



CITY COUNCIL MEETING NOTICE
MONDAY, MAY 2, 2022 - 6:30 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.

SPECIAL MEETING – 6:30 P.M.

1. Call to order
2. Roll Call
3. Motion to adjourn to closed session (pursuant to Section 21.5 of the Iowa Code) “to discuss purchase or sale of real estate. The preliminary discussion of purchasing or selling a particular property where the premature disclosure could be expected to increase the price.” / Move to action.
4. Adjourn from closed session.

REGULAR MEETING – 7:00 P.M.

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 18, 2022 City Council meeting.
 - b. Approve a Class E Liquor license, Class B Native Wine, Class C Beer and Sunday sales privileges for BPG LLC, dba Jack & Jill, West Branch.
 - c. Approve Trenton Schutte as a Fire Cadet with the West Branch Fire Volunteer Department.
 - d. Claims for 5/2/2022
 - e. Monthly Financial Report (March 2022)
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. **Third 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. **Public Hearing** – On the proposed Amendment #5 to the Amended and Restated West Branch Urban Renewal Plan.
 - c. **Resolution 2022-38** – Approving and adopting Amendment #5 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area. / Move to action.
 - d. **Resolution 2022-39**- Approving the Final Plat for Parkside Hills – Second Addition, West Branch, Iowa. / Move to action.
 - e. **Resolution 2022-40** - Approving a Developer’s Agreement with Advantage Development Inc. including Tax Increment Rebate Payments. /Move to action.
 - f. **Resolution 2022-46** – Approving a Developer’s Agreement with Advantage Rentals, LLC, including Tax Increment Rebate Payments. / Move to action.
 - g. **Resolution 2022-41** – Approving the Site Plan for Croell Redi Mix Temporary Concrete Plant. / Move to action.
 - h. **Resolution 2022-42** – Approving a Water Tower maintenance and inspection agreement with Maguire Iron. /Move to action.
 - i. **Resolution 2022-43** - Approving various contracts for Hoover’s Hometown Days 2022 in the amount of \$2,375.00. / Move to action.
 - j. **Resolution 2022-44** – Authorizing the transfer of funds. / Move to action.
 - k. **Resolution 2022-45** – Setting a date for a Public Hearing on Amending the current Budget for the Fiscal Year ending June 30, 2022. / Move to action.
9. Discussion – The Meadow Part 5 Preliminary Plat and Subdivider’s Agreement
10. Discussion – West Branch Public Library stairs
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.

(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 18, 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 and City Attorney Kevin Olson. City Staff attending via Zoom: Finance Officer Heidi Van Auken, Chief John Hanna, Parks & Recreation Director Melissa Russell, Library Director Nick Shimmin, Officer Cathy Steen and City Engineer Dave Schechinger.

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 April 4, 2022 City Council meeting.

Approve a Class C Liquor license with outdoor service and Sunday sales privileges for Cedar's Edge Golf Course Inc., West Branch.

Approve Seal Coat quote for 2022 from LL Pelling

Claims for 4/18/2022

Monthly Financial Report (February 2022)

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
KANOPY	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
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	
REVENUE-FISCAL YEAR 2022		
FUND FEBRUARY		
001 GENERAL FUND	34,019.48	
022 CIVIC CENTER	209.07	
031 LIBRARY	61.10	
036 TORT LIABILITY	131.84	
110 ROAD USE TAX	27,678.91	
112 TRUST & AGENCY	857.63	
119 EMERGENCY TAX FUND	118.37	
125 TIF	388.55	
226 DEBT SERVICE	950.54	
300 CAPITAL IMPROVEMENT RESERVE	174.28	
500 CEMETERY PERPETUAL FUND	60.00	
600 WATER FUND	41,886.88	
610 SEWER FUND	62,612.12	
740 STORM WATER UTILITY	5,523.35	
TOTAL	174,672.12	

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Jerry Fleagle, Herbert Hoover Foundation addressed the Council and provided an update on the organizations latest and upcoming activities. Fleagle said they are “new in the neighborhood” having purchased the old US Bank building last June. After several renovations, the Foundation moved into their new space in November of 2021. They hosted the festival of trees in their lobby for Christmas Past and have welcomed West Branch CDG and provided office space to them. Fleagle said being on Main Street will give the organization a ‘bigger presence’ in the community. Fleagle said their new home was recently renamed “The Rummells Center”, and added that the former Foundation office space (the yellow house) is for sale for \$1.00 to a buyer who will move it, remove the foundation and fill in the hole. Fleagle also announced a major renovation project the Herbert Hoover Library will undergo later this year. He said the project is expected to be complete in August 2024.

PUBLIC HEARING / NON-CONSENT AGENDA

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

City Building Inspector Terry Goerdts provided the Council with additional language clarifying the difference between free standing signs and billboards for consideration. The added language satisfied the council's concerns on the original ordinance language. The ordinance will be updated for the third reading. Motion by Dean, second by Goodweiler to approve the second reading of Ordinance 792 (with the amended language). AYES: Dean, Goodweiler, Stoolman, Miller, Sexton. NAYS: None. Motion carried.

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.

Kofoed reiterated that the Animal Control Commission would be responsible for raising funds for fencing of the future dog park and that he requested a 'no-mow' type of fencing to reduce city maintenance. Miller said he agreed that an expanded park is needed and would allow one park to be closed for maintenance while still keeping the other open for dog owners.

Motion by Goodweiler, second by Sexton to approve Resolution 2022-36. AYES: Goodweiler, Sexton, Miller, Stoolman, Dean. NAYS: None. Motion carried.

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.

Motion by Miller, second by Goodweiler to approve Resolution 2022-37. AYES: Miller, Goodweiler, Sexton, Stoolman, Dean. NAYS: None. Motion carried.

Discussion – Future sewer rate increase

The city's financial advisor has prepared additional calculations regarding required future sewer rate increases. The increases will be needed to ensure the city has collected enough money for making their first SRF loan payment expected sometime in 2024. The Council wondered if it was better to raise the rate one time, rather than twice as proposed and what effect that would have if any. The Council suggested making one increase may be better for residents rather than two smaller ones. They also asked if the rate increase could be done in February like the past ones rather than July as proposed. Sexton questioned if the rate increase will cause residents to 'conserve' water and if that would affect the projected estimates. Kofoed indicated that future growth in the city should help offset that projection and added that rates would be looked at annually and adjusted accordingly if needed. Kofoed said he would reach back to Speer Financial with the Council's questions.

Discussion – West Main Street turn-lane

Based on last week's meeting with a potential developer of The Meadows Part 3 where the Council was split on the turn lane discussion. Laughlin asked the Council to provide direction on the subject of a future turn lane. While it's clear that the stretch of West Main Street has seen increased traffic with residential development to the north and the high school/middle school expansion, that a turn lane is definitely needed. Sexton reminded the Council of the costs prepared by the West Branch Community School when the turn-lane was discussed in 2020 which ranged from \$250,000 to approximately \$400,000. Schechinger added his comments on the challenges on the turn lane being shifted to the south with the proposed future trail on school property. After further discussion, Councilperson Dean finally stated that if a future developer wanted to have a street come out on West Main Street from this property, they would be responsible for paying for the turn lane and know that property on the north side of the street would need to be acquired for the project. Sexton and Miller agreed with Dean's statement. Laughlin said that direction that will be given to all future potential developers of that parcel.

CITY ADMINISTRATOR REPORT

Kofoed said several nuisance letters were mailed out to residents last week in the Greenview Subdivision and north of Main Street between North First and North Second Streets where he had received the most complaints. Kofoed also reminded the Council that a Development Agreement will be discussed at the May 2nd meeting for Parkside Hills.

CITY ATTORNEY REPORT

No report.

CITY ENGINEER REPORT

Schechinger gave updates on the I-80 widening project, Herbert Hoover Highway closing and the Waste water Treatment Facility. Schechinger said all projects are actively moving along.

STAFF REPORTS

No reports.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Sexton asked if an agreement for a temporary brush pile had been developed yet. Goodale said nothing official has yet been determined. Stoolman said she is concerned that with the lack of a brush pile open for residents to take care of their own yard waste will be an extra burden to Public Works. Goodale said that so far, volumes have been about the same, but said its' been cold, so warmer weather will tell the story.

ADJOURNMENT

Motion to adjourn by Miller, second by Dean. Motion carried on a voice vote. City Council meeting adjourned at 8:13 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM:	Approve a Class E liquor license, Class B Native Wine, Class C Beer permit and Sunday Sales with BPG LLC dba Jack & Jill, West Branch.
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PREPARED BY:	City Clerk, Leslie Brick
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DATE:	April 19, 2022
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BACKGROUND:

Approve Class E Liquor License, Class B Native Wine, Class C Beer permit with Sunday Sales privileges for BPG LLC dba Jack & Jill. West Branch.

Renewal effective May 25, 2022 to May 24, 2023



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM:	Approve Trenton Schutte as a Fire Cadet with the West Branch Volunteer Fire Department.
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PREPARED BY:	City Clerk Leslie Brick
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DATE:	April 19, 2022
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SUMMARY:

The West Branch Fire Department approved the application of Trenton Schutte as a Fire Cadet at their April 13, 2022 business meeting. All required paperwork has been signed and submitted.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM: Claims

PREPARED BY: Heidi Van Auken

DATE: April 27, 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**5/2/2022**

ACTION SEWER & SEPTIC SERVICE	LIFT STATION CLEANING	1,302.75
AMAZON.COM	EASTER EGG HUNT SUPPLIES	43.98
BAKER & TAYLOR INC.	BOOKS	604.63
BARNHART'S CUSTOM SERVICES	HOLES FOR CEMETERY SHED	250.00
BOWERS CUSTOM SERVICES	DUMP TRUCK HAULING	855.00
BRICK, LESLIE	MILEAGE REIMBURSEMENT	173.16
CASEYS GENERAL STORES	CASEYS TIF REBATE #6	17,852.00
CEDAR COUNTY ENGINEER	ROAD ROCK	350.56
CROELL, INC.	CEMETERY SHED FOOTINGS	307.40
FINANCIAL ADJUSTMENT BUREAU	FINANCIAL ADJUSTMENT BUREAU	15.98
HEIDI VAN AUKEN	BUSINESS MEALS IMFOA	27.86
HOLLYWOOD GRAPHICS	BANNER-FIRE HYDRANT FLUSH	57.50
IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING Q1	806.86
JAYME CILEK	CLEANING SERVICES	202.50
JETCO ELECTRIC INC.	WATER TOWER COMM REPAIR	1,827.45
JOHANNIS, DEREK OR SARAH	BLDG INCENTIVE PAYMENT	929.03
KELLY TREE FARM LLC	TREES FOR HILLTOP & PEDERSEN	8,145.00
KOCH OFFICE GROUP	COPIER MAINTENANCE	188.60
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,547.79
LRS HOLDINGS, LLC	CUBBY PARK PORTABLE SERVICE	465.00
MEDIACOM	CABLE SERVICE	41.90
METROPOLITAN COMPOUNDS	ADHESIVE FOR POTHOLE PATCHES	697.42
MUNICIPAL SUPPLY INC.	WATER METERS	3,888.00
PARKSIDE SERVICE	SKIDLOAD TIRE REPAIR	37.00
PLAY IT AGAIN SPORTS	FIELD BASES AT 70 FT	224.81
PLUNKETT'S PEST CONTROL	PEST CONTROL - CITY OFFICE	98.98
QC ANALYTICAL SERVICES	LAB ANALYSIS	1,153.75
QUILL CORP	SUPPLIES	94.66
RATHJE CONSTRUCTION	BRUSHPILE GRIND FOR WWTP EXPANSION	5,295.00
SHIMMIN, NICK	HOOVERS MOVERS MEDALS	75.78
SOLUTIONS MANAGEMENT GROUP	OFFICE SUPPLIES	238.38
STATE INDUSTRIAL PRODUCTS	CHEMICALS	236.00
TIPTON CONSERVATIVE	ONE YR SUBSCRIPTION - LIBRARY	40.00
VEENSTRA & KIMM INC.	VARIOUS PROJECTS	32,546.00
WB COMMUNITY DEVELOPMENT	FY22 CDG DUES	10,000.00
WEST BRANCH COMM SCHOOLS	TRACK MEET RENTAL	275.00
ZOOBEAN INC	BEANSTACK PLUS SUBSCRIPTION	895.00
TOTAL		91,790.73

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

4/29/2022 44,408.77

PAID BETWEEN MEETINGS

MATT PARROTT	LASER UTILITY CHECKS	620.00
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE - CITY OFFICE	1,005.00
VERIZON WIRELESS	VERIZON WIRELESS	392.43
ALLIANT ENERGY	ALLIANT ENERGY	10,503.04
BOUND TREE MEDICAL	CYLINDER, REGULATOR	57.58
CULLIGAN WATER	WATER SOFTNER SERVICE	25.20
DINGES PARTNERS GROUP	APPARATUS PUMP SERVICE, PARTS	1,547.45
HEIMAN FIRE EQUIP	UNIFORMS, EQUIPMENT	1,076.55
KIRKWOOD COMM COLLEGE	TRAINING -FIRE DEPT	7.00
LRS HOLDINGS	TRASH & RECYCLING MARCH 2022	16,561.50
TIPTON ELECTRIC MOTORS	PRESSURE WASHER PARTS	116.44
WEST BRANCH REPAIRS	SERVICE - FIRE DEPT	958.12
UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE	661.66
WELLMARK	HEALTH INSURANCE	18,968.70
WAGEWORKS	EMPLOYEE FLEX PLAN	158.42

TOTAL	52,659.09
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GRAND TOTAL EXPENDITURES	188,858.59
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FUND TOTALS

001 GENERAL FUND	61,007.00
022 CIVIC CENTER	755.99
031 LIBRARY	8,444.20
110 ROAD USE TAX	23,202.45
112 TRUST AND AGENCY	17,711.75
125 T I F	17,852.00
324 WW TREATMT FACILITY	31,430.00
600 WATER FUND	17,676.83
610 SEWER FUND	10,619.95
950 BC/BS FLEXIBLE BENEFIT	158.42
GRAND FUND TOTAL	188,858.59

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	292.72
			TOTAL:	292.72
FIRE OPERATION	GENERAL FUND	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	87.40
			TOTAL:	87.40
PARK & RECREATION	GENERAL FUND	WEST BRANCH COMMUNITY SCHOOLS	TRACK MEET RENTAL	100.00
		SHIMMIN, NICK	HOOVERS MOVERS MEDALS	75.78
		PLAY IT AGAIN SPORTS	FIELD BASES AT 70 FT	224.81
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	282.21
		AMAZON.COM.CA., INC.	EASTER EGG HUNT SUPPLIES	43.98
		LRS HOLDINGS, LLC	CUBBY PARK PORTABLE SERVIC	250.00
			WAPSI PARK PORTABLE SERVIC	115.00
			TOTAL:	1,091.78
CEMETERY	GENERAL FUND	BARNHART'S CUSTOM SERVICES LLC	HOLES FOR CEMETERY SHED	250.00
		CROELL, INC.	CEMETERY SHED FOOTINGS	307.40
		LRS HOLDINGS, LLC	SERVICE - CEMETERY	100.00
			TOTAL:	657.40
ECONOMIC DEVELOPMENT	GENERAL FUND	WEST BRANCH COMMUNITY DEVELOPMENT GROU	FY22 CDG DUES	10,000.00
		JOHANNNS, DEREK OR SARAH	BLDG INCENTIVE PAYMENT	929.03
			TOTAL:	10,929.03
CLERK & TREASURER	GENERAL FUND	PLUNKETT'S PEST CONTROL INC	PEST CONTROL - CITY OFFICE	49.49
		BRICK, LESLIE	MILEAGE REIMBURSMENT	173.16
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	422.16
		HEIDI VAN AUKEN	BUSINESS MEALS IMFOA	27.86
		JAYME CILEK	CLEANING SERVICES	94.50
			TOTAL:	767.17
LOCAL CABLE ACCESS	GENERAL FUND	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	64.95
		MEDIACOM	CABLE SERVICE	41.90
			TOTAL:	106.85
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	LOT SITE PLAN REVIEW	558.00
			CONSTRUCTION REVIEW	372.00
			TOTAL:	930.00
TOWN HALL	CIVIC CENTER	PLUNKETT'S PEST CONTROL INC	PEST CONTROL-TOWN HALL	49.49
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	43.90
		JAYME CILEK	CLEANING SERVICES	108.00
			TOTAL:	201.39
LIBRARY	LIBRARY	WEST BRANCH COMMUNITY SCHOOLS	ADVERTISING	175.00
		QUILL CORP	SUPPLIES	19.56
			SUPPLIES	12.03
			IT SUPPLIES	63.07
		BAKER & TAYLOR INC.	BOOKS	328.79
			BOOKS	275.84
		TIPTON CONSERVATIVE	ONE YR SUBSCRIPTION - LIBR	40.00
		KOCH OFFICE GROUP	COPIER MAINTENANCE	188.60
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	236.50
		FINANCIAL ADJUSTMENT BUREAU INC	FINANCIAL ADJUSTMENT BUREA	15.98
		ZOOBEAN INC	BEANSTACK PLUS SUBSCRIPTIO	895.00
		SOLUTIONS MANAGEMENT GROUP INC	OFFICE SUPPLIES	238.38

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	2,488.75
ROADS & STREETS	ROAD USE TAX	METROPOLITAN COMPOUNDS INC	ADHESIVE FOR POTHOLE PATCH	697.42
		VEENSTRA & KIMM INC.	I80 WIDENING COORDINATION	186.00
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	39.32
		RATHJE CONSTRUCTION CO	BRUSHPILE GRIND FOR WWTP E	5,295.00
		CEDAR COUNTY ENGINEER	ROAD ROCK	350.56
		KELLY TREE FARM LLC	TREES FOR HILLTOP & PEDERS	8,145.00
		BOWERS CUSTOM SERVICES LLC	DUMP TRUCK HAULING	855.00
			TOTAL:	15,568.30
TIF DEBT SERVICE	T I F	CASEYS GENERAL STORES, INC.	CASEYS TIF REBATE #6	17,852.00
			TOTAL:	17,852.00
CAPITAL PROJECT	WW TREATMT FAC IMP	VEENSTRA & KIMM INC.	WW TREATMENT FACILITY	29,150.00
			WW TREATMENT FACILITY	2,280.00
			TOTAL:	31,430.00
WATER OPERATING	WATER FUND	MUNICIPAL SUPPLY INC.	WATER METERS	3,888.00
		JETCO ELECTRIC INC.	WATER TOWER COMM REPAIR	1,827.45
		HOLLYWOOD GRAPHICS	BANNER-FIRE HYDRANT FLUSH	57.50
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	39.31
			TOTAL:	5,812.26
SEWER OPERATING	SEWER FUND	PARKSIDE SERVICE	SKIDLOAD TIRE REPAIR	37.00
		IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING Q1	806.86
		QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	1,153.75
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	39.32
		ACTION SEWER & SEPTIC SERVICES INC.	LEFT STATION CLEANING	1,302.75
		STATE INDUSTRIAL PRODUCTS	CHEMICALS	236.00
			TOTAL:	3,575.68

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

001	GENERAL FUND	14,862.35
022	CIVIC CENTER	201.39
031	LIBRARY	2,488.75
110	ROAD USE TAX	15,568.30
125	T I F	17,852.00
324	WW TREATMT FAC IMP 2021	31,430.00
600	WATER FUND	5,812.26
610	SEWER FUND	3,575.68

 GRAND TOTAL: 91,790.73



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM: March Monthly Financial Report
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PREPARED BY: Heidi Van Auken

DATE: April 15, 2022

SUMMARY:

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

BANK TO BOOK RECONCILIATION				
3/31/2022				
BANK BALANCE @				
	CASH - FIDELITY BANK & TRUST			\$ 4,993,912.84
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND			\$ 29,490.60
	SUB TOTAL			\$ 5,023,403.44
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	\$ 97,213.25
	LIBRARY-HANSEN CD DONATION	GREENSTATE-1025	8/1/2022	\$ 55,289.28
	LIBRARY-HANSEN CD DONATION	GREENSTATE-1026	9/2/2022	\$ 51,120.15
	LIBRARY-HANSEN CD DONATION	GREENSTATE-1027	9/2/2022	\$ 23,964.69
	GEN FUND-STREETSCAPE-ACCIONA DONATION	GREENSTATE-1028	12/6/2022	\$ 7,003.00
	SAVINGS ACCOUNTS			
	GENERAL FUND SAVINGS	GREENSTATE-0001		\$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT		\$ 8,513.80
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT		\$ 16,336.88
	TOTAL CD'S & SAVINGS ACCOUNTS			\$ 270,603.33
	SUB TOTAL			\$ 5,294,006.77
	O/S DEPOSITS			\$ -
LESS:	O/S CHECKS			\$ 24,639.87
	ENDING BOOK BALANCE			\$ 5,269,366.90

CLERK'S REPORT FOR THE MONTH OF MARCH 2022

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
GENERAL									
*(001) GENERAL OPERATING FUND	\$ 1,515,397.55	\$ 5.00	\$ 1,515,402.55	\$ 90,603.15		\$ 76,503.82			\$ 1,529,501.88
** 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	\$ 5.52					\$ 7,003.00
PARK EQUIPMENT/RESERVE	\$ 1,500.00	\$ -	\$ 1,500.00						\$ 1,500.00
(022) CIVIC CENTER	\$ 43,341.07	\$ -	\$ 43,341.07	\$ 769.42		\$ 11,588.35			\$ 32,522.14
(027) MEMORIAL GARDEN PROJECT	\$ 314.00	\$ -	\$ 314.00						\$ 314.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ (133,048.32)	\$ 91,246.47	\$ (41,801.85)	\$ 1,471.71		\$ 17,811.88			\$ (58,142.02)
(036) TORT LIABILITY	\$ (6,751.34)	\$ -	\$ (6,751.34)	\$ 1,630.63					\$ (5,120.71)
SPECIAL REVENUE									
(110) ROAD USE TAX	\$ 28,507.82	\$ -	\$ 28,507.82	\$ 15,742.50		\$ 23,415.35			\$ 20,834.97
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 205,314.78	\$ -	\$ 205,314.78	\$ 10,609.15		\$ 22,362.92			\$ 193,561.01
(119) EMERGENCY TAX FUND	\$ 24,270.75	\$ -	\$ 24,270.75	\$ 1,464.45					\$ 25,735.20
(121) LOCAL OPTION SALES TAX	\$ 384,607.57	\$ -	\$ 384,607.57	\$ 41,821.46					\$ 426,429.03
(125) TIF	\$ 400,614.82	\$ -	\$ 400,614.82	\$ 7,340.91		\$ 9,136.94			\$ 398,818.79
(160) REVOLVING LOAN FUND	\$ 137,082.45	\$ -	\$ 137,082.45	\$ -					\$ 137,082.45
DEBT SERVICE									
(226) DEBT SERVICE	\$ 257,376.07	\$ -	\$ 257,376.07	\$ 11,129.02					\$ 268,505.09
CAPITAL PROJECTS									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 34,243.79	\$ -	\$ 34,243.79	\$ 2,156.21					\$ 36,400.00
(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			\$ 4,271.00			\$ 149,371.20
(323) I-80 WEST, WATER MAIN RELOCATE	\$ (242,054.51)	\$ -	\$ (242,054.51)	\$ 217,783.03					\$ (24,271.48)
(324) WW TREATMT FAC IMP 2021	\$ (383,057.00)	\$ -	\$ (383,057.00)	\$ 367,290.00		\$ 116,600.00			\$ (132,367.00)
(326) ROUNDABOUT MAIN & CEDAR	\$ (6,429.00)	\$ -	\$ (6,429.00)						\$ (6,429.00)
(327) SPONSORED WATER QUALITY IMPE 2021	\$ (18,203.40)	\$ -	\$ (18,203.40)			\$ 1,691.55			\$ (19,894.95)
PERMANENT									
(500) CEMETERY PERPETUAL FUND	\$ 29,250.60	\$ 97,165.34	\$ 126,415.94	\$ 347.91					\$ 126,763.85
(501) KROUTH PRINCIPAL FUND	\$ -	\$ 51,083.97	\$ 51,083.97	\$ 42.31					\$ 51,126.28
(502) KROUTH INTEREST FUND	\$ -	\$ 23,945.80	\$ 23,945.80	\$ 18.89					\$ 23,964.69
ENTERPRISE									
(600) WATER FUND	\$ 180,844.19	\$ -	\$ 180,844.19	\$ 44,999.96		\$ 28,656.74	\$ 5,095.00		\$ 192,092.41
(603) WATER SINKING FUND	\$ 43,159.17	\$ -	\$ 43,159.17	\$ -	\$ 5,095.00				\$ 48,254.17
(610) SEWER FUND	\$ 488,753.27	\$ -	\$ 488,753.27	\$ 65,558.73		\$ 12,868.52	\$ 29,913.75		\$ 511,529.73
(611) SEWER FUND SPECIAL	\$ 333,563.25	\$ -	\$ 333,563.25	\$ -	\$ 29,913.75				\$ 363,477.00
(740) STORM WATER UTILITY	\$ 113,563.14	\$ -	\$ 113,563.14	\$ 5,580.75		\$ 10,000.00			\$ 109,143.89
(950) BC/BS FLEXIBLE BENEFIT	\$ (2,293.30)	\$ -	\$ (2,293.30)			\$ 1,625.34			\$ (3,918.64)
TOTAL	\$ 4,449,089.54	\$ 270,444.06	\$ 4,719,533.60	\$ 886,365.71	\$ 35,008.75	\$ 336,532.41	\$ 35,008.75	\$ -	\$ 5,269,366.90
O/S CHECKS			\$224,568.68						\$24,639.87
O/S DEPOSIT			\$963.57						\$0.00
BANK STATEMENT BALANCE			\$4,943,138.71						\$5,294,006.77

CITY OF WEST BRANCH
MTD TREASURERS REPORT
AS OF: MARCH 31ST, 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	2,008,989.55	90,608.67	76,503.82	2,023,094.40	0.00	0.00	2,023,094.40
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	43,341.07	769.42	11,588.35	32,522.14	0.00	0.00	32,522.14
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	(41,801.85)	1,471.71	17,811.88	(58,142.02)	0.00	0.00	(58,142.02)
036-TORT LIABILITY	(6,751.34)	1,630.63	0.00	(5,120.71)	0.00	0.00	(5,120.71)
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	28,507.82	15,742.50	23,415.35	20,834.97	0.00	0.00	20,834.97
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	205,314.78	10,609.15	22,362.92	193,561.01	0.00	0.00	193,561.01
119-EMERGENCY TAX FUND	24,270.75	1,464.45	0.00	25,735.20	0.00	0.00	25,735.20
121-OPTION TAX	384,607.57	41,821.46	0.00	426,429.03	0.00	0.00	426,429.03
125-T I F	400,614.82	7,340.91	9,136.94	398,818.79	0.00	0.00	398,818.79
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	257,376.07	11,129.02	0.00	268,505.09	0.00	0.00	268,505.09
300-CAPITAL IMPROV. RESERVE	34,243.79	2,156.21	0.00	36,400.00	0.00	0.00	36,400.00
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	4,271.00	149,371.20	0.00	0.00	149,371.20
322-SPLASH PAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323-I-80 WEST, WATER MAIN REL	(242,054.51)	217,783.03	0.00	(24,271.48)	0.00	0.00	(24,271.48)
324-WW TREATMT FAC IMP 2021	(383,057.00)	367,290.00	116,600.00	(132,367.00)	0.00	0.00	(132,367.00)
326-ROUNDAABOUT MAIN & CEDAR-J	(6,429.00)	0.00	0.00	(6,429.00)	0.00	0.00	(6,429.00)
327-SPONS WATER QUAL IMP 2021	(18,203.40)	0.00	1,691.55	(19,894.95)	0.00	0.00	(19,894.95)
500-CEMETERY PERPETUAL FUND	126,415.94	347.91	0.00	126,763.85	0.00	0.00	126,763.85

CITY OF WEST BRANCH
MTD TREASURERS REPORT
AS OF: MARCH 31ST, 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	42.31	0.00	51,126.28	0.00	0.00	51,126.28
502-KROUTH INTEREST FUND	23,945.80	18.89	0.00	23,964.69	0.00	0.00	23,964.69
600-WATER FUND	180,844.19	44,999.96	33,751.74	192,092.41	0.00	0.00	192,092.41
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	43,159.17	5,095.00	0.00	48,254.17	0.00	0.00	48,254.17
610-SEWER FUND	488,753.27	65,558.73	42,782.27	511,529.73	0.00	0.00	511,529.73
611-SEWER FUND SPECIAL	333,563.25	29,913.75	0.00	363,477.00	0.00	0.00	363,477.00
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	113,563.14	5,580.75	10,000.00	109,143.89	0.00	0.00	109,143.89
950-BC/BS FLEXIBLE BENEFIT	(2,293.30)	0.00	1,625.34	(3,918.64)	0.00	0.00	(3,918.64)
GRAND TOTAL	4,719,533.60	921,374.46	371,541.16	5,269,366.90	0.00	0.00	5,269,366.90

*** END OF REPORT ***

CITY OF WEST BRANCH
YTD TREASURERS REPORT
AS OF: MARCH 31ST, 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	1,228,244.76	952,382.55	2,023,094.40	0.00	0.00	2,023,094.40
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	9,383.95	20,145.60	32,522.14	0.00	0.00	32,522.14
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	17,196.82	171,164.93	(58,142.02)	0.00	0.00	(58,142.02)
036-TORT LIABILITY	33,009.62	27,815.85	65,946.18	(5,120.71)	0.00	0.00	(5,120.71)
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	246,377.75	495,000.97	20,834.97	0.00	0.00	20,834.97
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	180,916.24	203,137.52	193,561.01	0.00	0.00	193,561.01
119-EMERGENCY TAX FUND	762.47	24,972.73	0.00	25,735.20	0.00	0.00	25,735.20
121-OPTION TAX	175,622.55	250,806.48	0.00	426,429.03	0.00	0.00	426,429.03
125-T I F	143,547.46	282,260.27	26,988.94	398,818.79	0.00	0.00	398,818.79
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	200,542.54	182,758.11	268,505.09	0.00	0.00	268,505.09
300-CAPITAL IMPROV. RESERVE	0.00	36,400.00	0.00	36,400.00	0.00	0.00	36,400.00
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	15,908.28	149,371.20	0.00	0.00	149,371.20
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)	217,783.03	203,751.62	(24,271.48)	0.00	0.00	(24,271.48)
324-WW TREATMT FAC IMP 2021	62,510.00	437,250.00	632,127.00	(132,367.00)	0.00	0.00	(132,367.00)
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	13,370.35	(19,894.95)	0.00	0.00	(19,894.95)
500-CEMETERY PERPETUAL FUND	126,078.58	685.27	0.00	126,763.85	0.00	0.00	126,763.85

CITY OF WEST BRANCH
YTD TREASURERS REPORT
AS OF: MARCH 31ST, 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	118.18	0.00	51,126.28	0.00	0.00	51,126.28
502-KROUTH INTEREST FUND	23,912.17	52.52	0.00	23,964.69	0.00	0.00	23,964.69
600-WATER FUND	162,777.76	467,604.91	438,290.26	192,092.41	0.00	0.00	192,092.41
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	45,855.00	2,693.75	48,254.17	0.00	0.00	48,254.17
610-SEWER FUND	339,461.60	565,720.53	393,652.40	511,529.73	0.00	0.00	511,529.73
611-SEWER FUND SPECIAL	150,915.50	212,561.50	0.00	363,477.00	0.00	0.00	363,477.00
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	48,908.18	66,374.77	109,143.89	0.00	0.00	109,143.89
950-BC/BS FLEXIBLE BENEFIT	(1,478.55)	0.00	2,440.09	(3,918.64)	0.00	0.00	(3,918.64)
GRAND TOTAL	4,514,637.11	4,687,762.11	3,933,032.32	5,269,366.90	0.00	0.00	5,269,366.90

*** END OF REPORT ***

PROGRAM EXPENDITURES FOR THE MONTH MARCH OF 2022

75.00%

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
PUBLIC SAFETY					
POLICE DEPARTMENT					
GENERAL FUND	\$ 357,004.00	\$ 24,759.57	\$ 233,292.88	\$ 123,711.12	65.35%
TORT LIABILITY	\$ 12,102.00	\$ -	\$ 10,995.85	\$ 1,106.15	90.86%
TRUST & AGENCY	\$ 83,466.00	\$ 7,513.00	\$ 65,261.07	\$ 18,204.93	78.19%
FIRE DEPARTMENT					
GENERAL FUND	\$ 259,000.00	\$ 2,719.43	\$ 71,538.97	\$ 187,461.03	27.62%
TORT LIABILITY	\$ 10,759.00	\$ -	\$ 25,530.17	\$ (14,771.17)	237.29%
TRUST & AGENCY	\$ 18,992.00	\$ 1,533.87	\$ 15,776.86	\$ 3,215.14	83.07%
ANIMAL CONTROL	\$ 3,250.00	\$ 120.93	\$ 1,797.74	\$ 1,452.26	55.32%
BUILDING INSPECTIONS	\$ 16,611.00	\$ 1,122.60	\$ 16,190.02	\$ 420.98	97.47%
TOTAL PUBLIC SAFETY	\$ 761,184.00	\$ 37,769.40	\$ 440,383.56	\$ 320,800.44	57.86%
PUBLIC WORKS					
ROADS & STREETS					
GENERAL FUND	\$ 69,472.00	\$ -	\$ 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	\$ 23,415.35	\$ 495,000.97	\$ (94,960.97)	123.74%
TRUST & AGENCY	\$ 57,468.00	\$ 4,818.08	\$ 41,478.81	\$ 15,989.19	72.18%
STREET LIGHTING - GENERAL FUND	\$ 37,000.00	\$ 2,790.84	\$ 26,764.07	\$ 10,235.93	72.34%
SOLID WASTE - GENERAL FUND	\$ 201,000.00	\$ 16,478.75	\$ 162,514.08	\$ 38,485.92	80.85%
TOTAL PUBLIC WORKS	\$ 778,918.00	\$ 47,503.02	\$ 751,680.54	\$ 27,237.46	96.50%
TOTAL HEALTH & SOCIAL SERVICES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CULTURE & RECREATION					
LIBRARY					
GENERAL FUND	\$ 220,949.00	\$ 17,811.88	\$ 171,164.93	\$ 49,784.07	77.47%
TORT LIABILITY	\$ 4,255.00	\$ -	\$ 4,194.81	\$ 60.19	98.59%
TRUST & AGENCY	\$ 32,923.00	\$ 2,890.02	\$ 26,186.85	\$ 6,736.15	79.54%
PARKS & RECREATION				\$ -	
GENERAL FUND	\$ 210,930.00	\$ 10,865.76	\$ 126,306.09	\$ 84,623.91	59.88%
TORT LIABILITY	\$ 5,870.00	\$ -	\$ 5,598.92	\$ 271.08	95.38%
TRUST & AGENCY	\$ 34,750.00	\$ 2,305.15	\$ 23,137.91	\$ 11,612.09	66.58%
CEMETERY					
GENERAL FUND	\$ 94,044.00	\$ 2,957.40	\$ 47,605.08	\$ 46,438.92	50.62%
TORT LIABILITY	\$ 2,040.00	\$ -	\$ 1,854.29	\$ 185.71	90.90%

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
TRUST & AGENCY	\$ 14,759.00	\$ 957.73	\$ 9,076.58	\$ 5,682.42	61.50%
CIVIC CENTER				\$ -	
GENERAL FUND	\$ 19,750.00	\$ 11,588.35	\$ 20,145.60	\$ (395.60)	102.00%
TRUST & AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
COMMUNITY & CULTURAL DEV. (HHTD)	\$ 58,000.00	\$ 20.19	\$ 51,494.19	\$ 6,505.81	88.78%
LOCAL CABLE ACCESS				\$ -	
GENERAL FUND	\$ 27,644.00	\$ 1,941.91	\$ 18,666.23	\$ 8,977.77	67.52%
TRUST & AGENCY	\$ 4,254.00	\$ 295.56	\$ 2,769.81	\$ 1,484.19	65.11%
TOTAL CULTURE & RECREATION	\$ 730,168.00	\$ 51,633.95	\$ 508,201.29	\$ 221,966.71	69.60%
COMMUNITY & ECONOMIC DEV.					
ECONOMIC DEVELOPMENT	\$ 74,159.00	\$ 1,094.03	\$ 35,108.13	\$ 39,050.87	47.34%
PLANNING & ZONING	\$ 25,000.00	\$ 186.00	\$ 14,787.69	\$ 10,212.31	59.15%
REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	
TIF DEBT SERVICE	\$ 75,233.00	\$ 9,136.94	\$ 26,988.94	\$ 48,244.06	35.87%
TOTAL COMMUNITY & E.D.	\$ 174,392.00	\$ 10,416.97	\$ 76,884.76	\$ 97,507.24	44.09%
GENERAL GOVERNMENT					
MAYOR & COUNCIL					
GENERAL FUND	\$ 16,500.00	\$ 435.19	\$ 15,397.09	\$ 1,102.91	93.32%
TRUST & AGENCY	\$ 2,564.00	\$ 47.39	\$ 1,368.42	\$ 1,195.58	53.37%
CLERK & TREASURER					
GENERAL FUND	\$ 148,777.00	\$ 7,620.02	\$ 101,129.49	\$ 47,647.51	67.97%
TORT LIABILITY	\$ 5,017.00	\$ -	\$ 4,676.57	\$ 340.43	93.21%
TRUST & AGENCY	\$ 20,799.00	\$ 1,838.27	\$ 15,748.00	\$ 5,051.00	75.72%
LEGAL SERVICES	\$ 27,000.00	\$ 3,555.05	\$ 19,296.97	\$ 7,703.03	71.47%
TOTAL GENERAL GOVERNMENT	\$ 220,657.00	\$ 13,495.92	\$ 157,616.54	\$ 63,040.46	71.43%
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	\$ 4,271.00	\$ 15,908.28	\$ 214,091.72	6.92%
I-80 WEST WATER MAIN RELOCATION	\$ 150,000.00	\$ -	\$ 203,751.62	\$ (53,751.62)	135.83%
WW TREATMENT FACILITY IMP 2021	\$ 1,400,000.00	\$ 116,600.00	\$ 632,127.00	\$ 767,873.00	45.15%
SCHOOL TURN LANE MAIN/DAWSON	\$ 50,000.00			\$ 50,000.00	0.00%

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
ROUNABOUT MAIN & CEDAR	\$ 110,000.00	\$ -	\$ 6,429.00	\$ 103,571.00	5.84%
SPONSORED WATER QUAL IMP 2021	\$ -	\$ 1,691.55	\$ 13,370.35	\$ (13,370.35)	#DIV/0!
TOTAL CAPITAL PROJECTS	\$ 2,580,000.00	\$ 122,562.55	\$ 912,056.25	\$ 1,667,943.75	35.35%
BUSINESS TYPE ACTIVITIES					
WATER FUND	\$ 409,707.00	\$ 28,656.74	\$ 392,435.26	\$ 17,271.74	95.78%
WATER SINKING FUND	\$ 61,113.00	\$ -	\$ 2,693.75	\$ 58,419.25	4.41%
SEWER FUND	\$ 295,231.00	\$ 12,868.52	\$ 181,090.90	\$ 114,140.10	61.34%
STORM WATER UTILITY	\$ 45,000.00	\$ 10,000.00	\$ 66,374.77	\$ (21,374.77)	147.50%
TOTAL BUSINESS TYPE ACTIVITIES	\$ 811,051.00	\$ 51,525.26	\$ 642,594.68	\$ 168,456.32	79.23%
NON-DEPARTMENTAL TRANSFERS					
GENERAL FUND	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	0.00%
EMERGENCY TAX FUND	\$ 40,750.00	\$ -	\$ -	\$ 40,750.00	0.00%
LOCAL OPTION SALES TAX	\$ 221,471.00	\$ -	\$ -	\$ 221,471.00	0.00%
WATER FUND	\$ 101,113.00	\$ 5,095.00	\$ 45,855.00	\$ 55,258.00	45.35%
SEWER FUND	\$ 285,000.00	\$ 29,913.75	\$ 212,561.50	\$ 72,438.50	74.58%
BC/BS FLEXIBLE BENEFIT	\$ -	\$ 1,625.34	\$ 2,440.09	\$ (2,440.09)	#DIV/0!
TOTAL NON-DEPARMENTAL TRANSFERS	\$ 1,157,457.00	\$ 36,634.09	\$ 260,856.59	\$ 896,600.41	22.54%
TOTAL FOR ALL FUNCTIONS	\$ 8,227,813.00	\$ 371,541.16	\$ 3,933,032.32	\$ 4,294,780.68	

CITY OF WEST BRANCH
EXPENDITURES BY ACTIVITY (UNAUDITED)
AS OF: MARCH 31ST, 2022

001-GENERAL FUND

75.00% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	1,157,457.00	36,634.09	260,856.59	22.54	896,600.41
TOTAL PUBLIC SAFETY	761,184.00	37,769.40	440,383.56	57.86	320,800.44
TOTAL PUBLIC WORKS	778,918.00	47,503.02	751,680.54	96.50	27,237.46
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	730,168.00	51,633.95	508,201.29	69.60	221,966.71
TOTAL COMMUNITY & ECON DEVELOP	174,392.00	10,416.97	76,884.76	44.09	97,507.24
TOTAL GENERAL GOVERNMENT	220,657.00	13,495.92	157,616.54	71.43	63,040.46
TOTAL DEBT SERVICE	1,013,986.00	0.00	182,758.11	18.02	831,227.89
TOTAL CAPITAL PROJECTS	2,580,000.00	122,562.55	912,056.25	35.35	1,667,943.75
TOTAL BUSINESS TYPE/ENTERPRISE	811,051.00	51,525.26	642,594.68	79.23	168,456.32
TOTAL EXPENDITURES	8,227,813.00	371,541.16	3,933,032.32	47.80	4,294,780.68

ORDINANCE NO. 792

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH REGARDING SIGNS IN THE 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 Subsection 5, renumbering the current Subsection 5 to Subsection 6 and adding a new Subsection 7, which reads as follows:

“5. Permitted Signs, HCI District.

- 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 two square feet per linear foot of lot frontage. Freestanding signs shall be designed by a licensed professional and plans shall be stamped.
- d. Billboards Signs: Billboard and poster panels with a maximum sign area of four hundred (400) square feet, are allowed provided the location of their sites and the limitation of the time of their use, and all other terms and conditions thereof are first approved by the Council.
- e. Canopy signs: Canopy signs shall not have a maximum height or area.
- f. Awning Signs: Awning signs shall have a maximum height of the top of the first story and shall not be limited in size.
- g. Window Signs: Window signs shall have a maximum square footage of 25% of the window glazing area.
- h. All signs permitted in a Residential District.
- i. 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.

- j. 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.

7. 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: May 2, 2022

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



NOTICE OF CONSULTATION AND PUBLIC HEARING
ON THE PROPOSED AMENDMENT NO. 5 TO THE AMENDED AND
RESTATED WEST BRANCH URBAN RENEWAL PLAN

PLEASE BE ADVISED that the City Council of the City of West Branch has heretofore, by Resolution, set a date for consultation among affected taxing entities and a date for a public hearing on the proposed adoption of the Amendment No. 5 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area, enclosed herein.

THE CONSULTATION among taxing entities shall be held at 11:00 a.m., Monday, April 25th, 2022, at the Council Chambers, City Hall, 110 N. Poplar Street, West Branch, Iowa. Each affected taxing entity may appoint a representative(s) to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the proposed urban renewal area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each affected taxing entity and the duration of any bond included in the plan.

Following the consultation, the designated representative of the affected taxing entity may make written recommendations for modification to the proposed division of revenue no later than seven (7) days after the consultation.

FURTHER, a public hearing on the proposed adoption of Amendment No. 5 to the Amended and Restated West Branch Urban Renewal Plan for the West Branch Urban Renewal Area is hereby scheduled for 7:00 p.m. on Monday, May 2nd, 2022 at the Council Chambers at City Hall, 110 N. Poplar Street, West Branch, Iowa. At that time, all interested individuals are invited to provide input on the proposed adoption of said Amendment No. 5.

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5127, Coralville, Iowa 52241 (319)248-1700
Return to: City of West Branch, Iowa, 110 N. Poplar Street, West Branch, Iowa 52358

RESOLUTION 2022-38

RESOLUTION APPROVING AND ADOPTING AN AMENDMENT NO. 5 TO THE AMENDED AND RESTATED URBAN RENEWAL PLAN FOR THE WEST BRANCH URBAN RENEWAL AREA.

WHEREAS, City Staff has caused there to be prepared an Amendment No. 5 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area, a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to specifically outline projects to be constructed or which the City will cause to be constructed in said West Branch Urban Renewal Area; and

WHEREAS, it is desirable that these areas be redeveloped as part of the overall redevelopment area covered by said Plan; and

WHEREAS, adoption of Amendment No. 5 to the Amended and Restated Plan for the West Branch Urban Renewal Area is in conformity with the general plan for development of the City as a whole; and

WHEREAS, this Council directed that a consultation be held with the designated representatives of all affected taxing entities to discuss the proposed Amendment No. 5 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area and the division of revenue described therein, and that notice of said consultation and a copy of the proposed Amendment No. 5 to the Amended and Restated Plan be sent to all affected taxing entities; and

WHEREAS, pursuant to such notice, the consultation was duly ordered by the City Council and all required responses to the recommendations made by the affected taxing entities, if any, have been timely made as set forth in this report of the City Administrator filed herewith and incorporated herein by this reference, which report is in all respects approved; and

WHEREAS, by resolution, this Council also set a public hearing on the adoption of the Amendment No. 5 to the Amended and Restated Plan for the West Branch Urban Renewal Area for this meeting of the Council, and due and proper notice of said public hearing was given, as

provided by law, by timely publication in the West Branch Times, which notice set forth the time and place for this hearing and nature and purpose thereof; and

WHEREAS, in accordance with said notice, all persons or organizations desiring to be heard on said proposed Amended and Restated Urban Renewal Plan, both for and against, have been given an opportunity to be heard with respect thereto and due consideration has been given to all comments and views expressed to this Council in connection therewith and said public hearing has been closed.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, IOWA:

Section 1. That the findings and conclusions set forth or contained in Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area concerning the area of the City of West Branch, Iowa described in the preamble hereof, be and the same are hereby ratified and confirmed in all respects as the findings of the Council for this area.

Section 2. This Council further finds:

- a. That the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area of the City of West Branch, Iowa, conform to the general plan for the development of the City as a whole; and
- b. As to those areas of open land to be included within the West Branch Urban Renewal Area to be acquired by the City:
 - i. With reference to those portions thereof which are to be developed for non-residential uses, the City Council hereby determines that such non-residential uses are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 3. That Amendment No. 5 to the Amended and Restated Plan for the West Branch Urban Renewal Area of the City of West Branch, Iowa, be and the same is hereby approved and adopted and said amendment to the Amended and Restated Urban Renewal Plan is hereby in all respects approved.

Section 4. That Amendment No. 5 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area shall be in full force and effect from the date of this Resolution until the later of the date of termination set forth in the Plan as so amended, or the date on which payment of all obligations issued or advances made to carry out the purposes thereof shall be fully provided for. Said Amendment No. 5 to the Amended and Restated Urban Renewal Plan shall be forthwith certified by the City Clerk, along with a copy of this resolution, to the Recorder for Cedar County, Iowa, to be filed and recorded in the manner provided by law.

Passed and approved this 2nd day of May, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

AMENDMENT NO. 5 TO THE WEST BRANCH AMENDED AND RESTATED
URBAN RENEWAL PLAN

WHEREAS, the City Council of the City of West Branch, via Resolution 1454, passed and approved on May 2, 2016, adopted the Amended and Restated West Branch Urban Renewal Plan, and recorded in Book 2016 at page 1268, Records of the Cedar County Recorder's Office; and

WHEREAS, the City Council of the City of West Branch, via Resolution 1740, passed and approved on September 17, 2018, adopted Amendment No. 1 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, the City Council of the City of West Branch, via Resolution 1773, passed and approved on January 22, 2019, adopted Amendment No. 2 to the Amended and Restated West Branch Urban Renewal Plan, and

WHEREAS, the City Council of the City of West Branch, via Resolution 1969, passed and approved on January 4, 2021, adopted Amendment No. 3 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, the City Council of the City of West Branch, via Resolution 2022-20, passed and approved on March 7, 2022, adopted Amendment No. 4 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, pursuant to Chapter 403 of the Code of Iowa, cities need to specifically list the Urban Renewal Projects that will be funded using incremental tax revenues; and

WHEREAS, pursuant to Chapter 403 of the Code of Iowa, any real property where tax increment financing monies will be spent must be located in an Urban Renewal Area; and

WHEREAS, the City Council has deemed it necessary and desirable to add real property and Urban Renewal Projects to the Amended and Restated West Branch Urban Renewal Plan.

NOW, THEREFORE, the West Branch Amended and Restated Urban Renewal Plan, dated May, 2016, is hereby amended as follows:

1. In Section III, entitled District Boundaries, the following properties are added to the Urban Renewal Area:

Lots 1-4, Parkside Hills, West Branch, Iowa, according to the plat thereof recorded in Book 1622 at Page 81, Records of the Cedar County Recorder's Office.

AND

Commencing at a point of reference at the NW corner of Section 8, Township 79 North, Range 4 West of the 5th P.M., West Branch, Cedar County, Iowa; thence south 1,638.0 feet along the west line of the NW $\frac{1}{4}$ of said Section 8 (the west line of the NW $\frac{1}{4}$ of said Section 8 is assumed to bear true north and south) to the SW corner of Lot A of the NW $\frac{1}{4}$ of said Section 8, according to the plat of survey made for James Cook, said survey being filed in Surveyor's Records 3, Page 265, in the office of the Auditor of Cedar County, Iowa; thence S89°37' East 60 feet, more or less, along the south line of said Lot A to a point of intersection with the easterly right-of-way line of the public highway and point of beginning of tract herein described; thence continuing S89°37' East 176.0 feet along the southerly line of said Lot A to a point; thence S0°23' West 200.00 feet to a point; thence N89°37' West 140.84 feet to a point of intersection with the easterly right-of-way line of the public highway; thence N11°59' West 18.54 feet along the easterly right-of-way line of said highway to a point; thence N9°21' West 184.55 feet along the easterly right-of-way line of said public highway (whose right-of-way is described in Iowa State Land Office Patent No. 603, recorded in Volume 5, Page 158, Records of the Iowa Secretary of State, Des Moines, Iowa) to the point of beginning, and except the north 40 feet of the tract above-described; and subject to a perpetual easement for foot and motor vehicle travel, in common with others, over and across the westerly 30 feet of the above-described tract.

AND

Commencing at a point of reference at the NW corner of Section 8, Township 79 North, Range 4 West of the 5th P.M., West Branch, Cedar County, Iowa; thence south 1,638.0 feet along the west line of the NW $\frac{1}{4}$ of said Section 8 (the west line of the NW $\frac{1}{4}$ of said Section 8 is assumed to bear true north and south) to the SW corner of Lot A of the NW $\frac{1}{4}$ of said Section 8, according to the plat of survey made for James Cook, said survey being filed in Surveyor's Records 3, Page 265, in the office of the Auditor of Cedar County, Iowa; thence S89°37' East 60 feet, more or less, along the south line of said Lot A to a point of intersection with the easterly right-of-way line of the public highway; thence S9°21' East 184.55 feet along the easterly right-of-way of said public highway to a point; thence S11°59' East 18.54 feet to point of beginning of the tract herein described: thence S89°37' East 140.84 feet to a point; thence S0°23' West 174.42 feet to a point on the northerly right-of-way line of Interstate No. 80; thence N68°03' West 120.79 feet along the northeasterly right-of-way line of said highway to a point; thence

N11°59' West 133.11 feet along the northeasterly right-of-way line of said highway to a point; thence N11°59' West 133.11 feet along the northeasterly right-of-way line of said highway to the point of beginning (Right-of-way of the subject highway is described in Iowa State Land Office Correction Patent No. 603, recorded in Volume 5, Page 158, records of the Iowa Secretary of State, Des Moines, Iowa.)

Also a perpetual easement for foot and motor vehicle travel, in common with others, over and across the westerly 30 feet of the following described property:

Commencing at a point of reference at the NW corner of Section 8, Township 79 North, Range 4 West of the 5th P.M., West Branch, Cedar County, Iowa; thence south 1,638.0 feet along the west line of the NW ¼ of said Section 8 (the west line of the NW ¼ of said Section 8 is assumed to bear true north and south) to the SW corner of Lot A of the NW ¼ of said Section 8, according to the plat of survey made for James Cook, said survey being filed in Surveyor's Records 3, Page 265, in the office of the Auditor of Cedar County, Iowa; thence S89°37' East 60 feet, more or less, along the south line of said Lot A to a point of intersection with the easterly right-of-way line of the public highway; thence S9°21' East 40.54 feet along the easterly right-of-way line of said highway to a point of beginning of the tract herein described; thence continuing S9°21' East 144.01 feet along the easterly right-of-way line of said highway to a point; thence S11°59' East 18.54 feet along the easterly right-of-way line of said highway to a point; thence S89°37' East 140.84 feet to a point; thence N0°23' East 160.00 feet to a point; thence N89°37' West 169.41 feet to point of beginning

AND

That property bounded by Main Street on the south; 4th Street on the east; College Street on the north and 2nd Street on the west (designated slum and blighted condition)

AND

A parcel that includes the area that is 25 feet on either side of Wapsi Creek as it meanders through the corporate limits of the City.

1. In Section VI, entitled Urban Renewal Projects, the following Projects is hereby added and incorporated into the West Branch Amended and Restated Urban Renewal Plan:

21) Advantage Development – development agreement providing up to 70% rebates of
--

incremental tax revenues on commercial properties and 70% rebates of incremental tax revenues on residential properties up to a maximum of \$400,000.00 (residential)

22) Advantage Rentals – development agreement providing up to 70% rebates of incremental tax revenues

23) BBCO, LLC - development agreement providing up to 75% rebates of incremental tax revenues after 10-year abatement of 75% of tax assessment. Also \$150,000 economic development grant.

24) General removal of dead and diseased vegetation and trees for Wapsi Creek throughout the corporate limits of the City – not to exceed \$100,000

4. Attachment C is hereby attached hereto.

5. Except as modified by this Amendment No. 5, the provisions of the Amended and Restated Urban Renewal Plan dated May, 2016, and Amendment No. 1, Amendment No. 2, Amendment No. 3 and Amendment No. 4, are hereby ratified, affirmed and approved and shall remain in full force and effect.

6. This Amendment No. 5 to the Urban Renewal Plan shall be in full force and effect upon adoption by the City Council, and shall be referred to as “Amendment No. 5 to the Amended and Restated West Branch Urban Renewal Plan.”

7. Any parts of the Amended and Restated Urban Renewal Plan in conflict with the provisions of this Amendment No. 5 are hereby repealed.

City of West Branch, Iowa

Computation of Legal Debt Limit as of July 1, 2021

Actual Value for Debt Limit Calculation	\$ 254,115,488
Times 5% of Actual Value for Debt Limit Calculation	<u>0.05</u>
Legal Debt Limit for Fiscal Year 2021/2022	<u><u>\$ 12,705,774</u></u>
Outstanding Bonds/Notes Applicable to Debt Limit:	
GO Corporate Purpose and Refunding Bonds, Series 2013	\$ 1,325,000
GO Corporate Purpose Bonds, Series 2015	375,000
GO Corporate Purpose Bonds, Series 2016A	660,000
Taxable GO Urban Renewal Bonds, Series 2016B	260,000
GO Judgement Settlement Bonds, Series 2017	198,000
GO Corporate Purpose Bonds, Series 2017	<u>3,010,000</u>
	\$ 5,828,000
Add Annual Appropriation of TIF Rebates	<u>\$ 57,403</u>
Total Debt Applicable to Debt Limit	<u>\$ 5,885,403</u>
Remaining Legal Debt Margin	\$ 6,820,371

*Preliminary Subject to change.

Prepared:
February 9, 2022

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

RESOLUTION 2022-39

RESOLUTION APPROVING THE FINAL PLAT OF PARKSIDE HILLS – SECOND ADDITION, WEST BRANCH, IOWA.

WHEREAS, the developer did file with the City Clerk of West Branch, a final plat for Parkside Hills – Second Addition, West Branch, Iowa; and

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

Lot 14, Parkside Hills, West Branch, Iowa, in accordance with the Plat thereof recorded in Book 1622 at Pages 81-120, Records of the Cedar County Recorder; and

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

WHEREAS, the aforementioned plat and subdivision is found to conform with Chapter 354 of the State Code of Iowa, Chapter 166 of the West Branch Code of Ordinances, and all other ordinances and statutory requirements; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the final platting of Parkside Hills – Second Addition, West Branch, Iowa, be and the same is hereby approved.

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

* * * * *

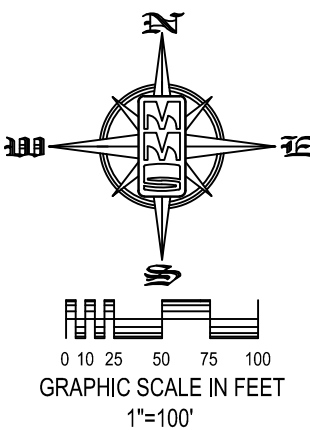
Passed and approved this 2nd day of May, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

FINAL PLAT
PARKSIDE HILLS - SECOND ADDITION
WEST BRANCH, CEDAR COUNTY, IOWA



LEGEND AND NOTES	
	- CONGRESSIONAL CORNER, FOUND
	- PROPERTY CORNER(S), FOUND (as noted)
	- PROPERTY CORNERS SET (5/8" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS")
	- PROPERTY &/or BOUNDARY LINES
	- CONGRESSIONAL SECTION LINES
	- RIGHT-OF-WAY LINES
	- CENTER LINES
	- LOT LINES, INTERNAL
	- LOT LINES, PLATTED OR BY DEED
	- EASEMENT LINES, WIDTH & PURPOSE NOTED
	- EXISTING EASEMENT LINES, PURPOSE NOTED
	- RECORDED DIMENSIONS
	- MEASURED DIMENSIONS
	- CURVE SEGMENT NUMBER
UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS ERROR OF CLOSURE IS LESS THAN 1 FOOT IN 10,000 FEET	

LINE SEGMENT TABLE		
LINE	LENGTH	BEARING
L1	18.37	N21°11'55"E
L2	69.30	N00°35'27"W
L3	27.70	N89°24'33"E

CURVE SEGMENT TABLE						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
C1	2°43'30"	530.00'	25.21'	12.61'	25.21'	S65°07'01"E
C2	4°20'16"	530.00'	40.13'	20.07'	40.12'	S68°38'54"E

DESCRIPTION - PARKSIDE HILLS - SECOND ADDITION

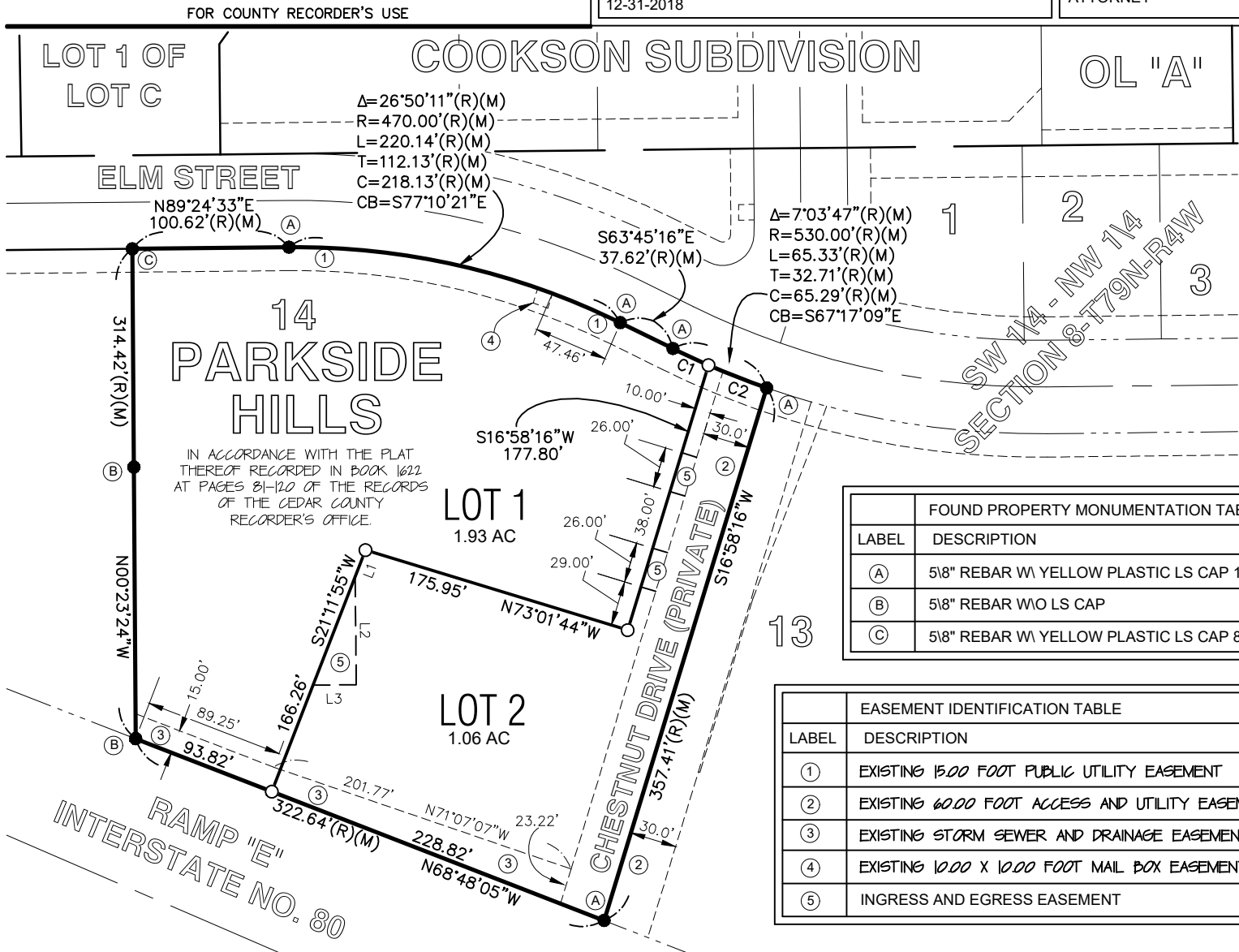
Lot 14 of Parkside Hills, in accordance with the Plat thereof Recorded in Book 1622 at Pages 81-120 of the Records of the Cedar County Recorder's Office. Said Lot 14 contains 2.99 Acres, and is subject to easements and restrictions of record.

	I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.
	RICHARD R. NOWOTNY P.L.S. Iowa Lic. No. 17916 My license renewal date is December 31, 20 ____.
	Pages or sheets covered by this seal: _____ _____ _____

Signed before me this ____ day of _____, 20____ .

Notary Public, in and for the State of Iowa.

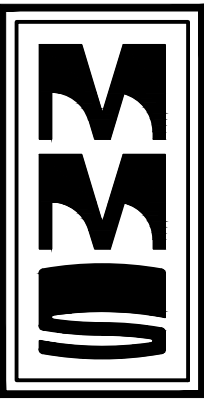
LOCATION: LOT 14 OF PARKSIDE HILLS IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 79 NORTH, RANGE 4 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, WEST BRANCH, CEDAR COUNTY, IOWA	SUBDIVIDER: ADVANTAGE DEVELOPMENT INC 760 LIBERTY WAY NORTH LIBERTY, IOWA 52317
LAND SURVEYOR: RICHARD R. NOWOTNY P.L.S. MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 PHONE: 319-351-8282	SUBDIVIDER'S ATTORNEY: MATTHEW J. ADAM 1150 5TH STREET, SUITE 170 CORALVILLE, IOWA 52241
DATE OF SURVEY: 12-31-2018	PROPRIETOR OR OWNER: ADVANTAGE DEVELOPMENT INC 760 LIBERTY WAY NORTH LIBERTY, IOWA 52317
	DOCUMENT RETURN INFORMATION: ATTORNEY



FOUND PROPERTY MONUMENTATION TABLE	
LABEL	DESCRIPTION
(A)	5/8" REBAR W/ YELLOW PLASTIC LS CAP 17916
(B)	5/8" REBAR W/O LS CAP
(C)	5/8" REBAR W/ YELLOW PLASTIC LS CAP 8165

EASEMENT IDENTIFICATION TABLE	
LABEL	DESCRIPTION
(1)	EXISTING 15.00 FOOT PUBLIC UTILITY EASEMENT
(2)	EXISTING 60.00 FOOT ACCESS AND UTILITY EASEMENT
(3)	EXISTING STORM SEWER AND DRAINAGE EASEMENT
(4)	EXISTING 10.00 X 10.00 FOOT MAIL BOX EASEMENT
(5)	INGRESS AND EGRESS EASEMENT

PLAT/PLAN APPROVED by the City of West Branch	UTILITY EASEMENTS, AS SHOWN HEREON, ARE ADEQUATE FOR THE INSTALLATION AND MAINTENANCE OF THE FACILITIES REQUIRED BY THE FOLLOWING AGENCIES:
	ALLIANT ENERGY Date: _____
Mayor Date: _____	LIBERTY COMMUNICATIONS Date: _____
City Clerk Date: _____	MEDIACOM Date: _____



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
------	----------

FINAL PLAT

PARKSIDE HILLS -
SECOND ADDITION

WEST BRANCH
CEDAR COUNTY
IOWA

MMS CONSULTANTS, INC.

Date: 03-31-2022
Designed by: RLA Field Book No: 1239
Drawn by: RLW Scale: 1"=100'
Checked by: RRN Sheet No: 1
Project No: IC 6992-377 of: 1



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM: Action- Development Agreements with Advantage Development

PREPARED BY: City Administrator, Adam Kofoed

DATE: April 26, 2022

BACKGROUND:

West Branch Planning and Zoning and City Council have approved several preliminary plats with Chad Keune of Advantage Builders. Chad has spoke with Mayor Roger Laughlin, Mayor Pro Tem. Colton Miller, and Councilperson Jerry Sexton. Below they recommended the following.

Agreement Summary:

- TIF Agreement will not exceed 10 years from the established date.
- A 70% rebate will be given on the improvements made to the Parkside Hill BP.
- A 70% rebate will be given on lot 10 with a cap of \$400,000 due to unexpected land purchases for drainage.
- If additional incentives are needed to recruit highly desirable businesses, developer has an opportunity ask for additional assistance, but must be approved by council at a later date.

The Project

The entire project is projected to increase West Branch's property tax value by \$25 million, equaling about a \$512,000 a year increase when fully built out. A portion of the untapped TIF increase will contribute to the east side water main and road reconstruction project. Projected development is two commercial buildings, hotel, potential grocery store, indoor storage units, 8 townhome units, 2 12-plexes, 9 twin home units, 8 duplexes, and an upgraded gas station.

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319)351-2277
Return to: City of West Branch, Iowa, 110 N. Poplar Street, West Branch, Iowa 52358.

RESOLUTION 2022-40

RESOLUTION APPROVING A DEVELOPER'S AGREEMENT WITH ADVANTAGE DEVELOPMENT INC. INCLUDING TAX INCREMENT REBATE PAYMENTS.

WHEREAS, Advantage Development, Inc. (the "Developer") has agreed to construct improvements on the Property described Lots 10, 13 and 14, Parkside Hills, West Branch, Iowa (the "Project"); and

WHEREAS, the City has agreed to grant tax increment payments to the Developer as an incentive to construct the Project; and

WHEREAS, to that end, the City Attorney has drafted a Developer's Agreement which states that the Developer is eligible for 70% of available tax increment revenues created by the Project over a 10-year period for Lots 13 and 14; and

WHEREAS, the City has also agreed that the Developer is eligible for 70% of the available tax increment revenues created by Lot 10 over a ten-year period, up to a maximum amount of \$400,000 aggregate payments over the term of the Development Agreement as it pertains to said Lot 10.

WHEREAS, it is now necessary to approve said Developer's Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, Iowa, that this Council hereby finds:

1. That the use of tax increment rebate payments pursuant to Chapters 15A and 403 of the Code of Iowa will generate new opportunities for the state and local economies.
2. That the funds dispensed pursuant to this Agreement will generate appropriate public gains and benefits that are warranted in comparison to the funds dispensed.

BE IT FUTHER RESOLVED, that the aforementioned Agreement be and the same is hereby approved. Further, the Mayor and City Clerk are hereby directed to execute this Agreement on behalf of the City.

Passed and approved this 2nd day of May, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277

Return to: City Clerk, City of West Branch, Iowa, 110 N. Poplar Street, West Branch, Iowa 52358

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (the “Agreement”) entered into by and between the **City of West Branch, Iowa**, 110 N. Poplar Street, West Branch, Iowa 52358, hereafter referred to as “City”; and **Advantage Development, Inc.**, 760 Liberty Way, North Liberty, Iowa 52317, hereafter referred to as “Developer.”

WHEREAS, the Developer is the owner of that certain real property legally described as:

Lots 10, 13 and 14, Parkside Hills, West Branch, Cedar County, Iowa, according to the recorded plat thereof in Book 1622 at Page 81, Records of the Cedar County Recorder

(the “Development Property”); and

WHEREAS, the Developer desires to develop the Development Property by constructing commercial buildings on Lots 10, 13 and 14 (collectively the “Development Project”); and

WHEREAS, the Development Property is located within the West Branch Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, the Developer is willing to construct the Development Project on the Development Property in accordance with the requirements outlined in this Development Agreement.

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS, AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AGREEMENT, THE DEVELOPER AND CITY AGREE AS FOLLOWS:

A. Developer’s Obligations.

1. The Developer shall construct the Development Project on the Development Property no later than December 1, 2030. All of the buildings shall be constructed in strict compliance with the West Branch Code of Ordinances.

2. The Developer, shall operate or cause to be operated, each building on the Development Property for a period of ten (10) years following the issuance of an occupancy permit for each building in the Development Project.

3. In order to collect the ten (10) full incremental tax revenue payments under this Agreement, the Developer shall cause the Lots 13 and 14 to be divided into a condominium regime to enable the City to pass a separate ordinance setting the base value on each building on the Development Property or resubdivide Lots 13 and 14 into a separate lot for each building. In the event that this does not occur, the Developer shall only be entitled to ten (10) years of incremental tax revenue payments for each of Lot.

4. The Developer shall pay, when due, all real estate taxes levied against the Development Property to the Cedar County Treasurer. Prior to receiving any economic development tax increment payments, the Developer shall provide receipts to the City evidencing payment of said real estate taxes. Failure to pay property taxes for any year shall constitute a breach of this Agreement by the Developer. Prior to receiving any Payment contemplated under this Agreement, the Developer shall submit a receipt of payment to evidence the payment of property taxes.

B. City's obligations.

1. In recognition of the Developer's obligations set out above, the City agrees to maintain the tax increment ordinances in effect and to make economic development tax increment payments (the "Payments") to the Developer in the amounts outlined below in each fiscal year during the term of this Agreement, pursuant to Chapters 15A and 403 of the Code of Iowa.

Lots 13 and 14

The annual Payments for the commercial properties on Lots 13 and 14 shall be equal to the seventy percent (70%) of the incremental tax revenues generated on Lots 13 and 14 by the Development Property according to the Cedar County Auditor and Cedar County Treasurer. Said Payments shall be made semi-annually, on December 1st and June 1st for each of the buildings on the Development Property, subject to the submission of a receipt of property taxes paid as outlined in Section (A)(4) above. The Developer may request this Agreement be

amended to adjust the 70% rebate threshold upwards to a maximum of 100% based on the commercial business to be located on either Lot 13 or Lot 14.

Lot 10

The annual Payments for the improvements to be installed on Lot 10 shall be equal to seventy percent (70%) of the incremental tax revenues generated on Lot 10 according to the Cedar County Auditor and the Cedar County Treasurer. The aggregate amount of Payments for Lot 10 shall not exceed the amount of \$400,000. Once the Payments for Lot 10 has reached \$400,000, the Payments for Lot 10 shall cease. Said Payments for Lot 10 shall be made semi-annually, subject to the submission of a receipt of property taxes paid as outlined in Section (A)(4) above. Developer expressly acknowledges that if the Developer fails to receive \$400,000 in aggregate Payments for Lot 10 during the term of this Agreement, that the Developer shall have no recourse against the city for any such shortfall.

General Provisions for all Payments

1. The Payments shall be made on June 1st and December 1st (the “Payment Date”) of each fiscal year. The Developer expressly agrees that no Payment will be made to the Developer if the Developer is not in compliance with this Agreement.
2. The Payments to the Developer for each commercial and/or residential building contemplated under this Agreement will be for ten (10) fiscal years (a total of 20 payments), the first Payment being made on the first tax payment based upon the assessment for the completed Development Project for each Lot. (By way of example, if a commercial building receives an occupancy permit or is substantially complete on December 15, 2022, the first Payment contemplated under this Agreement will be based upon the January 1, 2023 tax assessment made by the Cedar County Assessor, and the first Payment would be made December 1, 2024 because taxes payable on January 1, 2023 assessment are paid by October 1, 2024 and April 1 of 2025.)
3. The Payments contemplated under this Agreement shall not constitute general obligations of the City, but shall be made solely and only from incremental property taxes received by the City from the Cedar County Treasurer, which are attributable to the Development Property.
4. Each Payment contemplated under this Agreement shall be subject to the annual appropriation of the City Council. Prior to December 1st of each year during the term of this Agreement, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payments due in the following fiscal year 100% of the

amount of incremental tax increment revenues to be collected in the following fiscal year. (the “Appropriated Amount”).

The City agrees to certify pursuant to Section 403.19 of the Iowa Code by December 1st of each year during the term of this Agreement to the Cedar County Auditor an amount equal to the most recent Appropriated Amount. The City will give notice to the Developer of the amount certified pursuant to Section 403.19 of the Code on or before December 1st of each year, for the fiscal year beginning the following July 1st. If the City fails to certify an amount to be collected pursuant to said Section 403.19 of the Code for the obligations contemplated under this Agreement, then an event of non-appropriation shall have occurred, as discussed herein. If an event of non-appropriation occurs, the City’s obligation to pay pursuant to this Agreement for the fiscal year in question shall cease, and the Developer expressly acknowledges that is has no recourse against the City for said non-appropriation. Future Payments, if any, contemplated under this Agreement shall be subject to future appropriation by the City, all of which shall be contemplated pursuant to said Section 403.19 and certified each December 1st for the fiscal year beginning the following July 1st.

C. Administrative Provisions.

1. Each party represents to the other that the party has full power and authority to enter into this Agreement and that this Agreement is a binding Agreement duly authorized by the governing body of each party.

2. This Agreement represents the entire agreement between the parties and may not be amended or assigned without the express permission of the other party. However, by execution of this Agreement, the City hereby authorizes the Developer to assign the rights to receive the Payments to a private lender, as security, without further action of the City Council and the receipt of a written assignment to receive the Payments from the Developer.

3. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

4. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa, and for all purposes shall be governed by and construed in accordance with the laws of the State of Iowa.

5. If any provision of this Agreement or the application thereof to any person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

6. That this Agreement may be executed in counterparts.

(Signature pages to follow)

SIGNATURE PAGE OF CITY OF WEST BRANCH, IOWA.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

STATE OF IOWA, CEDAR COUNTY, ss:

This instrument was acknowledged before me on this _____ day of _____, 2022, by Roger Laughlin and Leslie Brick as Mayor and City Clerk respectively of the City of West Branch, Iowa.

Notary public

SIGNATURE PAGE OF DEVELOPER:

By: _____
Chad Keune, President

STATE OF IOWA, COUNTY OF _____:

On this ____ day of _____, 2022, this document was executed by Chad Keune as President of Advantage Development, Inc.

Notary Public

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319)351-2277
Return to: City of West Branch, Iowa, 110 N. Poplar Street, West Branch, Iowa 52358.

RESOLUTION 2022-46

RESOLUTION APPROVING A DEVELOPER'S AGREEMENT WITH ADVANTAGE RENTALS, LLC, INCLUDING TAX INCREMENT REBATE PAYMENTS.

WHEREAS, Advantage Rentals, LLC (the "Developer") has agreed to construct improvements on the Property described on Exhibit "A" attached hereto (the "Project"); and

WHEREAS, the City has agreed to grant tax increment payments to the Developer as an incentive to construct the Project; and

WHEREAS, to that end, the City Attorney has drafted a Developer's Agreement which states that the Developer is eligible for 70% of available tax increment revenues created by the Project over a 10-year period; and

WHEREAS, it is now necessary to approve said Developer's Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, Iowa, that this Council hereby finds:

1. That the use of tax increment rebate payments pursuant to Chapters 15A and 403 of the Code of Iowa will generate new opportunities for the state and local economies.
2. That the funds dispensed pursuant to this Agreement will generate appropriate public gains and benefits that are warranted in comparison to the funds dispensed.

BE IT FUTHER RESOLVED, that the aforementioned Agreement be and the same is hereby approved. Further, the Mayor and City Clerk are hereby directed to execute this Agreement on behalf of the City.

Passed and approved this 2nd day of May, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

EXHIBIT A
LEGAL DESCRIPTION

Commencing at a point of reference at the Northwest corner of Section 8, Township 79 North, Range 4 West of the 5th Principal Meridian, West Branch, Cedar County, Iowa, thence South 1,638.0 feet along the West line of the Northwest Quarter of said Section 8 (the West line of the Northwest quarter of said Section 8 is assumed to bear true North and South) to the Southwest corner of Lot A of the Northwest Quarter of said Section 8, according to the plat of survey made for James Cook, said survey being filed in Surveyor's Record 3, Page 265, in the office of the Auditor of Cedar County, Iowa, thence South 89°37' East 60 feet, more or less, along the South line of said Lot A to a point of intersection with the easterly right-of-way line of the public highway and point of beginning of tract herein described; thence continuing South 89°37' East 176.0 feet along the Southerly line of said Lot A to a point; thence South 0°23' West 200.00 feet to a point; thence North 89°37' West 140.84 feet to a point of intersection with the easterly right-of-way line of the public highway; thence North 11°59' West 18.54 feet along the Easterly right-of-way line of said highway to a point; thence North 9°21' West 184.55 feet along the easterly right-of-way line of said public highway (whose right-of-way is described in Iowa State Land Office Correction Patent No. 603, recorded in Volume 5, Page 158, Records of the Iowa Secretary of State, Des Moines, Iowa) to the point of beginning, and except the North 60.84 feet of tract above described; and subject to a perpetual easement for foot and motor vehicle travel, in common with others, over and across the westerly 30 feet of tract above described.

AND

Commencing as a point of reference at the Northwest corner of Section 8, Township 79 North, Range 4 West of the 5th Principal Meridian, West Branch, Cedar County, Iowa; thence South 1638.0 feet along the West line of the Northwest Quarter of said Section 8 (the West line of the Northwest Quarter of said Section 8 is assumed to bear true North and South) to the Southwest corner of Lot A of the Northwest Quarter of said Section 8 according to plat of survey made for James Cook, said survey being filed in Surveyor's Record 3, page 265 in the office of the Auditor of Cedar County, Iowa; thence South 89°37' East 60 feet, more or less, along the South line of said Lot A to a point of intersection with the Easterly right-of-way line of the public highway; thence South 9°21' East 184.55 feet along the Easterly right-of-way line of said public highway to a point; thence South 11°59' East 18.54 feet to point of beginning of tract herein described; thence South 89°37' East 140.84 feet to a point; thence South 0°23' West 174.42 feet to a point of intersection with the Northerly right-of-way line of Interstate Highway #80; thence North 68°03' West 120.79 feet along the Northeasterly right-of-way line of said highway to a point; thence North 11°59' West 133.11 feet along the Northeasterly right-of-way line of said highway to the point of beginning. (Right-of-way of the subject highway is described in Iowa State Land Office Correction Patent No. 603, recorded in Volume 5, page 158, records of the Iowa Secretary of State, Des Moines, Iowa).

Also a perpetual easement for foot and motor vehicle travel, in common with others, over and across the Westerly 30 feet of the following described property: Commencing as a point of reference at the Northwest corner of Section 8, township and range aforesaid; thence South 1638.0

feet along the West line of the Northwest Quarter of said Section 8 (the West line of the Northwest Quarter of said Section 8 is assumed to bear true North and South) to the Southwest corner of Lot A of the Northwest Quarter of said Section 8 according to the plat of survey made for James Cook, said survey being filed in Surveyor's Record Book 3, page 265, in the office of the Auditor of Cedar County, Iowa; thence South $89^{\circ}37'$ East 60 feet, more or less, along the South line of said Lot A to a point of intersection with the Easterly right-of-way line of the public highway; thence South $9^{\circ}21'$ East 40.54 feet along the Easterly right-of-way line of said highway to point of beginning of tract herein described; thence continuing South $9^{\circ}21'$ East 144.01 feet along the Easterly right-of-way line of said highway to a point; thence South $11^{\circ}59'$ East 18.54 feet along the Easterly right-of-way line of said highway to a point; thence South $89^{\circ}37'$ East 140.84 feet to a point; thence North $0^{\circ}23'$ East 160.00 feet to a point; thence North $89^{\circ}37'$ West 169.41 feet to point of beginning.

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277

Return to: City Clerk, City of West Branch, Iowa, 110 N. Poplar Street, West Branch, Iowa 52358

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (the “Agreement”) entered into by and between the **City of West Branch, Iowa**, 110 N. Poplar Street, West Branch, Iowa 52358, hereafter referred to as “City”; and **Advantage Rentals, LLC**, 760 Liberty Way, North Liberty, Iowa 52317, hereafter referred to as “Developer.”

WHEREAS, the Developer is the owner of that certain real property legally described as:

See Exhibit “A” attached hereto.

(the “Development Property”); and

WHEREAS, the Developer desires to develop an expanded commercial project on the Development Property by constructing an addition to the existing building on the Development Property (collectively the “Development Project”); and

WHEREAS, the Development Property is located within the West Branch Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, the Developer is willing to construct the Development Project on the Development Property in accordance with the requirements outlined in this Development Agreement.

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS, AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AGREEMENT, THE DEVELOPER AND CITY AGREE AS FOLLOWS:

A. Developer’s Obligations.

1. The Developer shall construct the Development Project on the Development Property by December 31, 2022. The Development Project shall be constructed in strict compliance with the West Branch Code of Ordinances.

2. The Developer, shall operate or cause to be operated, the Development Project on the Development Property for a period of ten (10) years following the issuance of an occupancy permit for the completed Development Project on the Development Project.

3. The Developer shall pay, when due, all real estate taxes levied against the Development Property to the Cedar County Treasurer. Prior to receiving any economic development tax increment payments, the Developer shall provide receipts to the City evidencing payment of said real estate taxes. Failure to pay property taxes for any year shall constitute a breach of this Agreement by the Developer. Prior to receiving any Payment contemplated under this Agreement, the Developer shall submit a receipt of payment to evidence the payment of property taxes.

B. City's obligations.

1. In recognition of the Developer's obligations set out above, the City agrees to maintain the tax increment ordinances in effect and to make economic development tax increment payments (the "Payments") to the Developer in the amounts outlined below in each fiscal year during the term of this Agreement, pursuant to Chapters 15A and 403 of the Code of Iowa.

2. The annual Payments for the Development Project shall be equal to seventy percent (70%) of the incremental tax revenues generated by the Development Property according to the Cedar County Auditor and Cedar County Treasurer. (Developer acknowledges that the original building on the Development Property will be part of the base value of the Development Property for calculating the Payments). Said Payments shall be made semi-annually, on December 1st and June 1st for the Development Property, subject to the submission of a receipt of property taxes paid as outlined in Section (A)(4) above.

3. The Payments shall be made on June 1st and December 1st (the "Payment Date") of each fiscal year. The Developer expressly agrees that no Payment will be made to the Developer if the Developer is not in compliance with this Agreement.

4. The Payments to the Developer for each commercial building contemplated under this Agreement will be for ten (10) fiscal years (a total of 20 payments), the first Payment being made on the first tax payment based upon the assessment for the improved Development Project.

(By way of example, if the Development Project is substantially complete on December 15, 2022, the first Payment contemplated under this Agreement will be based upon the January 1, 2023 tax assessment made by the Cedar County Assessor, and the first Payment would be made December 1, 2024 because taxes payable on January 1, 2023 assessment are paid by October 1, 2024 and April 1 of 2025.)

5. The Payments contemplated under this Agreement shall not constitute general obligations of the City, but shall be made solely and only from incremental property taxes received by the City from the Cedar County Treasurer, which are attributable to the Development Property.

6. Each Payment contemplated under this Agreement shall be subject to the annual appropriation of the City Council. Prior to December 1 of each year during the term of this Agreement, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payments due in the following fiscal year 100% of the amount of incremental tax increment revenues to be collected in the following fiscal year. (the "Appropriated Amount").

The City agrees to certify pursuant to Section 403.19 of the Iowa Code by December 1st of each year during the term of this Agreement to the Cedar County Auditor an amount equal to the most recent Appropriated Amount. The City will give notice to the Developer of the amount certified pursuant to Section 403.19 of the Code on or before December 1st of each year, for the fiscal year beginning the following July 1st. If the City fails to certify an amount to be collected pursuant to said Section 403.19 of the Code for the obligations contemplated under this Agreement, then an event of non-appropriation shall have occurred, as discussed herein. If an event of non-appropriation occurs, the City's obligation to pay pursuant to this Agreement for the fiscal year in question shall cease, and the Developer expressly acknowledges that it has no recourse against the City for said non-appropriation. Future Payments, if any, contemplated under this Agreement shall be subject to future appropriation by the City, all of which shall be contemplated pursuant to said Section 403.19 and certified each December 1st for the fiscal year beginning the following July 1st.

C. Administrative Provisions.

1. Each party represents to the other that the party has full power and authority to enter into this Agreement and that this Agreement is a binding Agreement duly authorized by the governing body of each party.

2. This Agreement represents the entire agreement between the parties and may not be amended or assigned without the express permission of the other party. However, by

execution of this Agreement, the City hereby authorizes the Developer to assign the rights to receive the Payments to a private lender, as security, without further action of the City Council and the receipt of a written assignment to receive the Payments from the Developer.

3. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

4. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa, and for all purposes shall be governed by and construed in accordance with the laws of the State of Iowa.

5. If any provision of this Agreement or the application thereof to any person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

6. That this Agreement may be executed in counterparts.

(Signature pages to follow)

SIGNATURE PAGE OF CITY OF WEST BRANCH, IOWA.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

STATE OF IOWA, CEDAR COUNTY, ss:

This instrument was acknowledged before me on this _____ day of _____, 2022, by Roger Laughlin and Leslie Brick as Mayor and City Clerk respectively of the City of West Branch, Iowa.

Notary public

SIGNATURE PAGE OF DEVELOPER:

By: _____
Chad Keune, President

STATE OF IOWA, COUNTY OF _____:

On this ____ day of _____, 2022, this document was executed by Chad Keune as President of Advantage Development, Inc.

Notary Public

EXHIBIT A
LEGAL DESCRIPTION

Commencing at a point of reference at the Northwest corner of Section 8, Township 79 North, Range 4 West of the 5th Principal Meridian, West Branch, Cedar County, Iowa, thence South 1,638.0 feet along the West line of the Northwest Quarter of said Section 8 (the West line of the Northwest quarter of said Section 8 is assumed to bear true North and South) to the Southwest corner of Lot A of the Northwest Quarter of said Section 8, according to the plat of survey made for James Cook, said survey being filed in Surveyor's Record 3, Page 265, in the office of the Auditor of Cedar County, Iowa, thence South 89°37' East 60 feet, more or less, along the South line of said Lot A to a point of intersection with the easterly right-of-way line of the public highway and point of beginning of tract herein described; thence continuing South 89°37' East 176.0 feet along the Southerly line of said Lot A to a point; thence South 0°23' West 200.00 feet to a point; thence North 89°37' West 140.84 feet to a point of intersection with the easterly right-of-way line of the public highway; thence North 11°59' West 18.54 feet along the Easterly right-of-way line of said highway to a point; thence North 9°21' West 184.55 feet along the easterly right-of-way line of said public highway (whose right-of-way is described in Iowa State Land Office Correction Patent No. 603, recorded in Volume 5, Page 158, Records of the Iowa Secretary of State, Des Moines, Iowa) to the point of beginning, and except the North 60.84 feet of tract above described; and subject to a perpetual easement for foot and motor vehicle travel, in common with others, over and across the westerly 30 feet of tract above described.

AND

Commencing as a point of reference at the Northwest corner of Section 8, Township 79 North, Range 4 West of the 5th Principal Meridian, West Branch, Cedar County, Iowa; thence South 1638.0 feet along the West line of the Northwest Quarter of said Section 8 (the West line of the Northwest Quarter of said Section 8 is assumed to bear true North and South) to the Southwest corner of Lot A of the Northwest Quarter of said Section 8 according to plat of survey made for James Cook, said survey being filed in Surveyor's Record 3, page 265 in the office of the Auditor of Cedar County, Iowa; thence South 89°37' East 60 feet, more or less, along the South line of said Lot A to a point of intersection with the Easterly right-of-way line of the public highway; thence South 9°21' East 184.55 feet along the Easterly right-of-way line of said public highway to a point; thence South 11°59' East 18.54 feet to point of beginning of tract herein described; thence South 89°37' East 140.84 feet to a point; thence South 0°23' West 174.42 feet to a point of intersection with the Northerly right-of-way line of Interstate Highway #80; thence North 68°03' West 120.79 feet along the Northeasterly right-of-way line of said highway to a point; thence North 11°59' West 133.11 feet along the Northeasterly right-of-way line of said highway to the point of beginning. (Right-of-way of the subject highway is described in Iowa State Land Office Correction Patent No. 603, recorded in Volume 5, page 158, records of the Iowa Secretary of State, Des Moines, Iowa).

Also a perpetual easement for foot and motor vehicle travel, in common with others, over and across the Westerly 30 feet of the following described property: Commencing as a point of

reference at the Northwest corner of Section 8, township and range aforesaid; thence South 1638.0 feet along the West line of the Northwest Quarter of said Section 8 (the West line of the Northwest Quarter of said Section 8 is assumed to bear true North and South) to the Southwest corner of Lot A of the Northwest Quarter of said Section 8 according to the plat of survey made for James Cook, said survey being filed in Surveyor's Record Book 3, page 265, in the office of the Auditor of Cedar County, Iowa; thence South $89^{\circ}37'$ East 60 feet, more or less, along the South line of said Lot A to a point of intersection with the Easterly right-of-way line of the public highway; thence South $9^{\circ}21'$ East 40.54 feet along the Easterly right-of-way line of said highway to point of beginning of tract herein described; thence continuing South $9^{\circ}21'$ East 144.01 feet along the Easterly right-of-way line of said highway to a point; thence South $11^{\circ}59'$ East 18.54 feet along the Easterly right-of-way line of said highway to a point; thence South $89^{\circ}37'$ East 140.84 feet to a point; thence North $0^{\circ}23'$ East 160.00 feet to a point; thence North $89^{\circ}37'$ West 169.41 feet to point of beginning.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM:	Resolution 2022-41 Approving the Site Plan for Croell Redi Mix Temporary Concrete Plant
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PREPARED BY:	City Clerk, Leslie Brick
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DATE:	April 27, 2022
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BACKGROUND:

Croell Redi Mix has been awarded two large projects near West Branch and therefore needs to set up a temporary concrete plant to service the projects. The site chosen is the southeast corner of Fawcett Drive and South Baker Avenue. Croell has submitted a site plan drawing of the location site and City Engineer Dave Schechinger asked the following questions. (Croell's responses in **RED**)

How long will this be in place? **2 year project, 30 working days June – August 2022 & 30 working days June – August 2023.**

How many trucks they plan to run in and out of this site each day. **100 loads coming in, 130 loads going out**

What is the peak trips per hour they would expect to see during peak production. **240 loads out, 160 loads in**

What will the surfacing be for the driveway and parking? Will dust control be required? **Hard surface traffic flow & parking, dust control will be used in compliance with the IA DNR Air Permit (as needed)**

Will they require water service to the site? If so, what size meter? **Hydrant service that is onsite, 2" meter and backflow**

Will containment be provided for any onsite fuel storage? What about additives? **Double walled fuel tanker, admixtures are stored in steel tanker (built in "Premier" spill containment)**

Will a truck wash be provided? How is the washout captured or contained? **No truck wash will not be provided, tracking pad will be used. Water truck and truck broom will be on site for use when needed. Site Storm water/pond area will be graded for the site.**

In addition, Public Works Director Matt Goodale had concerns with Croell's truck route from their quarry north of West Branch to the temporary site. Goodale met with Tim Herold (Croell Redi Mix) and they mutually agreed that trucks would avoid Main Street and use North Downey to Green Street, Green Street to North First Street, Parkside Drive to South Baker Avenue.

There were no other city staff concerns.

RESOLUTION 2022-41

**RESOLUTION APPROVING THE SITE PLAN FOR CROELL REDI MIX
TEMPORARY CONCRETE PLANT.**

WHEREAS, Croell Redi Mix (“Croell”), is leasing a parcel known as 1001 S. Downey Street, West Branch, Iowa (the “Property”); and

WHEREAS, Croell has submitted a proposed Site Plan for a temporary concrete plant for some upcoming projects; and

WHEREAS, the City Engineer and Public Works Director have reviewed the proposed site plan and provided comments; and

WHEREAS, the Planning and Zoning Commission has reviewed said Site Plan and recommended approval of the same; and

WHEREAS, said Site Plan complies with the requirements of Chapter 167 of the Code of Ordinances of the City of West Branch.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the site plan of Croell Redi Mix, West Branch, Iowa, is hereby approved.

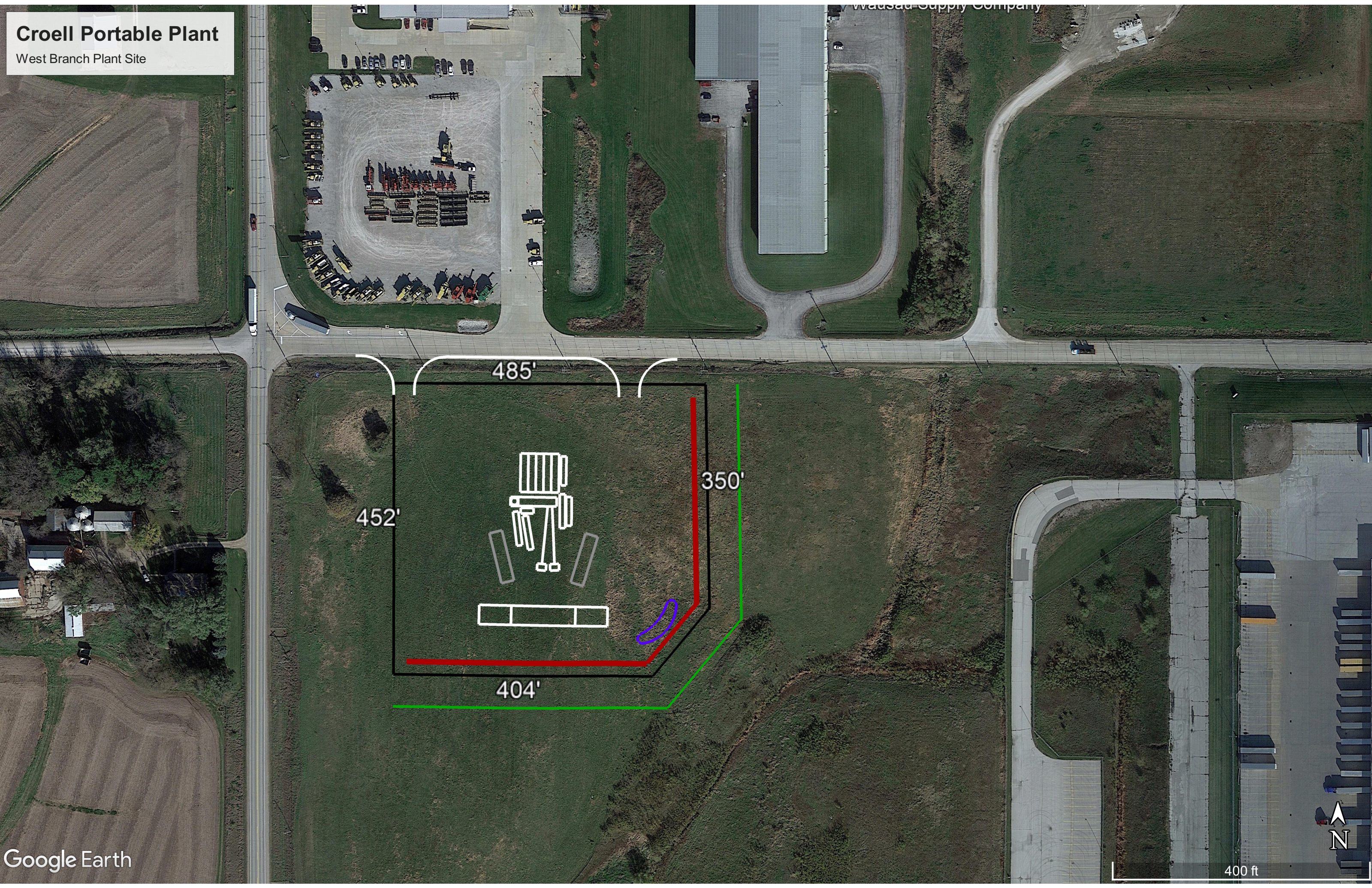
Passed and approved this 2nd day of May, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

Croell Portable Plant
West Branch Plant Site





REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM:	Resolution 2022-42 – Approving a Water Tower Maintenance and Inspection Agreement with Maguire Iron.
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PREPARED BY:	Public Works Director, Matt Goodale
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DATE:	April 28, 2022
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BACKGROUND: As the water towers are one of the largest assets of the water system, Public Works has been working towards getting a long-term program in place to maintain them. Lead Water Operator Tim Moss contacted several companies for quotes on a maintenance program. We met with two companies and received a quote from both of them. The quotes are for like services and both companies gave us a list of references. After contacting references and reviewing quotes Public Works is recommending that we accept the quote from Maguire Iron.

RESOLUTION 2022-42

**RESOLUTION APPROVING A WATER TOWER MAINTENANCE AND
INSPECTION AGREEMENT WITH MAGUIRE IRON**

WHEREAS, the City of West Branch desires to have the city's water towers maintained and inspected annually; and

WHEREAS, the City received quotes for these services from Maguire Iron and Suez and both companies are qualified and capable of supplying said services; and

WHEREAS, Maguire Iron and Suez have prepared agreements to perform the aforementioned services which has been reviewed by the Public Works Director; and

WHEREAS, the Public Works Director recommends Maguire Iron for the City's Water Tower Maintenance and inspection program; and

WHEREAS, the Agreement requires the approval of the City Council.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the aforementioned water tower maintenance and inspection agreement be and the same is hereby approved. Further, the Mayor and City Clerk are directed to execute said agreement on behalf of the City.

Passed and approved this 2nd day of May, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

PROJECTED SCHEDULE OF WORK AND FEES

Year	2022	2023	2024	2025	2026	2027	2028	2029
West Branch 3000MG South Tower	Visual Inspection with Report	*Exterior Paint & Tank Repairs	Visual Inspection with Report	*Int Wet Paint *Dry Paint	Visual Inspection with Report	Clean-out or ROV and Inspection with Report	Visual Inspection with Report	Clean-out or ROV and Inspection with Report
Annual Spend	\$2,500.00	\$40,675.00	\$40,675.00	\$40,675.00	\$40,675.00	\$40,675.00	\$15,748.00	\$16,378.00
West Branch 250MG North Tower	Clean-out or ROV and Inspection with Report	Visual Inspection with Report	*Exterior Paint *Interior Paint & Tank Repairs	Visual Inspection with Report	Clean-out or ROV and Inspection with Report	Visual Inspection with Report	Clean-out or ROV and Inspection with Report	Visual Inspection with Report
Annual Spend	\$2,500.00	\$3,500.00	\$41,326.00	\$41,326.00	\$41,326.00	\$41,326.00	\$41,326.00	\$14,389.00
Total Spend	\$5,000.00	\$44,175.00	\$82,001.00	\$82,001.00	\$82,001.00	\$82,001.00	\$57,074.00	\$30,767.00

Year 2029 annual maintenance fee: \$30,767 includes any maintenance moving forward including inspections, cleaning, welding repairs, and future repainting. Therefore, you won't ever have to come up with large lump sums for tank renovations again.

RESOLUTION 2022-43

A RESOLUTION APPROVING VARIOUS CONTRACTS FOR HOOVER'S
HOMETOWN DAYS 2022 IN THE AMOUNT OF \$2,375.00.

WHEREAS, the City's premier event of the year is Hoover's Hometown Days; and

WHEREAS, the fiscal year 2022-2023 budget for Hoover's Hometown Days
includes funding for entertainment and services for the event; and

WHEREAS, two organizations have submitted a proposed service agreement in the
amount of \$1,175.00 for the Pony-Go-Round pony rides and \$1200.00 for the use of golf
carts for event planners and volunteers; and

WHEREAS, it is now necessary to approve said agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West
Branch, Iowa, that the aforementioned agreement is hereby approved. Further, the Mayor is
directed to execute the agreements on behalf of the City.

* * * * *

Passed and approved this 2nd day of May, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

General Contract Agreement

Date: 3-14-2022

Proposal Number _____

This Agreement is made between the first party, Pony Go Round Pony Rides and the second party, Westbrook Christian, Home Show Days.

The first party agrees that they will: 1) Provide a live 4 pony carousel ride for the date of Sat. Aug. 6, 2022 - Noon - 4pm. 2) Provide proof of insurance day of event 3) keep our area clean and we will clean up thoroughly before we leave.

The second party covenants and agrees that it will: 1) Provide adequate space for the ride. Approx. 30' diameter. 2) Pay Pony Go Round a \$75⁰⁰ set up fee and \$250/hr. for a total of \$1,175⁰⁰. 3) Advertise that Pony Go Round pony rides will be available.

Other observed terms between the first and second party: _____

1) Pony Go Round reserves the right to refuse rides to riders it deems too large for the ponies.

This is the entire agreement. Both parties agree on what is stated above, and both realize that this is a binding contract between the parties, their successors, and personal representatives. The agreement will be enforced by the State of Iowa.

Witness #1: _____

Witness #2: _____

First Party: David L. Brown

Second Party: _____



EXCELLENCE IN MOTION



A Textron Company



YOTTYS GOLF CARS

AUTHORIZED E-Z-GO DEALER

CONTACT US FOR ALL YOUR GOLF CAR NEEDS

P.O. BOX 1201 KALONA, IOWA 52247

TEL 319-656-2512 FAX 319-656-3117

EMAIL yottysgolfcars@yottys.com

YOTTYS GOLF CARS

CONTRACT FOR SPECIAL EVENT RENTALS

This agreement, made and entered into and executed by and between, Yottys Golf Cars, hereinafter called the "Lessor", and West Branch Hooverfest hereinafter called the "Lessee".

I West Branch Hooverfest hereby agree to the terms of this contract with Lessor of Kalona, Iowa.

RENTALS- The term of this contract is for the lease of said number of car(s) 8. For the length of time from pick-up date of Aug. 5 and returned date of Aug 6. Total number of days 2.

PAYMENT- The Lessee agrees to pay set amount for rental in amount of \$150.00 per car upon return of car(s) to the Lessor. A deposit or a credit card authorization is required.

CONDITIONS- The Lessee is responsible for all public liability and property damage. Lessee is to return the car in the same condition as which it was picked up. If the car is damaged or stolen and not returned as said above, the Lessee will pay for the car(s) at this set amount \$7000.00 per each car.

The Lessor is not liable or responsible for any actions, accidents or damage done while the car(s) is in the Lessee's possession.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT ON:

Date 4/13/2022

Date _____

Lessor Yotty's Golf Cars Sales & Service

Lessee _____

Name & Title Jerry Zahradnek VP

Name & Title _____

Witness _____

Witness _____

8 cars total- 2-utility boxes, 4- 6-passenger as many as possible, rest 2-passenger.

Due to the shortage of golf cars I will get you all of the the 6 pass I can and fill out with 4 passengers, sorry for the unknown but we are bad situation not be able to get new cars.

Jerry



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM: Resolution 2022- 44 - Authorizing the Transfer of Funds

PREPARED BY: Heidi Van Auken

DATE: April 25, 2022

SUMMARY:

Transfer of Funds can be performed to transfer funds from one fund, account, or program to a different fund, account, or program. There must be an available fund balance or budget in the fund, account, or program being transferred from. The ending balance in both the 'from' fund, account, or program; and the 'to' fund, account, or program must be positive.

The budgeted transfers include moving funds to Debt Service to meet our debt payment at the end of May and moving funds from the Emergency Tax Fund to the General Fund, and paying off an inter-fund loan.

RESOLUTION 2022-44

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS

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

T/O	Emergency Tax Fund	119	\$ 40,750	Transfer from Emergency Tax Fund-Budgeted
T/I	General	001	\$ 40,750	Transfer from Emergency Tax Fund-Budgeted
T/O	TIF	125	\$ 37,987	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 37,987	2013 Bond
T/O	Water Fund	600	\$ 40,000	Transfer from Water Fund to Debt Service-
T/I	Debt Service	226	\$ 40,000	Budgeted 2013 Bond
T/O	Sewer Fund	610	\$ 45,000	Transfer from Sewer Fund to Debt Service-
T/I	Debt Service	226	\$ 45,000	Budgeted 2013 Bond
T/O	TIF	125	\$ 215,823.15	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 215,823.15	Fidelity Bank & Trust - Acciona legal fees
T/O	Local Option Sales Tax	121	\$ 23,696	Transfer from LOST to Debt Service-Budgeted
T/O	TIF	125	\$ 27,523	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 51,219	Bond Series 2016A
T/O	TIF	125	\$ 56,400	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 56,400	Bond Series 2016B
T/O	Local Option Sales Tax	121	\$ 197,900	Transfer from LOST to Debt Service-Budgeted
T/I	Debt Service	226	\$ 197,900	Bond Series 2017
T/O	TIF	125	\$ 149,653	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 149,653	Bond Series 2017
T/O	TIF	125	\$ 82,000	Transfer from TIF to General Fund
T/I	General Fund	315	\$ 82,000	Repayment of Interfund Transfer to College St – 2 nd St Project – Budgeted
T/O	General	001	\$ 196,791	Transfer from General to Library-Budgeted
T/I	Library	031	\$ 196,791	Transfer from General to Library -Budgeted

* * * * *

RESOLUTION 2022-44 (CONTINUED)

PASSED AND APPROVED this 2nd day of May, 2022

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, City Clerk

RESOLUTION 2022-45

**SETTING A DATE FOR A PUBLIC HEARING ON AMENDING THE CURRENT
BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2022.**

WHEREAS, budget estimates may be amended and increased as the need arises to permit appropriation and expenditure of unexpended cash balances on hand and unanticipated revenues; and

WHEREAS, such amendments may be considered and adopted at any time during the fiscal year covered by the budget (but prior to May 31) by filing the amendments and upon publishing them and giving notice of the public hearing in the manner required in the State Code; and

WHEREAS, the City Council intends to amend the budget to provide for the following: Revenue increases in service charges, ARPA federal monies, and permits. There were additional expenditures for Police Department salaries, unforeseen maintenance projects, and rising costs in materials and services. See Exhibit A.

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

Section 1. This Council shall meet on the 16th day of May, 2022, at the City Council Chambers located at 110 N. Poplar Street, in the City, at 7:00 o'clock p.m., at which time and place a public hearing will be held on the question of amending the current budget for the fiscal year ending June 30, 2022.

Section 2. The City Clerk is hereby directed to give notice of the proposed action for amending the current budget for the fiscal year ending June 30, 2022, the time when and place where the said meeting will be held, by publication at least once, and not less than 10 nor more than 20 days before the date of said meeting, in a legal newspaper published at least once weekly, and of general circulation in the City. The notice shall be in substantially the following form:

* * * * *

Passed and approved this 2nd day of May, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

City of WEST BRANCH
Fiscal Year July 1, 2021 - June 30, 2022

EXHIBIT A

The City of WEST BRANCH will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2022

Meeting Date/Time: 5/16/2022 07:00 PM

Contact: Heidi Van Auken

Phone: (319) 643-5888

Meeting Location: City Council Chambers, City Office
110 N Poplar Street
West Branch, IA 52358

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	1,999,684	0	1,999,684
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	1,999,684	0	1,999,684
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	533,606	0	533,606
Other City Taxes	6	293,657	0	293,657
Licenses & Permits	7	30,800	20,000	50,800
Use of Money & Property	8	15,600	0	15,600
Intergovernmental	9	1,340,187	186,306	1,526,493
Charges for Service	10	1,577,000	22,000	1,599,000
Special Assessments	11	0	0	0
Miscellaneous	12	30,800	0	30,800
Other Financing Sources	13	1,740,000	0	1,740,000
Transfers In	14	856,344	110,389	966,733
Total Revenues & Other Sources	15	8,417,678	338,695	8,756,373
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	761,184	53,039	814,223
Public Works	17	778,918	185,877	964,795
Health and Social Services	18	0	0	0
Culture and Recreation	19	730,168	29,798	759,966
Community and Economic Development	20	174,392	0	174,392
General Government	21	220,657	0	220,657
Debt Service	22	1,013,986	110,389	1,124,375
Capital Projects	23	2,580,000	0	2,580,000
Total Government Activities Expenditures	24	6,259,305	379,103	6,638,408
Business Type/Enterprise	25	811,051	122,488	933,539
Total Gov Activities & Business Expenditures	26	7,070,356	501,591	7,571,947
Transfers Out	27	856,344	110,389	966,733
Total Expenditures/Transfers Out	28	7,926,700	611,980	8,538,680
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	490,978	-273,285	217,693
Beginning Fund Balance July 1, 2021	30	3,741,549	0	3,741,549
Ending Fund Balance June 30, 2022	31	4,232,527	-273,285	3,959,242

Explanation of Changes: There were small revenue increases in service charges, intergovernmental, and permit funds. The revenue increase in service charges are in the following funds: Police, Parks and Recreation, Water, and Sewer. In the intergovernmental fund, the City received American Rescue Plan Act federal monies. Building permit revenue increases indicate additional new housing construction demand. Inflation, Police Department employee retention, and emergency projects caused expenditure increases in Police, Public Works, Town Hall, Library, and Water funds.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM:	Discussion – The Meadows Part 5A Preliminary Plat & Subdivider’s Agreement
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PREPARED BY:	City Administrator, Adam Kofoed
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DATE:	April 26, 2022
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BACKGROUND:

Planning and Zoning approved the preliminary plat with conditions that stormwater calculations are worked out with our city engineer.

RECOMMENDATION:

As of the submittal of the packet, stormwater calculations approved by the city engineer. Some of the calculations may affect the type and width of stormwater easements needed. Due to this conflict, staff is not comfortable having council approve a plat if easements could change.

Staff is also working with planning and zoning commission on updating our plat deadlines to ensure items like these are final before heading to council.

DISCUSSIONS:

KLM would like to discuss a few subdivider agreement questions such and briefly explain the preliminary plat. Items they may bring up:

- Fire hydrant placement
- Drive through area by cluster mailboxes
- Potential retention “wet pond”
- Timelines for sidewalk construction requirements

PRELIMINARY PLAT
THE MEADOWS SUBDIVISION
PART 5
WEST BRANCH, IOWA

LEGAL DESCRIPTION

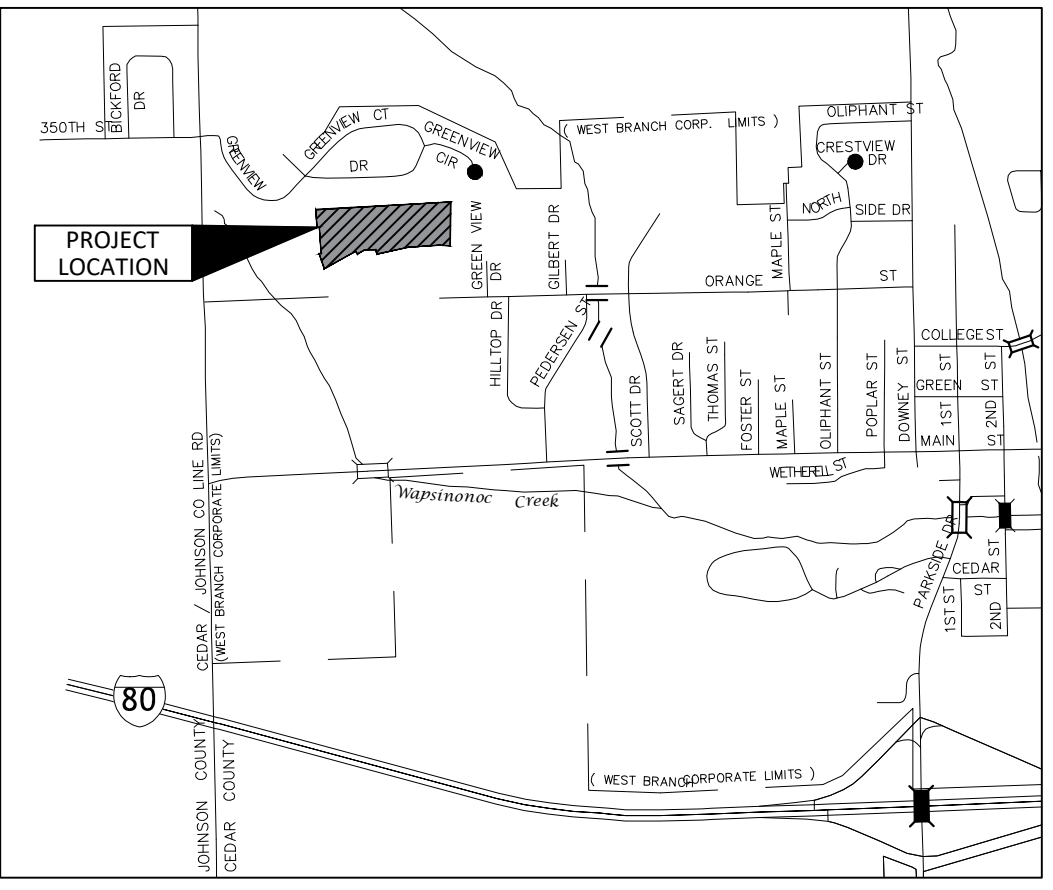
THE MEADOWS SUBDIVISION PART 5 BEING PART OF AUDITOR'S PARCEL G, AS RECORDED IN PLAT BOOK I, PAGE 103 OF THE CEDAR COUNTY RECORDER'S OFFICE, IN THE NORTHWEST FRACTIONAL QUARTER (NW ¼) OF THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) AND THE NORTHEAST FRACTIONAL QUARTER (NE ¼) OF THE SOUTHWEST FRACTIONAL QUARTER (SW ¼) OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 4 WEST, IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 8 OF THE MEADOWS SUBDIVISION PART 4B AS RECORDED IN BOOK 1554 PAGE 326 OF THE CEDAR COUNTY RECORDER'S OFFICE; THENCE ALONG THE NORTH LINE OF SAID PARCEL G N86°46'49"E, 1017.99 FEET TO THE NORTHWEST CORNER OF LOT 25 OF LOETHEN RIDGE ESTATES AS RECORDED IN BOOK 1553, PAGE 129 OF THE CEDAR COUNTY RECORDER'S OFFICE; THENCE ALONG THE EAST LINE OF SAID LOETHEN RIDGE ESTATES S00°54'09"W, 331.54 FEET TO THE SOUTHWEST CORNER OF LOT 1 OF SAID LOETHEN RIDGE ESTATES; THENCE N86°03'04"W, 75.92 FEET ALONG THE NORTH LINE OF THE MEADOWS SUBDIVISION PART 2 AS RECORDED IN BOOK 1387, PAGE 78 OF THE CEDAR COUNTY RECORDER'S OFFICE; THENCE ALONG SAID NORTH LINE S86°46'30"W, 234.26 FEET; THENCE ALONG SAID NORTH LINE S77°42'45"W, 246.67 FEET; THENCE ALONG SAID NORTH LINE N15°39'23"W, 32.45 FEET; THENCE ALONG SAID NORTH LINE N88°48'26"W, 80.24 FEET; THENCE ALONG SAID NORTH LINE S61°03'30"W, 68.43 FEET; THENCE ALONG SAID NORTH LINE N28°56'30"W, 23.66 FEET; THENCE ALONG SAID NORTH LINE S61°03'30"W, 271.17 FEET TO THE EAST LINE OF SAID MEADOWS SUBDIVISION PART 4B; THENCE ALONG SAID EAST LINE N18°57'41"W, 118.97 FEET; THENCE ALONG SAID EAST LINE N86°46'30"E, 13.79 FEET; THENCE ALONG SAID EAST LINE N03°13'30"W, 198.71 FEET; THENCE ALONG SAID EAST LINE S86°46'30"W, 19.26 FEET; THENCE ALONG SAID EAST LINE N03°13'30"W, 135.10 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 7.92 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

- NOTES:
- ALL LOTS ZONED R2.
 - SETBACKS FOR R-2 ARE 25' FOR FRONT, 25' FOR REAR, AND 8' FOR SIDE YARDS.
 - OUTLOT A IS TO BE OWNED AND MAINTAINED BY A HOME OWNERS ASSOCIATION
 - LOT A TO BE DEDICATED TO THE CITY OF WEST BRANCH AS STREET ROW
 - VARIANCES ARE REQUESTED FOR THE FOLLOWING ITEMS:
 - STREET GRADES IN EXCESS OF 5.00%
 - STREET WIDTH OF 29'

PROJECT VICINITY MAP



LEGEND:

UTILITIES	EXISTING	PROPOSED
COMMUNICATIONS	— (CD) —	
OVERHEAD LINE	— (OH) —	
ELECTRIC	— (E) —	
FIBER OPTIC	— (FD) —	
GAS	— (G) —	
SANITARY SEWER	— (S) —	— SS —
STORM	— (ST) —	— ST —
SUBDRAIN	— (SD) —	— SD —
WATER: DOMESTIC	— (W) —	— W —
COMMUNICATIONS HANDHOLE	⊠	⊠
COMMUNICATIONS PEDESTAL	⊡	⊡
COMMUNICATIONS MANHOLE	⊞	⊞
GUY WIRE ANCHOR	⋈	⋈
UTILITY POLE	⊙	⊙
UTILITY POLE WITH LIGHT	⊙	⊙
LIGHT POLE	⊙	⊙
ELECTRIC MANHOLE	⊞	⊞
ELECTRIC TRANSFORMER	⊞	⊞
FIBER OPTIC HANDHOLE	⊞	⊞
FIBER OPTIC MANHOLE	⊞	⊞
SANITARY SEWER MANHOLE	⊞	⊞
SANITARY SEWER CLEANOUT	⊞	⊞
STORM SEWER MANHOLE	⊞	⊞
STORM SEWER INTAKE	⊞	⊞
HYDRANT	⊞	⊞
WATER VALVE	⊞	⊞
CURB STOP	⊞	⊞
SITE	EXISTING	PROPOSED
CONTOUR - INDEX	100	100
CONTOUR - INTERMEDIATE	101	101
FENCE: BARB WIRE	— x — x —	
FENCE: CHAIN LINK	— o — o —	
FENCE: CONSTRUCTION	— / — / —	
FENCE: WIRE	— — — —	
FENCE: WOOD	— □ — □ —	
SHRUBBERY	⊙	⊙
TREE: DECIDUOUS	⊙	⊙
TREE: CONIFEROUS	⊙	⊙
SIGN	⊙	⊙

KEY NOTES:

- (A) 15' PUBLIC UTILITY EASEMENT
(B) 20' SANITARY SEWER EASEMENT
(C) 10' STORM SEWER AND DRAINAGE EASEMENT
(D) PROPOSED MAILBOX LOCATION
(E) PROPOSED LIGHTPOLE
(F) EXISTING LIGHTPOLE

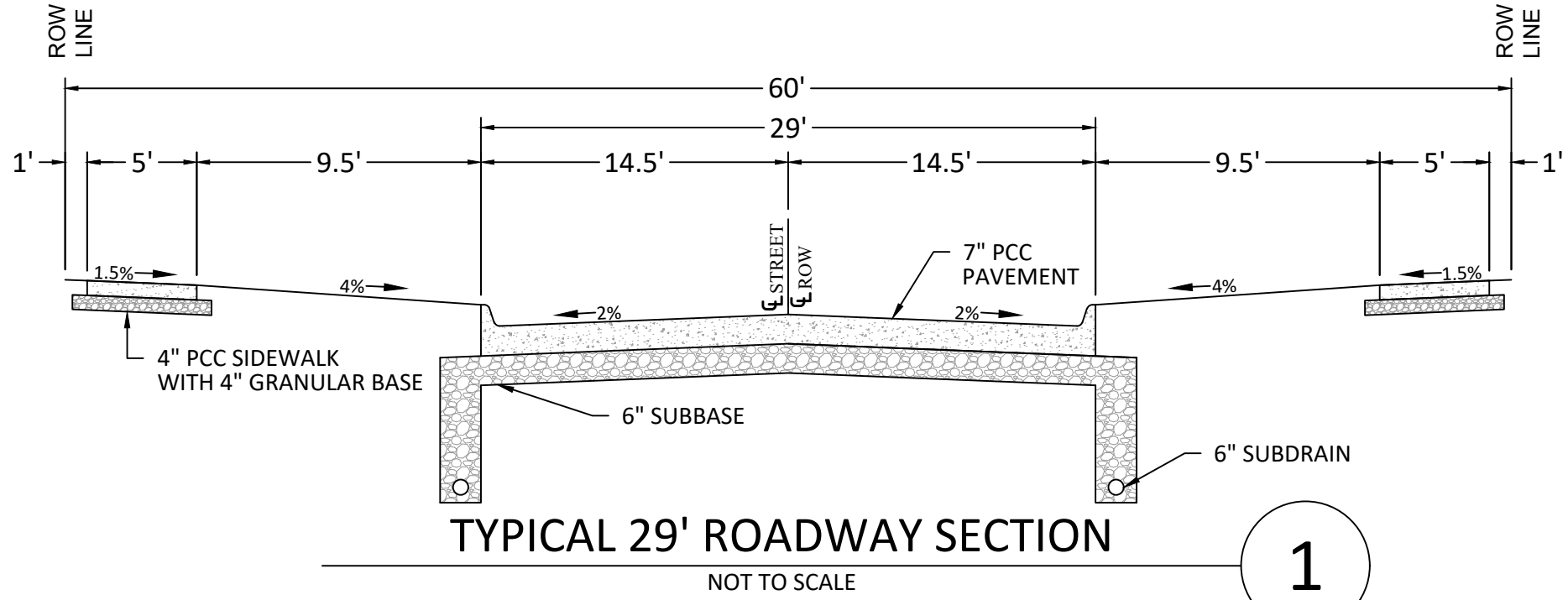
APPLICANT INFORMATION:

OWNER:
KLM INVESTMENTS, LLC.
25 EASTVIEW PLACE NE
IOWA CITY, IA 52240

DEVELOPER:
MEADOWS DEVELOPMENT, INC.
920 EASTVIEW PLACE NE
IOWA CITY, IA 52240

ATTORNEY:
MICHAEL W. KENNEDY
920 S. DUBUQUE STREET
IOWA CITY, IA 52240

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



AXIOM
CONSULTANTS

ENGINEER:
0 25 50

DRAWING LOG
DATE
04-27-2022
DESCRIPTION OF CHANGES
CITY REVIEW
REV
1

PROJECT NAME:
THE MEADOWS SUBDIVISION
PART 5
SHEET NAME:
PRELIMINARY PLAT
SHEET NUMBER:
1 OF 1

CLIENT NAME:
KLM INVESTMENTS, INC.
DESIGN PROFESSIONAL:
BOELK
PROJECT NO.:
21-0224

NOT FOR CONSTRUCTION



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 2, 2022

AGENDA ITEM: Discussion – West Branch Public Library Stairs
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PREPARED BY: Nick Shimmin and Adam Kofoed
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DATE: April 26, 2022

BACKGROUND:

The West Branch Public Library received two bids – All American Concrete at \$24,500 and Hatfield Concrete at \$9,145.25. The two quotes are provided in subsequent pages.

Library Director Nick Shimmin sent the quotes to Public Works Director Matt Goodale for assistance. Matt noted that the differences in these two quotes were in the types of footings provided. Given that the library land is prone to ground shifts, Matt did not believe that a post footing was a long-term solution and is recommending All American Concrete. Hatfield was contacted about a resubmittal proposal, but did not respond back.

FUNDING:

The library does not have this amount available within expenditure budgets for either this or the next fiscal year and has been in discussion with city administration regarding including this project in an amendment. Library board voted 5-0 to give Library Director direction to advocate on their behalf by asking the city to pay for 50% of the costs equaling (\$12,125)

Funds from the library will come from one or more of the library's savings accounts or CD's. The current funds/CD's are currently held at the library:

Fund	Amount	Restriction
Enlow Building CD	\$11,157	Available 5/2/22 – From sale of the Enlow Building
Margery Gray Estate Acct	\$16,335	Unrestricted – Estate Donation
Money Market Acct.	\$8,512	Unrestricted
Hansen CD	\$55,171	Unavailable until next Fiscal Year – Donation
Krouth Interest CD	\$23,945	Unavailable until next Fiscal Year – Estate Donation

The library has been encouraged in the past to try to reduce the number of accounts meaning the Enlow Building CD and Margery Gray Estate Acct are the most likely to be used here. The Money

Market and Krouth Interest CD store income from a Principle CD and will not be removed through use. The Hansen CD exceeds this project so will not reduce accounts.

CITY ADMINISTRATOR RECOMMENDATION:

The city administrator is recommending the city council deny the request for the following reasons:

1. Fair treatment to residents and other city departments.
2. Limited available funds for this type of project/ask.

Fair Treatment to Residents and City Departments

The stairs in need of support are on the private side of the ground and not in the right of way.

- If this were a sewer/water problem, we would require homeowners fix it. We also require homeowners to fix sidewalks in the right of way and can assess it to them.
- If this were a public works or parks problem, we would require they budget/pay for it themselves.
- If this were a developer, we would require them to put in a sidewalk.

Limited Funds

Since it is not an internal loan, it limits how we can fund the project. Below is the availability of funds in FY 23 which starts this July. Available funds are marked in yellow.

	<u>Fund</u>	<u>Reserve Requirement</u>	<u>Amount</u>	To Meet Goal
1.	General Fund	25% or 3 Months Operating Expenses	\$ 684,151	\$ (283,364)
1.a	Surplus General Fund		\$ 20,295	
2	Hotel/Motel	One Year's Receipts	\$ 20,000	\$ (3,305)
5a	Capital Proj. Reserve	One Year's Receipts	\$ 111,015	\$ 39,885
7.	Tort and Liability	25% of Expected Operating Expenses	\$ 19,884	\$ (14,449)
8.	Employee Benefits Fund	25% of Expected Operating Expenses	\$ 84,166	\$ 8,477
9	Local Option Fund	One Year's Receipts, for relevant referendum	\$ 252,539	\$ (207,209)
10	Road Use Tax	50% of Expected Operating Expenses	\$ 158,677	\$ 30,724
11	Water Fund	50% of Operating Expenses & 100% Annual Debt Pmts	\$ 336,013	\$ (86,295)
12	Sewer Fund	50% of Operating Expenses & 100% of Annual Debt Pmts	\$ 583,386	\$ 23,849
13	Storm Sewer Fund	50% of Expected Operating Expenses	\$ 25,480	\$ (9,461)



West Branch Public Library
PO Box 460
300 N Downey St.
West Branch, IA 52358

Ph: (319)643-2633
Fax: (319)643-4148
staff@wbpl.org
www.wbpl.org

April 22, 2022

110 N Poplar St.
West Branch, IA 52358

Members of the West Branch City Council:

The West Branch Public Library Board of Trustees would like to request assistance in funding the replacement of the upper segment of cement stairs on the east side of the library building. The trustees are planning to accept a bid from All American Concrete for \$24,250 and would like to request assistance of 50% (\$12,125). The bid is attached in the following pages for your reference.

The upper set of stairs, those closest to the building, have been deteriorating for a number of years. They have reached the status where the trustees and staff believe that the stairs represent a tripping and/or falling hazard and have been cordoned off for several months to prevent their use. Primary concerns come from the settling of the ground underneath the stairs causing cracks, loose sections, and unlevel areas. Currently, a section at the top of the upper platform presents a significant height difference and a portion of the bottom step is crumbling.

The library requested bids from five contractors and received two. All American Concrete was the preferred bidder, as the proposal included the removal of the stair section and addition of full footings for the replacement. The library sits on the former locations of two school buildings and the settling and consistency of the land after the schools' demolitions has been a consistent problem even decades after. The full footing would provide a better assurance that this would not be a problem in the future by providing a stronger base for the stairs to rest on. The other quote received was for post footings which we have been advised would not likely be a long-term solution.

The board of trustees appreciates your consideration of this request in the effort to preserve one of our city facilities.

Sincerely,

Karina Krall
President, West Branch Public Library Board of Trustees

Staff

Library Director: Nick Shimmin • Assistant Director/Youth Services: Rebecca Knoche • Adult/Public Services: Jessica Schafer
Library Assistants: Kat Korsmo

Board of Trustees

Karina Krall, president • Lisa Kofoed, vice president • Amber Kleven, secretary
Jim Farmer • Craig Walker • Lizabeth Osborne • Shari Heick



1489 Highway 6
West Liberty, IA 52776
Main Office 319.627.2226
Estimating 319.627.2221
Fax 319.627.2227
office@aaconcreteinc.com

WB Library Steps

Items Included in this Bid	Quantity	Unit
Removal of Steps & Stoop	1	LS
New PCC Steps w/Footings	1	LS
New PCC Stoop Cap	1	LS
Handrail	24	LF
Topsoil, Seeding & Matting	1	LS
Total	\$	24,250.00

Inclusions

Full replacement of steps and footings
Replacement of sidewalk at base of steps, if damaged
Restoration of disturbed grass areas

Notes

Price assumes we are able to save the existing stoop footings
and just demo and replace the cap

Exclusions

Cold weather concrete, covering, heated materials
Location, adjustment, or relocation of utilities
Conduits and other under-paving items
Contingency allowances



www.hatfieldconcrete.com

Hatfield Concrete LLC

ESTIMATE

Date: 00/00/00

1420 Baker Avenue

West Branch, IA 52358

Austin Hatfield, Owner

319-333-2167

BID TO: West Branch Public Library

Job Name: Stoop/ Stairs Replacement

ITEM DESCRIPTION

- Remove/ Replace stoop & top set of stairs with square of sidewalk
- Add post footings for stoop & stairs
- Replace railings

Estimate Total: \$9,145.25

Thank you. We Appreciate Your Business!



Figure 1: This shows the upper area on the North side which is the most affected area of the ground shift. The top of the stairs rests on the upper platform, but has begun to sink causing a break and growing separation.



Figure 2: Overhead view of the separation



Figure 3: Head-on view of the separation. The rise is currently about $\frac{1}{2}$ " at the highest points.



Figure 4: Opposite/South side view of the separation.



Figure 5: The corner at the bottom of the stairs is crumbling away and loose on the South side



Figure 6: This is the middle segment on the South side. It is starting to crumble and is the last firmly adhering connection of the handrails to the stairs on the South. This also shows where the stairs are beginning to separate in the middle as well.