400,614.82
(160) REVOLVING LOAN FUND	\$ 137,082.45	\$ -	\$ 137,082.45						\$ 137,082.45
DEBT SERVICE									
(226) DEBT SERVICE	\$ 256,425.53	\$ -	\$ 256,425.53	\$ 950.54					\$ 257,376.07
CAPITAL PROJECTS									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 34,069.51	\$ -	\$ 34,069.51	\$ 174.28					\$ 34,243.79
(302) ARPA NEU FUND	\$ 186,305.60	\$ -	\$ 186,305.60						\$ 186,305.60
(304) W MAIN ST STORMWATER IMP	\$ 10,000.00	\$ -	\$ 10,000.00						\$ 10,000.00
(308) PARK IMP - PEDERSEN VALLEY	\$ 14,827.20	\$ -	\$ 14,827.20						\$ 14,827.20
(312) DOWNTOWN EAST REDEVELOPMENT	\$ 173,912.82	\$ -	\$ 173,912.82						\$ 173,912.82
(319) RELOCATION OF WATER & SEWER LINES	\$ (4,655.22)	\$ -	\$ (4,655.22)						\$ (4,655.22)
(321) WIDENING WAPSI CREEK @ BERANEK PARK	\$ 153,642.20	\$ -	\$ 153,642.20						\$ 153,642.20
(323) I-80 WEST, WATER MAIN RELOCATE	\$ (232,496.31)	\$ -	\$ (232,496.31)			\$ 9,558.20			\$ (242,054.51)
(324) WW TREATMT FAC IMP 2021	\$ (95,590.00)	\$ -	\$ (95,590.00)			\$ 287,467.00			\$ (383,057.00)
(326) ROUNDABOUT MAIN & CEDAR	\$ (6,143.00)	\$ -	\$ (6,143.00)			\$ 286.00			\$ (6,429.00)
(327) SPONSORED WATER QUALITY IMP 2021	\$ (17,831.40)	\$ -	\$ (17,831.40)			\$ 372.00			\$ (18,203.40)
PERMANENT									
(500) CEMETERY PERPETUAL FUND	\$ 29,190.60	\$ 97,165.34	\$ 126,355.94	\$ 60.00					\$ 126,415.94
(501) KROUTH PRINCIPAL FUND	\$ -	\$ 51,083.97	\$ 51,083.97						\$ 51,083.97
(502) KROUTH INTEREST FUND	\$ -	\$ 23,945.80	\$ 23,945.80						\$ 23,945.80
ENTERPRISE									
(600) WATER FUND	\$ 195,673.71	\$ -	\$ 195,673.71	\$ 41,886.88		\$ 51,621.40	\$ 5,095.00		\$ 180,844.19
(603) WATER SINKING FUND	\$ 38,064.17	\$ -	\$ 38,064.17	\$ -	\$ 5,095.00				\$ 43,159.17
(610) SEWER FUND	\$ 467,387.72	\$ -	\$ 467,387.72	\$ 62,612.12		\$ 15,307.82	\$ 25,938.75		\$ 488,753.27
(611) SEWER FUND SPECIAL	\$ 307,624.50	\$ -	\$ 307,624.50	\$ -	\$ 25,938.75				\$ 333,563.25
(740) STORM WATER UTILITY	\$ 108,039.79	\$ -	\$ 108,039.79	\$ 5,523.35					\$ 113,563.14
(950) BC/BS FLEXIBLE BENEFIT	\$ (1,588.32)	\$ -	\$ (1,588.32)			\$ 704.98			\$ (2,293.30)
TOTAL	\$ 4,777,377.48	\$ 270,444.06	\$ 5,047,821.54	\$ 174,672.12	\$ 31,033.75	\$ 502,960.06	\$ 31,033.75	\$ -	\$ 4,719,533.60
O/S CHECKS			\$24,741.19						\$224,568.68
O/S DEPOSIT			\$209.30						\$963.57
BANK STATEMENT BALANCE			\$5,072,353.43						\$4,943,138.71

CITY OF WEST BRANCH
 MTD TREASURERS REPORT
 AS OF: FEBRUARY 28TH, 2022

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	2,053,018.56	34,019.48	78,048.49	2,008,989.55	0.00	0.00	2,008,989.55
011-POLICE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014-FIRE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
016-CEMETERY BLDG/EQUIP RES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
017-PARK & REC RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
018-PUBLIC WORKS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-CIVIC CENTER	44,442.75	209.07	1,310.75	43,341.07	0.00	0.00	43,341.07
026-SIGNS-ACCIONA DONATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
027-MEMORIAL GARDEN PROJECT	314.00	0.00	0.00	314.00	0.00	0.00	314.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	(25,308.45)	61.10	16,554.50	(41,801.85)	0.00	0.00	(41,801.85)
036-TORT LIABILITY	(6,883.18)	131.84	0.00	(6,751.34)	0.00	0.00	(6,751.34)
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	19,815.96	27,678.91	18,987.05	28,507.82	0.00	0.00	28,507.82
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	227,199.02	857.63	22,741.87	205,314.78	0.00	0.00	205,314.78
119-EMERGENCY TAX FUND	24,152.38	118.37	0.00	24,270.75	0.00	0.00	24,270.75
121-OPTION TAX	384,607.57	0.00	0.00	384,607.57	0.00	0.00	384,607.57
125-T I F	400,226.27	388.55	0.00	400,614.82	0.00	0.00	400,614.82
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
225-TIF DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
226-GO DEBT SERVICE	256,425.53	950.54	0.00	257,376.07	0.00	0.00	257,376.07
300-CAPITAL IMPROV. RESERVE	34,069.51	174.28	0.00	34,243.79	0.00	0.00	34,243.79
301-REAP GRANT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
302-ARPA NEU FUND	186,305.60	0.00	0.00	186,305.60	0.00	0.00	186,305.60
303-FIRE CAP PROJECT ADDITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
304-EASTSIDE WATER MAINS	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
305-MAIN ST CROSSINGS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
306-4TH ST IMPROVEMENTS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
307-MAIN ST INTERSECTION IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
308-PARK IMP - PEDERSEN VALLE	14,827.20	0.00	0.00	14,827.20	0.00	0.00	14,827.20
309-PHASE I PARK IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310-COLLEGE STREET BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
311-BERANEK PARKING IMPROVEME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
312-DOWNTOWN EAST REDEVELOPME	173,912.82	0.00	0.00	173,912.82	0.00	0.00	173,912.82
313-MAIN ST SIDEWALK-PHASE 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
314-N FIRST ST IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
315-MAIN ST WATER MAIN IMPROV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
316-I & I LINE/GROUT PH 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
317-ORANGE ST 4TH TO 5TH IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
318-COLLEGE ST & 2ND ST IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
319-RELOCATING WATER & SEWER	(4,655.22)	0.00	0.00	(4,655.22)	0.00	0.00	(4,655.22)
320-LIBRARY PARKING LOT IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
321-WIDENING WAPSI CREEK @ BE	153,642.20	0.00	0.00	153,642.20	0.00	0.00	153,642.20
322-SPLASH PAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323-I-80 WEST, WATER MAIN REL	(232,496.31)	0.00	9,558.20	(242,054.51)	0.00	0.00	(242,054.51)
324-WW TREATMT FAC IMP 2021	(95,590.00)	0.00	287,467.00	(383,057.00)	0.00	0.00	(383,057.00)
326-ROUNDAABOUT MAIN & CEDAR-J	(6,143.00)	0.00	286.00	(6,429.00)	0.00	0.00	(6,429.00)
327-SPONS WATER QUAL IMP 2021	(17,831.40)	0.00	372.00	(18,203.40)	0.00	0.00	(18,203.40)
500-CEMETERY PERPETUAL FUND	126,355.94	60.00	0.00	126,415.94	0.00	0.00	126,415.94

CITY OF WEST BRANCH
 MTD TREASURERS REPORT
 AS OF: FEBRUARY 28TH, 2022

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
501-KROUTH PRINCIPAL FUND	51,083.97	0.00	0.00	51,083.97	0.00	0.00	51,083.97
502-KROUTH INTEREST FUND	23,945.80	0.00	0.00	23,945.80	0.00	0.00	23,945.80
600-WATER FUND	195,673.71	41,886.88	56,716.40	180,844.19	0.00	0.00	180,844.19
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	38,064.17	5,095.00	0.00	43,159.17	0.00	0.00	43,159.17
610-SEWER FUND	467,387.72	62,612.12	41,246.57	488,753.27	0.00	0.00	488,753.27
611-SEWER FUND SPECIAL	307,624.50	25,938.75	0.00	333,563.25	0.00	0.00	333,563.25
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	108,039.79	5,523.35	0.00	113,563.14	0.00	0.00	113,563.14
950-BC/BS FLEXIBLE BENEFIT	(1,588.32)	0.00	704.98	(2,293.30)	0.00	0.00	(2,293.30)
GRAND TOTAL	5,047,821.54	205,705.87	533,993.81	4,719,533.60	0.00	0.00	4,719,533.60

*** END OF REPORT ***

CITY OF WEST BRANCH
 YTD TREASURERS REPORT
 AS OF: FEBRUARY 28TH, 2022

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	1,747,232.19	1,137,636.09	875,878.73	2,008,989.55	0.00	0.00	2,008,989.55
011-POLICE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014-FIRE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
016-CEMETERY BLDG/EQUIP RES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
017-PARK & REC RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
018-PUBLIC WORKS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-CIVIC CENTER	43,283.79	8,614.53	8,557.25	43,341.07	0.00	0.00	43,341.07
026-SIGNS-ACCIONA DONATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
027-MEMORIAL GARDEN PROJECT	314.00	0.00	0.00	314.00	0.00	0.00	314.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	95,826.09	15,725.11	153,353.05	(41,801.85)	0.00	0.00	(41,801.85)
036-TORT LIABILITY	33,009.62	26,185.22	65,946.18	(6,751.34)	0.00	0.00	(6,751.34)
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	269,458.19	230,635.25	471,585.62	28,507.82	0.00	0.00	28,507.82
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	215,782.29	170,307.09	180,774.60	205,314.78	0.00	0.00	205,314.78
119-EMERGENCY TAX FUND	762.47	23,508.28	0.00	24,270.75	0.00	0.00	24,270.75
121-OPTION TAX	175,622.55	208,985.02	0.00	384,607.57	0.00	0.00	384,607.57
125-T I F	143,547.46	274,919.36	17,852.00	400,614.82	0.00	0.00	400,614.82
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
225-TIF DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
226-GO DEBT SERVICE	250,720.66	189,413.52	182,758.11	257,376.07	0.00	0.00	257,376.07
300-CAPITAL IMPROV. RESERVE	0.00	34,243.79	0.00	34,243.79	0.00	0.00	34,243.79
301-REAP GRANT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
302-ARPA NEU FUND	0.00	186,305.60	0.00	186,305.60	0.00	0.00	186,305.60
303-FIRE CAP PROJECT ADDITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
304-EASTSIDE WATER MAINS	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
305-MAIN ST CROSSINGS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
306-4TH ST IMPROVEMENTS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
307-MAIN ST INTERSECTION IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
308-PARK IMP - PEDERSEN VALLE	50,077.20	0.00	35,250.00	14,827.20	0.00	0.00	14,827.20
309-PHASE I PARK IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310-COLLEGE STREET BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
311-BERANEK PARKING IMPROVEME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
312-DOWNTOWN EAST REDEVELOPME	173,912.82	0.00	0.00	173,912.82	0.00	0.00	173,912.82
313-MAIN ST SIDEWALK-PHASE 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
314-N FIRST ST IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
315-MAIN ST WATER MAIN IMPROV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
316-I & I LINE/GROUT PH 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
317-ORANGE ST 4TH TO 5TH IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
318-COLLEGE ST & 2ND ST IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
319-RELOCATING WATER & SEWER	564.78	0.00	5,220.00	(4,655.22)	0.00	0.00	(4,655.22)
320-LIBRARY PARKING LOT IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
321-WIDENING WAPSI CREEK @ BE	165,279.48	0.00	11,637.28	153,642.20	0.00	0.00	153,642.20
322-SPLASH PAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323-I-80 WEST, WATER MAIN REL (38,302.89)	0.00	203,751.62	(242,054.51)	0.00	0.00	(242,054.51)
324-WW TREATMT FAC IMP 2021	62,510.00	69,960.00	515,527.00	(383,057.00)	0.00	0.00	(383,057.00)
326-ROUNDAABOUT MAIN & CEDAR-J	0.00	0.00	6,429.00	(6,429.00)	0.00	0.00	(6,429.00)
327-SPONS WATER QUAL IMP 2021 (6,524.60)	0.00	11,678.80	(18,203.40)	0.00	0.00	(18,203.40)
500-CEMETERY PERPETUAL FUND	126,078.58	337.36	0.00	126,415.94	0.00	0.00	126,415.94

CITY OF WEST BRANCH
 YTD TREASURERS REPORT
 AS OF: FEBRUARY 28TH, 2022

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
501-KROUTH PRINCIPAL FUND	51,008.10	75.87	0.00	51,083.97	0.00	0.00	51,083.97
502-KROUTH INTEREST FUND	23,912.17	33.63	0.00	23,945.80	0.00	0.00	23,945.80
600-WATER FUND	162,777.76	422,604.95	404,538.52	180,844.19	0.00	0.00	180,844.19
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	5,092.92	40,760.00	2,693.75	43,159.17	0.00	0.00	43,159.17
610-SEWER FUND	339,461.60	500,161.80	350,870.13	488,753.27	0.00	0.00	488,753.27
611-SEWER FUND SPECIAL	150,915.50	182,647.75	0.00	333,563.25	0.00	0.00	333,563.25
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	126,610.48	43,327.43	56,374.77	113,563.14	0.00	0.00	113,563.14
950-BC/BS FLEXIBLE BENEFIT	(1,478.55)	0.00	814.75	(2,293.30)	0.00	0.00	(2,293.30)
GRAND TOTAL	4,514,637.11	3,766,387.65	3,561,491.16	4,719,533.60	0.00	0.00	4,719,533.60

*** END OF REPORT ***

PROGRAM EXPENDITURES FOR THE MONTH FEBRUARY OF 2022

66.67%

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
PUBLIC SAFETY					
POLICE DEPARTMENT					
GENERAL FUND	\$ 357,004.00	\$ 24,425.68	\$ 208,533.31	\$ 148,470.69	58.41%
TORT LIABILITY	\$ 12,102.00	\$ -	\$ 10,995.85	\$ 1,106.15	90.86%
TRUST & AGENCY	\$ 83,466.00	\$ 7,531.80	\$ 57,748.07	\$ 25,717.93	69.19%
FIRE DEPARTMENT					
GENERAL FUND	\$ 259,000.00	\$ 3,609.97	\$ 68,819.54	\$ 190,180.46	26.57%
TORT LIABILITY	\$ 10,759.00	\$ -	\$ 25,530.17	\$ (14,771.17)	237.29%
TRUST & AGENCY	\$ 18,992.00	\$ 2,092.17	\$ 14,242.99	\$ 4,749.01	74.99%
ANIMAL CONTROL	\$ 3,250.00	\$ -	\$ 1,676.81	\$ 1,573.19	51.59%
BUILDING INSPECTIONS	\$ 16,611.00	\$ 1,436.92	\$ 15,067.42	\$ 1,543.58	90.71%
TOTAL PUBLIC SAFETY	\$ 761,184.00	\$ 39,096.54	\$ 402,614.16	\$ 358,569.84	52.89%
PUBLIC WORKS					
ROADS & STREETS					
GENERAL FUND	\$ 69,472.00	\$ 306.25	\$ 13,031.25	\$ 56,440.75	18.76%
TORT LIABILITY	\$ 13,938.00	\$ -	\$ 12,891.36	\$ 1,046.64	92.49%
ROAD USE TAX FUND	\$ 400,040.00	\$ 18,987.05	\$ 471,585.62	\$ (71,545.62)	117.88%
TRUST & AGENCY	\$ 57,468.00	\$ 4,644.76	\$ 36,660.73	\$ 20,807.27	63.79%
STREET LIGHTING - GENERAL FUND	\$ 37,000.00	\$ 2,930.54	\$ 23,973.23	\$ 13,026.77	64.79%
SOLID WASTE - GENERAL FUND	\$ 201,000.00	\$ 16,437.75	\$ 146,035.33	\$ 54,964.67	72.65%
TOTAL PUBLIC WORKS	\$ 778,918.00	\$ 43,306.35	\$ 704,177.52	\$ 74,740.48	90.40%
TOTAL HEALTH & SOCIAL SERVICES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CULTURE & RECREATION					
LIBRARY					
GENERAL FUND	\$ 220,949.00	\$ 16,554.50	\$ 153,353.05	\$ 67,595.95	69.41%
TORT LIABILITY	\$ 4,255.00	\$ -	\$ 4,194.81	\$ 60.19	98.59%
TRUST & AGENCY	\$ 32,923.00	\$ 2,894.11	\$ 23,296.83	\$ 9,626.17	70.76%
PARKS & RECREATION				\$ -	
GENERAL FUND	\$ 210,930.00	\$ 8,792.05	\$ 115,440.33	\$ 95,489.67	54.73%
TORT LIABILITY	\$ 5,870.00	\$ -	\$ 5,598.92	\$ 271.08	95.38%
TRUST & AGENCY	\$ 34,750.00	\$ 2,282.10	\$ 20,832.76	\$ 13,917.24	59.95%
CEMETERY					
GENERAL FUND	\$ 94,044.00	\$ 2,916.34	\$ 44,647.68	\$ 49,396.32	47.48%
TORT LIABILITY	\$ 2,040.00	\$ -	\$ 1,854.29	\$ 185.71	90.90%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
TRUST & AGENCY	\$ 14,759.00	\$ 948.70	\$ 8,118.85	\$ 6,640.15	55.01%
CIVIC CENTER				\$ -	
GENERAL FUND	\$ 19,750.00	\$ 1,310.75	\$ 8,557.25	\$ 11,192.75	43.33%
TRUST & AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
COMMUNITY & CULTURAL DEV. (HHTD)	\$ 58,000.00	\$ 1,026.89	\$ 51,474.00	\$ 6,526.00	88.75%
LOCAL CABLE ACCESS				\$ -	
GENERAL FUND	\$ 27,644.00	\$ 2,116.56	\$ 16,724.32	\$ 10,919.68	60.50%
TRUST & AGENCY	\$ 4,254.00	\$ 325.49	\$ 2,474.25	\$ 1,779.75	58.16%
TOTAL CULTURE & RECREATION	\$ 730,168.00	\$ 39,167.49	\$ 456,567.34	\$ 273,600.66	62.53%
COMMUNITY & ECONOMIC DEV.					
ECONOMIC DEVELOPMENT	\$ 74,159.00	\$ 3,637.41	\$ 34,014.10	\$ 40,144.90	45.87%
PLANNING & ZONING	\$ 25,000.00	\$ 279.00	\$ 14,601.69	\$ 10,398.31	58.41%
REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	
TIF DEBT SERVICE	\$ 75,233.00	\$ -	\$ 17,852.00	\$ 57,381.00	23.73%
TOTAL COMMUNITY & E.D.	\$ 174,392.00	\$ 3,916.41	\$ 66,467.79	\$ 107,924.21	38.11%
GENERAL GOVERNMENT					
MAYOR & COUNCIL					
GENERAL FUND	\$ 16,500.00	\$ 435.19	\$ 14,961.90	\$ 1,538.10	90.68%
TRUST & AGENCY	\$ 2,564.00	\$ 47.39	\$ 1,321.03	\$ 1,242.97	51.52%
CLERK & TREASURER					
GENERAL FUND	\$ 148,777.00	\$ 8,365.66	\$ 93,509.47	\$ 55,267.53	62.85%
TORT LIABILITY	\$ 5,017.00	\$ -	\$ 4,676.57	\$ 340.43	93.21%
TRUST & AGENCY	\$ 20,799.00	\$ 1,765.63	\$ 13,909.73	\$ 6,889.27	66.88%
LEGAL SERVICES	\$ 27,000.00	\$ 1,542.00	\$ 15,741.92	\$ 11,258.08	58.30%
TOTAL GENERAL GOVERNMENT	\$ 220,657.00	\$ 12,155.87	\$ 144,120.62	\$ 76,536.38	65.31%
GO DEBT SERVICE	\$ 1,013,986.00	\$ -	\$ 182,758.11	\$ 831,227.89	18.02%
CAPITAL PROJECTS					
PARK IMP - PEDERSEN VALLEY	\$ 40,000.00		\$ 35,250.00	\$ 4,750.00	88.13%
DOWNTOWN EAST REDEVELOPMENT	\$ 150,000.00			\$ 150,000.00	0.00%
RELOCATING WATER & SEWER LINES	\$ 450,000.00	\$ -	\$ 5,220.00	\$ 444,780.00	1.16%
WIDENING WAPSI CREEK @ BERANEK	\$ 230,000.00	\$ -	\$ 11,637.28	\$ 218,362.72	5.06%
I-80 WEST WATER MAIN RELOCATION	\$ 150,000.00	\$ 9,558.20	\$ 203,751.62	\$ (53,751.62)	135.83%
WW TREATMENT FACILITY IMP 2021	\$ 1,400,000.00	\$ 287,467.00	\$ 515,527.00	\$ 884,473.00	36.82%
SCHOOL TURN LANE MAIN/DAWSON	\$ 50,000.00			\$ 50,000.00	0.00%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
ROUNDBOUT MAIN & CEDAR	\$ 110,000.00	\$ 286.00	\$ 6,429.00	\$ 103,571.00	5.84%
SPONSORED WATER QUAL IMP 2021	\$ -	\$ 372.00	\$ 11,678.80	\$ (11,678.80)	#DIV/0!
TOTAL CAPITAL PROJECTS	\$ 2,580,000.00	\$ 297,683.20	\$ 789,493.70	\$ 1,790,506.30	30.60%
BUSINESS TYPE ACTIVITIES					
WATER FUND	\$ 409,707.00	\$ 51,621.40	\$ 363,778.52	\$ 45,928.48	88.79%
WATER SINKING FUND	\$ 61,113.00	\$ -	\$ 2,693.75	\$ 58,419.25	4.41%
SEWER FUND	\$ 295,231.00	\$ 15,307.82	\$ 168,222.38	\$ 127,008.62	56.98%
STORM WATER UTILITY	\$ 45,000.00	\$ -	\$ 56,374.77	\$ (11,374.77)	125.28%
TOTAL BUSINESS TYPE ACTIVITIES	\$ 811,051.00	\$ 66,929.22	\$ 591,069.42	\$ 219,981.58	72.88%
NON-DEPARTMENTAL TRANSFERS					
GENERAL FUND	\$ 50,000.00			\$ 50,000.00	
EMERGENCY TAX FUND	\$ 40,750.00			\$ 40,750.00	0.00%
LOCAL OPTION SALES TAX	\$ 221,471.00			\$ 221,471.00	0.00%
TIF	\$ 459,123.00			\$ 459,123.00	0.00%
WATER FUND	\$ 101,113.00	\$ 5,095.00	\$ 40,760.00	\$ 60,353.00	40.31%
SEWER FUND	\$ 285,000.00	\$ 25,938.75	\$ 182,647.75	\$ 102,352.25	64.09%
BC/BS FLEXIBLE BENEFIT	\$ -	\$ 704.98	\$ 814.75	\$ (814.75)	#DIV/0!
TOTAL NON-DEPARTMENTAL TRANSFERS	\$ 1,157,457.00	\$ 31,738.73	\$ 224,222.50	\$ 933,234.50	19.37%
TOTAL FOR ALL FUNCTIONS	\$ 8,227,813.00	\$ 533,993.81	\$ 3,561,491.16	\$ 4,666,321.84	

CITY OF WEST BRANCH
 EXPENDITURES BY ACTIVITY (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2022

001-GENERAL FUND

66.67% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	1,157,457.00	31,738.73	224,222.50	19.37	933,234.50
TOTAL PUBLIC SAFETY	761,184.00	39,096.54	402,614.16	52.89	358,569.84
TOTAL PUBLIC WORKS	778,918.00	43,306.35	704,177.52	90.40	74,740.48
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	730,168.00	39,167.49	456,567.34	62.53	273,600.66
TOTAL COMMUNITY & ECON DEVELOP	174,392.00	3,916.41	66,467.79	38.11	107,924.21
TOTAL GENERAL GOVERNMENT	220,657.00	12,155.87	144,120.62	65.31	76,536.38
TOTAL DEBT SERVICE	1,013,986.00	0.00	182,758.11	18.02	831,227.89
TOTAL CAPITAL PROJECTS	2,580,000.00	297,683.20	789,493.70	30.60	1,790,506.30
TOTAL BUSINESS TYPE/ENTERPRISE	811,051.00	66,929.22	591,069.42	72.88	219,981.58
TOTAL EXPENDITURES	8,227,813.00	533,993.81	3,561,491.16	43.29	4,666,321.84



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: April 18, 2022

AGENDA ITEM: Second Reading Ordinance 792
PREPARED BY: City Clerk, Leslie Brick
DATE: April 12, 2022

BACKGROUND:

Per the request of Mayor Pro Tem Miller, Miller stated he would like to see billboards have a maximum size requirement. City Attorney Olson has provided language from three other communities for the Council to consider to add to the ordinance language.

Option 1 (Coralville)

- **Ground Sign:** Allowed in commercial and industrial districts. One permanent on-premises ground sign per street frontage is allowed. Two square feet of sign area per lineal foot of lot frontage is allowed for the front yard. Example: 100-foot frontage = 200 feet of allowed signage for all sides of proposed sign. For secondary frontages, one square foot of sign area per one linear foot of lot frontage is allowed. The maximum sign face area per side is 100 square feet for Convenience Commercial District and 220 feet for Commercial and Industrial Districts. The maximum height for a ground sign in all districts is 25 feet.

Option 2 (North Liberty)

173.07 SIGNS IN COMMERCIAL ZONES AND THE PUBLIC ZONE.

1. Development Complexes/Multi-Tenant Buildings. Development complexes shall be permitted one ground sign per public street frontage. The maximum permitted sign area for each development complex sign shall be as provided within the applicable zoning district, plus 10 additional square feet per business, enterprise, institution or franchise within development complex, but no more than 50 percent of the base allowable sign area.

2. Business and Public Use Signs. Each enterprise, institution, or business shall be permitted wall signs, one canopy sign per street frontage, and one ground sign per public street frontage, subject to the following maximum size requirements. Multiple businesses in the same building shall apportion façade length, building wall, and street frontage such that any maximum size requirement is not exceeded for a particular property.

A. Maximum Wall Sign Area. The total area of wall signage shall not exceed the following requirements for each building wall to which the signage is attached.

(1) In the C-1-A, C-1-B, and Public districts, one square foot for each lineal foot of building wall when viewed in elevation, not to exceed the following maximums::

(a) 40 square feet for building walls up to 50 feet in length..

(b) 80 square feet for building walls over 50 feet in length.

(2) In the C-2-A and C-3 zone districts, two square feet for each lineal foot of building wall when viewed in elevation, not to exceed 300 square feet.

B. Maximum Ground Sign Area.

(1) In the C-1-A and Public districts, one ground sign is permitted per public street access. The surface area for each sign shall not exceed 50 square feet, except for development complexes as specified in section 173.07(1), and the height shall not exceed 20 feet.

(2) In the C-1-B zone district, one ground sign is permitted per street frontage. The surface area for each sign shall not exceed 50 square feet, except for development complexes as specified in section 173.07(1), and the height shall not exceed 20 feet.

(3) In the C-2-A and C-3 zone districts, one ground sign is permitted per street frontage. The surface area for each sign shall not exceed 100 square feet, except for development complexes as specified in section 173.07(1), and the height shall not exceed 24 feet.

C. Canopy Sign Area and Dimensions.

(1) The maximum allowable sign area shall be one square foot for each lineal foot of width of the canopy, awning, or similar structure from which the sign is attached, as measured perpendicular to the building wall.

(2) The maximum allowable horizontal length of a canopy sign shall be equal to the width of the canopy, awning, or similar structure from which the sign is attached, as measured perpendicular to the building wall.

(3) The minimum vertical clearance between the lower edge of a canopy or awning and the ground shall be eight feet.

Option 3 (Tiffin)

Table 1 - Signs Number and Area Regulations for Signs in Commercial and Industrial Zones											
Zone	Type of Sign Permitted		Advertising and Business Sign Ratio to Street Frontage (1)		Limit on Number of Advertising and Business Ground Sign Structures Per Zoning Lot (2)		Maximum Sign Size Per Sign Face Including Ground, Wall and Other Signs Requiring Permits				
							Business (sq. ft.)		Advertising (sq. ft.)		
	Permitted	Special	Permitted	Special	Permitted (3)	Special	Permitted	Special	Permitted	Special	
C-1B	Business	*	2:1	3:1	1		3	75	150	-	-
C-1O	Business	*	2:1	3:1	1		3	75	150	-	-
C-2B	Business Advertising	*	3:1 (4)	4:1	1		3	150 (5)	300	250	300
C-2S	Business Advertising	*	3:1 (4)	4:1	1		3	150	300	250	300
C-2O	Business Advertising	*	1:1	2:1	1		3	150	300	250	300
C-1S	Business	*	1:1	2:1	1		5	250	500 (6)	-	-
M-1	Business Advertising	*	2:1	3:1	1		3	150	300	-	300
m-2	Business Advertising	*	2:1	3:1	1		3	150	300	-	300

* Any Permitted Sign that exceeds the standards provided in the "Permitted" columns, but does not exceed the stated standards in the "Special" columns, may be processed as a Special Use. Any requirements to exceed the standard stated in the "Special" Column (with the exception as noted by footnotes) must also apply for a Variation as provided under the Zoning Ordinance.

(1) Total sign area permitted in square feet: compared to lineal feet of street frontage.

(2) Number limit shown is for all sign structures erected on the ground that may or may not have one or more signs or sign faces on each sign structure.

(3) For corner lots, one ground sign structure is permitted per street frontage provided that not more than one of these structures may be used for any Advertising Signs.

(4) The maximum total sign area in square feet compared to lineal feet of street frontage for permitted signs shall not exceed one thousand (1,000) square feet. Proposals to exceed this maximum must follow the provisions for Special Use under the Zoning Ordinance.

(5) Signs within one hundred (100) feet of the C/S-3 District shall be limited to a maximum sign size per sign face of seventy-five (75) square feet.

(6) One temporary business sign to promote new attractions in the C/S-1 zone, not to exceed twenty-four (24) months, may be authorized with a maximum of six hundred fifty (650) square feet.

(7) Each one (1) lineal foot of neon tubing, attached to a building or structure for attention attracting purposes shall be counted as one (1) square foot of signage and shall be calculated as part of the maximum total sign area permitted for a particular use or development. (Amended Per Ord. No. 99-134, December 6, 1999)

ORDINANCE NO. 792

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH REGARDING SIGNS IN HCI ZONING DISTRICT.

WHEREAS, the Planning and Zoning Commission has recommended changes to the zoning code as outlined below.

NOW, THEREFORE, BE IT ORDAINED:

1. Amendment. Section 165.42 of the Code of Ordinances is hereby amended by adding a new section (3) and (4), which read as follows:

“3. Sign requirements in HCI Zoning Districts.

- a. Fascia Signs: Fascia signs shall have a maximum square footage of 15% of the sign wall area. It shall not extend above the roof surface.
- b. Monument Signs: Monument signs are required to be set back a minimum of 5' from the property line. Sign shall not exceed 6' on height. The maximum sign size shall be two square feet for each linear foot of lot frontage not to exceed 200sf or 100sf per sign face.
- c. Freestanding Signs: Freestanding signs shall be set back from the property line a minimum of 5'. Signs shall not be lower than 10' above grade and shall not exceed 65' above grade. **The maximum size of a freestanding sign is not limited.** Freestanding signs shall be designed by a licensed professional and plans shall be stamped.
- d. Canopy signs: Canopy signs shall not have a maximum height or area.
- e. Awning Signs: Awning signs shall have a maximum height of the top of the first story and shall not be limited in size.
- f. Window Signs: Window signs shall have a maximum square footage of 25% of the window glazing area.
- g. All signs permitted in a Residential District.
- h. Illumination: Illuminated signs in HCI Zones can be illuminated internally or externally. If illuminated externally it must be downcast lighting. Illumination shall not exceed a maximum of 1 foot candle measured at the property line. Illumination shall be non-flashing and shall not contain a rotating, oscillating, revolving beam or beacon of light.
- i. Location: At street intersections, freestanding and monument signs shall not be located within a triangle area composed of its sides thirty feet (30) in length and measured along the curb lines from the point of intersection of the above referenced lines.

4. Prohibited Signs in all Zoning Districts.

- a. Animated signs, excluding barber pole signs that do not exceed three feet in height and nine inches in diameter and excluding time and temperature signs and excluding changeable message signs.
 - b. Hazardous signs
 - c. Obsolete signs
 - d. Portable signs, including signs on wheels
 - e. Roof signs, unless complying with the City Building Code
 - f. Search lights
 - g. Spinners or other similar devices
 - h. Swinging lights
 - i. Signs not anchored for wind load except real estate or like signs.”
2. Amendment. The Code of Ordinances is hereby amended by renumbering the current sub section.
3. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.
4. 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.
5. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

First reading: April 4, 2022
Second reading: April 18, 2022
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

RESOLUTION 2022-36

ACCEPTING THE DEED FOR REAL PROPERTY FOR USE BY THE CITY OF WEST
BRANCH FOR FUTURE DOG PARK EXPANSION

WHEREAS, for the consideration of one dollar (\$1.00), and other valuable consideration, Cedar County, Iowa, does hereby Quit Claim to the City of West Branch, Iowa, all its right, title, interest, estate, claim and demand I the following real estate in Cedar County, Iowa;

S .78 Acre Lot 1, NE NE, Section 6, Township 79, R4W, all in Cedar County, Iowa

WHEREAS, the Animal Control Commission has interest in expanding the dog park and believe that the property located south of the current dog park would be an appropriate location for an expansion; and

WHEREAS, the Animal Control Commission agrees that a future dog park expansion will be funded through donations; and

WHEREAS, Cedar County has prepared a Quit Claim Deed for the consideration of the West Branch City Council; and

WHEREAS, it is now necessary to accept said property.

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

PASSED AND APPROVED, this 18th day of April, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



Book 1642 Page 241-242

Document 2022 1134 Pages 2
Date 4/05/2022 Time 10:44:19AM
Rec Amt \$.00

County

MELISSA BAHNSEN, RECORDER
CEDAR COUNTY IOWA

QUIT CLAIM DEED

Prepared by: Adam W. Blank, Cedar County Attorney
400 Cedar Street
Tipton, IA 52772
(563) 886-6646

Taxpayer Information: City of West Branch, Iowa
c/o Adam Kofoed, City Administrator
110 N. Poplar Street
PO Box 218
West Branch, Iowa 52358
(319)643-5888

Return Document To: City of West Branch, Iowa
c/o Adam Kofoed, City Administrator
110 N. Poplar Street
PO Box 218
West Branch, Iowa 52358
(319)643-5888

Grantor: Cedar County, Iowa

Grantee: City of West Branch, Iowa

Description: See page 2



BOOK 1642 PAGE 241

QUIT CLAIM DEED

For the consideration of one dollar (\$1.00) and other valuable consideration, Cedar County, Iowa, does hereby Quit Claim to the City of West Branch, Iowa, all its right, title, interest, estate, claim and demand in the following real estate in Cedar County, Iowa:

S .78 Acre Lot 1, NE NE, Section 6, Township 79, R4W, all in Cedar County, Iowa

Grantor is a political subdivision of Iowa D.O.V. Exemption Nos. 6 and 21.

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate. Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

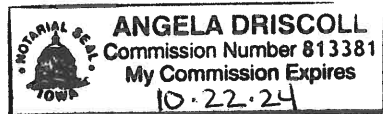
Dated: April 5, 2022
Cedar County, Iowa

Steve Agne STEVE AGNE (Grantor)
By Steve Agne,
Chairperson of the Board of Supervisors

Cari Dauber (Grantor)
By Cari Dauber,
Cedar County Auditor

STATE OF IOWA, COUNTY OF CEDAR

This instrument was acknowledged before me on April 5, 2022, by Steve Agne and Cari Dauber as Chairperson of the Board of Supervisors and County Auditor, respectively, of Cedar County, Iowa, on behalf of whom this instrument was executed.



Angela Driscoll
Notary Public, State of Iowa



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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: April 18, 2022

AGENDA ITEM: Resolution 2022-26 - Park and Recreation Temporary Employees
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PREPARED BY: Melissa Russell, Parks and Recreation Director
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DATE: April 12, 2022

BACKGROUND:

West Branch Parks and Recreation is recommending the following persons be hired for temporary employment.

West Branch Parks and Recreation Concession Stand Attendants

Employment period is April 19th-October 23rd with a wage of \$12.50 an hour.

- Jake Swisher, Brayden Sexton, Reece Druecker, and Ethan Miller

West Branch Parks and Recreation Field Supervisor

Employment period is April 19th-to December 18th with a wage of \$15 an hour.

- Brad Arp

West Branch Parks and Recreation Youth Counselors

Employment period is May 23rd-August 14th with a wage of \$14.50 an hour.

- Gabe Simons and Olivia Naber

West Branch Park and Recreation Summer Intern

Employment period is May 23rd-August 14th with a wage of \$14.50 an hour.

- Maya Villanueva

RESOLUTION 2022-37

A RESOLUTION HIRING TEMPORARY PARKS AND RECREATION EMPLOYEES FOR THE CITY OF WEST BRANCH, IOWA AND SETTING THE SALARY FOR THE POSITIONS.

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

Section 1. That the City of West Branch, Iowa will hire the below listed persons as temporary Parks & Recreation employees for the summer of 2022.

Section 2. The following persons and positions named shall be paid the hourly wage indicated and the Finance Officer is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the Council:

Position	Name	Wage	Basic Hours
Consession Stand	Jake Swisher	\$12.50/hour	Temporary
	Brayden Sexton	\$12.50/hour	Temporary
	Reece Druecker	\$12.50/hour	Temporary
	Ethan Miller	\$12.50/hour	Temporary
Field Supervisor	Brad Arp	\$15.00/hour	Temporary
Youth Counselors	Gabe Simons	\$14.50/hour	Temporary
	Olivia Naber	\$14.50/hour	Temporary
Intern	Maya Villanueva	\$14.50/hour	Temporary

SECTION 3. The above named employees are subject to the City of West Branch Personnel Policies and Procedures applicable to their department.

SECTION 4. This resolution will be effective upon final passage of the City Council.

SECTION 5. The hourly wage established in this resolution shall be effective upon final passage of the City Council.

Passed and Approved this 18th day of April, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: April 18, 2022

AGENDA ITEM: Discussion – Future Sewer Rate Increase

PREPARED BY: City Administrator, Adam Kofoed

DATE: April 13, 2022

BACKGROUND:

With the increase in sludge removal, inflation, and purchasing additional land for a future permanent dump site, the anticipated costs of the lagoon system is \$10,203,000.

According to our financial advisory, they are recommending

- Raising rates by 5% on July 1, 2022 from \$15.29 to \$16.05 per 1,000 gallons.
- Raising an additional 10% on July 2023 going from \$16.05 to \$17.65 per 1,000 gallons.

For an SRF loan, the project must be funded by utility fees and meet a debt coverage ratio of 1.1. This means there should be 10% revenue remaining every year after the SRF loan is paid.

No action is being requested at this time but ordinance changes for 2022 and 2023 rates will be coming soon.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: April 18, 2022

AGENDA ITEM: Discussion - West Main Street turn-lane

PREPARED BY: City Administrator, Adam Kofoed

DATE: April 13, 2022

BACKGROUND:

It appears the sellers and buyers of Meadows Part 3a did not agree to a final sale. There have been several contentious items that staff would like to receive direction from council so that future communications will be as smooth as possible. Staff needs feedback from council on the following items:

Does the full council agree with the TIF Committees recommendation on the following?

- Any new entrances on Main Street are required to have a turn lane in their preliminary plat unless proven otherwise at a full council meeting?
- Do we move forward with a plan to address the school district?
 - Based on conversations with TIF committee and School Superintendent there are possibilities adding a turn lane to the FY27-28 Cedar Johnson reconstruction project.
- TIF Committee Recommendation Turn lane who pays for what?
 - From the end of the roundabout project to the center of Valley View Drive. It shall be the responsibility of the developer to pay for the turn lane. In exchange, the city will pay for the corner sidewalk along the south east corner of lot 1.
 - From the center of Valley View Drive to the center of the west school entrance. It shall be an equal cost share of the developer, school, and city.
 - From the center of the north high school entrance to Dawson. It shall be the responsibility of the city and school, but ideally, we would like the original developers to contribute.