



CITY COUNCIL MEETING
MONDAY, NOVEMBER 21, 2022 – 7:00 p.m.
CITY COUNCIL CHAMBERS
110 N. POPLAR STREET, WEST BRANCH, IOWA

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

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

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 November 7, 2022 City Council meeting.
 - b. Approve The Down Under Liquor License Renewal (pending DRAM)
 - c. Approve a Special Event Permit for Christmas Past 2022
 - d. Claims for 11/7/2022
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. **Public Hearing** of the Intent to Vacate Birdie Drive and to Dispose of the City's interest in the same.
 - b. **Second Reading Ordinance 800** – Providing that General Property Taxes Levied and Collected on Certain Lots in The Meadows, Part 4A and Part 4B in West Branch, Iowa be paid to a Special Fund for Payments on Loans in connection to the West Branch Urban Renewal Area. / Move to action.
 - c. **Resolution 2022-103** – Approving the Vacation and Disposal of Birdie Drive in the City of West Branch. / Move to action.
 - d. **Resolution 2022-104** –Approving the submission of the City of West Branch FY22 Annual Urban Renewal Report. / Move to action.
 - e. **Resolution 2022-105** – Approving the submission of the City of West Branch FY22 Annual Financial Report to the State Auditor's Office. / Move to action.
 - f. **Resolution 2022-106** – Considering the issue of whether Acciona Windpower North America, LLC. should be rebated a portion of Tax Increment Revenues. / Move to action.
 - g. **Resolution 2022-107** - Approve Certain Annual Appropriation Payments Pursuant to various Development Agreements. / Move to action.
 - h. **Resolution 2022-108** – Authorizing an Internal Advance of Funds. / Move to action.
 - i. **Resolution 2022-109** - Directing the Finance Officer to Certify Tax Increment Financing Debt to the Cedar County Auditor. / Move to action.
 - j. **Resolution 2022-110** – Establishing a new Capital Fund. / Move to action.
 - k. **Resolution 2022-111** - Approving Pay Estimate Number 4 in the amount of \$165,941.25 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.
9. Discussion
 - a. Review 2023 City Council meeting schedule and city holidays
 - b. Budget outlook presentation
 - c. Request for council direction to cut fireworks from Hoover's Hometown Days 2023
10. City Administrator Report
 - a. Strategic planning worksheets - due next council meeting
11. City Attorney Report
12. City Engineer Report
13. City Staff Reports
14. Comments from Mayor and Council Members
15. 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**

**November 7, 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, and Nick Goodweiler. Absent: Tom Dean. City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Public Works Director Matt Goodale, Police Chief John Hanna, City Attorney Kevin Olson and City Engineer Dave Schechinger. City Staff attending via Zoom: Heidi Van Auken and Nick Shimmin. Absent: Melissa Russell.

APPROVE THE AGENDA

Motion by Miller, second by Sexton to approve the agenda. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Approve minutes from the October 17, 2022 City Council meeting.

Approve West Branch Fire Department appointment.

Claims for 11/3/2022

EXPENDITURES	11/7/2022	
ABBY NOELCK	ADULT FITNESS INSTRUCTION	200.00
ADAM KOFOED	TRAVEL REIMB - KOFOED	560.50
AE OUTDOOR POWER	MOWER PARTS - PW	55.74
AMANDA MALLOY	BLDG INCENTIVE PAYMENT	3,812.41
AMAZON.COM.CA., INC.	OFFICE SUPPLIES-P&R	491.78
BAKER & TAYLOR INC.	BOOKS	450.47
BEAN & BEAN	GRAVE OPENINGS	1,300.00
BRICK, LESLIE	IMFOA MILEAGE REIMB-BRICK/VA	167.50
C&E FITNESS	YOUTH BB LEAGUE-3RD GRADE	410.00
CJ COOPER & ASSOCIATES	DRUG TESTING	493.75
DIRK WIENEKE	WEED CONTROL-P&R, FIRE	3,505.00
GONGORA, JOSE	SAFETY CONSULTING FY22	750.00
HAWKINS INC	CHEMICALS	2,985.59
HEMMEN CRAIG OR JEAN	BLDG INCENTIVE PAYMENT	1,000.98
HOLIDAY INN DES MOINES AIR	LODGING - BRICK	448.00
IMPACT7G INC	WIDENING WAPSI CREEK	1,424.00
IOWA CODIFICATION INC	ANNUAL WEB HOSTING	450.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	120.60
IOWA RURAL WATER ASSOC.	DUES 1-1-23 TO 12-31-23	325.00
JAYME CILEK	CLEANING SERVICES-PARKS	202.50
KNOCHE, REBECCA	MILEAGE FOR LEARNING CIRCUIT	67.75
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,574.97
LRS HOLDINGS, LLC	TRASH & RECYCLING OCT 2022	17,710.25
MENARDS	SUPPLIES - P&R	339.88
MERCY IOWA CITY PHYSICIAN	PHYSICAL-MOORE	177.00
OLSON, KEVIN D	LEGAL SERVICES & REIMBURSEMENT	1,755.00
PARKSIDE SERVICE	TIRE REPLACEMENT-PW	795.59
PREMIER PARTS TIPTON	PARTS	849.55
QUILL CORP	BLDG & OFFICE SUPPLIES-CITY TH	35.88
ROBERT PRATT & MINDY KRAUS	BLDG INCENTIVE PAYMENT	864.07
ROCK VALLEY PHYSICAL THERA	DRUG TEST-PD	43.00
SENSUS USA	WATER METER SFT ANNUAL SUPPORT	1,949.94
TERRACON CONSULTANTS INC	WW TREATMENT ENGINEERING FEE	720.00
UNIFORM DEN INC.	UNIFORM	308.53
USA BLUE BOOK	SUPPLIES FOR WATER	611.61
VEENSTRA & KIMM INC.	VARIOUS PROJECTS	41,365.01
WEST BRANCH COMMUNITY SCHO	GYM RENTAL	450.00
TOTAL		88,771.85
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	10/28/2022	54,590.35

PAID BETWEEN MEETINGS		
METLIFE	INSURANCE	1,528.56
SISCO	INSURANCE	11,674.89
AMAZON	VARIOUS PURCHASES	164.00
CARRIE HOURIGAN	CLEANING SERVICES-LIBRARY	322.00
CEDAR COUNTY COOP	FUEL BARREL FILL	496.65
HARRY'S CUSTOM TROPHIES	4X6 OUTDOOR ZINC	150.00
HY-VEE	CONCESSION SUPPLIES	201.80
PURPLE COW RECORDS	HHTD MCVET DEPOSIT	2,250.00
JOHN DEERE FINANCIAL	VEHICLE REPAIR PARTS	26.93
KOCH OFFICE GROUP	COPIER MAINTENANCE	202.40
MEDIACOM	CABLE SERVICE	41.90
MERCY IOWA CITY	DRUG TEST FEE - PW	23.00
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-CITY	500.00
PLAY IT AGAIN SPORTS	YOUTH SPORTS SUPPLIES	160.96
PREMIER PARTS TIPTON	VEHICLE MAINTENANCE PARTS-PW	209.20
PROTECT YOUTH SPORTS	BACKGROUND CHECK	59.45
QC ANALYTICAL SERVICES	LAB ANALYSIS	804.75
QUILL CORP	OFFICE SUPPLIES	151.85
STATE INDUSTRIAL PRODUCTS	CHEMICALS	236.00
VERIZON WIRELESS	VERIZON WIRELESS	412.07
BOOMERANG CORP	WW TREATMENT PAY ESTIMATE 3	1,265,515.11
ALLIANT ENERGY	ALLIANT ENERGY	11,967.73
BUSINESS RADIO SALES	REPAIRS & ANTENNAS	187.50
CULLIGAN WATER TECH	WATER SOFTNER SERVICE	63.48
EMERGENCY SERVICES MARKETING	EMERGENCY NOTIFICATION-FIRE	735.00
FIRE SERVICE TRAINING BUREAU	TRAINING BOOKS-FIRE	193.18
KIESLER POLICE SUPPLY	AMMUNITION	179.58
PLUNKETTT'S PEST CONTROL	PEST CONTROL - CITY, TOWN HALL	110.18
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	1,826.79
TOTAL		1,300,394.96
GRAND TOTAL EXPENDITURES		1,443,757.16
FUND TOTALS		
001 GENERAL FUND	72,012.51	
022 CIVIC CENTER	811.41	
031 LIBRARY	9,513.95	
110 ROAD USE TAX	5,709.73	
112 TRUST AND AGENCY	23,299.72	
304 EASTSIDE WATER MAINS	8,955.00	
319 RELOCATING WATER & SEWER	452.00	
321 WIDENING WAPSI CREEK	9,321.00	
324 WW TREATMENT FACILITY	1,285,879.87	
326 ROUNDABOUT MAIN & CEDAR	3,661.75	
600 WATER FUND	16,967.21	
610 SEWER FUND	7,173.01	
GRAND FUND TOTAL	1,443,757.16	

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM - NONE

PUBLIC HEARING / NON-CONSENT AGENDA

Third Reading Ordinance 797 – Re-zoning that certain parcel of real property located at 154 Ohrt Street from R-1 Residence District to R-2 Residence District. / Move to action.

No comments.

Motion by Miller, second by Stoolman to approve the third reading of Ordinance 797. AYES: Miller, Stoolman, Sexton, Goodweiler. NAYS: None. Absent: Dean. Motion carried.

Third Reading Ordinance 798 – Re-zoning that certain parcel of real property located north of E. Main Street and West of N. 4th Street from R-3 Residence District to Planned Unit Development District. / Move to action.

No comments.

Motion by Sexton, second by Goodweiler to approve the third reading of Ordinance 798. AYES: Sexton, Goodweiler, Stoolman, Miller. NAYS: None. Absent: Dean. Motion carried.

Third Reading Ordinance 799 – Establishing a Historic Preservation Commission for the City of West Branch Iowa; Providing for the recognition and promotion of Historic Sites and Defining Powers and Duties of the Commission. / Move to action.

No comments.

Motion by Sexton, second by Stoolman to approve the third reading of Ordinance 799. AYES: Sexton, Stoolman, Goodweiler, Miller. NAYS: None. Absent: Dean. Motion carried.

First Reading Ordinance 800 – Providing that General Property Taxes Levied and Collected on Certain Lots in The Meadows, Part 4A and Part 4B in West Branch, Iowa be paid to a Special Fund for Payments on Loans in connection to the West Branch Urban Renewal Area. / Move to action.

No discussion.

Motion by Miller, second by Sexton to approve the first reading of Ordinance 800. AYES: Miller, Sexton, Goodweiler, Stoolman. NAYS: None. Absent: Dean. Motion carried.

Resolution 2022-98 – Approving a Partial Acquisition Agreement with KLM Investments LLC. / Move to action.

Schechinger explained that the purpose of the right-of-way acquisition was for the roundabout project. This acquisition will allow additional right-of-way needed to widen West Main Street required for the roundabout. In addition, KLM has requested the excess fill and dirt generated from the project and that KLM will execute a Temporary Construction easement for the fill and dirt to be placed on their property along Cedar-Johnson Road and near the termination of West Orange Street. The Council had no further comment on the matter.

Motion by Miller, second by Goodweiler to approve Resolution 2022-98. AYES: Miller, Goodweiler, Stoolman, Sexton. NAYS: None. Absent: Dean. Motion carried.

Resolution 2022-99 – Approving an Amended Partial Acquisition Agreement with the West Branch Community School District. / Move to action.

Resolution 2022-99 replaces Resolution 2022-97 (approved on October 17, 2022). Schechinger explained that the amended agreement does not change the size of the right-of-way, but rather includes the dollar amount the city will purchase from the school district for the right-of-way. This right-of way is needed for the roundabout project and will be graded for a future trail expansion.

Motion by Sexton, second by Goodweiler to approve Resolution 2022-99. AYES: Sexton, Goodweiler, Miller, Stoolman. NAYS: None. Absent: Dean. Motion carried.

Resolution 2022-100 – Setting a date for a Public Hearing of the Intent to Vacate Birdie Drive and to Dispose of the City's interest in the same. / Move to action.

Motion by Miller, second by Stoolman to approve Resolution 2022-100. AYES: Miller, Stoolman, Goodweiler, Sexton. NAYS: None. Absent: Dean. Motion carried.

Resolution 2022-101 – Approving an Amended Utility Relocation Agreement with the Iowa Department of Transportation. / Move to action.

Schechinger said some changes to this project required the DOT to revise their prior agreement. He said the DOT is still working on final designs for the project and that this agreement modifies the project in accordance with project plans and DOT standard specifications.

Motion by Miller, second by Goodweiler to approve Resolution 2022-101. AYES: Miller, Goodweiler, Sexton, Stoolman. NAYS: None. Absent: Dean. Motion carried.

Resolution 2022-102 – Approving an Indemnification Agreement with BBCO LLC. / Move to action.

Kofoed explained that this agreement allows the developer to start on the project at their own risk before owning the officially property. BBCO is anxious to get two foundations put in this fall for two multi-family dwellings on N. Fourth Street.

Motion by Sexton, second by Miller to approve Resolution 2022-102. AYES: Sexton, Miller, Stoolman, Goodweiler. NAYS: None. Absent: Dean. Motion carried.

Discussion – West Branch Schedule of Fees

Kofoed advised the Council of discussions with staff regarding workloads, city services, limited resources, increasing costs of machinery and labor used on certain activities and how that is affecting the city's budget. Kofoed said he and staff will continue to work to gather more information and provide some options on changing the way or frequency on certain city services. Kofoed used leaf collection as an example of how much time it takes for Public Works to do each fall while it takes them away from other job duties and added that the city will be forced to replace the leaf vac that caught fire in late October as an additional cost to an already strained budget. The Council wasn't in complete favor of eliminating services but was interested in hearing options that staff comes up with. Brick added that fees were looked at in 2018 with some adjustments and it is now time to look at them again.

CITY ADMINISTRATOR REPORT

Kofoed reported that staff has completed strategic planning for FY24 and that he would discuss the outcome of those discussions at the next Council meeting.

CITY ATTORNEY REPORT – No report

CITY ENGINEER REPORT

Schechinger provided brief reports on various city projects and said that now that the two right-of-way acquisitions have been approved, utility relocations can begin for the roundabout project and bid letting for the project is expected to occur in early December.

STAFF REPORTS

Nick Shimmin – West Branch Public Library Annual Report. Shimmin gave his annual report as required by City Code. Shimmin included information on circulation and collection size, electronic items, programming, financial information and library visit stats over the course of five years.

Matt Goodale – Public Works Director. Goodale said he wanted to publicly “thank” the City of Solon and Mt. Vernon for the use of their cities leaf vacs. As mentioned earlier, the city's leave vac caught fire on October 27th, rendering it a total loss.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS – No comments

ADJOURNMENT

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 8:10 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 21, 2022
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AGENDA ITEM:	Motion to approve Class C Liquor License (LC) (Commercial) with Sunday Sales privileges for The Down Under – 102 W. Main St.
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PREPARED BY:	City Clerk Leslie Brick
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DATE:	November 15, 2022
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BACKGROUND INFORMATION:

Approve Class C Liquor License (LC) (Commercial) with Sunday Sales privileges for The Down Under, 102 W. Main St.

- ✓ Renewal Application submitted
- ✓ DRAM Shop (PENDING DRAM)
- ✓ Fire Inspection

Renewal effective 12/1/2022 through 11/30/2023.



Special Event Permit Application

Private events, ceremonies, or parties that anticipate less than 50 people and do not collect any money, sell any products, goods or services including food, beverage, or alcohol, do not use roads, streets, or pathways and do not have amplified sound or large tents do not require a Special Event Permit. A Facility Reservation form may be required. The City of West Branch may waive the submission deadline in extreme cases of unforeseen events.

Please supply the information requested below. Attach additional sheets, if necessary, to provide the required information. In issuing a permit for a special event, the City considers the following items:

1. The event is reasonably likely to cause injury to persons or property, create a disturbance, cause disorderly conduct or encourage or result in violation of the law, or community standards;
2. The event will be unreasonably and substantially interrupt the safe and orderly movement of pedestrians and vehicular traffic in the area;
3. The proposed location is adequate for the size and nature of the event;
4. The event does not unreasonably interfere with the intended use of the area;
5. The Applicant's apparent ability to execute the event;
6. The Applicant's apparent ability to obtain the appropriate insurance (if applicable);
7. The event unreasonably conflicts with other scheduled special events in the community;
8. Approvals by other governing agencies; and
9. All permit requirements have been met.

The application review process begins when the City of West Branch has received a completed application. Applications for special events must be approved by all appropriate departments, including but not limited to the West Branch Police Department, Fire Department, Public Works, Public Library, Parks and Recreation, Administration, and the City Council. In the event the application is denied by the City; the applicant may appeal to the West Branch City Council in writing within five (5) days of denial. The decision of the West Branch City Council is final.

FOR CITY OFFICE USE:

Approved by [Signature] Date of Approval 11/15/22

West Branch Administration AK West Branch Fire Department KS West Branch Police Department [Signature]
West Branch Public Library [Signature] West Branch Public Works [Signature] West Branch Parks and Recreation [Signature]

Other _____ Other _____

Notes: Extra bin for garbage will be provided Friday and changed Saturday morning.



Special Event Permit Application

Event Title/Name: A Christmas Past 2022

Event Organization: WBCDG Phone: 643-7100

Organization Address: 127 W Main St Tax ID #: 203304311

City: West Branch State: IA Zip Code: 52358

Event Website: mainstreetwestbranch.org/christmaspast Event Email: mainstreetwestbranch@gmail.com

Event Coordinator Name and Title: Jessi Simon, WBCDG Executive Director

Event Coordinator Email: mainstreetwestbranch@gmail.com

Event Coordinator Cell Number: 319-530-2985

Event Coordinator Address: 127 W Main St

City: West Branch State: IA Zip Code: 52358

Description of Event: Annual holiday event, a collaboration of community organizations
to provide timeless and traditional family fun in historic West Branch. See attached schedule.

Requested Location(s) -All city facilities will also need to be reserved using the Facility Request Form. If there is a request to shut down a street, a traffic control plan including detour route drawing needs to be submitted.

Town Hall, Fire Station, Sidewalks / Intersections

Event set up will begin: (date, day of the week and time)	Event will begin: (date, day of the week, and time)	Event will end: (date, day of the week, and time)	Removal and clean-up will be completed: (date, day of the week, and time)
Friday, December 2, 2022 11am	Friday, December 2 @ 5:00pm	Friday, December 2 @ 8:00pm	
	Saturday, December 3 @ 10am	Saturday, December 3 @ 8:00pm	Sunday, December 4 @ 5pm

Maximum Number of Participants: ~500 per day Maximum Number of Vehicles: Unsure

Will there be an admission fee? No What is the admission fee? n/a

Will food be sold? Yes Organizers are responsible for making sure vendors have secured the appropriate permits.

Will alcohol be permitted or sold? No Organizers are responsible for insuring all permits have been obtained and all laws and regulations are followed.

Has all approval from non-city agencies (such as NPS, Johnson County, Cedar County, WBCSD) been granted? Yes
 Please list other agencies involved. Yes - NPS, Fire Department

Traffic Control Plan (please attach diagram): We have adjusted the horse-drawn wagon ride route this year
the same route the Carriages used last year. We do request a temporary stop on Main Street at Poplar



Public Notification Plan: _____

Social media, newspaper, website, printed brochures & posters

Amplified Sound/Noise Plan: Potentially to play gentle holiday music downtown both days
from 5-8pm.

Site Plan/Race Course Map (please attach diagram): See attached.

Security Plan: Volunteers throughout downtown and at all key event activities.

Restoration Plan: Signage and decor will be removed Sunday.

Trash Management Plan: Request PW empties trash cans Friday 12/2 and places a couple extras recept
at Heritage Square and Town Hall.

Restroom Plan: Request access to restrooms outside WBPd. Will also direct people to restrooms at Fire
Town Hall, Rummells Center, Visitors Center, Heritage Museum and open businesses.

Signs/Banner Plan: Sponsor banner placed at Town Hall and Heritage Square.

A-Frames used throughout the area to direct foot traffic to event activities.

Insurance policy: Yes - will send copy asap.

Signature: Sessi Simon Date: 10/28/2022

*****By signing this form, you are agreeing that you have read the attached guidelines and agree with each as stated.**

Return completed form to: West Branch City Office, PO Box 218 or 110 N. Poplar St., West Branch, IA 52358.

Please contact Parks and Recreation Director Melissa Russell with any questions 319-930-0393 or melissa@westbranchiowa.org.

2022 Christmas Past Schedule - Working			
	Activity	Location	Time
Nov 28th - Small Business Saturday			
	Silent Auction Opens Online	Pre-Bids online 32auctions.com/christmaspast	
	Holiday Elf Hunt: Gnome Place like Home		
FRIDAY - December 2, 2022			
	Festival of Trees Display	Rummells Center	9am-8pm
	Silent Auction to benefit WBCDG	Rummells Center	9am-8pm
	Something for My Sibling	Izzy's Treasures	9am-8pm
	Eat, Shop & Explore Historic West Branch	Main Street	Varies
	Christmas Present Market	Little Lights on the Lane	2pm-8pm
	Community Tree Lighting	Village Green	5:00 PM
	Horse Drawn Carriage Rides	Load at Wapsi Creek Park	5-8pm
	Horse Drawn Wagon Rides	Load by Mural - 2nd St.	5-8pm
	Kids Craft Kits	Town Hall	5-8pm
	Homemade Donuts	Presidential Motors Lot	5-8pm
	Brick Ovens & Marshmallow Roasting	Main Street/Downey Intersection	5-8pm
	Bon Fires & Hot Dog Roasting	WBFD	5-8pm
	Gibson Train Display	WBFD	5-8pm
	Photos with Santa	Town Hall	5-7:30pm
	DIY Wreath Class	Little Lights on the Lane	6:00 PM
	Winter Holiday Arts & Crafts	Vistor's Center	5-9pm
	Photo Opportunities	Heritage Square	5-8pm
	Fa-la-la-llamas	Heritage Square	5-8pm
	Elf (with magic reindeer food & donut seeds)	Heritage Square	5-8pm
	Free cocoa, cider, etc	TBD	5-8pm
	Liberty Commuitcations Open House	Liberty Communications	5-8pm
	Music in the Park	Hayrack Stage at Birthplace Cott	5:30-9:00pm
	Christmas in Yellowstone documentary	NPS Park Theater	6pm & 8pm
	Herbert Hoover and Christmas, a National Park Ranger	NPS location?	7:00 PM
	Bell Choir Concert	Friends Church	7:00 PM
SATURDAY - December 3, 2022			
	Free Community Breakfast	Friends Church	8:30-10:30am
	Cookie Walk	Bethany Lutheran Church	9:30 AM
	Springdale UMC Bake Sale	Springdale Insurance	9-Noon & 4-8pm
	Something for My Sibling	Izzy's Treasures	9am-8pm
	Festival of Trees Display	Rummells Center	10am-8pm
	Silent Auction to benefit WBCDG - last day to bid!	Rummells Center	10am-8pm
	Christmas Present Market	Little Lights Events	10am-5pm

	Eat, Shop & Explore Historic West Branch	Main Street	Varies
	DIY Wreath Class	Little Lights on the Lane	10AM & 2PM
	Local Farmer's Market	Rummells Center	10-Noon
	Homemade Donuts	Presidential Motors Lot	4-8pm
	Brick Ovens / Marshmallow Roasting + Hot Cocoa	Main Street/Downey Intersection	4-8pm
	BonFires / Hot Dog Roasting	WBFD	4-8pm
	Gibson Train Display	WBFD	4-8pm
	Cookie Decorating Kits	Town Hall	5-8pm
	Photos with Santa	Town Hall	5-7:30pm
	Horse Drawn Wagon Rides	Main Street	5-8pm
	Horse Drawn Carriage Rides	Wapsi Park	5-8pm
	Photo Opportunities	Heritage Square	5-8pm
	Fa-la-la-la-llamas	Heritage Square	5-8pm
	Soup Supper & Live Nativity	UMC	5-7pm
	Candy Sale	UMC	8am-Noon
	Elf (with magic reindeer food & donut seeds)	Heritage Square	5-8pm
	Live Music by Gabrielle Kouri, George Spielbauer & Se	Hoover Fine Arts	7-10pm
	Christmas in Yellowstone documentary	park theater	6pm & 8pm
	Herbert Hoover and Christmas, a National Park Ranger	NPS location?	7:00 PM
	Winter Holiday Arts & Crafts	Vistor's Center	5-9pm
	Music in the Park	Hayrack Stage at Birthplace Cott	5:30-9:00pm

Carriage Ride Route 2022

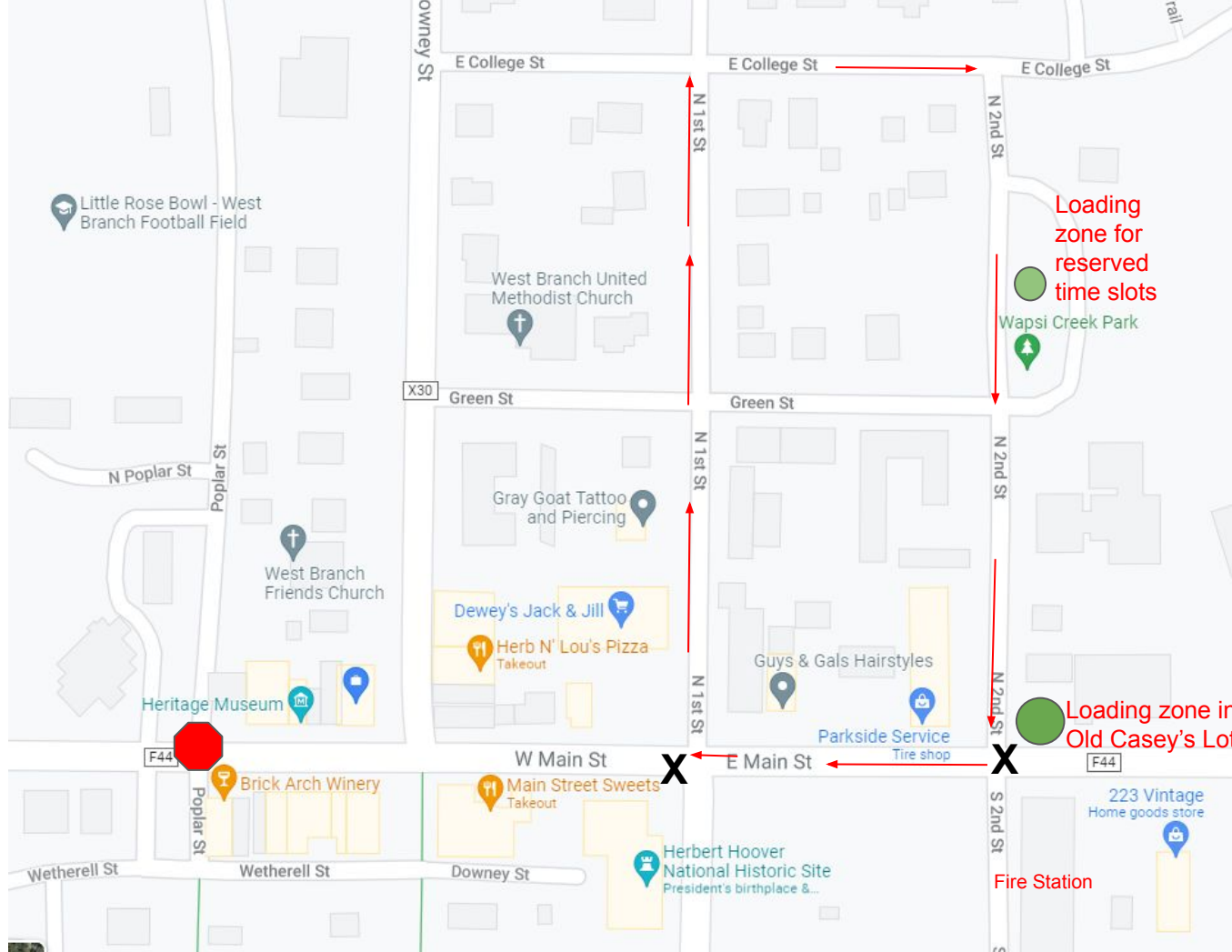
This is the proposed routes for 2022 horse-drawn wagon and carriage rides.

Adjusted to avoid busy intersections that felt dangerous last year.

● Loading Zones

● Temp Stop requested

X = traffic control volunteers



Francis L. Dean & Associates, LLC
12800 University Drive, Suite 125
Fort Myers, FL 33907
(800) 745-2409
(630) 665-7294
fdean.com
agoryl@fdean.com

Quotation – Friends of Historic Downtown West Branch - 10/11/2022

General Liability Coverage

\$2,000,000.00	General Aggregate
\$2,000,000.00	Products/Completed Operations
\$1,000,000.00	Personal & Advertising Injury
\$1,000,000.00	Each Occurrence
\$300,000.00	Fire Damage (any one fire)
\$5,000.00	Med Exp
\$0.00	Deductible per Claim
Policy Term:	12/2/2022 - 12/4/2022 12:01 AM
Carrier:	United States Fire Insurance Co (Admitted) (A Excellent XIII A.M. Best)
Premium:	\$1,080.00
Broker Fee:	\$25.00 (Non-Commissionable) (Fully earned at Inception)
Total Due:	\$1,105.00
Minimum Premium:	\$1,080.00 (Fully Earned at Inception)

Limitation of Coverage: Limitation of Coverage Endorsement is Used for the Following Operations:
Christmas Festival Activities hosted by Friends of Historic Downtown West Branch

Inclusions/Program Highlights:

Occurrence-Form Policy

Coverage issued through Sports & Recreation Providers Assn Purchasing Group

Exclusions:

Claims by Athletic Participants, Access or Disclosures of Confidential or Personal Information and Data-Related Liability, War, Terrorism, Expected or Intended Injury, Sexual Abuse/Molestation, Asbestos, Nuclear Energy, Total Pollution, Fungi or Bacteria, Aircraft or Watercraft, Pyrotechnics, Employment Related Practices, Communicable Disease (Hepatitis, TSE, HIV, HTLV, or AIDS), Communicable Disease, Lead Liability.

In addition, scheduled activities exclusion endorsement applies: Bon Fire, Horse Vaulting/Jumping, Trick/Stunt Riding, Equine Racing Exposures, Leasing of Horses, Inflatable Amusement Devices, Corn Cannon, Jumping Pillow, Pumpkin Launching Devices, Carnival Rides, Knockerball/Bubble Soccer, Bungee Devices, Fireworks Sales & Displays, Mechanical Bucking Devices: including Multi Ride Attachments, Permanent & Mobile Rock Wall Structures, Rock Climbing, Security Services Other Than Contracted Law Enforcement Officers, Trampolines, Zip Lines, Ropes Course, Tackle Football, Surfing, Zippy Pets, White Water Rafting, Water Skiing, ATV/UTV, Trackless Trains, Participants of Aerial Activities.

Optional Coverages (Requires General Liability to be Purchased)

Increased Aggregate Limit Options

Option 1 The General Aggregate and Products/Completed Operations Limit can be increased to \$3,000,000.00 for an additional premium of \$55.00.

Option 2 The General Aggregate and Products/Completed Operations Limit can be increased to \$4,000,000.00 for an additional premium of \$113.00.

Option 3 The General Aggregate and Products/Completed Operations Limit can be increased to \$5,000,000.00 for an additional premium of \$173.00.

Hired/Nonowned Auto Liability Coverage Options

Option 1: \$150,000 Hired/Non-owned Auto Liability Coverage can be added for an additional premium of \$225.00.

Option 2: \$500,000 Hired/Non-owned Auto Liability Coverage can be added for an additional premium of \$500.00

Option 3: \$1,000,000 Hired/Non-owned Auto Liability coverage is available for additional premium subject to a Minimum Premium of \$850.00 and our receipt and approval of our Hired/Non-owned Auto supplemental application. Please note that 12 and 15+ Passenger Vans are excluded. Please contact me if you would like this application.

Please note all HNOA premiums are Fully Earned at Inception.

Additional Insured Endorsements

Additional insured's must be submitted, approved and issued by our office. Submission must include the entity name, full mailing address and insurable interest for each Additional Insured. Additional Premium may Apply.

Standard additional insureds are included within the above GL premium.

Option 1: Primary and non-contributory wording endorsement can be added for an additional \$100.00 per additional insured needed.

Option 2: Waiver of subrogation endorsement can be added for an additional \$100.00 per additional insured needed.

Excess Liability

Follow form excess limits may be available upon request and carrier approval. Please contact with any inquiries.

This quotation is valid for 30 days. Thank you very much, and please feel free to contact our agency with any questions.

Christmast Past Budget					
BUDGET					
CDG Budget	\$8,500.00	<i>*includes sponsorship \$ and City contribution.</i>			
In-Kind	TBD				
EXPENSES	Budget	Actual	Notes		
Clip Clop Carriages	\$6,600.00	\$7,100.00	\$500 increase this year		
Insurance	\$1,100.00	\$1,100.00			
NPS Permit	\$50.00				
Brochures	\$100.00		500 ordered in 2021 (Strategic Print Solutions)		
Posters	\$20.00		30 ordered in 2021		
Banner	\$60.00		Sponsor banner ordered from Costco		
Santa supplies	\$70.00		Candy canes + decor		
Decor	\$100.00		Snowflakes, garland, wreaths etc		
Alpacas	\$200.00		Frerich's Alpaca Farm		
Advertising	\$200.00		Social Media & Print		
TOTAL	\$8,500.00				



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: November 21, 2022
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AGENDA ITEM: Claims

PREPARED BY: Heidi Van Auken

DATE: November 16, 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**11/21/2022**

ADAM KOFOED	PS BASKETBALL REFUND	25.00
ALATORRE LLC	WINDOW CLEANING-CITY BLDG	70.00
AMAZON	VARIOUS ITEMS-LIBRARY	467.78
APPARATUS TESTING SERVICE	FIRE PUMP CERT TESTING	666.50
BAKER & TAYLOR INC.	BOOKS	170.36
CAPITAL ONE	VARIOUS ITEMS-LIBRARY	73.97
CARRIE A HOURIGAN	CLEANING SERVICES-LIBRARY	322.00
CEDAR COUNTY RECORDER	RECORDING FEES	28.00
CROELL, INC.	CONCRETE 2 MEMORIAL BENCHES	366.80
CULLIGAN WATER TECH	WATER SOFTNER SERVICE	29.99
D&R PEST CONTROL	PEST CONTROL - LIBRARY	70.00
ELITE HOLDING COMPANY	UNIFORMS-PW	992.00
HATFIELD CONCRETE LLC	STOOP/STAIRS REPLACE-LIBRARY	9,345.25
HAWKINS INC	CHEMICALS	2,372.31
ICMA	ICMA 2023 MEMBERSHIP-KOFOED	513.76
IMWCA	IMWCA FY23 INSTALLMENT 5	2,035.00
JAYME CILEK	CLEANING SERVICES-CITY, TH	81.00
JOHNSON COUNTY AMBULANCE	MEDICAL SUPPLIES	44.00
KANOPY	ON DEMAND VIDEO SERVICE	14.00
LEAF CAPITAL FUNDING LLC	COPIER LEASE - LIBRARY	142.02
LENOCH & CILEK	BLDG SUPPLIES - LIBRARY, P&R	59.25
MENARDS	BLDG MAINT SUPPLIES	54.90
MIDWEST RADAR & EQUIPMENT	RADAR & EQUIPMENT	160.00
OVERDRIVE INC	DIGITAL & AUDIO BOOKS	497.47
PIERCE, AMBER	PS BASKETBALL REFUND	45.00
PITNEY BOWES PURCHASE POWE	REPLENISH POSTAGE-CITY	500.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	804.75
REIMLER, RAELEEN & JOHN	BLDG INCENTIVE PAYMENT	2,183.82
THOMAS HEATING & AIR LLC	WATER PLANT HVAC SERVICE	70.00
UNIFORM DEN INC.	UNIFORMS, EQUIP-POLICE	796.76
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	2,606.90
WEST BRANCH FIREFIGHTERS FOUND	FIRE PREVENTION SUPPLIES	368.43
WEST BRANCH TIMES	LEGAL PUBLICATIONS	538.44
ZACK MURDOCK	FLASH DRIVE REIMBURSE-POLICE	45.57
TOTAL		26,561.03

**PAYROLL-WAGES, TAXES, EMPLOYEE
BENEFITS****11/10/2022****51,461.03****PAID BETWEEN MEETINGS**

GLOBAL PAYMENTS	OCTOBER CC FEES	1,234.49
ALLIANT ENERGY	ALLIANT ENERGY	11,164.14
AT&T MOBILITY	WIRELESS SERVICE	364.48

CEDAR COUNTY COOP	FUEL BARREL FILL	1,270.62
FRED'S FEED & SUPPLY	BLDG SUPPLIES	12.95
JOHNSON COUNTY SHERIFF	PHONE EXTRACTION	100.00
LINN COUNTY REC	STREET LIGHTS	202.50
MOBOTREX	STREET SCHOOL LIGHT BATTERY	390.00
STATE HYGENIC LAB	LAB ANALYSIS	40.50
USA BLUE BOOK	PARTS	699.19
WEX	VEHICLE FUEL	1,325.10
VARIOUS VENDORS	UB REFUNDS	97.55

TOTAL		16,901.52
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GRAND TOTAL EXPENDITURES		94,923.58
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FUND TOTALS

001 GENERAL FUND	37,466.65
022 CIVIC CENTER	399.98
031 LIBRARY	17,882.90
036 TORT LIABILITY	1,937.87
110 ROAD USE TAX	5,337.04
112 TRUST AND AGENCY	8,932.51
600 WATER FUND	16,260.25
610 SEWER FUND	6,706.38
GRAND FUND TOTAL	94,923.58

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	US BANK CORPORATE CARD	CREDIT CARD PURCHASES	75.73
			CREDIT CARD PURCHASES	9.90
			CREDIT CARD PURCHASES	138.66
			CREDIT CARD PURCHASES	56.97
		UNIFORM DEN INC.	UNIFORMS, EQUIP-POLICE	610.26
			UNIFORMS, EQUIP-POLICE	186.50
		MIDWEST RADAR & EQUIPMENT	MIDWEST RADAR & EQUIPMENT	160.00
		ZACK MURDOCK	FLASH DRIVE REIMBURSE-POLI	45.57
			TOTAL:	1,283.59
FIRE OPERATION	GENERAL FUND	JOHNSON COUNTY AMBULANCE SERVICE	MEDICAL SUPPLIES	44.00
		US BANK CORPORATE CARD	CREDIT CARD PURCHASES	6.00
		WEST BRANCH FIREFIGHTERS FOUNDATION	FIRE PREVENTION SUPPLIES	368.43
		CULLIGAN WATER TECHNOLOGIES	WATER SOFTNER SERVICE	29.99
		APPARATUS TESTING SERVICE LLC	FIRE PUMP CERT TESTING	666.50
			TOTAL:	1,114.92
PARK & RECREATION	GENERAL FUND	LENOCH & CILEK	BOLTS FOR YOUTH BB HOOPS	19.71
			CREDIT CARD PURCHASES	12.00
			CREDIT CARD PURCHASES	89.00
			CREDIT CARD PURCHASES	9.99
		CROELL, INC.	CREDIT CARD PURCHASES	252.82
			CONCRETE 2 MEMORIAL BENCHE	366.80
			PS BASKETBALL REFUND	25.00
		ADAM KOFOED	PS BB REFUND	45.00
		PIERCE, AMBER		
			TOTAL:	820.32
COMM & CULTURAL DEVEL	GENERAL FUND	US BANK CORPORATE CARD	CREDIT CARD PURCHASES	1,030.22
			TOTAL:	1,030.22
ECONOMIC DEVELOPMENT	GENERAL FUND	REIMLER, RAELEEN & JOHN	BLDG INCENTIVE PAYMENT	2,183.82
			TOTAL:	2,183.82
CLERK & TREASURER	GENERAL FUND	US BANK CORPORATE CARD	CREDIT CARD PURCHASES	254.76
			CREDIT CARD PURCHASES	30.25
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-CITY	166.67
			ICMA 2023 MEMBERSHIP-KOFOE	513.76
		JAYME CILEK	CLEANING SERVICES-CITY, TH	36.00
		ALATORRE LLC	WINDOW CLEANING-CITY BLDG	70.00
			TOTAL:	1,071.44
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL PUBLICATIONS	538.44
		CEDAR COUNTY RECORDER	RECORDING FEES	28.00
			TOTAL:	566.44
LOCAL CABLE ACCESS	GENERAL FUND	US BANK CORPORATE CARD	CREDIT CARD PURCHASES	6.00
			TOTAL:	6.00
TOWN HALL	CIVIC CENTER	JAYME CILEK	CLEANING SERVICES-CITY, TH	45.00
			TOTAL:	45.00
LIBRARY	LIBRARY	OVERDRIVE INC	DIGITAL & AUDIO BOOKS	59.99
			DIGITAL & AUDIO BOOKS	437.48
		LENOCH & CILEK	BLDG SUPPLIES - LIBRARY	39.54
		BAKER & TAYLOR INC.	BOOKS	170.36
		US BANK CORPORATE CARD	CREDIT CARD PURCHASES	10.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			CREDIT CARD PURCHASES	24.00
			CREDIT CARD PURCHASES	202.60
		D&R PEST CONTROL	PEST CONTROL - LIBRARY	70.00
		AMAZON	VARIOUS ITEMS-LIBRARY	282.53
			VARIOUS ITEMS-LIBRARY	109.51
			VARIOUS ITEMS-LIBRARY	53.85
			VARIOUS ITEMS-LIBRARY	21.89
		KANOPY	ON DEMAND VIDEO SERVICE	14.00
		CAPITAL ONE	VARIOUS ITEMS-LIBRARY	33.02
			VARIOUS ITEMS-LIBRARY	40.95
		CARRIE A HOURIGAN	CLEANING SERVICES-LIBRARY	322.00
		LEAF CAPITAL FUNDING LLC	COPIER LEAF - LIBRARY	142.02
		HATFIELD CONCRETE LLC	STOOP/STAIRS REPLACE-LIBRA	9,345.25
			TOTAL:	11,378.99
POLICE OPERATIONS	TORT LIABILITY	IMWCA	WORK COMP - POLICE	533.27
			TOTAL:	533.27
FIRE OPERATION	TORT LIABILITY	IMWCA	WORK COMP - FIRE	699.32
			TOTAL:	699.32
BUILDING INSPECTIONS	TORT LIABILITY	IMWCA	WORK COMP - BLDG INSPECT	18.00
			TOTAL:	18.00
ROADS & STREETS	TORT LIABILITY	IMWCA	WORK COMP - STREETS	343.50
			TOTAL:	343.50
LIBRARY	TORT LIABILITY	IMWCA	WORK COMP - LIBRARY	26.62
			TOTAL:	26.62
PARK & RECREATION	TORT LIABILITY	IMWCA	WORK COMP - PARK & REC	219.44
			TOTAL:	219.44
CEMETERY	TORT LIABILITY	IMWCA	WORK COMP - CEMETERY	56.87
			TOTAL:	56.87
CLERK & TREASURER	TORT LIABILITY	IMWCA	WORK COMP - ADMIN	40.85
			TOTAL:	40.85
ROADS & STREETS	ROAD USE TAX	MENARDS	BLDG MAINT SUPPLIES	54.90
		US BANK CORPORATE CARD	CREDIT CARD PURCHASES	30.00
			TOTAL:	84.90
WATER OPERATING	WATER FUND	THOMAS HEATING & AIR LLC	WATER PLANT HVAC SERVICE	70.00
		HAWKINS INC	CHEMICALS	2,372.31
		IMWCA	WORK COMP - WATER	77.21
		US BANK CORPORATE CARD	CREDIT CARD PURCHASES	368.00
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-CITY	166.67
		ELITE HOLDING COMPANY	UNIFORMS-PW	992.00
			TOTAL:	4,046.19
SEWER OPERATING	SEWER FUND	QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	804.75
		IMWCA	WORK COMP - SEWER	19.92
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-CITY	166.66
			TOTAL:	991.33

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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===== FUND TOTALS =====				
001	GENERAL FUND		8,076.75	
022	CIVIC CENTER		45.00	
031	LIBRARY		11,378.99	
036	TORT LIABILITY		1,937.87	
110	ROAD USE TAX		84.90	
600	WATER FUND		4,046.19	
610	SEWER FUND		991.33	

GRAND TOTAL:			26,561.03	

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	756.08
		ALLIANT ENERGY	SERVICES	156.19
		AT & T MOBILITY	WIRELESS SERVICE	364.48
		JOHNSON CO SHERIFF'S OFFICE	PHONE EXTRACTION-POLICE	100.00
			TOTAL:	1,376.75
FIRE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	256.58
		ALLIANT ENERGY	SERVICES	447.61
			TOTAL:	704.19
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	STREET LIGHTS	202.50
		ALLIANT ENERGY	SERVICES	2,857.73
			TOTAL:	3,060.23
PARK & RECREATION	GENERAL FUND	ALLIANT ENERGY	SERVICES	300.23
			TOTAL:	300.23
COMM & CULTURAL DEVEL	GENERAL FUND	ALLIANT ENERGY	SERVICES	20.97
			TOTAL:	20.97
CLERK & TREASURER	GENERAL FUND	ALLIANT ENERGY	SERVICES	150.61
			TOTAL:	150.61
LOCAL CABLE ACCESS	GENERAL FUND	ALLIANT ENERGY	SERVICES	100.00
			TOTAL:	100.00
TOWN HALL	CIVIC CENTER	ALLIANT ENERGY	SERVICES	354.98
			TOTAL:	354.98
LIBRARY	LIBRARY	FRED'S FEED & SUPPLY LLC	BLDG SUPPLIES	12.95
		ALLIANT ENERGY	SERVICES	558.47
			TOTAL:	571.42
ROADS & STREETS	ROAD USE TAX	WEX BANK	VEHICLE FUEL	104.14
		ALLIANT ENERGY	SERVICES	94.80
		MOBOTREX, INC	ST SCHOOL LIGHT BATTERY	390.00
			TOTAL:	588.94
WATER OPERATING	WATER FUND	STATE HYGIENIC LAB	LAB ANALYSIS	40.50
		CEDAR COUNTY COOPERATIVE	FUEL BARREL FILL	1,270.62
		WEX BANK	VEHICLE FUEL	104.14
		ALLIANT ENERGY	SERVICES	4,567.55
		USA BLUE BOOK	PUMP HEAD SERVICE	78.95
			QUILL	538.46
			PARTS	81.78
			TOTAL:	6,682.00
SEWER OPERATING	SEWER FUND	WEX BANK	VEHICLE FUEL	104.16
		ALLIANT ENERGY	SERVICES	1,555.00
			TOTAL:	1,659.16

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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===== FUND TOTALS =====			
001	GENERAL FUND		5,712.98
022	CIVIC CENTER		354.98
031	LIBRARY		571.42
110	ROAD USE TAX		588.94
600	WATER FUND		6,682.00
610	SEWER FUND		1,659.16

	GRAND TOTAL:		15,569.48

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSAL TO VACATE AND DISPOSE OF THE CITY'S INTEREST IN BIRDIE DRIVE.

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the City Council of the City of West Branch in the Council Chambers, at the City Hall at 110 N. Poplar Street, at 7:00 o'clock P.M., on Monday, November 21, 2022. Said public hearing shall be to consider the intent to vacate a Birdie Drive and dispose of the City's interest in the same.

BE FURTHER ADVISED that all interested persons are invited to attend and be heard on the proposal to vacate and dispose of the City's interest in the aforementioned easement. Further information regarding the above-referenced easement may be obtained by contacting the West Branch City Clerk.

Leslie Brick, City Clerk,
by Direction of the City Council

ORDINANCE 800

AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED ON CERTAIN LOTS IN THE MEADOWS, PART 4A AND PART 4B, WEST BRANCH, IOWA, IN THE CITY OF WEST BRANCH, COUNTY OF CEDAR, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF WEST BRANCH, COUNTY OF CEDAR, WEST BRANCH COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY SAID CITY IN CONNECTION WITH SAID WEST BRANCH URBAN RENEWAL AREA.

WHEREAS, KLM Investments, LLC and the City of West Branch entered into that certain development agreement for the construction of a project located in the Meadows Subdivision, Parts 4A and 4B, West Branch, Iowa; and

WHEREAS, the following properties are located in the West Branch Urban Renewal Area:

- a. Lot 7, The Meadows Subdivision, Part 4A, West Branch, Iowa
- b. Lot 27, The Meadows Subdivision, Part 4A, West Branch, Iowa
- c. Unit A, Lot 9, The Meadows Subdivision, Part 4B, West Branch, Iowa
- d. Unit B, Lot 9, The Meadows Subdivision, Part 4B, West Branch, Iowa
- e. Unit A, Lot 10, The Meadows Subdivision, Part 4B, West Branch, Iowa
- f. Unit B, Lot 10, The Meadows Subdivision, Part 4B, West Branch, Iowa
- g. Unit A, Lot 11, The Meadows Subdivision, Part 4B, West Branch, Iowa
- h. Unit B, Lot 11, The Meadows Subdivision, Part 4B, West Branch, Iowa
- i. Unit A, Lot 14, The Meadows Subdivision, Part 4B, West Branch, Iowa
- j. Unit B, Lot 14, The Meadows Subdivision, Part 4B, West Branch, Iowa
- k. Unit A, Lot 15, The Meadows Subdivision, Part 4B, West Branch, Iowa
- l. Unit B, Lot 15, The Meadows Subdivision, Part 4B, West Branch, Iowa
- m. Unit A, Lot 18, The Meadows Subdivision, Part 4B, West Branch, Iowa
- n. Unit B, Lot 18, The Meadows Subdivision, Part 4B, West Branch, Iowa
- o. Unit A, Lot 19, The Meadows Subdivision, Part 4B, West Branch, Iowa
- p. Unit B, Lot 19, The Meadows Subdivision, Part 4B, West Branch, Iowa
- q. Unit A, Lot 20, The Meadows Subdivision, Part 4B, West Branch, Iowa
- r. Unit B, Lot 20, The Meadows Subdivision, Part 4B, West Branch, Iowa
- s. Unit A, Lot 21, The Meadows Subdivision, Part 4B, West Branch, Iowa
- t. Unit B, Lot 21, The Meadows Subdivision, Part 4B, West Branch, Iowa
- u. Unit A, Lot 22, The Meadows Subdivision, Part 4B, West Branch, Iowa
- v. Unit B, Lot 22, The Meadows Subdivision, Part 4B, West Branch, Iowa
- w. Unit A, Lot 23, The Meadows Subdivision, Part 4B, West Branch, Iowa
- x. Unit B, Lot 23, The Meadows Subdivision, Part 4B, West Branch, Iowa
- y. Unit A, Lot 24, The Meadows Subdivision, Part 4B, West Branch, Iowa
- z. Unit B, Lot 24, The Meadows Subdivision, Part 4B, West Branch, Iowa
- aa. Unit A, Lot 25, The Meadows Subdivision, Part 4B, West Branch, Iowa
- bb. Unit B, Lot 25, The Meadows Subdivision, Part 4B, West Branch, Iowa

(collectively the “Properties”); and

WHEREAS, indebtedness has been incurred by the City, and additional indebtedness is anticipated to be incurred in the future, to finance urban renewal project activities within the West Branch Urban Renewal Area, and the continuing needs of redevelopment of the Property within the West Branch Urban Renewal Area are such as to require the continued application of the incremental tax resources of the West Branch Urban Renewal Area; and

WHEREAS, the following enactment is necessary to accomplish the objectives described in the premises.

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

Section 1: The taxes levied against the Properties by and for the benefit of the State of Iowa, City of West Branch, County of Cedar, West Branch Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 2: As to the Properties, that portion of the taxes which would be produced by the rate at which the tax is levied each year by and for each of the taxing districts taxing the Property in the West Branch Urban Renewal Area upon the total sum of the assessed value of Property, being the first day of the calendar year preceding the effective date of this Ordinance, that date being January 1, 2021, shall be allocated to and when collected be paid into a fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. The taxes so determined may be referred to herein as the “base period taxes.”

Section 3: That portion of the taxes each year in excess of base period taxes for the Properties shall be allocated to and when collected be paid into the special tax increment fund previously established by the City of West Branch to pay the principal of and interest on loans, monies advanced to, or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under authority of Section 403.9 or Section 403.12 of the Code of Iowa, incurred by the City of West Branch, Iowa to finance or refinance, in whole or in part, urban renewal projects undertaken within the West Branch Urban Renewal Area pursuant to the Urban Renewal Plan, as amended.

Section 4: At such time as the loans, monies advanced, bonds and interest thereon and indebtedness of the City of West Branch referred to in Section 3 hereof have been paid, or the City has provided for the division of taxes for a total of twenty (20) fiscal years, whichever is sooner, all monies thereafter received from taxes upon the Property shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 5: All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. In the event that any provision of this Ordinance shall be determined to be contrary to law it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to the West Branch Urban Renewal Area and the territory contained therein.

Section 6: This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this ____ day of December, 2022.

First Reading: November 7, 2022
Second Reading: November 21, 2022
Third Reading:

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

RESOLUTION 2022-103

**RESOLUTION APPROVING THE VACATION AND DISPOSAL OF BIRDIE DRIVE IN THE
CITY OF WEST BRANCH.**

WHEREAS, as part of the final plat of Cedar's Edge, West Branch, Iowa, the developer platted an east-west street known as Birdie Drive; and

WHEREAS, the City Council has heretofore deemed that Birdie Drive is excess right-of-way that could be returned to the tax rolls and that the City should vacate said Birdie Drive; and

WHEREAS, a public hearing following published notice of the same has been held as required by law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Coralville, Johnson County, Iowa, that the aforementioned Birdie Drive is hereby vacated. Further, the Mayor and City Clerk are hereby directed to execute a quit claim deed to memorialize said vacation and disposal.

Passed and approved this 21st day of November, 2022.

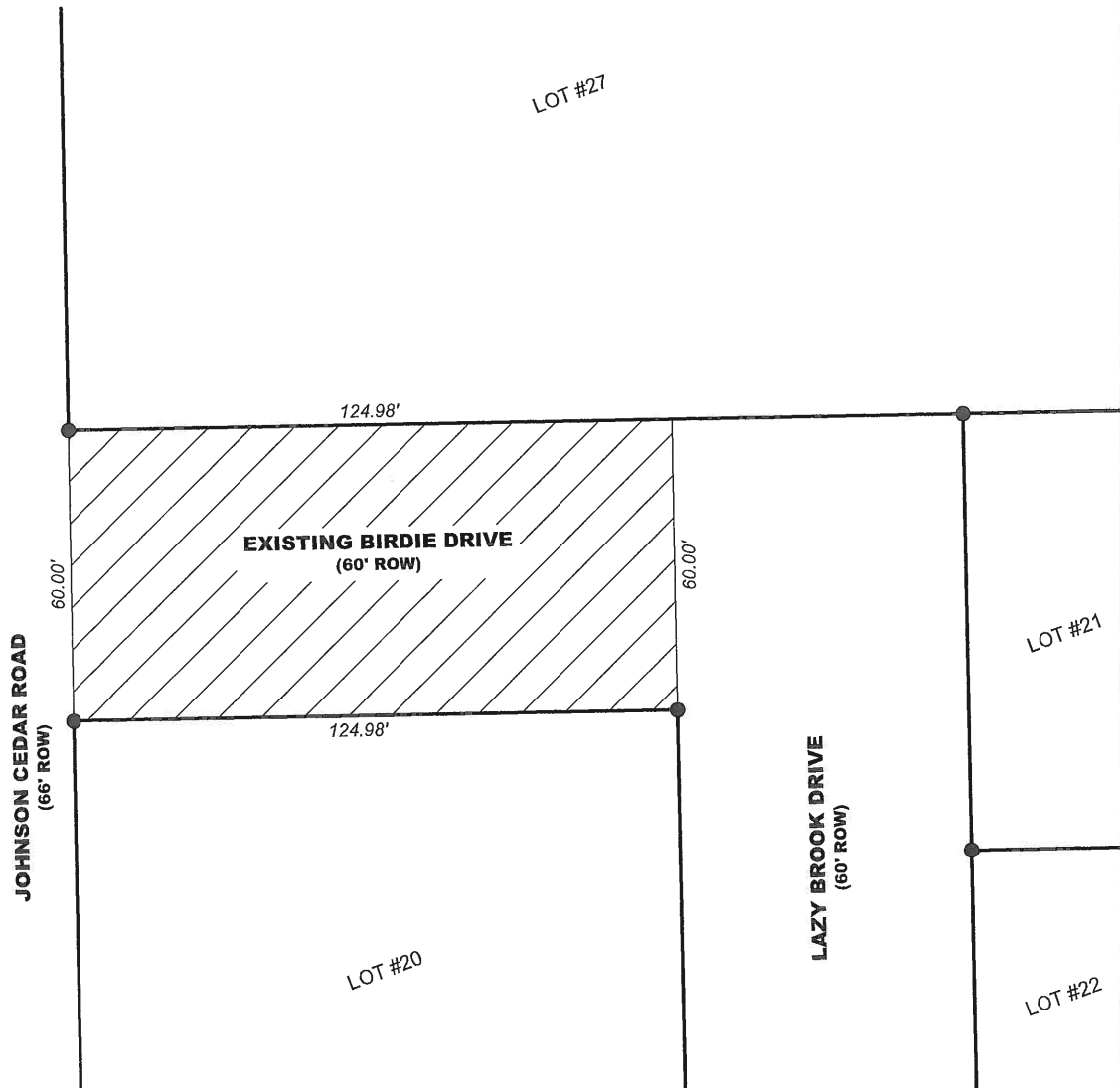
Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

ROW VACATION EXHIBIT

BIRDIE DRIVE IN CEDARS EDGE
CITY OF WEST BRANCH, CEDAR COUNTY, IOWA



RIGHT OF WAY VACATION DESCRIPTION

The vacation of the 60 foot public Right of Way known as Birdie Drive in Cedars Edge, City of West Branch, Cedar County, Iowa described as:

The existing Right of Way immediately adjacent to Lot 20 of and Lot 27 of Cedar Edge lying between Lazy Brook Drive and Johnson Cedar Road.

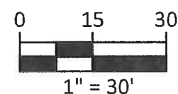
Described Right of Way contains 0.17 acres subject to other easements and restrictions of record.



SHEET TITLE:
EXHIBIT
PROJECT NAME:
BOELK

PROJECT MANAGER:
BRG
DATE ISSUED:
9-8-22
CURRENT REV:
A

PROJECT NO.:
180013
SHEET NUMBER:
01

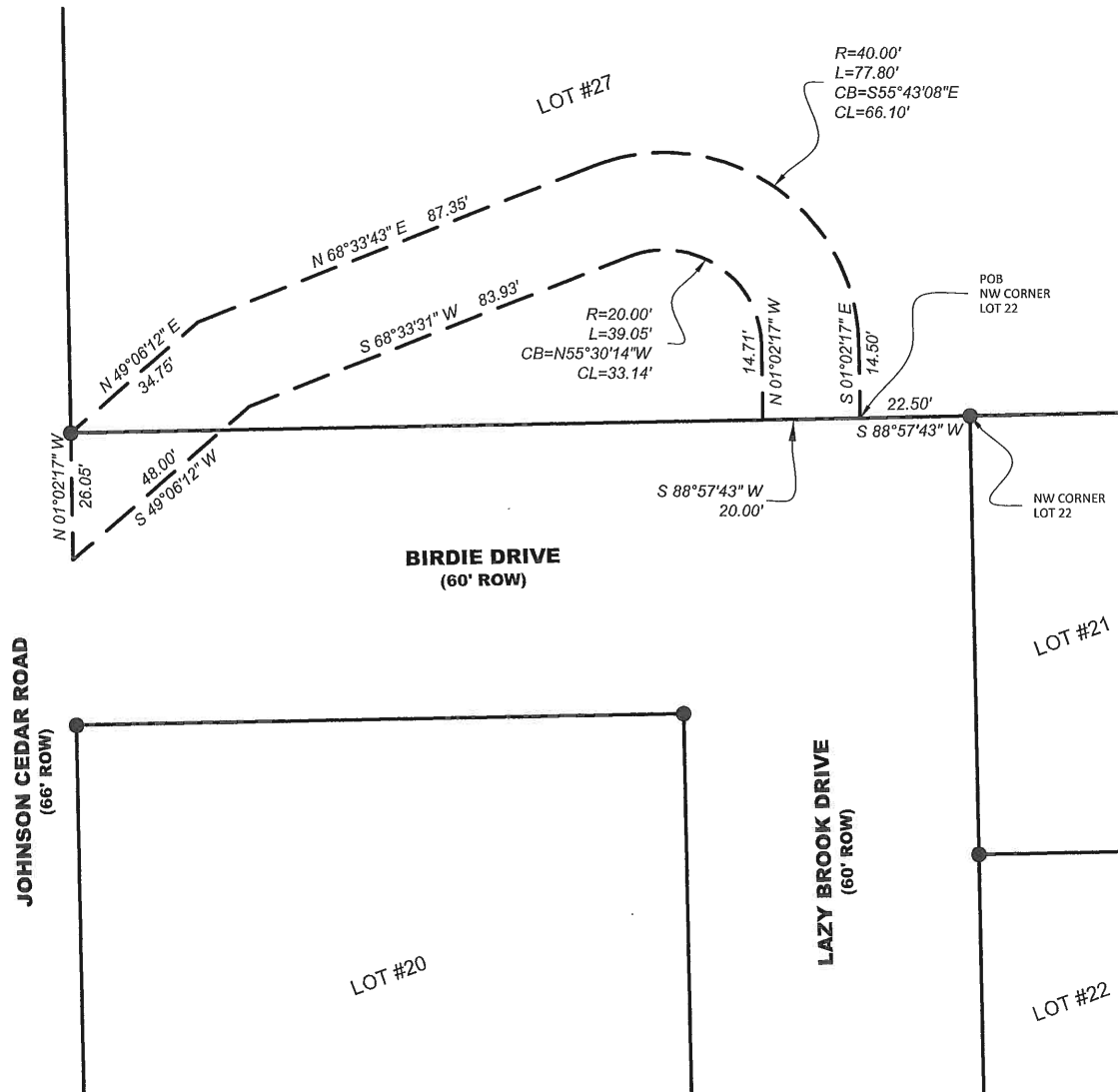


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ACCESS EASEMENT EXHIBIT

LOT 27 IN CEDARS EDGE

CITY OF WEST BRANCH, CEDAR COUNTY, IOWA



ACCESS EASEMENT DESCRIPTION

A 20 foot access easement in Lot 27 of Cedars Edge, City of West Branch, Cedar County, Iowa described as:

Commencing at the Northwest corner of Lot 21 of Cedar Edge; thence S88°57'43\"W 22.50 feet along the North Right of Way of Birdie Drive to the Point of Beginning; thence continuing along the North Right of Way S88°57'43\"W 20.00 feet; thence N01°02'17\"W 14.71 feet; thence 39.05 feet along a 20.00 foot radius curve concave westerly whose 33.14 foot chord bears N55°30'14\"W; thence S68°33'31\"W 83.93 feet; thence S49°06'12\"W 48.00 feet to the East Right of Way of Johnson Cedar Road; thence N01°02'17\"W along the East Right of Way 26.05 feet; thence N49°06'12\"E 34.75 feet; thence N68°33'43\"E 87.35 feet; thence 77.80 feet along a 40.00 foot radius curve concave westerly whose 66.10 foot chord bears S55°43'08\"E; thence S01°02'17\"E 14.50 feet to the Point of Beginning.

Described easement contains 4,001 S.F. subject to other easements and restrictions of record.



SHEET TITLE:
EXHIBIT
PROJECT NAME:
BOELK

PROJECT MANAGER:
BRG
DATE ISSUED:
9-8-22
CURRENT REV:
A

PROJECT NO.:
180013
SHEET NUMBER:
01

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1\" = 30'



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RESOLUTION 2022-104

**RESOLUTION APPROVING THE SUBMISSION OF THE CITY OF WEST BRANCH
FY22 ANNUAL URBAN RENEWAL REPORT**

BE IT RESOLVED by the City Council of the City of West Branch, Cedar County, Iowa, that the fiscal year 2022 Annual Urban Renewal Report be approved and forwarded to the Iowa Department of Management.

Passed and approved this 21st day of November, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

Annual Urban Renewal Report, Fiscal Year 2021 - 2022

Levy Authority Summary

Local Government Name: WEST BRANCH
Local Government Number: 16G142

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
WEST BRANCH URBAN RENEWAL	16006	10

TIF Debt Outstanding: 3,961,101

TIF Sp. Rev. Fund Cash Balance as of 07-01-2021:	143,548	0	Amount of 07-01-2021 Cash Balance Restricted for LMI
---	----------------	----------	---

TIF Revenue:	526,647
TIF Sp. Revenue Fund Interest:	1,169
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	527,816

Rebate Expenditures:	50,704
Non-Rebate Expenditures:	569,386
Returned to County Treasurer:	0
Total Expenditures:	620,090

TIF Sp. Rev. Fund Cash Balance as of 06-30-2022:	51,274	0	Amount of 06-30-2022 Cash Balance Restricted for LMI
---	---------------	----------	---

**Year-End Outstanding TIF
Obligations, Net of TIF Special
Revenue Fund Balance: 3,289,737**

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

Urban Renewal Area Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL
 UR Area Number: 16006

UR Area Creation Date: 11/1989

UR Area Purpose: The City Council of West Branch, Iowa believes that the designation of an area of the City as an economic development/urban renewal area will enhance its attractiveness as a potential site for new and expanding businesses.

Tax Districts within this Urban Renewal Area	Base No.	Increment No.	Increment Value Used
SPRINGDALE TWP/WEST BRANCH SCH/W BR (ORIG 1988)UR TIF INCREM	160093	160094	0
WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM	160103	160104	0
WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM	160105	160106	0
WEST BRANCH CITY/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM	160107	160108	2,434,097
WEST BRANCH CITY/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM	160109	160110	2,432,435
WEST BRANCH CITY/WEST BRANCH SCH/W BR (Amend 2002) UR TIF INCREM	160147	160148	11,903,462
WEST BRANCH CITY/WEST BRANCH SCH/CASEY/TIF INCREM	160195	160196	1,252,610
WEST BRANCH CITY/WEST BRANCH SCH/(AMEND 2019) UR /TIF INCREMENT	160199	160200	318,663
WEST BRANCH CITY/WEST BRANCH SCH/EMV/TIF INCREMENT	160201	160202	868,220
WEST BRANCH CITY AG/WEST BRANCH SCH/TIF INCREMENT	160203	160204	0

Urban Renewal Area Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	167,200	13,952,900	66,573,930	12,756,700	0	-7,408	94,990,302	0	94,990,302
Taxable	140,497	7,870,745	59,916,537	11,481,030	0	-7,408	80,445,614	0	80,445,614
Homestead Credits									49

TIF Sp. Rev. Fund Cash Balance as of 07-01-2021: **143,548** **0** **Amount of 07-01-2021 Cash Balance Restricted for LMI**

TIF Revenue: 526,647
 TIF Sp. Revenue Fund Interest: 1,169
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 527,816

Rebate Expenditures: 50,704
 Non-Rebate Expenditures: 569,386
 Returned to County Treasurer: 0
Total Expenditures: 620,090

TIF Sp. Rev. Fund Cash Balance as of 06-30-2022: **51,274** **0** **Amount of 06-30-2022 Cash Balance Restricted for LMI**

Projects For WEST BRANCH URBAN RENEWAL

Water Tower #2

Description:	Water System Improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Casey's Marketing Co

Description:	TIF Rebate Agreement
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

Acciona

Description:	Legal Fees and Administrative Costs
Classification:	Administrative expenses
Physically Complete:	Yes
Payments Complete:	No

Downtown East Redevelopment Project

Description:	Downtown Redevelopment Project
	Mixed use property (ie: a significant portion is residential and significant portion is commercial)
Classification:	
Physically Complete:	No
Payments Complete:	No

Cubby Park Improvement

Description:	Park Improvement Project
	Recreational facilities (lake development, parks, ball fields, trails)
Classification:	
Physically Complete:	Yes
Payments Complete:	No

College St & 2nd St Improvement Project

Description:	Street Improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

15 City's match to College St Bridge & non-participating costs of project (not to exceed \$1,000,000)

Description:	Bridge & street improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

16 Water Main Upgrades on ROW included in Urban Renewal Plan (not to exceed \$1,000,000)

Description:	Water Main Improvements
Classification:	Roads, Bridges & Utilities

Physically Complete:	No
Payments Complete:	No

17 Development agreement with Meadows Development for \$395,000.

Description:	TIF Rebate Agreement
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

18 Little Lights development agreement for \$150,000

Description:	TIF Rebate Agreement
Classification:	Commercial - hotels and conference centers
Physically Complete:	Yes
Payments Complete:	No

Main St Turn Ln Project

Description:	Street Improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	No
Payments Complete:	No

Dawson Plaza Project

Description:	TIF Rebate Agreement
Classification:	Commercial - office properties
Physically Complete:	No
Payments Complete:	No

Advantage Development

Description:	TIF Rebate Agreement
Classification:	Commercial - apartment/condos (residential use, classified commercial)
Physically Complete:	No
Payments Complete:	No

Advantage Rentals

Description:	TIF Rebate Agreement
Classification:	Commercial - retail
Physically Complete:	No
Payments Complete:	No

BBCO LLC

Description:	Development Agreement
Classification:	Commercial - apartment/condos (residential use, classified commercial)
Physically Complete:	No
Payments Complete:	No

Wapsi Creek Cleanup

Description:	Park Improvement Project
Classification:	Recreational facilities (lake development, parks, ball fields, trails)
Physically Complete:	No

Payments Complete:	No
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Cedar Johnson Rd

Description:	Street Improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	No
Payments Complete:	No

East Side Water Mains

Description:	Water Main Improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	No
Payments Complete:	No

Debts/Obligations For WEST BRANCH URBAN RENEWAL

Water Tower #2

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	113,961
Interest:	0
Total:	113,961
Annual Appropriation?:	No
Date Incurred:	06/02/2005
FY of Last Payment:	2023

Casey's Marketing Co

Debt/Obligation Type:	Rebates
Principal:	552,820
Interest:	0
Total:	552,820
Annual Appropriation?:	Yes
Date Incurred:	05/18/2015
FY of Last Payment:	2038

Acciona- Judgement Settlement

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	297,000
Interest:	19,305
Total:	316,305
Annual Appropriation?:	No
Date Incurred:	05/04/2014
FY of Last Payment:	2023

Downtown Reinvestment 2016B

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	310,000
Interest:	25,675
Total:	335,675
Annual Appropriation?:	No
Date Incurred:	06/27/2016
FY of Last Payment:	2026

Park Improvement 2016A

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	201,150
Interest:	17,460
Total:	218,610
Annual Appropriation?:	No
Date Incurred:	06/27/2016
FY of Last Payment:	2028

Cubby Park Imp Series 2017

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,485,000
Interest:	311,730

Total:	1,796,730
Annual Appropriation?:	No
Date Incurred:	12/05/2017
FY of Last Payment:	2032

318 College St & 2nd St Improvements

Debt/Obligation Type:	Internal Loans
Principal:	82,000
Interest:	0
Total:	82,000
Annual Appropriation?:	No
Date Incurred:	11/05/2018
FY of Last Payment:	2021

17 Little Lights developer agreement

Debt/Obligation Type:	Rebates
Principal:	150,000
Interest:	0
Total:	150,000
Annual Appropriation?:	Yes
Date Incurred:	04/01/2019
FY of Last Payment:	2031

18 KLM developer agreement

Debt/Obligation Type:	Rebates
Principal:	395,000
Interest:	0
Total:	395,000
Annual Appropriation?:	Yes
Date Incurred:	10/01/2018
FY of Last Payment:	2036

Non-Rebates For WEST BRANCH URBAN RENEWAL

TIF Expenditure Amount:	37,987
Tied To Debt:	Water Tower #2
Tied To Project:	Water Tower #2
TIF Expenditure Amount:	215,823
Tied To Debt:	Acciona- Judgement Settlement
Tied To Project:	Acciona
TIF Expenditure Amount:	82,000
Tied To Debt:	318 College St & 2nd St Improvements
Tied To Project:	College St & 2nd St Improvement Project
TIF Expenditure Amount:	27,523
Tied To Debt:	Park Improvement 2016A
Tied To Project:	Cubby Park Improvement
TIF Expenditure Amount:	56,400
Tied To Debt:	Downtown Reinvestment 2016B
Tied To Project:	Downtown East Redevelopment Project
TIF Expenditure Amount:	149,653
Tied To Debt:	Cubby Park Imp Series 2017
Tied To Project:	Cubby Park Improvement

Rebates For WEST BRANCH URBAN RENEWAL

615 SO DOWNEY ST

TIF Expenditure Amount:	35,704
Rebate Paid To:	CASEY'S GENERAL STORES
Tied To Debt:	Casey's Marketing Co
Tied To Project:	Casey's Marketing Co
Projected Final FY of Rebate:	2038

2 EMBER LANE

TIF Expenditure Amount:	15,000
Rebate Paid To:	EMV HOLDINGS
Tied To Debt:	17 Little Lights developer agreement
Tied To Project:	18 Little Lights development agreement for \$150,000
Projected Final FY of Rebate:	2030

Jobs For WEST BRANCH URBAN RENEWAL

Project:	Water Tower #2
	Acciona Windpower North
Company Name:	America LLC
Date Agreement Began:	07/02/2007
Date Agreement Ends:	06/30/2017
Number of Jobs Created or Retained:	110
Total Annual Wages of Required Jobs:	3,333,616
Total Estimated Private Capital Investment:	11,000,000
Total Estimated Cost of Public Infrastructure:	0

Income Housing For WEST BRANCH URBAN RENEWAL

Amount of FY 2022 expenditures that provide or aid in the provision of public improvements related to housing and residential development:	0
Lots for low and moderate income housing:	0
Construction of low and moderate income housing:	0
Grants, credits or other direct assistance to low and moderate income families:	0
Payments to a low and moderate income housing fund established by the municipality, including matching funds for any state or federal moneys used for such purposes:	0
Other low and moderate income housing assistance:	0

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

Abatement Percentages: P&G Phase 1, FY12-45%, FY13-30%, FY14-15%; P&G Phase 2, FY13-95%, FY14-85%, FY15-75%, FY16-65%, FY17-55%, FY18-45%, FY19-35%, FY20-25%; P&G Phase 3, FY12-95%, FY13-85%, FY14-75%, FY15-65%, FY16-55%, FY17-45%, FY18-35%, FY19-25%;

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Sum of Private Investment Made Within This Urban Renewal Area
during FY 2022

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

TIF Taxing District Data Collection

Local Government Name:	WEST BRANCH (16G142)
Urban Renewal Area:	WEST BRANCH URBAN RENEWAL (16006)
TIF Taxing District Name:	SPRINGDALE TWP/WEST BRANCH SCH/W BR (ORIG 1988)UR TIF INCREM
TIF Taxing District Inc. Number:	160094
TIF Taxing District Base Year:	1988
FY TIF Revenue First Received:	1997
Subject to a Statutory end date?	No

	UR Designation
Slum	No
Blighted	No
Economic Development	12/1989

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	87,790	0	1,854,550	189,500	0	0	2,131,840	0	2,131,840
Taxable	73,770	0	1,669,095	170,550	0	0	1,913,415	0	1,913,415
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	566,189	1,565,651	0	1,565,651	31,901

FY 2022 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name:	WEST BRANCH (16G142)
Urban Renewal Area:	WEST BRANCH URBAN RENEWAL (16006)
TIF Taxing District Name:	WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM
TIF Taxing District Inc. Number:	160104
TIF Taxing District Base Year:	1988
FY TIF Revenue First Received:	1997
Subject to a Statutory end date?	No

	UR Designation
Slum	No
Blighted	No
Economic Development	12/1989

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	61,890	0	0	0	0	0	61,890	0	61,890
Taxable	52,007	0	0	0	0	0	52,007	0	52,007
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	96,406	0	0	0	0

FY 2022 TIF Revenue Received: 0

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

TIF Taxing District Data Collection

Local Government Name:	WEST BRANCH (16G142)
Urban Renewal Area:	WEST BRANCH URBAN RENEWAL (16006)
TIF Taxing District Name:	WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM
TIF Taxing District Inc. Number:	160106
TIF Taxing District Base Year:	1993
FY TIF Revenue First Received:	1997
Subject to a Statutory end date?	No

UR Designation	
Slum	No
Blighted	No
Economic Development	08/1994

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	9,215	0	0	0	0

FY 2022 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name:	WEST BRANCH (16G142)
Urban Renewal Area:	WEST BRANCH URBAN RENEWAL (16006)
TIF Taxing District Name:	WEST BRANCH CITY/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM
TIF Taxing District Inc. Number:	160108
TIF Taxing District Base Year:	1988
FY TIF Revenue First Received:	1997
Subject to a Statutory end date?	No

UR Designation	
Slum	No
Blighted	No
Economic Development	12/1989

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	10,162,650	3,334,030	0	0	13,496,680	0	13,496,680
Taxable	0	0	9,146,385	3,000,627	0	0	12,147,012	0	12,147,012
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	2,423,638	11,073,042	2,434,097	8,638,945	239,816

FY 2022 TIF Revenue Received: 66,642

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM
 TIF Taxing District Inc. Number: 160110
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 1997
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	08/1994

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	13,790,080	1,089,560	1,134,210	0	-7,408	17,553,422	0	17,553,422
Taxable	0	7,778,900	980,604	1,020,789	0	-7,408	10,817,098	0	10,817,098
Homestead Credits									49

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	2,761,105	10,817,098	2,432,435	8,384,663	232,757

FY 2022 TIF Revenue Received: 66,393

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/W BR (Amend 2002) UR TIF INCREM
 TIF Taxing District Inc. Number: 160148
 TIF Taxing District Base Year: 2001
 FY TIF Revenue First Received: 2002
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2022

UR Designation	
Slum	No
Blighted	No
Economic Development	11/2002

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	50,717,670	8,098,960	0	0	58,816,630	0	58,816,630
Taxable	0	0	45,645,903	7,289,064	0	0	52,934,967	0	52,934,967
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	43,410	52,934,967	11,903,462	41,031,505	1,139,027

FY 2022 TIF Revenue Received: 325,902

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/CASEY/TIF INCREM
 TIF Taxing District Inc. Number: 160196
 TIF Taxing District Base Year: 2016
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,505,770	0	0	0	1,505,770	0	1,505,770
Taxable	0	0	1,355,193	0	0	0	1,355,193	0	1,355,193
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	253,160	1,252,610	1,252,610	0	0

FY 2022 TIF Revenue Received: 34,772

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/(AMEND 2019) UR /TIF INCREMENT
 TIF Taxing District Inc. Number: 160200
 TIF Taxing District Base Year: 2019
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	162,820	252,020	0	0	0	414,840	0	414,840
Taxable	0	91,845	226,818	0	0	0	318,663	0	318,663
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	64,010	318,663	318,663	0	0

FY 2022 TIF Revenue Received: 8,836

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/EMV/TIF INCREMENT
 TIF Taxing District Inc. Number: 160202
 TIF Taxing District Base Year: 2019
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	991,710	0	0	0	991,710	0	991,710
Taxable	0	0	892,539	0	0	0	892,539	0	892,539
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	123,490	868,220	868,220	0	0

FY 2022 TIF Revenue Received: 24,102

TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)
 TIF Taxing District Name: WEST BRANCH CITY AG/WEST BRANCH SCH/TIF INCREMENT
 TIF Taxing District Inc. Number: 160204
 TIF Taxing District Base Year: 2019
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	17,520	0	0	0	0	0	17,520	0	17,520
Taxable	14,720	0	0	0	0	0	14,720	0	14,720
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	17,520	0	0	0	0

FY 2022 TIF Revenue Received: 0

RESOLUTION 2022-105

**RESOLUTION APPROVING THE SUBMISSION OF THE CITY OF WEST
BRANCH FY22 ANNUAL FINANCIAL REPORT TO THE STATE AUDITOR'S
OFFICE**

BE IT RESOLVED by the City Council of the City of West Branch, Cedar County, Iowa,
that the FY22 Annual Financial Report be approved and forwarded to the Iowa State
Auditor's Office.

Passed and approved this 21st day of November, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

<p>STATE OF IOWA</p> <p>2022</p> <p>FINANCIAL REPORT</p> <p>FISCAL YEAR ENDED</p> <p>JUNE 30, 2022</p> <p>CITY OF WEST BRANCH, IOWA</p> <p>DUE: December 1, 2022</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>16201600800000</td></tr> <tr><td>CITY OF WEST BRANCH</td></tr> <tr><td>PO Box 218</td></tr> <tr><td>WEST BRANCH IA 52358-0218</td></tr> <tr><td>POPULATION: 2509</td></tr> </table>	16201600800000	CITY OF WEST BRANCH	PO Box 218	WEST BRANCH IA 52358-0218	POPULATION: 2509																																																																																																																																																																										
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</tr> <tr> <td>Total Governmental Activities Expenditures</td> <td style="text-align: right;">4,731,085</td> <td style="text-align: right;">0</td> <td style="text-align: right;">4,731,085</td> <td style="text-align: right;">6,638,408</td> </tr> <tr> <td>BUSINESS TYPE ACTIVITIES</td> <td></td> <td style="text-align: right;">849,957</td> <td style="text-align: right;">849,957</td> <td style="text-align: right;">933,539</td> </tr> <tr> <td>Total All Expenditures</td> <td style="text-align: right;">4,731,085</td> <td style="text-align: right;">849,957</td> <td style="text-align: right;">5,581,042</td> <td style="text-align: right;">7,571,947</td> </tr> <tr> <td>Other Financing Uses</td> <td style="text-align: right;">831,732</td> <td style="text-align: right;">85,000</td> <td style="text-align: right;">916,732</td> <td></td> </tr> <tr> <td>Transfers Out</td> <td style="text-align: right;">831,732</td> <td style="text-align: right;">85,000</td> <td style="text-align: right;">916,732</td> 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Safety	588,836		588,836	814,223	Public Works	900,939		900,939	964,795	Health and Social Services	0		0	0	Culture and Recreation	692,868		692,868	759,966	Community and Economic Development	139,527		139,527	174,392	General Government	215,334		215,334	220,657	Debt Service	1,124,373		1,124,373	1,124,375	Capital Projects	1,069,208		1,069,208	2,580,000	Total Governmental Activities Expenditures	4,731,085	0	4,731,085	6,638,408	BUSINESS TYPE ACTIVITIES		849,957	849,957	933,539	Total All Expenditures	4,731,085	849,957	5,581,042	7,571,947	Other Financing Uses	831,732	85,000	916,732		Transfers Out	831,732	85,000	916,732	966,733	Total All Expenditures/and Other Financing Uses	5,562,817	934,957	6,497,774	8,538,680	Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	361,978	520,893	882,871	217,693	Beginning Fund Balance July 1, 2021	3,731,286	783,379	4,514,665	3,741,549	Ending Fund Balance June 30, 2022	4,093,264	1,304,272	5,397,536	3,959,242	
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REVENUE P2

CITY OF WEST BRANCH

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2022

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
Section A - Taxes	1								1
Taxes levied on property	2	1,284,959	334,907		61,146		2,010,265		2,010,265
Less: Uncollected Property Taxes - Levy Year	3						0		0
Net Current Property Taxes	4	1,284,959	334,907		61,146	0	2,010,265		2,010,265
Delinquent Property Taxes	5	1,093	284		3		1,664		1,664
Total Property Tax	6	1,286,052	335,191		61,149	0	2,011,929		2,011,929
TIF Revenues	7		526,647				526,647		526,647
Other City Taxes									
Utility Tax Replacement Excise Taxes	8	10,083	2,631	2,296	226		15,236		15,236
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9	18,804					18,804		18,804
Parimutuel Wager Tax	10						0		0
Gaming Wager Tax	11						0		0
Mobile Home Tax	12	9,332	2,435	2,135	421		14,323		14,323
Hotel / Motel Tax	13	33,119					33,119		33,119
Other Local Option Taxes	14		320,917				320,917		320,917
Total Other City Taxes	15	71,338	325,983	4,431	647	0	402,399	0	402,399
Section B - Licenses and Permits	16	149,849					149,849		149,849
Section C - Use of Money and Property	17								
Interest	18	7,086		1,518		427	10,200	2,705	12,905
Rents and Royalties	19	7,195					7,195		7,195
Other Miscellaneous Use of Money and Property	20						0		0
	21						0		0
Total Use of Money and Property	22	14,281	0	1,518	0	427	17,395	2,705	20,100
Section D - Intergovernmental	24								
Federal Grants and Reimbursements	26								
Federal Grants	27				186,305		186,305		186,305
Community Development Block Grants	28						0		0
Housing and Urban Development	29						0		0
Public Assistance Grants	30						0		0
Payment in Lieu of Taxes	31						0		0
	32						0		0
Total Federal Grants and Reimbursements	33	0	0	0	186,305	0	186,305	0	186,305

REVENUE P3
CITY OF WEST BRANCH
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2022
NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section D - Intergovernmental - Continued										41
State Shared Revenues	41									43
Road Use Taxes	44	342,166					342,166		342,166	44
Other state grants and reimbursements	48									48
State grants	49	7,591					7,591		7,591	49
Iowa Department of Transportation	50				217,783		217,783		217,783	50
Iowa Department of Natural Resources	51						0		0	51
Iowa Economic Development Authority	52						0		0	52
CEBA grants	53						0		0	53
Commercial & Industrial Replacement Claim	54	60,009	15,661	13,662	1,398		90,730		90,730	54
	55						0		0	55
	56						0		0	56
	57						0		0	57
	58						0		0	58
	59						0		0	59
Total State	60	67,600	357,827	0	13,662	219,181	658,270	0	658,270	60
Local Grants and Reimbursements										
County Contributions	63	23,838					23,838		23,838	63
Library Service	64						0		0	64
Township Contributions	65	183,114					183,114		183,114	65
Fire/EMT Service	66						0		0	66
	67						0		0	67
	68						0		0	68
	69						0		0	69
Total Local Grants and Reimbursements	70	206,952	0	0	0	0	206,952	0	206,952	70
Total Intergovernmental (Sum of lines 33, 60, and 70)	71	274,552	357,827	0	13,662	405,486	1,051,527	0	1,051,527	71
Section E - Charges for Fees and Service	72									72
Water	73						0	616,345	616,345	73
Sewer	74						0	769,831	769,831	74
Electric	75						0		0	75
Gas	76						0		0	76
Parking	77						0		0	77
Airport	78						0		0	78
Landfill/garbage	79	196,491					196,491		196,491	79
Hospital	80						0		0	80

REVENUE P4
CITY OF
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,
NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental through (f) (g)	Proprietary (h)	Grand Total (Sum of g) and (h)) (i)	
Section E - Charges for Fees and Service - Continued										
Transit	81									81
Cable TV	82						0		0	82
Internet	83						0		0	83
Telephone	84						0		0	84
Housing Authority	85						0		0	85
Storm Water	86						0		0	86
Other:	87						0	65,231	65,231	87
Nursing Home	88									88
Police Service Fees	89						0		0	89
Prisoner Care	90	21,325					21,325		21,325	90
Fire Service Charges	91						0		0	91
Ambulance Charges	92	510					510		510	92
Sidewalk Street Repair Charges	93						0		0	93
Housing and Urban Renewal Charges	94						0		0	94
River Port and Terminal Fees	95						0		0	95
Public Scales	96						0		0	96
Cemetery Charges	97						0		0	97
Library Charges	98	10,600					10,600		10,600	98
Park, Recreation, and Cultural Charges	99						0		0	99
Animal Control Charges	100	25,577					25,577		25,577	100
Sidewalk repair, recording, plat, lien Fees	101						0		0	101
	102	23,422					23,422		23,422	102
	103						0		0	103
Total Charges for Service	104	277,925	0	0	0	0	277,925	1,451,407	1,729,332	104
Section F - Special Assessments	106						0		0	106
Section G - Miscellaneous	107									107
Contributions	108	33,867					33,867		33,867	108
Deposits and Sales/Fuel Tax Refunds	109						0		0	109
Sale of Property and Merchandise	110	19,143				1,200	20,343		20,343	110
Fines	111	1,228					1,228		1,228	111
Internal Service Charges	112						0		0	112
	113						0		0	113
Solid Waste & Yard Stickers	114	608					608		608	114
Misc Revenue Escrow	115	1,148					1,148		1,148	115
Vendor Reimbursements	116	7,402					7,402		7,402	116
Employee Flex Spending Deposit	117	1,858	388				2,246	1,738	3,984	117
	118						0		0	118
	119						0		0	119
Total Miscellaneous	120	65,254	388	0	0	1,200	66,842	1,738	68,580	120

REVENUE P5

CITY OF

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental through (f) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15, 16, 22, 71, 104, 106, and 120)	121 2,139,251	1,019,389	527,816	349,148	467,282	1,627	4,504,513	1,455,850	5,960,363	121
Section H - Other Financing Sources	123									123
Proceeds of capital asset sales	124						0		0	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125				503,550		503,550		503,550	125
Proceeds of anticipatory warrants or other short-term debt	126						0		0	126
Regular transfers in and interfund loans	127 40,750			306,596			347,346		347,346	127
Internal TIF loans and transfers in	128 82,000			487,386			569,386		569,386	128
	129						0		0	129
	130						0		0	130
Total Other Financing Sources	131 122,750	0	0	793,982	503,550	0	1,420,282	0	1,420,282	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132 2,262,001	1,019,389	527,816	1,143,130	970,832	1,627	5,924,795	1,455,850	7,380,645	132
Beginning Fund Balance July 1, 2021	134 1,919,793	798,709	143,548	250,721	417,516	200,999	3,731,286	783,379	4,514,665	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136 4,181,794	1,818,098	671,364	1,393,851	1,388,348	202,626	9,656,081	2,239,229	11,895,310	136

EXPENDITURES P6
CITY OF WEST BRANCH
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2022
NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental through (f) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (i))	Line
Section A - Public Safety	1										1
Police Department/Crime Prevention	2	338,184	88,468					426,652		426,652	2
Jail	3							0		0	3
Emergency Management	4							0		0	4
Flood control	5							0		0	5
Fire Department	6	115,069	21,044					136,113		136,113	6
Ambulance	7							0		0	7
Building Inspections	8	20,760	3,513					24,273		24,273	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10	1,798						1,798		1,798	10
Other Public Safety	11							0		0	11
	12							0		0	12
	13							0		0	13
Total Public Safety	14	475,811	113,025		0	0	0	588,836		588,836	14
Section B - Public Works	15										15
Roads, Bridges, Sidewalks	16	28,289	604,346					632,635		632,635	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18	35,489						35,489		35,489	18
Traffic Control Safety	19							0		0	19
Snow Removal	20		20,101					20,101		20,101	20
Highway Engineering	21							0		0	21
Street Cleaning	22							0		0	22
Airport (if not an enterprise)	23							0		0	23
Garbage (if not an enterprise)	24	212,714						212,714		212,714	24
Other Public Works	25							0		0	25
	26							0		0	26
	27							0		0	27
Total Public Works	28	276,492	624,447		0	0	0	900,939		900,939	28
Section C - Health and Social Services	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36							0		0	36
	37							0		0	37
	38							0		0	38
Total Health and Social Services	39	0	0		0	0	0	0		0	39
Section D - Culture and Recreation	40										40
Library Services	41	236,266	35,881					272,147		272,147	41
Museum, Band, Theater	42							0		0	42
Parks	43	194,746	31,506					226,252		226,252	43
Recreation	44							0		0	44
Cemetery	45	74,103	12,174					86,277		86,277	45
Community Center, Zoo, Marina, and Auditorium	46	22,715						22,715		22,715	46
Other Culture and Recreation	47	56,716						56,716		56,716	47
Local Cable Access	48	25,024	3,737					28,761		28,761	48
	49							0		0	49
Total Culture and Recreation	50	609,570	83,298		0	0	0	692,868		692,868	50

EXPENDITURES P7

CITY OF

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

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section E - Community and Economic Development	51										51
Community beautification	52							0		0	52
Economic development	53	69,191						69,191		69,191	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55	19,632						19,632		19,632	55
Other community and economic development	56							0		0	56
TIF Rebates	57			50,704				50,704		50,704	57
	58							0		0	58
Total Community and Economic Development	59	88,823	0	50,704	0	0	0	139,527		139,527	59
Section F - General Government	60										60
Mayor, Council and City Manager	61	16,703	1,511					18,214		18,214	61
Clerk, Treasurer, Financial Administration	62	140,518	21,474					161,992		161,992	62
Elections	63	3,008						3,008		3,008	63
Legal Services and City Attorney	64	27,443						27,443		27,443	64
City Hall and General Buildings	65							0		0	65
Tort Liability	66	4,677						4,677		4,677	66
Other General Government	67							0		0	67
	68							0		0	68
	69							0		0	69
Total General Government	70	192,349	22,985		0	0	0	215,334		215,334	70
Section G - Debt Service	71				1,124,373			1,124,373		1,124,373	71
	72							0		0	72
	73							0		0	73
Total Debt Service	74	0	0	0	1,124,373	0	0	1,124,373		1,124,373	74
Section H - Regular Capital Projects - Specify	75										75
(319, 323) I80 Utility Relocate, (321) Wapsi, (324) WW Facility	76					1,033,958		1,033,958		1,033,958	76
(326) Roundabout, (327) Water Quality	77							0		0	77
Subtotal Regular Capital Projects	78	0	0		0	1,033,958	0	1,033,958		1,033,958	78
TIF Capital Projects - Specify	79										79
(308) Pedersen Park/Cubby	80					35,250		35,250		35,250	80
	81							0		0	81
Subtotal TIF Capital Projects	82	0	0		0	35,250	0	35,250		35,250	82
Total Capital Projects	83	0	0		0	1,069,208	0	1,069,208		1,069,208	83
Total Governmental Activities Expenditures	84	1,643,045	843,755	50,704	1,124,373	1,069,208	0	4,731,085		4,731,085	84
(Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)	85										85

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

EXPENDITURES P8

CITY OF

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

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section I - Business Type Activities	87										87
Water - Current Operation	88								483,228	483,228	88
Capital Outlay	89									0	89
Debt Service	90								61,113	61,113	90
Sewer and Sewage Disposal - Current Operation	91								244,094	244,094	91
Capital Outlay	92									0	92
Debt Service	93									0	93
Electric - Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility - Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking - Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport - Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105									0	105
Landfill/Garbage - Current operation	106									0	106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital - Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit - Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet - Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority - Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water - Current Operation	120								56,925	56,925	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type - Current Operation	123									0	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds - Specify	126										126
Employee Flex Spending Expense	127								4,597	4,597	127
	128									0	128
Total Business Type Activities	129								849,957	849,957	129

EXPENDITURES P9
CITY OF WEST BRANCH
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2022 -- Continued
NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	1,643,045	843,755	50,704	1,124,373	1,069,208	0	4,731,085	849,957	5,581,042	130
Section J - Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132		262,346					262,346	85,000	347,346	132
Internal TIF loans/repayments and transfers out	133			569,386				569,386		569,386	133
	134							0		0	134
Total Other Financing Uses	135	0	262,346	569,386	0	0	0	831,732	85,000	916,732	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	1,643,045	1,106,101	620,090	1,124,373	1,069,208	0	5,562,817	934,957	6,497,774	136
	137										137
Ending fund balance June 30, :	138										138
Governmental:	139										139
Nonspendable	140						202,626	202,626		202,626	140
Restricted	141	149,485	711,997	51,274	269,478	319,140		1,501,374		1,501,374	141
Committed	142							0		0	142
Assigned	143	493,592						493,592		493,592	143
Unassigned	144	1,895,672						1,895,672		1,895,672	144
Total Governmental	145	2,538,749	711,997	51,274	269,478	319,140	202,626	4,093,264		4,093,264	145
Proprietary	146								1,304,272	1,304,272	146
Total Ending Fund Balance June 30,	147	2,538,749	711,997	51,274	269,478	319,140	202,626	4,093,264	1,304,272	5,397,536	147
Total Requirements (Sum of lines 136 and 147)	148	4,181,794	1,818,098	671,364	1,393,851	1,388,348	202,626	9,656,081	2,239,229	11,895,310	148

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

Purpose	Purpose	Purpose
Purpose	Amount paid to other local governments	Amount paid to State

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

Total Salaries and Wages Paid	1,135,687
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Part V Debt Outstanding, Issued, and Retired

A. Long-Term Debt

B. Short-Term Debt	Amount
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Outstanding as of July 1, 2021

Outstanding as of JUNE 30, 2022

Part VI
Actual valuation -- January 1, 2020

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2022

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

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

RESOLUTION 2022-106

RESOLUTION CONSIDERING THE ISSUE OF WHETHER ACCIONA WINDPOWER NORTH AMERICA, LLC SHOULD BE REBATED A PORTION OF TAX INCREMENT REVENUES

WHEREAS, on January 2, 2008, the City and Acciona Windpower North America, LLC entered into an Agreement titled *Amended Tax Increment Development Agreement By and Between the City of West Branch, Iowa and Acciona Windpower North America, L.L.C.*; and

WHEREAS, the Agreement contemplates performance of certain actions that may or must be performed by the parties to the Agreement; and

WHEREAS, pursuant to the Agreement, one action that may be performed under the Agreement is the payment, by the City, of “rebate” payments of “that percentage of incremental taxes actually paid with respect to” certain improvements to be made by Acciona “and received under Iowa Code Chapter (sic) 403.19 by the City;” and

WHEREAS, each of the possible rebate payments contemplated “shall be subject to annual appropriation of the City Council;” and

WHEREAS, “[p]rior to December 1st of each year during the term” of the Agreement “the City Council shall consider the issue of obligating for appropriation to the funding of the payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year;” and

WHEREAS, the City Council is preparing to submit its annual certification “under Iowa Code section 403.19 to the Cedar County Auditor the amount of taxes to be paid over the City and the amount,” if any, “obligated for appropriation for rebate to Acciona.”

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the Council has considered the issue of whether Acciona Windpower North America, LLC should be rebated a portion of tax increment revenues and this Council has concluded that the appropriation should occur for Fiscal Year 2024.

Passed and approved this 21st day of November, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

RESOLUTION 2022-107

**A RESOLUTION TO APPROVE CERTAIN ANNUAL APPROPRIATION PAYMENTS
PURSUANT TO VARIOUS DEVELOPMENT AGREEMENTS.**

WHEREAS, the City and Casey’s Marketing Company entered into a Development Agreement that was recorded in Book 1271 at page 12, Records of the Cedar County Recorder’s Office (the “Casey’s Agreement”); and

WHEREAS, pursuant to the Casey’s Agreement, the City agreed, subject to annual appropriation of the City Council, to rebate 100% of incremental tax payments received by the City; and

WHEREAS, the City and EMV Holdings, LLC, entered into a Development Agreement that was recorded in Book 1471 at Page 13, Records of the Cedar County Recorder’s Office (the “EMV Agreement”); and

WHEREAS, pursuant to the EMV Agreement, the City agreed, subject to annual appropriation of the City Council, to rebate the lesser of seventy percent (70%) of the incremental taxes received for Lot 26, Cedar’s Edge, West Branch, Iowa, or \$15,000.00 annually for a maximum cumulative payment of \$150,000.00; and

WHEREAS, the City and Meadows Development, Inc. entered into a Development Agreement that was recorded in Book 1452 at Page 259, Records of the Cedar County Recorder’s Office (the “Meadows Agreement”); and

WHEREAS, pursuant to the Meadows Agreement, the City agreed, subject to annual appropriation of the City Council, to rebate seventy percent (70%) of the incremental taxes received for the Meadows Subdivision, Part Four, West Branch, Iowa, for a maximum cumulative payment of \$395,000.00; and

WHEREAS, “[p]rior to December 1st of each year during the term” of the Casey’s Agreement, the EMV Agreement and the Meadows Agreement (the agreements collectively, referred to as the “Rebate Agreements”), “the City Council shall consider the issue of obligating for appropriation to the funding of the payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year;” and

WHEREAS, the City Council is preparing to submit its annual certification “under Iowa Code section 403.19 to the Cedar County Auditor . . . the amount of taxes to be paid over the City and the amount,” if any, will be obligated to the payment of rebates under the Rebate Agreements.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the Council has considered the issue of whether appropriations should be made under the Rebate Agreements and the City Council has agreed to appropriate the following amounts to the Rebate Agreements:

1. Casey’s Agreement – appropriation of 100% of incremental tax revenues collected
2. EMV Agreement – appropriation of the lesser of 70% of the incremental tax revenues received by the City, up to a maximum amount of \$15,000.00 per year.
3. Meadows Agreement – appropriation of 70% of incremental tax revenues received by City.

* * * *

Passed and approved this 21st day of November, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

RESOLUTION 2022-108

RESOLUTION AUTHORIZING INTERNAL ADVANCE OF FUNDS.

WHEREAS, as part of the City's Development Agreement for Heritage Hill, the City agreed to reimburse the Developer the sum of \$150,000 for the acquisition of the Herring Property (the "Project Costs"); and

WHEREAS, in order to make provision for the payment of the Project Costs, it is necessary to facilitate an internal advance of funds and to facilitate the repayment of said advance from future bond proceeds and/or tax increment financing revenues;

NOW, THEREFORE, IT IS RESOLVED the City Council of the City of West Branch, Cedar County, Iowa, as follows:

Section 1. It is directed that an amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000.00) be advanced from the General Fund (the "Advance") in order to fund the Project Costs. The Advance may be repaid to the General Fund without interest, out of incremental property tax revenues received with respect to the Urban Renewal Area, Road Use Tax funds, or other funds that may become available. It is intended that the Advance shall be repaid in one (1) annual installments of not less than \$150,000.00 each, on or before July 1, 2024.

Section 2. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

Passed and approved this 21st day of November, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

RESOLUTION 2022-109

**RESOLUTION DIRECTING THE FINANCE OFFICER TO CERTIFY TAX
INCREMENT FINANCING DEBT TO THE CEDAR COUNTY AUDITOR.**

WHEREAS, pursuant to applicable state law, the City is required to certify its tax increment financing debt to be collected to the Cedar County Auditor no later than December 1st of each calendar year to be collected; and

WHEREAS, the City and its financial advisor have prepared said certification of tax increment financing debt to be collected in Fiscal Year 2024, said amounts are shown on Exhibit “A” attached hereto; and

WHEREAS, it is now necessary for the City Council to certify said tax increment financing debt to the Cedar County Auditor.

NOW, THEREFORE, It Is Resolved by the Council of the City of West Branch, Iowa, that Exhibit “A” attached to this Resolution constitutes the tax increment financing debt to be certified for collection by the Cedar County Auditor for Fiscal Year 2024. Further, the Finance Officer is hereby directed file a copy of this Resolution, along with the tax increment financing debt to the Cedar County Auditor, as required by law.

Passed and approved this 21st day of November, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

**CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS
CERTIFICATION TO COUNTY AUDITOR**

**Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested
Use One Certification Per Urban Renewal Area**

City: West Branch County: Cedar

Urban Renewal Area Name: West Branch Urban Renewal

Urban Renewal Area Number: 16006 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified*: \$ 150,000

*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

Certifying a new interfund loan

Dated this _____ day of _____, _____

Signature of Authorized Official

Telephone

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEARCity: West Branch County: CedarUrban Renewal Area Name: West Branch Urban RenewalUrban Renewal Area Number: 16006 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. Interfund Loan		150,000
Contributions for purchase of property-Heritage Hill		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
3.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
4.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 2.

Total For City TIF Form 1.1 Page 1: 150,000

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

SPECIFIC DOLLAR REQUEST FOR AVAILABLE TIF INCREMENT TAX FOR NEXT FISCAL YEAR
CERTIFICATION TO COUNTY AUDITOR
Due To County Auditor By December 1 Prior To The Fiscal Year
Where Less Than The Legally Available TIF Increment Tax Is Requested
Use One Certification Per Urban Renewal Area

City: West Branch County: Cedar

Urban Renewal Area Name West Branch Urban Renewal

Urban Renewal Area Number 16006 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the next fiscal year and for the Urban Renewal Area within the City and County named above, the City requests less than the maximum legally available TIF increment tax as detailed below.

Provide sufficient detail so that the County Auditor will know how to specifically administer your request. For example you may have multiple indebtedness certifications in an Urban Renewal Area, and want the maximum tax for rebate agreement property that the County has segregated into separate taxing districts, but only want a portion of the available increment tax from the remainder of the taxing districts in the Area.

Specific Instructions To County Auditor For Administering The Request That This Urban Renewal Area Generate Less Than The Maximum Available TIF Increment Tax:	Amount Requested:
The City requests the following FY 2024 TIF Revenues	
GO 2016A Bonds	26,794
GO Bonds 2016B	53,850
GO 2017 Bonds	150,128
Intefund Loan (2022) -Heritage Hill	150,000
Casey's Rebate Agreement	30,000
EMV Holdings Rebate Agreement	All Available
The Meadows, Part 4 Rebate Agreement	All Available

Dated this _____ day of _____, _____

Signature of Authorized Official _____ Telephone _____

**TIF INDEBTEDNESS HAS BEEN REDUCED BY REASON OTHER THAN APPLICATION OF
TIF INCREMENT TAX RECEIVED FROM THE COUNTY TREASURER**

CERTIFICATION TO COUNTY AUDITOR
Use One Certification Per Urban Renewal Area

City: West Branch County: Cedar

Urban Renewal Area Name West Branch Urban Renewal

Urban Renewal Area Number 16006 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above, the City has reduced previously certified indebtedness, by reason other than application of TIF increment tax received from the County Treasurer, by the total amount as shown below.

Provide sufficient detail so that the County Auditor will know how to specially administer your request. For example, you could have multiple indebtedness certifications in the Urban Renewal Area, and the County Auditor would need to know which particular indebtedness certification(s) to reduce. If rebate agreements are involved with a reduction, and the County has segregated the rebate property into separate TIF Increment taxing districts, provide the five-digit county increment taxing district numbers for reference.

Individual TIF Indebtedness Type/Description/Details:	Amount Reduced:
GO 2013 Bonds	37,987
GO 2017 Settlement Bonds	102,218
Total Reduction In Indebtedness For This Urban Renewal Area:	140,205

Dated this _____ day of _____, _____

Signature of Authorized Official

Telephone

RESOLUTION 2022-110

RESOLUTION ESTABLISHING A NEW CAPITAL FUND

WHEREAS, the City Council of the City of West Branch, Iowa is planning to complete a capital project and funds for this capital project must be established.

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

Section 1. A Capital Project fund for the Eastside Water Mains (Fund 329) is hereby created.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the aforementioned creation of a new fund is hereby approved.

Passed and approved this 21st day of November, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

RESOLUTION 2022-111

A RESOLUTION APPROVING PAY ESTIMATE NUMBER 4 IN THE AMOUNT OF \$165,941.25 TO BOOMERANG CORP. FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS PROJECT.

WHEREAS, Boomerang Corp. of Anamosa, Iowa was awarded the construction contract for the Wastewater Treatment Facility Improvements Project for West Branch, Iowa (the “Project”) by the West Branch City Council through the passage of Resolution 2022-19 on March 7, 2022 in the amount of \$8,837,000.00; and

WHEREAS, Boomerang Corp. has declared that said project has started and work has been rendered in accordance with drawings and specifications on the Project and based on observations by project managers of Veenstra & Kimm who are contracted with the City of West Branch to oversee the construction process.

WHEREAS, the City Council of West Branch, previously approved Pay Estimate Number 1 through 3 in the amount of \$2,533,563.31 to Boomerang Corp. of Anamosa, IA to date; and

WHEREAS, it is now necessary for the City Council to accept Pay Estimate Number 4 in the amount of \$165,941.25.

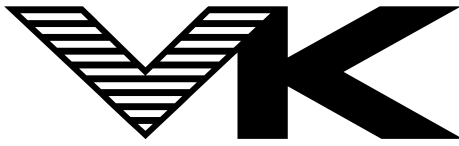
NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, that Pay Estimate Number 4 in the amount of \$165,941.25 to Boomerang Corp. of Anamosa, IA is approved.

Passed and approved this 21st day of November, 2022.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000 // 888.241.8001
www.v-k.net

November 16, 2022

PAY ESTIMATE NO. 4 WASTEWATER TREATMENT FACILITY IMPROVEMENTS WEST BRANCH, IOWA

Boomerang Corp.
P.O. Box 227
Anamosa, Iowa 52205

Contract Amount \$8,837,000.00
Contract Date March 7, 2022
Pay Period September 27, 2022 - October 27, 2022

BID ITEMS							
	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
1.1	Bonds/Permits/Insurance	LS	xxxxx	xxxxx	\$ 155,000.00	100%	\$ 155,000.00
1.2	Adminstration/Project Management	LS	xxxxx	xxxxx	\$ 100,000.00	35%	\$ 35,000.00
1.3	Mobilization	LS	xxxxx	xxxxx	\$ 230,000.00	50%	\$ 115,000.00
1.4	Toilets/Dumpster/Etc	LS	xxxxx	xxxxx	\$ 5,200.00	38%	\$ 2,000.00
1.5	Testing	LS	xxxxx	xxxxx	\$ 15,000.00	21%	\$ 3,200.00
1.6	Survey	LS	xxxxx	xxxxx	\$ 40,000.00	50%	\$ 20,000.00
1.7	SWPPP Prep./Maint./Inspection	LS	xxxxx	xxxxx	\$ 20,000.00	100%	\$ 20,000.00
2.1	Fence Removal	LS	xxxxx	xxxxx	\$ 2,500.00	80%	\$ 2,000.00
2.2	Silt Fence	LS	xxxxx	xxxxx	\$ 12,500.00	100%	\$ 12,500.00
2.3	Clear & Grub	LS	xxxxx	xxxxx	\$ 45,000.00	100%	\$ 45,000.00
2.4	Demo Piping/ Aeration/ Manholes	LS	xxxxx	xxxxx	\$ 25,000.00		
2.5	Sludge Removal Cell #2	LS	xxxxx	xxxxx	\$ 170,000.00	50%	\$ 85,000.00
2.6	Sludge Removal Cell #3	LS	xxxxx	xxxxx	\$ 95,000.00		
2.7	Synthetic Lining System Cell #1A, 1B	LS	xxxxx	xxxxx	\$ 75,000.00		
2.8	Synthetic Lining system Cell #2A, 2B	LS	xxxxx	xxxxx	\$ 75,000.00		
2.9	Buried Piping Materials	LS	xxxxx	xxxxx	\$ 950,000.00	4%	\$ 40,500.00
2.10	Buried Piping Labor	LS	xxxxx	xxxxx	\$ 475,000.00	32%	\$ 150,000.00
2.11	Wire Fence	LS	xxxxx	xxxxx	\$ 35,000.00		
2.12	Seeding/ Matting	LS	xxxxx	xxxxx	\$ 45,000.00		
2.13	Lagoon Construction Labor & Equip.	LS	xxxxx	xxxxx	\$ 625,000.00	75%	\$ 468,750.00
2.14	Strip/Respread Topsoil	LS	xxxxx	xxxxx	\$ 60,000.00	83%	\$ 50,000.00
3.1	Reinforcing Materials	LS	xxxxx	xxxxx	\$ 180,000.00	20%	\$ 36,000.00
3.2	Reinforcing Submittals	LS	xxxxx	xxxxx	\$ 3,000.00	100%	\$ 3,000.00
3.3	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	90%	\$ 4,500.00
3.4	Sampler Building Labor	LS	xxxxx	xxxxx	\$ 40,000.00		
3.5	Sampler Building Concrete Mat'ls	LS	xxxxx	xxxxx	\$ 10,000.00		
3.6	UV Building Labor	LS	xxxxx	xxxxx	\$ 125,000.00	30%	\$ 37,500.00
3.7	UV Building Materials	LS	xxxxx	xxxxx	\$ 45,000.00	30%	\$ 13,500.00
3.8	Effluent Flume Labor	LS	xxxxx	xxxxx	\$ 35,000.00		
3.9	Effluent Flume Materials	LS	xxxxx	xxxxx	\$ 10,000.00		
3.10	SAGR Control #1 Labor	LS	xxxxx	xxxxx	\$ 60,000.00		
3.11	SAGR Control #1 Materials	LS	xxxxx	xxxxx	\$ 30,000.00		
3.12	SAGR Control #2 Labor	LS	xxxxx	xxxxx	\$ 40,000.00		
3.13	SAGR Control #2 Materials	LS	xxxxx	xxxxx	\$ 20,000.00		
3.14	SAGR Control #3 Labor	LS	xxxxx	xxxxx	\$ 60,000.00		
3.15	SAGR Control #3 Materials	LS	xxxxx	xxxxx	\$ 30,000.00		
3.16	SAGR control #4 Labor	LS	xxxxx	xxxxx	\$ 40,000.00		
3.17	SAGR control #4 Materials	LS	xxxxx	xxxxx	\$ 20,000.00		
3.18	UV Building Labor	LS	xxxxx	xxxxx	\$ 90,000.00	44%	\$ 40,000.00
3.19	UV Materials	LS	xxxxx	xxxxx	\$ 45,000.00		
3.20	Gen. Pad/Misc. Concrete/Pads L&M	LS	xxxxx	xxxxx	\$ 15,000.00		

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
4.1	Masonry Materials	LS	xxxxx	xxxxx	\$ 50,000.00		
4.2	Masonry Labor	LS	xxxxx	xxxxx	\$ 100,000.00		
4.3	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	50%	\$ 2,500.00
5.1	Structure Embeds Materials	LS	xxxxx	xxxxx	\$ 65,000.00		
5.2	Grating Materials & Labor	LS	xxxxx	xxxxx	\$ 50,000.00		
5.3	Handrail Labor & Materials	LS	xxxxx	xxxxx	\$ 45,000.00		
5.4	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
6.1	UV Building Materials	LS	xxxxx	xxxxx	\$ 25,000.00		
6.2	UV Building Labor	LS	xxxxx	xxxxx	\$ 50,000.00		
6.3	Sampler Building Materials	LS	xxxxx	xxxxx	\$ 15,000.00		
6.4	Sampler Building Labor	LS	xxxxx	xxxxx	\$ 20,000.00		
6.5	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	40%	\$ 2,000.00
7.1	UV Building Insulation	LS	xxxxx	xxxxx	\$ 5,000.00		
7.2	Sampler Building Insulation	LS	xxxxx	xxxxx	\$ 2,000.00		
7.3	UV Building Metal Roof Panels L&M	LS	xxxxx	xxxxx	\$ 20,000.00		
7.4	Samp. Bldg Metal Roof Panels L&M	LS	xxxxx	xxxxx	\$ 10,000.00		
7.5	UV Building Metal Wall Panels L&M	LS	xxxxx	xxxxx	\$ 10,000.00		
7.6	Samp. Bldg Metal Wall Panels L&M	LS	xxxxx	xxxxx	\$ 7,500.00		
7.7	Gutters & Downspouts L&M	LS	xxxxx	xxxxx	\$ 3,000.00		
7.8	Joint Sealants Labor & Materials	LS	xxxxx	xxxxx	\$ 7,500.00		
7.9	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	30%	\$ 1,500.00
8.1	Steel Doors, Frames & Hdwe Mat'ls	LS	xxxxx	xxxxx	\$ 20,000.00		
8.2	Steel Doors Frames & Hdwe Labor	LS	xxxxx	xxxxx	\$ 5,000.00		
8.3	Coiling /Overhead Door L&M	LS	xxxxx	xxxxx	\$ 25,000.00		
8.4	Access Hatches Labor & Materials	LS	xxxxx	xxxxx	\$ 2,500.00		
8.5	Glazing	LS	xxxxx	xxxxx	\$ 5,000.00		
8.6	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
9.1	Painting Labor & Materials	LS	xxxxx	xxxxx	\$ 25,000.00		
9.2	Gypsum Board Labor & Materials	LS	xxxxx	xxxxx	\$ 35,000.00		
9.3	Submittals	LS	xxxxx	xxxxx	\$ 1,000.00		
10.1	Fire Extinguisher	LS	xxxxx	xxxxx	\$ 300.00		
11.1	Sluice Gates Installation	LS	xxxxx	xxxxx	\$ 80,000.00		
11.2	Sluice Gates Materials	LS	xxxxx	xxxxx	\$ 200,000.00		
11.3	Primary SAGR Sac. Walls Mat'ls	LS	xxxxx	xxxxx	\$ 50,000.00		
11.4	Secondary SAGR Sac. Wall Mat'ls	LS	xxxxx	xxxxx	\$ 50,000.00		
11.5	Primary SAGR Walls Labor	LS	xxxxx	xxxxx	\$ 75,000.00		
11.6	Secondary SAGR Walls Labor	LS	xxxxx	xxxxx	\$ 75,000.00		
11.7	Primary SAGR Aggregate L&M	LS	xxxxx	xxxxx	\$ 400,000.00		
11.8	Secondary SAGR Aggregate L&M	LS	xxxxx	xxxxx	\$ 400,000.00		
11.9	Mulch Labor & Materials	LS	xxxxx	xxxxx	\$ 60,000.00		
11.10	Fine grade for Liners L&M	LS	xxxxx	xxxxx	\$ 60,000.00		
11.11	Inter SAGR piping Materials	LS	xxxxx	xxxxx	\$ 50,000.00		
11.12	Inter SAGR Piping Labor	LS	xxxxx	xxxxx	\$ 100,000.00		
11.13	Nexom Blower/Aeration Equip. Mat'ls	LS	xxxxx	xxxxx	\$ 738,000.00		
11.14	Blower/Aeration Equipment Labor	LS	xxxxx	xxxxx	\$ 250,000.00		
11.15	Nexom Blower/Aeration Downpaym't	LS	xxxxx	xxxxx	\$ 82,000.00	100%	\$ 82,000.00
11.16	Sampler Labor & Materials	LS	xxxxx	xxxxx	\$ 12,000.00		
11.17	UV Equipment Materials	LS	xxxxx	xxxxx	\$ 225,000.00		
11.18	UV Equipment Labor	LS	xxxxx	xxxxx	\$ 92,000.00		
11.19	UV Equipment Down payment	LS	xxxxx	xxxxx	\$ 25,000.00		
11.20	Sanitary Pump Materials	LS	xxxxx	xxxxx	\$ 50,000.00		
11.21	Pumps Labor	LS	xxxxx	xxxxx	\$ 10,000.00		
11.22	Submittals UV/NEXOM/ sampler	LS	xxxxx	xxxxx	\$ 15,000.00	100%	\$ 15,000.00

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
12.1	Laboratory Casework Materials	LS	xxxxx	xxxxx	\$ 20,000.00		
12.2	Laboratory Casework Labor	LS	xxxxx	xxxxx	\$ 5,000.00		
12.3	Submittals	LS	xxxxx	xxxxx	\$ 1,000.00		
13.1	Process Piping Labor & Materials	LS	xxxxx	xxxxx	\$ 275,000.00		
13.2	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00		
14.1	Hoists Equipment Materials	LS	xxxxx	xxxxx	\$ 25,000.00		
14.2	Hoists Equipment Labor	LS	xxxxx	xxxxx	\$ 5,000.00		
14.3	Submittals	LS	xxxxx	xxxxx	\$ 1,000.00		
15.1	HVAC Materials	LS	xxxxx	xxxxx	\$ 75,000.00		
15.2	HVAC Labor	LS	xxxxx	xxxxx	\$ 9,000.00		
15.3	Plumbing Materials	LS	xxxxx	xxxxx	\$ 50,000.00		
15.4	Plumbing Labor	LS	xxxxx	xxxxx	\$ 15,000.00		
15.5	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
16.1	Generator & Transfer Switch Material	LS	xxxxx	xxxxx	\$ 65,000.00		
16.2	Generator & Transfer Switch Labor	LS	xxxxx	xxxxx	\$ 45,000.00		
16.3	Electrical Materials	LS	xxxxx	xxxxx	\$ 115,000.00		
16.4	Electrical Labor	LS	xxxxx	xxxxx	\$ 65,000.00		
16.5	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	60%	\$ 3,000.00
17.1	Process Control & Instrument L&M	LS	xxxxx	xxxxx	\$ 160,000.00		
17.2	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00		
Contract Price:					\$ 8,837,000.00		\$ 1,459,450.00

MATERIALS STORED SUMMARY				
	Description	# of Units	Unit Price	Extended Cost
2.9	Buried Pipe (Schimberg)	LS	\$ 817,990.61	\$ 817,990.61
3.1	Reinforcing Materials (CMI)	LS	\$ 34,102.10	\$ 34,102.10
3.9	Parshall Flume	1	\$ 10,000.00	\$ 10,000.00
5.1	Structure Embeds Materials (Breuer)	LS	\$ 9,976.04	\$ 9,976.04
11.13	Nexom Blower & Aeration Equipment Materials	LS	\$ 506,300.00	\$ 506,300.00
15.1	Dehumidifier	1	\$ 3,485.00	\$ 3,485.00
15.1	Grilles	LS	\$ 280.00	\$ 280.00
Total				\$ 1,382,133.75

SUMMARY

		Total Approved	Total Completed
Contract Price		\$ 8,837,000.00	\$ 1,459,450.00
Approved Change Order (list each)			
	Revised Contract Price	\$ 8,837,000.00	\$ 1,459,450.00

Stored \$ 1,382,133.75

Total Earned \$ 2,841,583.75

Retainage (5%) \$ 142,079.19

Total Earned Less Retainage \$ 2,699,504.56

Total Previously Approved (list each)	Pay Estimate No. 1	\$ 756,667.50	
	Pay Estimate No. 2	\$ 511,380.70	
	Pay Estimate No. 3	\$ 1,265,515.11	

Total Previously Approved \$ 2,533,563.31

Percent Complete 17%

Amount Due This Request \$ 165,941.25

The amount \$165,941.25 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Boomerang Corp.

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
West Branch, Iowa

Signature: Kelli Behrends

Name: Kelli Behrends

Title: Project Coordinator

Date: 11/16/2022

Signature: Emily Linebaugh

Name: Emily Linebaugh

Title: Engineer

Date: November 16, 2022

Signature: _____

Name: _____

Title: _____

Date: _____

City of West Branch

2023

City Council meetings & City holidays

January						
S	M	T	W	T	F	S
<u>1</u>	<u>2</u>	<u>3</u>	4	5	6	7
8	9	10	11	12	13	14
15	<u>16</u>	<u>17</u>	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
			1	2	3	4
5	<u>6</u>	7	8	9	10	11
12	13	<u>14</u>	15	16	17	18
19	<u>20</u>	<u>21</u>	22	23	24	25
26	27	28				

March						
S	M	T	W	T	F	S
			1	2	3	4
5	<u>6</u>	7	8	9	10	11
12	13	14	15	16	<u>17</u>	18
19	<u>20</u>	21	22	23	24	25
26	27	28	29	30	31	

April						
S	M	T	W	T	F	S
						1
2	<u>3</u>	4	5	6	7	8
<u>9</u>	10	11	12	13	14	15
16	<u>17</u>	<u>18</u>	19	20	21	22
23	24	25	<u>26</u>	27	28	29
30						

May						
S	M	T	W	T	F	S
	<u>1</u>	2	3	4	5	6
7	8	9	10	11	12	13
<u>14</u>	<u>15</u>	16	17	18	19	20
21	22	23	24	25	26	27
28	<u>29</u>	30	31			

June						
S	M	T	W	T	F	S
				1	2	3
4	<u>5</u>	6	7	8	9	10
11	12	13	14	15	16	17
<u>18</u>	<u>19</u>	20	21	22	23	24
25	26	27	28	29	30	

July						
S	M	T	W	T	F	S
						1
2	<u>3</u>	<u>4</u>	5	6	7	8
9	10	11	12	13	14	15
16	<u>17</u>	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	<u>7</u>	8	9	10	11	12
13	14	15	16	17	18	19
20	<u>21</u>	22	23	24	25	26
27	28	29	30	31		

September						
S	M	T	W	T	F	S
					1	2
3	<u>4</u>	<u>5</u>	6	7	8	9
10	11	12	13	14	15	16
17	<u>18</u>	19	20	21	22	23
24	25	26	27	28	29	30

October						
S	M	T	W	T	F	S
1	<u>2</u>	3	4	5	6	7
8	<u>9</u>	10	11	12	13	14
15	<u>16</u>	17	18	19	20	21
22	23	24	25	26	27	28
29	30	<u>31</u>				

November						
S	M	T	W	T	F	S
			1	2	3	4
5	<u>6</u>	7	8	9	<u>10</u>	<u>11</u>
12	13	14	15	16	17	18
19	<u>20</u>	21	22	<u>23</u>	<u>24</u>	25
26	27	28	29	30		

December						
S	M	T	W	T	F	S
					1	2
3	<u>4</u>	5	6	7	8	9
10	11	12	13	14	15	16
17	<u>18</u>	19	20	21	22	23
<u>24</u>	<u>25</u>	<u>26</u>	27	28	29	30
<u>31</u>						

2023 Holidays for United States

Jan 1	New Year's Day
Jan 2	New Year's Day (substitute day)
Jan 16	Martin Luther King Jr. Day
Feb 14	Valentine's Day
Feb 20	Washington's Birthday
Mar 17	St. Patrick's Day
Apr 9	Easter Sunday
Apr 18	Tax Day

Apr 26	Administrative Professionals Day
May 14	Mother's Day
May 29	Memorial Day
Jun 18	Father's Day
Jun 19	Juneteenth
Jul 4	Independence Day
Sep 4	Labor Day
Oct 9	Columbus Day

Oct 31	Halloween
Nov 10	Veterans Day (substitute day)
Nov 11	Veterans Day
Nov 23	Thanksgiving Day
Nov 24	Day after Thanksgiving Day
Dec 24	Christmas Eve
Dec 25	Christmas Day
Dec 31	New Year's Eve



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: November 21, 2022
--

AGENDA ITEM: Discussion – Budget Outlook

PREPARED BY: Adam Kofoed, City Administrator

DATE: November 15, 2022

BACKGROUND:

It will be another tough fiscal year ahead of council. Once a municipality hits a second and third tough fiscal year tougher decisions will need to be made.

But why is a growing community cutting back on its services?

For simplicity sake, tax cuts mean less revenue, and inflation means expenses are higher. In addition, as a community grows, so does its expenses. Therefore, in simple terms, something needs to give, or cuts need to happen.

A more detailed presentation will be presented by City Administrator, Adam Kofoed.


COUNCIL BUDGET SCHEDULE

Monday, January 9th at 5:30 PM hold the 1st Budget Work Session.

Tuesday, January 17th at 5:30 PM hold the 2nd Budget Work Session.

Monday, February 13th at 5:30 PM hold LATEST WORKSESSION POSSIBLE (If needed)

Reminder if our revenue exceeds 2%, our budget requires a 4-1 vote. If two council members vote no, we won't have a general fund budget. Staff can't start any sooner as we typically do not get official revenue numbers from Johnson and Cedar County until December 31.



Why is a Growing Town Having So Much General Fund Budget Pressures?

Sources used: Iowa Department of Management, Iowa League of Cities, and the city's internal financial records, used by City Administrator Adam Kofoed and Library Director Nick Shimmin

How It Works: General Fund, The City's Most Flexible Expense Choices

City taxes \$8.10 per \$1,000 taxable value, NOT ASSESSED VALUE

GF is used primarily for:

- Fire
- Police
- Library
- City Office
- Parks and Rec
- Culture

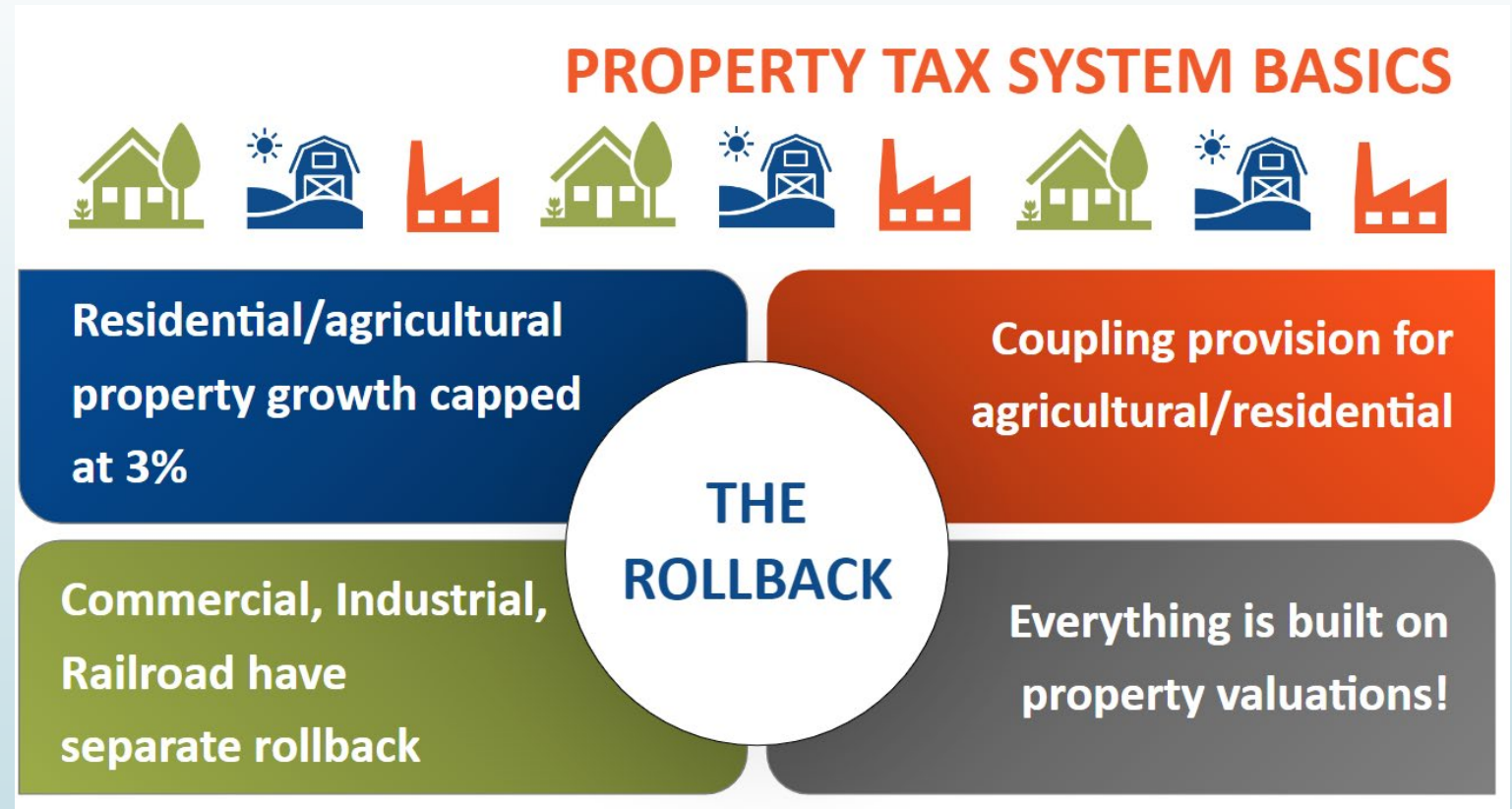


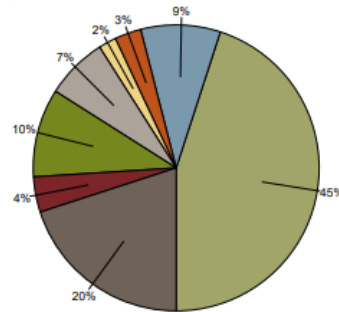
Image: Iowa League of Cities

How Does WB Compare?

City General Fund Revenues

The charts below show a breakdown of city general fund revenues in aggregate, by population ranges, and by individual city.

Graph B

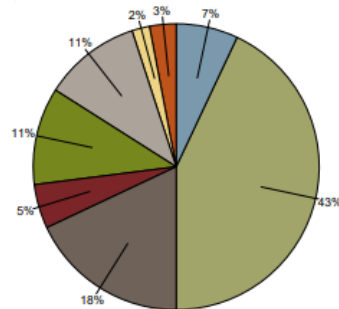


Graph B shows the statewide average of budgeted city general fund revenues for fiscal year 2023, for all cities in Iowa. On average, the largest subcategory of general fund revenues is property taxes, which accounts for approximately 46% of the total general fund revenues. Cities rely on property tax as a more stable source of revenues.

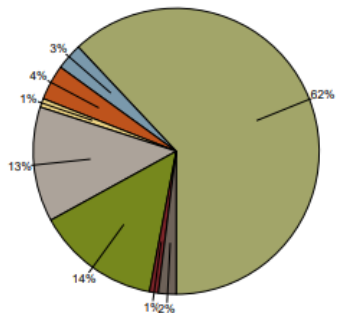
Economic conditions as well as legislation, among other factors, can impact city general fund revenues.

Generally, the size of the community, by population and taxable valuation is relative to the level of resources available. Graph C features a breakdown of general fund revenues for the population range in which the selected city falls, so that the user can begin to look at how these revenues compare with cities of similar populations.

Graph C



Graph D - West Branch, Iowa



- Property Taxes
- Transfers In, Proceeds of Debt & Capital Asset Sales
- Miscellaneous
- Special Assessments
- Charges for Services
- Intergovernmental
- Use of Money and Property
- Licenses & Permits
- Other City Taxes

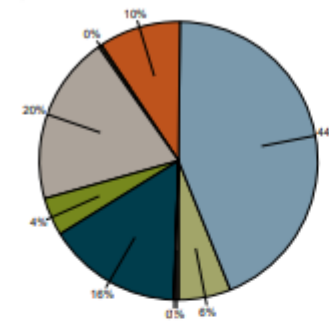
Each city has its own breakdown of general fund revenues. Graph D features the breakdown of general fund revenues specific to the selected city. Note that there are many factors and local characteristics that impact a city's breakdown. It is important to understand these local factors; comparisons cannot always be made purely based upon population or other factors.

More detail on general fund categories and subcategories is included in the appendices.

City General Fund Expenditures

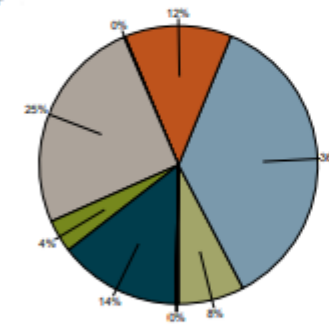
The charts below show a breakdown of city general fund expenditures in aggregate, by population ranges, and by individual city.

Graph E



On average, the largest subcategory of general fund expenditures is for public safety services, accounting for approximately 44%. Particularly for expenditures, cities vary a fair amount on these breakdowns depending upon services they offer. Often times, relative population impacts the general fund expenditure trends, with larger cities offering more types of services overall. Similar to many service industries, cities typically have significant portions of their general fund expenditures allocated to employee wages and benefits. These are also subject to inflation and insurance premium increases. Cities' budgets are also impacted by mandates, incurred obligations such as pension costs, and legislation.

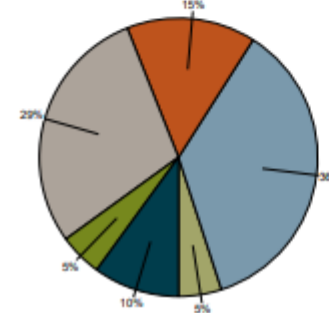
Graph F



Graph E shows the statewide average of budgeted city general fund expenditures for fiscal year 2023, for all cities in Iowa. As a reminder, the general fund does not include activities such as utilities which are a major expense included in the overall operation of a city.

The size of the community (population) may also impact differences in service levels that are provided. Graph F features a breakdown of general fund expenditures for the population range in which the selected city falls, so that the user can begin to look at how these expenditures compare with cities of similar populations.

Graph G - West Branch, Iowa



Each city has its own breakdown of general fund expenditures. Graph G features the breakdown of these expenditures specific to the selected city. Note that there are many factors and local characteristics that impact a city's breakdown. It is important to understand these local factors; comparisons cannot always be made purely based upon population or other factors.

More detail on general fund categories and subcategories is included in the appendices.

- Total Transfers Out
- Public Safety
- Public Works
- Health & Social Services
- Culture & Recreation
- Community & Economic Development
- General Government
- Total Debt Service
- Capital Projects

How Does WB Compare?

	2020 CENSUS	Total Regular	State Rank
TIPTON	3,149	16.61884	87
DES MOINES	214,133	16.61	88
CEDAR RAPIDS	137,710	16.0262	113
MUSCATINE	23,797	15.97054	117
IOWA CITY	74,828	15.63305	138
HIAWATHA	7,183	14.75527	192
WEST LIBERTY	3,858	14.69026	196
CORALVILLE	22,318	14.3123	227
MARION	41,535	14.20203	241
WILTON	2,924	13.51036	298
WEST BRANCH	2,509	13.22028	313
MOUNT VERNON	4,527	12.99906	332
TIFFIN	4,512	11.80746	433
NORTH LIBERTY	20,479	11.3192	479
OLON	3,018	10.97629	512
ELY	2,328	10.94693	514

Source: Iowa Department of Management 2022. Author: Nick Shimmin



What happened to local choice?

- City cannot raise taxes on the general fund. Cities are capped at \$8.10
- City cannot raise taxes for police and fire unless they form a multijurisdictional area. Even then, it's still capped.
- City cannot raise taxes for our EMS issues which continue to increase while volunteerism is decreasing. Only counties can raise taxes and they must ask voters in a referendum vote. 60% is required and the tax is still capped.
- City cannot tax income.
- City can ask voters to approve a local option sales tax and hotel motel tax, but its restricted to the referendum and state requirements.
- City Council can only raise taxes for, benefits, liability and other insurances, and essential infrastructure projects.
- Voters may opt to pass referendum bonds for non essential and essential projects (Cubby Park nonessential). Requires 60% vote.

Buckets, Buckets, Buckets, why is my water rate so high but the pothole in my neighborhood not fixed?



Why is a growing community cutting its services?

► Tax cuts:

- 2013 State property tax cut. State promises to “backfill” lost revenue.
- 2015 WB Tax Abatement Program. Estimated \$70,000 this year, roughly \$750,000 been given out in new property incentives. CA estimates program will stop in 2-3 years based on current payback.
- 2017 caps “backfill” at 2015 levels equal about a \$10,000 a year cut.
- 2021-2022 “backfill” ends completely equaling a \$100,000 general fund cut, roughly 10% of General Fund revenue for West Branch
- 2022-2023 State passes “biggest tax cut in Iowa history”
 - City expects to receive \$500 less per commercial and industrial building. Roughly a \$500 loss equaling \$30,000
 - Due to 2013 tax cut, multi-residential tax rate is phased out completely from 63% to 56%., Roughly a \$12,000 cut in GF Revenue
- Total estimated reduction in revenue due to tax cuts= \$224,000 this year

Assessment Increase Property Tax Relief is More Feasible than Total Property Tax Relief

Starting in 2019 and Ending in 2034 If Every House Participates			
Incentive Type Compared to Historic Prop.	Peak Year Total Revenue Loss	Additional Tax Revenue Over 15 Years	2034 Total Residential General Fund Total Revenue
Historic Property Designation	\$0.00	\$0.00	\$1,089,735.55
5 Year Assessment Abatement	-\$4,144.27	\$32,735.06	\$1,094,335.35
5 Year Property Abatement	-\$83,786.09	-\$363,389.80	\$1,094,335.35
8 Year Dropdown Assessment Discount	\$0.00	\$44,332.28	\$1,094,335.35
8 Year Dropdown Property Discount	-\$63,575.95	-\$243,595.40	\$1,094,335.35

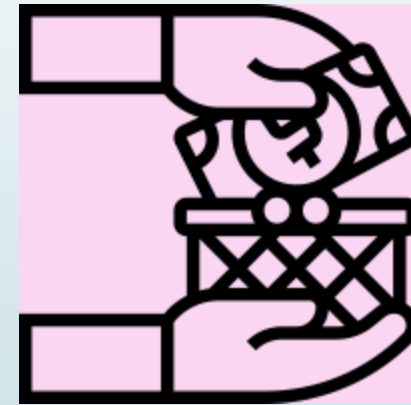
Image 5: Forecast General Fund Residential Property Tax Revenue comparing different incentive programs

- If every house participates, total property tax relief could be very costly for the city. It could lead to revenue decreases between \$243,000 and \$363,000 over a 15 year period from 2019-2034.
- If every house participates, West Branch giving relief on increased assessed dollars would provide the city with an additional \$32,000 to \$44,000 over a 15 year period from 2019-2034.

Source: 2019 report using 2017 American Community Survey Data: Kofoed, Adam, U OF I Urban and Regional Planning Financing Local Government class.

Why is a growing community cutting its services?

- Inflation & Volunteerism:
 - 2022 revenue increase was only \$15,000 but expenses went up 6% roughly \$60,000 so city cut back
 - Roughly an \$80,000 increase on top of \$60,000 from last year equaling \$140,000 increase.
 - Note Government Services such as concrete, paint, utilities going way higher than just the economy inflation.
 - Limited WBFD and EMS volunteerism has led to a \$30,000 increase in on call wages.
 - Roughly \$170,000 in increased expenses



Less Effective Dollars

- Essentially we have \$394,000 of less effective dollars to work with. Due to state tax cuts and inflation.
- Less effective meaning if the above past items mentioned were absent, we would have \$394,000 dollars to work with. Not all dollars are hitting us this year some have been scaled back the past few years.
- In average year budget for FD \$250,000 or Police \$390,000
- The city received roughly \$1.2 million in general fund property taxes.



Don't Forget “Unfunded Mandates”

- Lead service lines
- State budget reporting
- County revenue categorization moving to cities
- Possible Federal financial reporting requirements
- Many more

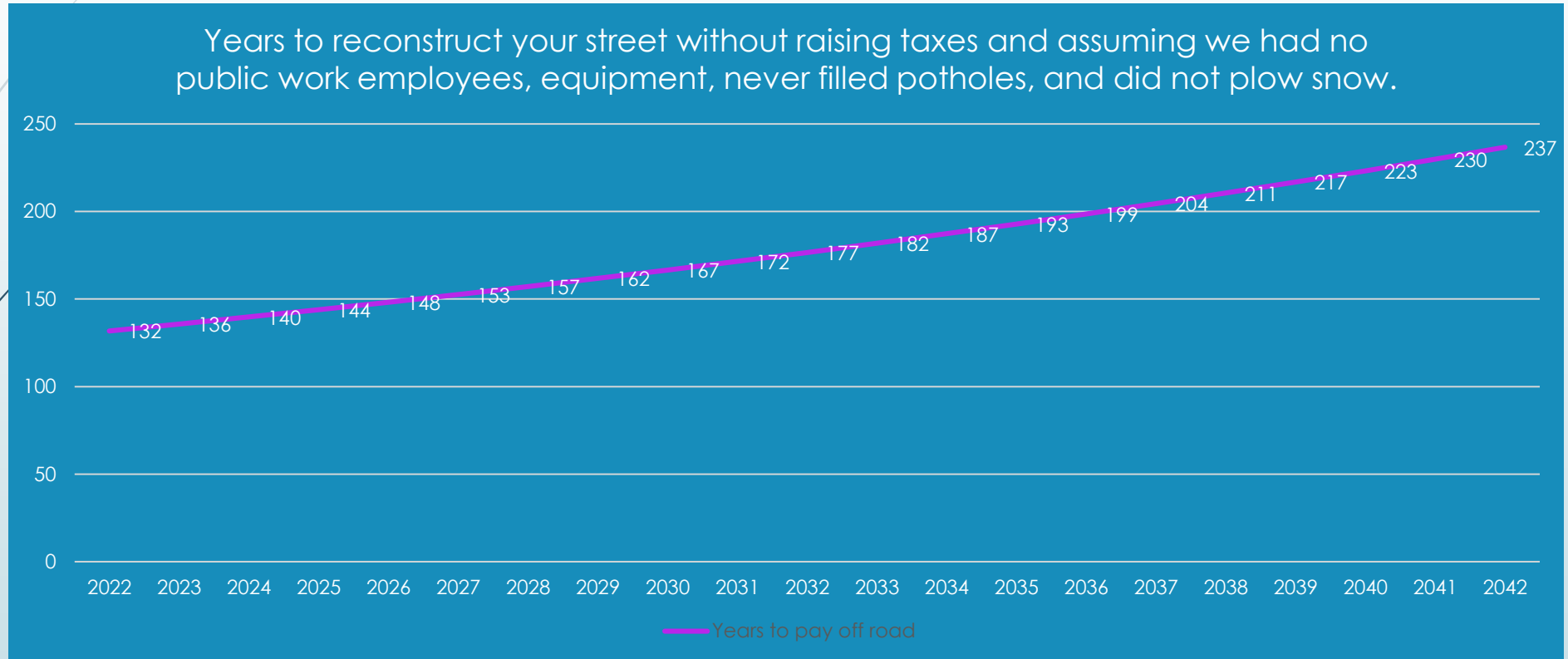


The Way Forward

- Reprioritizing what's important
- New zoning regulations
- Continue LOST
- Rely on executive team.
 - Over 80 years of experience between them
- Transition towards a professional government.
 - Cost to run projects should break even, unless excused by the appropriate board.

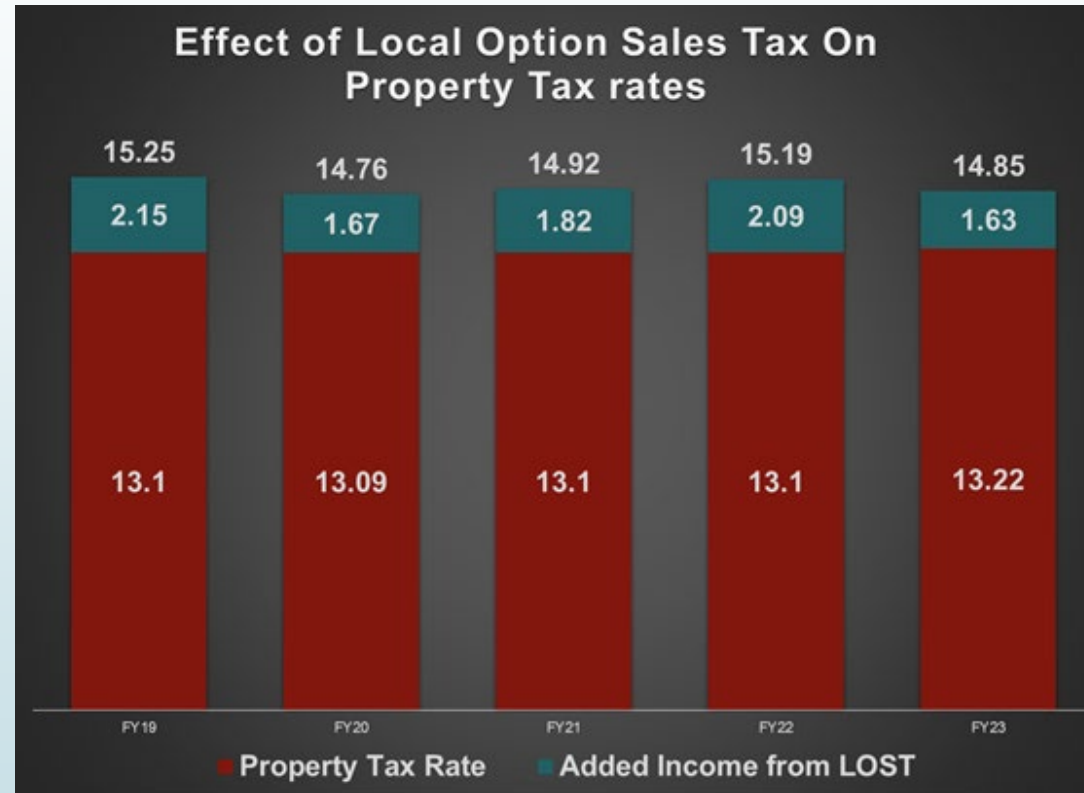


You can't have it both ways: wide roads, ample parking, safe, and well maintained streets. Innovative zoning or conscious choices required.



Assumes 1% revenue increase in road use taxes and 4% increase in all road construction items. Does not include cost to reconstruct utilities, which likely would occur at the same time. Source: West Branch Road Use Tax Revenue and Road Cost estimates from 2022 Solon, IA Road Project

LOST: Local Option Sales Tax

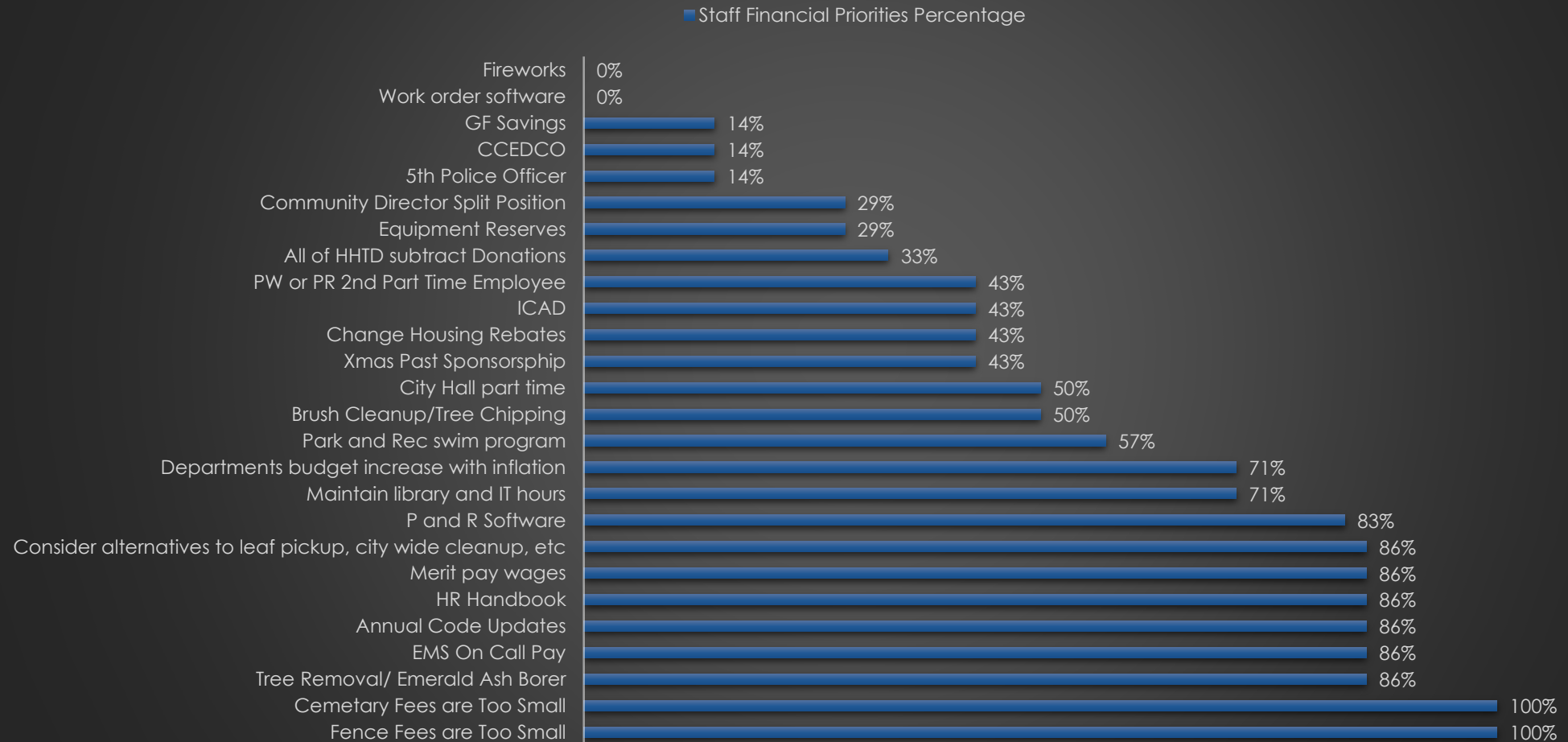


\$2,200 saved for property valued at \$200,000 over the last 10 years (average)

Source: Iowa Department of Management and City Revenue History: Author: Nick Shimmin

Staff Input: Over 80 years of experience at the executive team level

Staff Financial Priorities Percentage In a Crunch Year 2022



Source: Internal Budget Scenario Questions Assuming only \$80,000 of GF money to work with.

What are other cities doing? Professional Governments

City-Operated Utility Rates Data



Utility Rate Survey

The League recently conducted its biennial Utility Rate Survey, concluding in winter 2020. With 365 cities and local government organizations participating, we hope this information...

[See Details →](#)

Utility Rates Example

- League surveys & data
- Partnership with IFA on a 2022-23 Utility Rate Dashboard
- Conversations with:
 - Cities now addressing long-overdue rate studies or changes
 - Cities complying with regulations

Residential Water

\$1.00-1.50

Average increases for those using a flat fee structure were in the range of \$1.00-1.50 to the flat fee.

Commercial Water

\$1.00-2.00

Average increases for those using a flat fee structure were in the range of \$1.00-1.50 to the flat fee.

Residential and Commercial Stormwater

\$0.50

Average increases and decreases varied for stormwater but mostly averaged less than \$0.50.

Garbage

\$0.50

Average increases for those with a flat garbage fee were in the range of \$0.50.

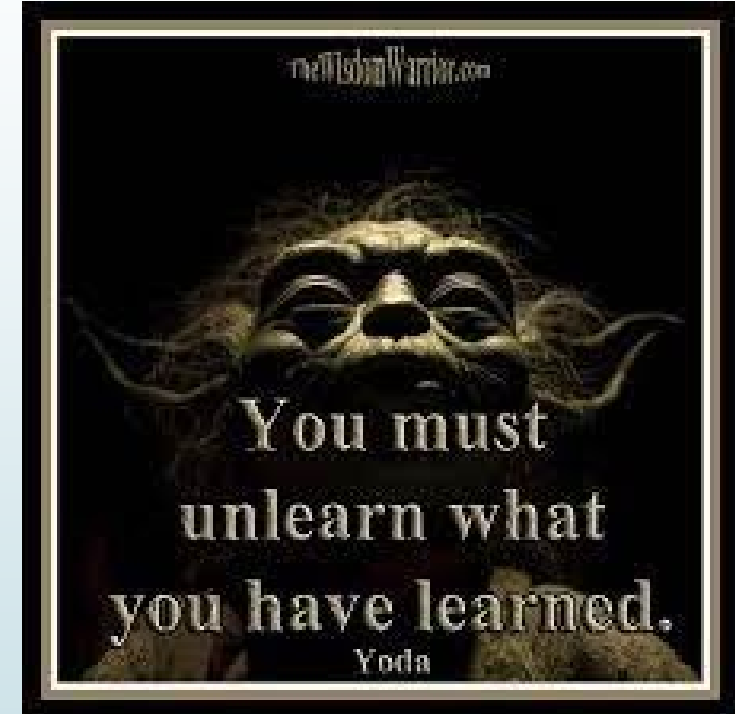
Recycling

\$1.00

Average increases for those with a flat recycling fee were in the range of \$1.00.

Conclusion

1. Revenue is not increasing as fast as it could.
2. Expenses are increasing much faster than increases in revenue.
3. Budget reconstruction is essential to long term financial success.
4. Less flexibility in council and staff choices between budgetary pressures and mandates.





REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: November 21, 2022
--

AGENDA ITEM: Direction– HHTD Fireworks

PREPARED BY: Adam Kofoed, City Administrator

DATE: November 15, 2022

BACKGROUND:

As explained in the budget outlook presentation, the city is facing several budget pressures. The City got involved in funding the fireworks when the Hoover Foundation no longer could raise enough in donations to fund fireworks. Years later, there were disagreements on fundraising coordination and which companies were giving money to the event after layoffs. At which point, the city funded the fireworks entirely.

On average, the city spends roughly \$25,000 in fireworks each year and only receives \$2,000 in donations for them.

Since 2013, the city has spent \$309,500 on fireworks.

MOST POPULAR EVENTS AT HHTD:

Not a perfect science, but based on survey results these were the most attended

1. Mayor's Parade
2. Main St. Shopping/Vendors
3. Fireworks & Inflatables
4. Ties:
 - a. Free Entrance at Hoover Museum
 - b. NPS Blacksmith and vendors
 - c. WBFD Beer tent and bands
5. WBFD Dinner
6. Hoover ball
7. Prairie Run
8. Other kids' activities
9. Heritage Square Band (Saturday night)
10. WBFD Band (Saturday night)
11. Other NPS Activities
12. Other Hoover Activities
13. Herb N' Lou's Band (Saturday night)

RECOMMENDATION

It is the city administrator's opinion that tax payer dollars for community development purposes, should only be used on items that bring people together. The city has budgeted \$309,500 on fireworks since FY 2013 which could have been used on something else, such as fill a revenue shortage for a pool or rec center. Or in general, have additional money available for matching grant projects or additional staff to shorten resident request wait times. Today, we need that money to ensure when a 911 call is made, someone in town is available to assist.

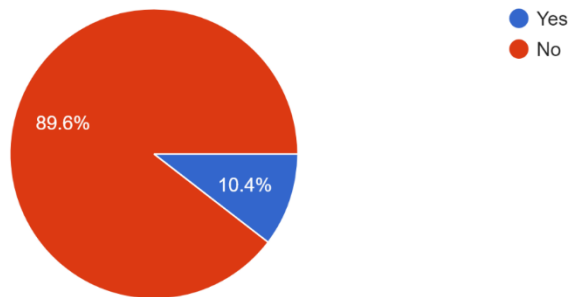
There is a role to play in community celebrations, however, it is clear fireworks is detracting from Saturday night events that benefit the fire department, businesses and other organizations. It is also interesting to note, the two most visited items at hometown day's cost the city very little.

Council has the final say. However, the city administrator recommends cutting fireworks from this year's budget and cautions continuing the program even in greater financial times as it detracts from community interaction.

OTHER SURVEY GRAPHS

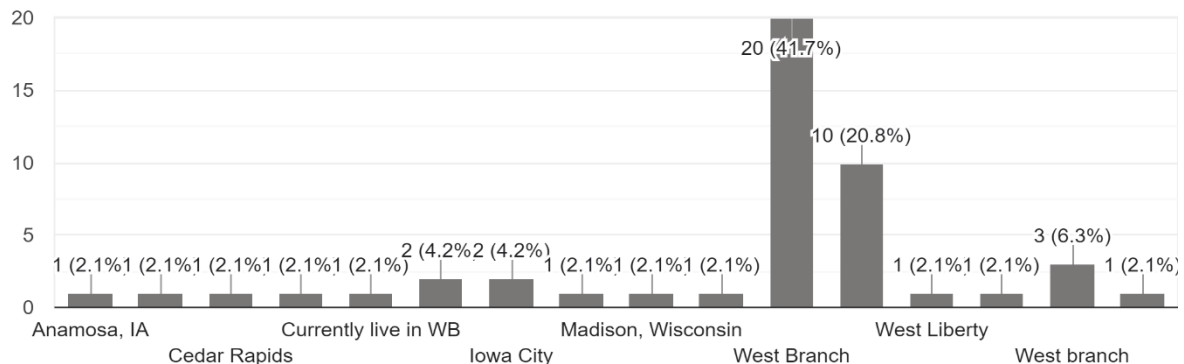
Would you like to hear more about serving on the HHTD Planning Committee?

48 responses



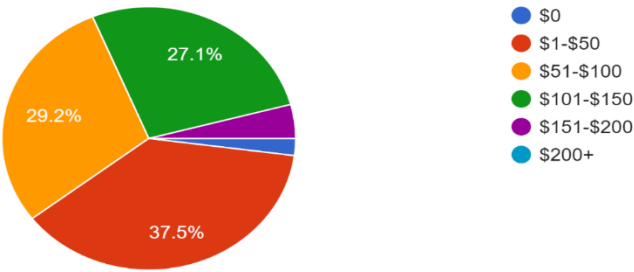
What city are you from?

48 responses



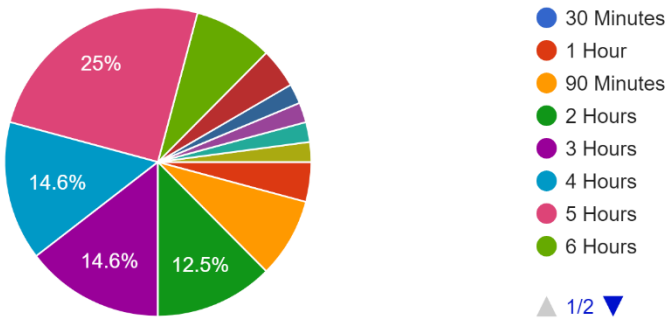
How much do you spend during HHTD?

48 responses



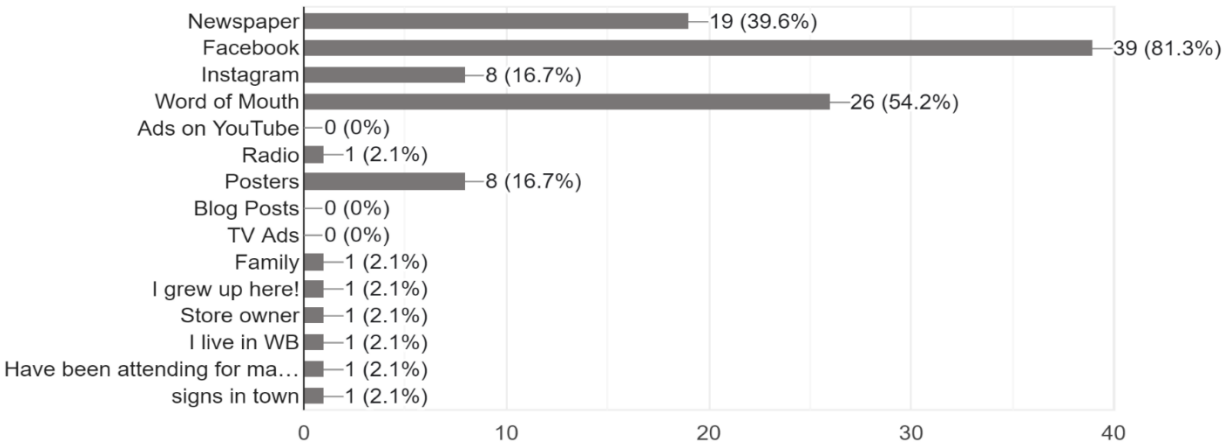
How long did you spend at HHTD on Saturday? Select the choice that best represents the amount.

48 responses



How did you hear about Hoover's Hometown Days? You can select multiple answers

48 responses





REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: November 21, 2022
--

AGENDA ITEM: Direction– Strategic Planning
--

PREPARED BY: Adam Kofoed, City Administrator

DATE: November 15, 2022

BACKGROUND:

Each year council should give staff its upcoming priorities so that way we can budget for their goals. Staff believes council should take into staff recommendations but believes they should take the worksheets home with them and think priorities through.

CA RECOMMENDATIONS TO COUNCIL

1. Urgent: Pass a formal CIP plan when bids are received and put shovels in the ground.
2. High: Prioritize financial sustainability, reconsider budget priorities and research operation efficiencies before taking on new services.
3. High: Renewing LOST Referendum for November 2023.
4. Med: Continue building design standards and nuisance abatement enforcement.
5. Med: Start saving money for grants.
6. Med: Main St. Reconstruction in coordination with Heritage Square and downtown streetscaping.
7. Low: Balance Projects before deciding next on next CIP plan.
 - a. Trails, watershed management, new wells/lift stations, Cedar Johnson

OTHER NOTES DISCUSSED IN THE PAST BY COUNCIL OR ARE COMMONLY DISCUSSED BY PUBLIC

Greenview water loop or water pressure	Cedar Johnson Road reconstruction
Town Hall restoration	Water tower repainting
Rec Center/multipurpose facility	Safety along new school facility
New staff, where appropriate	Improving east downtown
Senior housing	Commercial: restaurants, dental, etc.
Placemaking	Affordable housing

DEPARTMENT AND COMMISSION GOALS

At the meeting staff will have a list of all departments and commission goals that have been discussed at their level.

ENDING GOAL

To have a poster board of all annual goals each year to help staff, council, and commission center in on their missions. With some tight fiscal years, if its not on our list we should not try to accomplish it. Each year we can reevaluate our goals and if something new takes precedent we can change it then.

ATTACHMENTS

1. Last year's goals
2. Department and Commissioner goals
3. Strategic planning worksheet

RESOLUTION 2022-03

A RESOLUTION SETTING STRATEGIC GOALS & PRIORITIES
FOR THE CITY OF WEST BRANCH FOR 2022 AND BEYOND

WHEREAS, be it resolved by the City Council of the City of West Branch, Iowa that the following projects, activities, and initiatives are the Council's priorities and goals for the specified time period, and that the City Administrator and City Staff are directed to work towards them:

Section 1. That the following projects and activities are the top priorities of the West Branch City Council for 2022:

1. Complete a capital improvement plan that prioritizes Herbert Hoover Highway / Cedar-Johnson roundabout and Eastside water mains.
2. Remain financially sound by starting and implementing a reserve requirement policy.
3. Complete the third wastewater lagoon.
4. Complete Wapsi Creek widening project.
5. Conduct employee salary surveys and implement a wage policy for full time employees.
6. Create and implement TIF policy/procedures.
7. Implement a streets capital improvement plan.
8. Start a marketing campaign for renewing the local option sales tax referendum.

Section 2. That the following projects and activities are goals of the West Branch City Council for the next 2 to 5 years:

1. Develop a parks capital improvement plan.
2. Consider opportunities to fund reconstructing Cedar Johnson Road.
3. Investigate and consider incentives and alternatives for developing the Croell Site.
4. Consider adding another full-time employee, where necessary.

PASSED AND APPROVED this 3rd day of January 2022.

Attest:

Leslie Brick
Leslie Brick, City Clerk

Roger Laughlin
Roger Laughlin, Mayor

STRATEGIC PLAN

CITY OFFICE

	Fiscal responsibility
	HR Handbook
	Continued formal and informal training and education
	Systemic filing, organizing, storage. Staff time and money needed
	Hiring, training clerk position before Leslie retires
	Utility, dog license, deputy clerk office admin assistance, filling, imaging software, cemetery lot sales back up permits, payroll shared

CITY ADMIN

	Finalizing CIP shovels in the ground
	Financial Sustainability
	Renewing Lost Referendum
	Start saving money for grants
	Main St. Reconstruction, Heritage Square, or streetscaping
	Streets, trails, watershed management, new wells/lift station, EMS Volunteerism

PUBLIC WORKS

	Lead Line Replacements
	Tree Removal
	Street patching and Oliphant Street
	Succession Planning
	Main St. Reconstruction in phases; sewer and water mains needed just as much;
	Cedar Johnson Sidewalks and connectivity over a new road or Main St.

POLICE

	5th Officer
	Reaching to 24/7 actual coverage, younger people expect it to be mayberry where it safe
	Post COVID community engagement
	Facility discussions for public safety
	Small helmets, or fundraising policy, grants/donations for ice cream bikes, child safety seats

LIBRARY

	Ground repairs just done or in progress
	Working to build community per multiple strategic plan goals
	Building & grounds upkeep
	Continued programs and events to meet public interests
	Maintain aging computer equipment
	Support Friends with fundraising and making improvements
	Keep up with Board and Friends turnover

PARKS & REC

	Update the Strategic Plan for Parks and Recreation Capital Improvements
	Complete and execute a donation and sponsorship policy for West Branch Parks and Recreation
	Develop a sustainable fundraiser for West Branch Parks and Recreation to offset costs
	Continually evaluate existing and new programs to determine their value for the community

CITY COUNCIL