



CITY COUNCIL MEETING
MONDAY, MARCH 20, 2023 – 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 March 6, 2023 City Council meeting
 - b. Approve a Special Event Permit for Main Street West Branch for Kickoff to Summer 2023
 - c. Appoint Evie White to the Parks & Recreation Commission, term expiration 12/31/2024
 - d. Approve the January Monthly Financial Report
 - e. Approve Claims for 3/20/2023
7. Presentations/Communications/Open Forum
 - a. Chief Hanna – Speed Cameras
8. Public Hearing/Non-Consent Agenda
 - a. **Discussion** – minor budget changes (due to SF181)
 - b. **Resolution 2023-21** – Adopting the Final Proposed Fiscal Year 2024 Annual Budget and Ordering a Notice of Public Hearing for April 3, 2023. / Move to action.
 - c. **Resolution 2023-22** – Approving a 60-Month Lease Agreement with Koch Brothers on a Lanier IM C4500 Copier for \$132.00 per month plus a monthly service charge based on number of copies. / Move to action.
 - d. **Resolution 2023-23** – Allowing the Consumption of Alcohol on a Public Street within the City of West Branch on Saturday, June 10, 2023 from 4:00 p.m. to midnight on the 100 block of North Downey Street for a free community concert. / Move to action.
 - e. **Resolution 2023-24** –Support of the application of BBCO, LLC for funding via the Workforce Housing Tax Credit Program and Pledging City Monies for the same. /Move to action.
 - f. **Resolution 2023-25** – Setting a Date for a Public Hearing on the Intent to Vacate a Portion of Green Street and to Dispose of the City’s Interest in the same. / Move to action.
 - g. **Resolution 2023-26** - Approving Pay Estimate Number 7 in the Amount of \$151,883.91 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.
 - h. **Resolution 2023-27** – Approving a Legal Services Agreement and Authority to Represent with Lynch Dallas, P.C. / Move to action.
 - i. **Motion** to accept the resignation of Library Director Nick Shimmin. / Move to action.
9. Discussion
 - a. Public Works Director, Matt Goodale - Direction on the purchase of a leaf vacuum
 - b. City Administrator, Adam Kofoed - Local Option Sales Tax (LOST)
 - c. City Administrator, Adam Kofoed -West Branch Village dba Havenpark sewer billing discussion (rules for reconsideration)
10. City Administrator Report
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**

**March 6, 2023
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, Tom Dean and Nick Goodweiler. Absent: Jodee Stoolman. City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Police Chief John Hanna, Fire Chief Kevin Stoolman and City Attorney Kevin Olson. Staff attending via Zoom: Heidi Van Auken, Nick Shimmin and City Engineer Dave Schechinger. Absent: Matt Goodale and Matt Condon.

APPROVE THE AGENDA

Motion by Sexton, second by Miller to approve the agenda.

APPROVE CONSENT AGENDA

Approve minutes from the February 6, 2023 Special City Council meeting.

Approve minutes from the February 21, 2023 City Council meeting.

Motion to approve a Class E (LE) Retail Alcohol license for Casey’s General Stores #3463, 615 S. Downey St., West Branch, Iowa.

Motion to approve the Annual Service Proposal and Contract for Whelen Outdoor Warning Sirens with Frontline Warning Systems.

Approve Claims for 3/6/2023

EXPENDITURES	3/6/2023	
ALTORFER INC	SKIDLOADER REPAIRS	10,433.44
AMAZON.COM	OFFICE SUPPLIES-P&R	69.96
AMERICAN WATER WORKS ASSOC	DUES GOODALE 5-1-23 TO 4-30-24	90.00
CROELL	SAND FOR SALT/SAND MIX	109.31
GIESE, JACOB	BLDG INCENTIVE PAYMENT	790.43
GRIEBAHN INDUSTRIES	NAME PLATE- P&R CONDON	66.00
HENNINGSEN DANIEL	BLDG INCENTIVE PAYMENT	162.19
HI-LINE	SHOP SUPPLIES	227.84
IOWA LIBRARY ASSOCIATION	KNOCHE ILA DUES 2023	95.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	21.60
JOHNSON COUNTY AUDITOR	USGS STUDY SILURIAN AQUIFER	849.00
MONICA TYLEE	CLEANING SERVICES-TH	140.00
MPEC	SHOP SUPPLIES	78.95
OLSON, KEVIN D	LEGAL SERVICES MARCH 2023	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	47.50
QUILL CORP	OFFICE SUPPLIES-PW, CITY	1,185.31
UNIFORM DEN	UNIFORMS - POLICE	93.12
VEENSTRA & KIMM	VARIOUS PROJECTS	18,335.14
WEST BRANCH COMM SCHOOLS	YOUTH BASKETBALL GYM RENTAL	375.00
TOTAL		34,669.79
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	3/3/2023	50,211.33
PAID BETWEEN MEETINGS		
SISCO	HEALTH CLAIMS 2/27/2023	1,231.17
SISCO	HEALTH CLAIMS 2/21/2023	11.88
SISCO	HEALTH CLAIMS 2/13/2023	11.41
SISCO	FLEX CLAIMS 2/21/2023	2,940.00
METLIFE	INSURANCE	1,406.76
SISCO	INSURANCE	12,510.58
HY-VEE	CONCESSION SUPPLIES	251.03
IMPACT 7G	WIDENING WAPSI CREEK	8,323.00
MEDIACOM	CABLE SERVICE	41.90
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-CITYTH	500.00
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	2,030.35
TOTAL		29,258.08
GRAND TOTAL EXPENDITURES		114,139.20

FUND TOTALS	
001 GENERAL FUND	30,996.52
022 CIVIC CENTER	140.00
031 LIBRARY	6,122.89
110 ROAD USE TAX	16,254.31
112 TRUST AND AGENCY	24,648.91
321 WIDENING WAPSI CREEK @ BE	11,477.00
324 WW TREATMT FAC IMP 2021	13,507.30
329 EASTSIDE WATER MAINS	1,673.84
600 WATER FUND	5,482.12
610 SEWER FUND	3,836.31
 GRAND FUND TOTAL	 114,139.20

Miller asked Chief Hanna if Casey’s had any recent violations. Hanna responded that his department does not do compliance checks, that is done by the Cedar County.

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

West Branch Fire Department Annual Update – Fire Chief Kevin Stoolman presented the department’s annual report. Stoolman said the department responded to seven hundred twenty-nine (729) calls in 2022, that was one hundred sixty-six (166) more calls than in 2021. Of the 729 calls, 329 were calls in West Branch. 292 calls were medical and 37 were fire call. The remaining calls were in the townships the department covers. In addition, Johnson County Ambulance handled 399 of the medical calls. Stoolman said that the department only responded to 99 calls on the interstate and credits a mild winter. The annual report will be available on the city website for additional stats on the departments call volumes.

Sandy Heick, paramedic / West Branch Fire Department volunteer gave an update to the Council on her work for pushing for EMS to be an essential service. Heick said the state legislature did pass a law that allows cities to levy for EMS services now. Heick said she is discussing what amount the city could levy for indicating that it would most likely be less than forty cents (per one thousand dollars of valuation). She reiterated, EMS is not just ambulance. It’s police, fire, and first responders too. Heick said it doesn’t matter if you are a volunteer or paid, the same training is required by the state which is a big expense for the department. Heick provided a proposal for the Council to consider on how the department would like to increase their budget with additional on-call staffing dollars to entice more volunteers from the community. Heick said it is nationally recognized that the younger generations do not have that “volunteerism” gene and that once the current generation (30 – 70-year olds) age out, small communities that rely on volunteer fire & rescue departments will suffer. Councilperson Miller pledged his support for Heick’s proposal to levy taxes for EMS services and thanked Heick for her service. Heick said the fire department is going to start reaching out to residents to educate them on the EMS issue and that once she obtains information from the County Auditor on how much tax to levy for EMS would be needed to sustain the department, then the Council could consider adding a measure on the ballot in 2023.

PUBLIC HEARING / NON-CONSENT AGENDA

Public Hearing – Regarding construction of certain public improvements, approving preliminary plans and taking of bids for improvements known as the I-80 Utilities Relocation Project.

Laughlin opened the public hearing at 7:41. There were no public comments. Laughlin closed the public hearing at 7:42 p.m.

Resolution 2023-17 – To accept and award the contract for the I-80 Utility Relocation Project to Central Excavating Inc. in the amount of \$747,982.00. / Move to action.

This is an Iowa Department of Transportation project and part of the I-80 widening. The DOT will reimburse the City for all expenses related to the project.

Motion by Dean, second by Miller to approve Resolution 2023-17. AYES: Dean, Miller, Sexton, Goodweiler. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-18 – Approving a Sewer Agreement with West Branch Village c/o Havenpark Capital Partners LLC. / Move to action.

Sexton asked Kofoed how the forty dollars was derived at as he felt that “was too cheap” and not necessarily a motivator for completing the installation of the sewer meter. Kofoed stated that he reviewed the West Branch Village utility account and determined that an average household usage would be approximately three thousand gallons. That usage, multiplied by the current rate, then doubled would be forty dollars. Sexton was unclear how Kofoed came up with forty dollars as the math didn’t work. Miller said that at this time, only two of the thirteen homes are occupied so the forty dollars is better than nothing. Kofoed stated that the City is not notified when residents move in since this is not like a housing subdivision where certificates of occupancy are required. Goodweiler said he issue with West Branch Village allowing homes to be occupied before they are being charged with sewer fees as other West Branch residents. The Council continued to debate the proposed forty dollar a month fee and the Mayor requested a vote to determine next steps.

Motion by Sexton, second by Goodweiler to approve Resolution 2023-18. AYES: Goodweiler, Dean. NAYS: Sexton. Abstain: Miller. Absent: Stoolman. Motion failed.

Resolution 2023-19 – Approving various contracts for Hoover’s Hometown Days 2023 in the amount of \$11,330.00. / Move to action.

The proposed vendor contracts are vendors the City has used in the past. Laughlin noted that the inflatables cost was scaled back this year from \$12,000 to \$10,000. Miller asked if wristbands would be used this year. Kofoed responded that last year, more than five hundred bands were passed out which indicated that the inflatables are a popular event and that it would be difficult to get a permit from the National Park Service for charging a fee for the inflatables since they are located on park property.

Motion by Sexton, second by Goodweiler to approve Resolution 2023-19. AYES: Sexton, Goodweiler, Dean. NAYS: Miller. Absent: Stoolman. Motion carried.

Resolution 2023-20 - Approving a resolution of support for the City Administrator to apply for Cedar-Johnson Reconstruction funding under Congressperson Miller- Meeks FY2024 Community Project Funding Program. / Move to action.

Kofoed said four million dollars was available from the program but said he was not confident that he would be successful the first time trying for some of those funds. Kofoed said he would continue to try through 2024. Motion by Miller, second by Dean to approve Resolution 2023-20. AYES: Miller, Dean, Sexton, Goodweiler. NAYS: None. Absent: Stoolman. Motion carried.

CITY ADMINISTRATOR REPORT

Kofoed announced that the Park & Recreation community survey has been placed on social media and will collect responses for two weeks. Kofoed said the purpose of the survey is to get feedback from residents for the Parks Plan. He also informed the Council that the Tipton Aquatic Center will be closed for renovations this summer and that the City’s new Parks & Rec Director was reaching out to other cities to find a replacement location for swimming lessons. Kofoed also reminded the Council that they (and all city staff) are required to attend NIMS training. Training dates & locations will be made available by the next meeting.

CITY ATTORNEY REPORT

Olson said he reached out to Hills Bank regarding the property on East Green Street. Olson said he informed them that he is willing to publish notice of the condemnation to resolve the issue. Olson said he expected to get a response from the bank before next meeting.

CITY ENGINEER REPORT

Schechinger reported that the Roundabout Project will begin with a complete road closure on April 3rd. He said signage is expected to go up two weeks prior. Schechinger said the project is expected to take seventy working days (Monday-Friday), which would take the project through late fall. Schechinger said he was also reviewing construction drawings for the Meadows Part 3 as that project will be going on along with the roundabout project. Schechinger said there were no new updates on the Wastewater Treatment Facility Project due to wet conditions, but as spring hits the project will start to see more activity.

STAFF REPORTS - None

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin announced that RAGBRAI will not be coming through Cedar County.

ADJOURNMENT

Motion to adjourn by Sexton, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 8:16 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: March 20, 2023

AGENDA ITEM: Approve a Special Event Permit application for Main Street West Branch Kickoff to Summer 2023

PREPARED BY: City Clerk, Leslie Brick
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DATE: March 8, 2023

BACKGROUND:

Main Street West Branch is planning their annual Kickoff to Summer event for June 9th & 10th, 2023 that includes sidewalk sales and a community concert.

Main Street West Branch Executive Director, Jessi Simon is requesting the following:

- 1) Street Closure: 100 block of N. Downey Street on Saturday, June 10, 2023 from 4:00 p.m. to midnight for a music concert.
- 2) Special Exception of Chapter 45.02(2): allow beer sales and consumption on the 100 block of North Downey Street. (see Resolution 2023-23 to follow.)

Herb & Lou's and The Down Under will be selling alcoholic beverages under a special event permit with ABD (to be approved by Council at a later date).



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 _____ Date of Approval _____

West Branch Administration _____ West Branch Fire Department _____ West Branch Police Department _____

West Branch Public Library _____ West Branch Public Works _____ West Branch Parks and Recreation _____

Other _____ Other _____

Notes: _____



Special Event Permit Application

Event Title/Name: _____

Event Organization: _____ Phone: _____

Organization Address: _____ Tax ID #: _____

City: _____ State: _____ Zip Code: _____

Event Website: _____ Event Email: _____

Event Coordinator Name and Title: _____

Event Coordinator Email: _____

Event Coordinator Cell Number: _____

Event Coordinator Address: _____

City: _____ State: _____ Zip Code: _____

Description of Event: _____

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.

Event set up will begin: <small>(date, day of the week and time)</small>	Event will begin: <small>(date, day of the week, and time)</small>	Event will end: <small>(date, day of the week, and time)</small>	Removal and clean-up will be completed: <small>(date, day of the week, and time)</small>

Maximum Number of Participants: _____ Maximum Number of Vehicles: _____

Will there be an admission fee? _____ What is the admission fee? _____

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

Will alcohol be permitted or sold? _____ 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? ___
Please list other agencies involved. _____

Traffic Control Plan (please attach diagram): _____



Public Notification Plan: _____

Amplified Sound/Noise Plan: _____

Site Plan/Race Course Map (please attach diagram): _____

Security Plan: _____

Restoration Plan: _____

Trash Management Plan: _____

Restroom Plan: _____

Signs/Banner Plan: _____

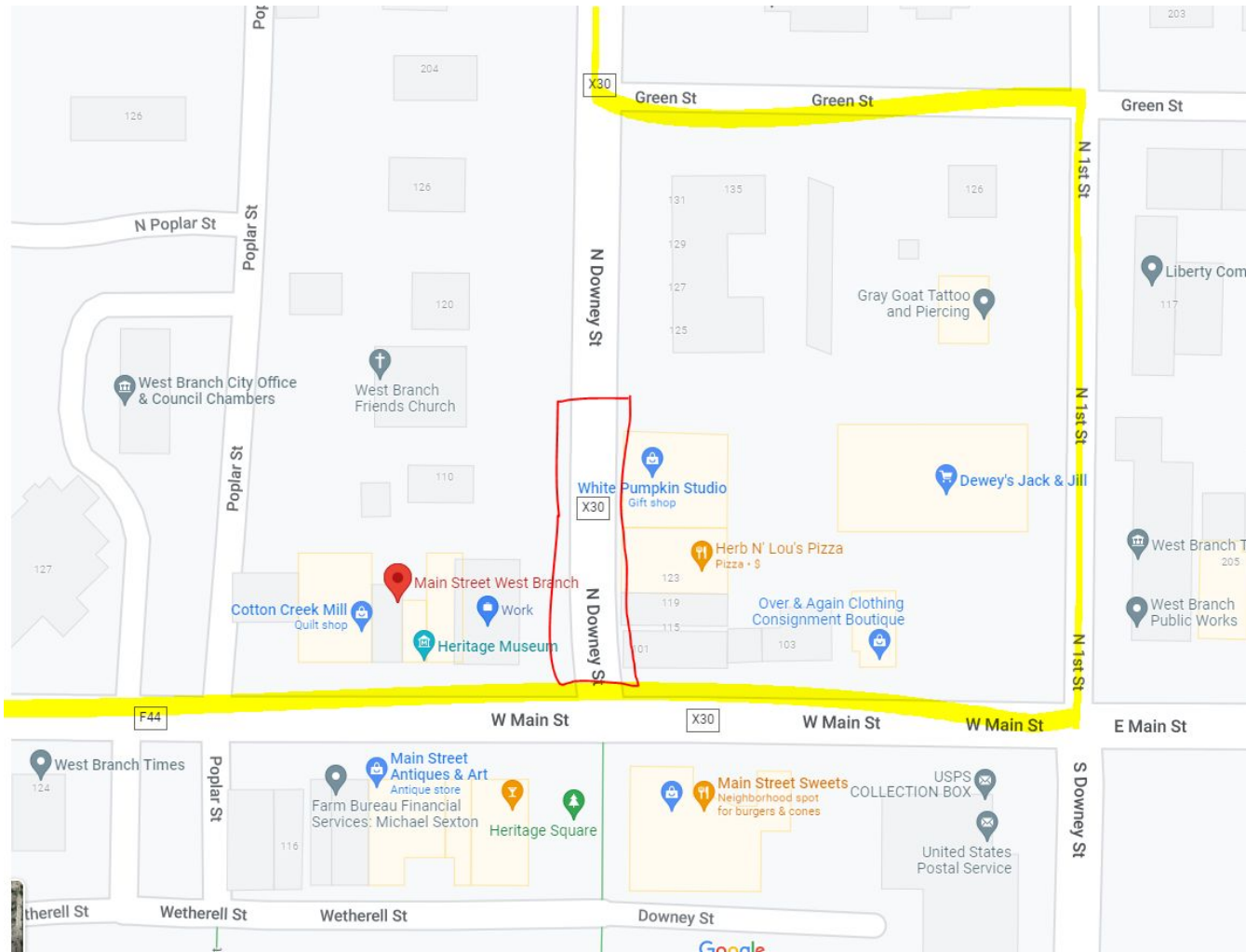
Insurance policy: _____

Signature: Jessi Simon Date: _____

*****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.

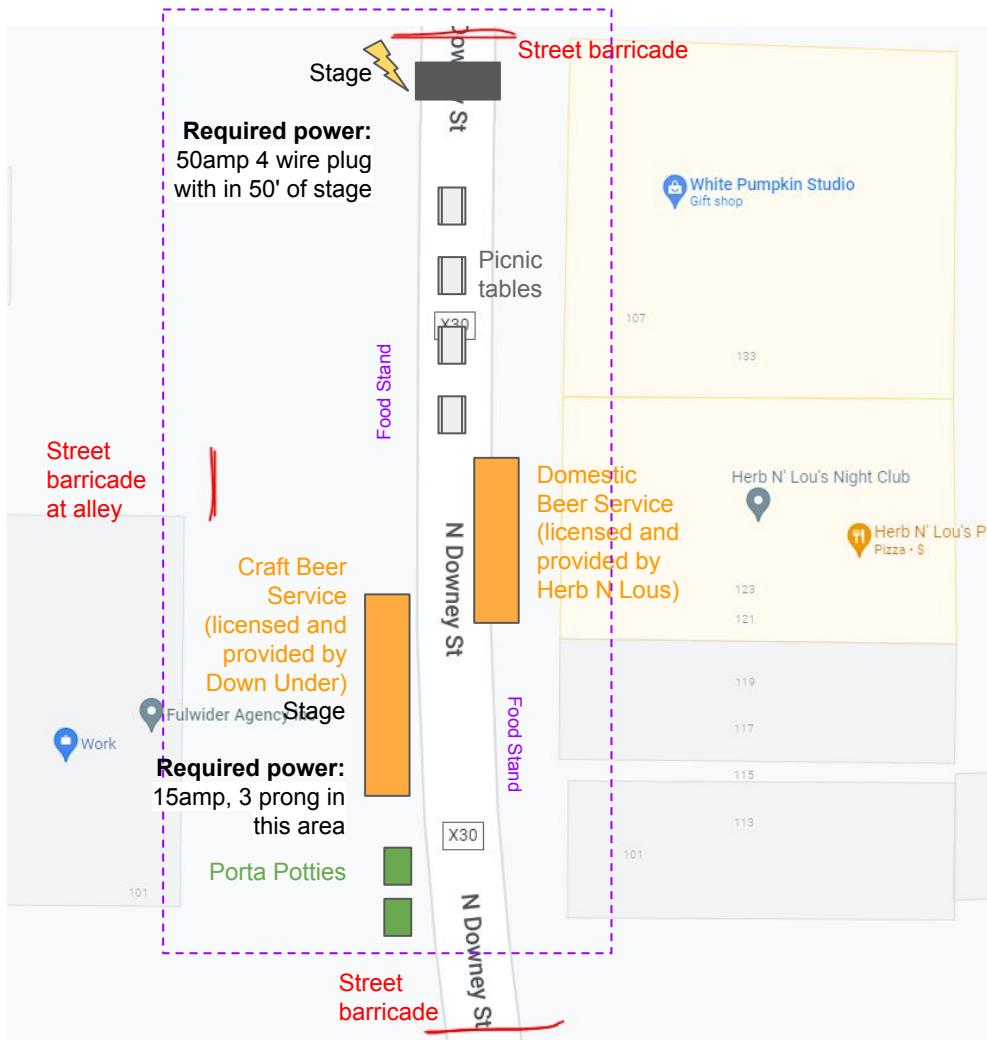


Traffic Control Plan

Kickoff to Summer
Outdoor Concert
June 10, 2023

Street closed in area
outlined in red.

Traffic re-routed
around the block as
outlined in yellow.



Proposed Site Plan

Kickoff to Summer
Outdoor Concert
June 10, 2023

Needed from City Staff:

- Confirmed access to working power (50amp, 4 wire plug within 50 feet of stage. And 15 amp, 3 prong plug for DU area)
- Picnic Tables & Trash Cans dropped near the area on Friday (volunteers will move to street area Sat)
- Street Barricades
- Possibly borrow a few tables/chairs from Town Hall
- Pop up tents if rain is forecasted



Advisory Board/Commission
Application Form

Individuals serving on boards or commissions play an important role in advising the City Council on matters of West Branch.

When a vacancy occurs, an announcement of that vacancy will be posted. No sooner than two weeks later the Mayor and City Council will review all applications. The appointment will be made at a formal City Council meeting. Appointees serve as unpaid volunteers.

This application is a public document and as such it or the information it contains may be reproduced and distributed. This application will remain active for two years and you will automatically be considered for any vacancy occurring during that time.

Board or Commission Park Bd & Library Bd Today's Date 2/27/23
(Please print)

Name: EVELYN "EVIE" WHITE Address: 240 Pedersen

Phone: (home) [REDACTED] Phone: (cell) [REDACTED]

Email: Maryevia@mevra.com.kk.net

Do you live within the corporate city limits of West Branch? Yes No

How long have you been a resident of West Branch? Nov. 22

Occupation: Homemaker Employer: Retired

Optional Questions (use the back if necessary)

What experience and/or skills do you have that might qualify you to serve on this board / commission?

Have served on Rock Island City Council
R1 Library B
R1 Parks & Rec Bd

What contributions do you feel you can make to this board / commission?

When I served on City Council in R1 we enlarged
our 30/335 Branch - Enlarged SW Branch
Built an unbelievable pool that other QC's children come
to - - the best pool in QC cities

Thank you for your interest! We will contact you after your application has been reviewed.

(309) 722-7275

Reference would be Todd Winters Parks -
John Phillopio City Manager -



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: March 20, 2023

AGENDA ITEM: January 2023 Monthly Financial Report

PREPARED BY: Heidi Van Auken

DATE: March 6, 2023

SUMMARY:

Monthly Financial Report: This report includes revenue, investments, expenditures, and balances for the month of January 2023.

BANK TO BOOK RECONCILIATION			
1/31/2023			
BANK BALANCE @			
	CASH - FIDELITY BANK & TRUST		\$ 5,945,845.32
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND		\$ 31,890.60
	SUB TOTAL		\$ 5,977,735.92
ADD:	CD'S:	Bank/CD #	Maturity Date
	ENLOW BUILDING CD	LIBERTY SAVINGS-10447	5/2/2023 \$ 11,196.32
	CEMETERY PERPETUAL CARE	HILLS BANK-30282503	1/11/2024 \$ 98,254.69
	LIBRARY-HANSEN DONATION CD	GREENSTATE-1029 (Old 1025)	8/1/2023 \$ 56,125.94
	LIBRARY-KROUTH PRINCIPAL CD	GREENSTATE-1030 (Old 1026)	9/2/2023 \$ 51,757.12
	LIBRARY-KROUTH INTEREST CD	GREENSTATE-1031 (Old 1027)	9/2/2023 \$ 24,263.30
	GEN FUND-STREETScape-ACCIONA DONATION CD	GREENSTATE-1033 (Old 1028)	12/6/2024 \$ 7,041.90
	SAVINGS ACCOUNTS		
	GENERAL FUND SAVINGS	GREENSTATE-0001	\$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT	\$ 8,517.00
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT	\$ 16,343.04
	TOTAL CD'S & SAVINGS ACCOUNTS		\$ 273,504.31
	SUB TOTAL		\$ 6,251,240.23
	O/S DEPOSITS		\$ -
LESS:	O/S CREDIT CARD		\$ -
LESS:	O/S CHECKS		\$ 6,206.26
	ENDING BOOK BALANCE		\$ 6,245,033.97
	NON-RECONCILIATION ITEM-CUBBY PARK CONCESSIONS		\$ 600.00

CLERK'S REPORT FOR THE MONTH OF JANUARY 2023

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
GENERAL									
*(001) GENERAL OPERATING FUND	\$ 1,074,378.50	\$ 5.00	\$ 1,074,383.50	\$ 41,277.05		\$ 90,546.97		\$ 244.62	\$ 1,025,358.20
** FIRE APPARATUS RESERVE	\$ 573,415.80	\$ -	\$ 573,415.80						\$ 573,415.80
POLICE APPARATUS RESERVE	\$ 109,530.35	\$ -	\$ 109,530.35						\$ 109,530.35
PARK & RECREATION RESERVE	\$ 17,340.39	\$ -	\$ 17,340.39						\$ 17,340.39
PUBLIC WORKS RESERVE	\$ 11,030.00	\$ -	\$ 11,030.00						\$ 11,030.00
CEMETERY BLDG/EQUIP INVESTMENT	\$ -	\$ -	\$ -						\$ -
SIGNS-ACCIONA DTN INVESTMENT	\$ -	\$ 7,041.90	\$ 7,041.90						\$ 7,041.90
PARK EQUIPMENT/RESERVE	\$ 8,000.00	\$ -	\$ 8,000.00						\$ 8,000.00
(022) CIVIC CENTER	\$ 44,033.94	\$ -	\$ 44,033.94	\$ 353.45		\$ 3,637.45			\$ 40,749.94
(027) MEMORIAL GARDEN PROJECT	\$ 414.00	\$ -	\$ 414.00						\$ 414.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ (105,954.57)	\$ 92,170.01	\$ (13,784.56)	\$ 321.71		\$ 17,210.58			\$ (30,673.43)
(036) TORT LIABILITY	\$ (14,175.40)	\$ -	\$ (14,175.40)	\$ 238.56		\$ 1,937.87			\$ (15,874.71)
SPECIAL REVENUE									
(110) ROAD USE TAX	\$ 102,773.01	\$ -	\$ 102,773.01	\$ 24,849.37		\$ 11,848.73			\$ 115,773.65
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 298,130.33	\$ -	\$ 298,130.33	\$ 3,238.06		\$ 20,077.43			\$ 281,290.96
(119) EMERGENCY TAX FUND	\$ 26,046.48	\$ -	\$ 26,046.48	\$ 136.87					\$ 26,183.35
(121) LOCAL OPTION SALES TAX	\$ 423,256.53	\$ -	\$ 423,256.53	\$ 23,659.08					\$ 446,915.61
(125) TIF	\$ 329,408.15	\$ -	\$ 329,408.15	\$ 3,081.74					\$ 332,489.89
(126) TIF LMI MEADOWS PT 4	\$ -	\$ -	\$ 453.95	\$ 1,336.08					\$ 1,790.03
(160) REVOLVING LOAN FUND	\$ 137,082.45	\$ -	\$ 137,082.45	\$ -					\$ 137,082.45
DEBT SERVICE									
(226) DEBT SERVICE	\$ 364,612.07	\$ -	\$ 364,612.07	\$ 1,439.24					\$ 366,051.31
CAPITAL PROJECTS									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 96,397.96	\$ -	\$ 96,397.96	\$ 198.79					\$ 96,596.75
(302) ARPA NEU FUND	\$ 372,611.19	\$ -	\$ 372,611.19						\$ 372,611.19
(304) W MAIN ST STORMWATER IMP	\$ 10,000.00	\$ -	\$ 10,000.00						\$ 10,000.00
(308) PARK IMP - PEDERSEN VALLEY	\$ 14,827.20	\$ -	\$ 14,827.20						\$ 14,827.20
(312) DOWNTOWN EAST REDEVELOPMENT	\$ 173,912.82	\$ -	\$ 173,912.82						\$ 173,912.82
(319) RELOCATION OF WATER & SEWER LINES	\$ (5,107.22)	\$ -	\$ (5,107.22)			\$ 652.00			\$ (5,759.22)
(321) WIDENING WAPSI CREEK @ BERANEK PARK	\$ 36,814.02	\$ -	\$ 36,814.02						\$ 36,814.02
(322) SPLASH PAD	\$ -	\$ -	\$ -						\$ -
(323) I-80 WEST, WATER MAIN RELOCATE	\$ (24,271.48)	\$ -	\$ (24,271.48)						\$ (24,271.48)
(324) WW TREATMT FAC IMP 2021	\$ (623,644.80)	\$ -	\$ (623,644.80)	\$ 1,245,319.77		\$ 541,674.97			\$ 80,000.00
(326) ROUNDABOUT MAIN & CEDAR	\$ (37,179.43)	\$ -	\$ (37,179.43)			\$ 498.00			\$ (37,677.43)
(327) SPONSORED WATER QUALITY IMPE 2021	\$ (20,000.00)	\$ -	\$ (20,000.00)						\$ (20,000.00)
(329) EASTSIDE WATER MAINS	\$ (13,822.13)	\$ -	\$ (13,822.13)			\$ 10,389.13			\$ (24,211.26)
PERMANENT									
(500) CEMETERY PERPETUAL FUND	\$ 31,650.60	\$ 98,254.69	\$ 129,905.29	\$ 300.00					\$ 130,205.29
(501) KROUTH PRINCIPAL FUND	\$ -	\$ 51,769.41	\$ 51,769.41						\$ 51,769.41
(502) KROUTH INTEREST FUND	\$ -	\$ 24,263.30	\$ 24,263.30						\$ 24,263.30
ENTERPRISE									
(600) WATER FUND	\$ 301,691.38	\$ -	\$ 301,691.38	\$ 60,562.50		\$ 35,549.85	\$ 5,079.17		\$ 321,624.86
(603) WATER SINKING FUND	\$ 33,399.19	\$ -	\$ 33,399.19	\$ -	\$ 5,079.17				\$ 38,478.36
(610) SEWER FUND	\$ 680,188.21	\$ -	\$ 680,188.21	\$ 74,874.52		\$ 13,034.99	\$ 36,439.98		\$ 705,587.76
(611) SEWER FUND SPECIAL	\$ 661,174.93	\$ -	\$ 661,174.93	\$ -	\$ 36,439.98				\$ 697,614.91
(614) WASTEWATER LIFT STATION	\$ -	\$ -	\$ -						\$ -
(740) STORM WATER UTILITY	\$ 148,762.09	\$ -	\$ 148,762.09	\$ 6,669.00					\$ 155,431.09
(950) BC/BS FLEXIBLE BENEFIT	\$ (6,793.29)	\$ -	\$ (6,793.29)						\$ (6,793.29)
TOTAL	\$ 5,230,033.27	\$ 273,504.31	\$ 5,503,991.53	\$ 1,487,855.79	\$ 41,519.15	\$ 747,057.97	\$ 41,519.15	\$ 244.62	\$ 6,245,033.97
O/S CHECKS			\$528,486.39						\$6,206.26
O/S DEPOSIT			\$0.00						\$0.00
O/S CREDIT CARD			\$0.00						\$0.00
BANK STATEMENT BALANCE			\$6,032,477.92						\$6,251,240.23

CITY OF WEST BRANCH
 MTD TREASURERS REPORT
 AS OF: JANUARY 31ST, 2023

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	1,800,741.94	41,277.05	90,546.97	1,751,472.02	0.00	244.62	1,751,716.64
011-POLICE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014-FIRE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
016-CEMETERY BLDG/EQUIP RES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
017-PARK & REC RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
018-PUBLIC WORKS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-CIVIC CENTER	44,033.94	353.45	3,637.45	40,749.94	0.00	0.00	40,749.94
026-SIGNS-ACCIONA DONATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
027-MEMORIAL GARDEN PROJECT	414.00	0.00	0.00	414.00	0.00	0.00	414.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	(13,784.56)	321.71	17,210.58	(30,673.43)	0.00	0.00	(30,673.43)
036-TORT LIABILITY	(14,175.40)	238.56	1,937.87	(15,874.71)	0.00	0.00	(15,874.71)
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	102,773.01	24,849.37	11,848.73	115,773.65	0.00	0.00	115,773.65
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	298,130.33	3,238.06	20,077.43	281,290.96	0.00	0.00	281,290.96
119-EMERGENCY TAX FUND	26,046.48	136.87	0.00	26,183.35	0.00	0.00	26,183.35
121-OPTION TAX	423,256.53	23,659.08	0.00	446,915.61	0.00	0.00	446,915.61
125-T I F	329,408.15	3,081.74	0.00	332,489.89	0.00	0.00	332,489.89
126-TIF LMI MEADOWS PT 4	453.95	1,336.08	0.00	1,790.03	0.00	0.00	1,790.03
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
225-TIF DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
226-GO DEBT SERVICE	364,612.07	1,439.24	0.00	366,051.31	0.00	0.00	366,051.31
300-CAPITAL IMPROV. RESERVE	96,397.96	198.79	0.00	96,596.75	0.00	0.00	96,596.75
301-REAP GRANT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
302-ARPA NEU FUND	372,611.19	0.00	0.00	372,611.19	0.00	0.00	372,611.19
303-FIRE CAP PROJECT ADDITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
304-W MAIN ST STORMWATER IMP	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
305-MAIN ST CROSSINGS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
306-4TH ST IMPROVEMENTS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
307-MAIN ST INTERSECTION IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
308-PARK IMP - PEDERSEN VALLE	14,827.20	0.00	0.00	14,827.20	0.00	0.00	14,827.20
309-PHASE I PARK IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310-COLLEGE STREET BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
311-BERANEK PARKING IMPROVEME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
312-DOWNTOWN EAST REDEVELOPME	173,912.82	0.00	0.00	173,912.82	0.00	0.00	173,912.82
313-MAIN ST SIDEWALK-PHASE 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
314-N FIRST ST IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
315-MAIN ST WATER MAIN IMPROV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
316-I & I LINE/GROUT PH 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
317-ORANGE ST 4TH TO 5TH IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
318-COLLEGE ST & 2ND ST IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
319-RELOCATING WATER & SEWER	(5,107.22)	0.00	652.00	(5,759.22)	0.00	0.00	(5,759.22)
320-LIBRARY PARKING LOT IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
321-WIDENING WAPSI CREEK @ BE	36,814.02	0.00	0.00	36,814.02	0.00	0.00	36,814.02
322-SPLASH PAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323-I-80 WEST, WATER MAIN REL	(24,271.48)	0.00	0.00	(24,271.48)	0.00	0.00	(24,271.48)
324-WW TREATMT FAC IMP 2021	(623,644.80)	1,245,319.77	541,674.97	80,000.00	0.00	0.00	80,000.00
326-ROUNDABOUT MAIN & CEDAR-J	(37,179.43)	0.00	498.00	(37,677.43)	0.00	0.00	(37,677.43)
327-SPONS WATER QUAL IMP 2021	(20,000.00)	0.00	0.00	(20,000.00)	0.00	0.00	(20,000.00)

CITY OF WEST BRANCH
 MTD TREASURERS REPORT
 AS OF: JANUARY 31ST, 2023

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
328-GREENVIEW WATER MAIN NLOO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
329-EASTSIDE WATER MAINS	(13,822.13)	0.00	10,389.13	(24,211.26)	0.00	0.00	(24,211.26)
500-CEMETERY PERPETUAL FUND	129,905.29	300.00	0.00	130,205.29	0.00	0.00	130,205.29
501-KROUTH PRINCIPAL FUND	51,769.41	0.00	0.00	51,769.41	0.00	0.00	51,769.41
502-KROUTH INTEREST FUND	24,263.30	0.00	0.00	24,263.30	0.00	0.00	24,263.30
600-WATER FUND	301,691.38	60,562.50	40,629.02	321,624.86	0.00	0.00	321,624.86
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	33,399.19	5,079.17	0.00	38,478.36	0.00	0.00	38,478.36
610-SEWER FUND	680,188.21	74,874.52	49,474.97	705,587.76	0.00	0.00	705,587.76
611-SEWER FUND SPECIAL	661,174.93	36,439.98	0.00	697,614.91	0.00	0.00	697,614.91
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	148,762.09	6,669.00	0.00	155,431.09	0.00	0.00	155,431.09
950-BC/BS FLEXIBLE BENEFIT	(6,793.29)	0.00	0.00	(6,793.29)	0.00	0.00	(6,793.29)
GRAND TOTAL	5,503,991.53	1,529,374.94	788,577.12	6,244,789.35	0.00	244.62	6,245,033.97

*** END OF REPORT ***

CITY OF WEST BRANCH
YTD TREASURERS REPORT
AS OF: JANUARY 31ST, 2023

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	2,389,263.81	1,090,470.37	1,728,017.54	1,751,716.64	0.00	0.00	1,751,716.64
011-POLICE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014-FIRE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
016-CEMETERY BLDG/EQUIP RES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
017-PARK & REC RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
018-PUBLIC WORKS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-CIVIC CENTER	36,168.07	14,120.40	9,538.53	40,749.94	0.00	0.00	40,749.94
026-SIGNS-ACCIONA DONATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
027-MEMORIAL GARDEN PROJECT	414.00	0.00	0.00	414.00	0.00	0.00	414.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	97,660.23	19,245.73	147,579.39	(30,673.43)	0.00	0.00	(30,673.43)
036-TORT LIABILITY	15,143.11	40,335.20	71,353.02	(15,874.71)	0.00	0.00	(15,874.71)
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	44,218.90	201,951.97	130,397.22	115,773.65	0.00	0.00	115,773.65
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	252,569.07	196,043.06	167,321.17	281,290.96	0.00	0.00	281,290.96
119-EMERGENCY TAX FUND	3,182.77	23,000.58	0.00	26,183.35	0.00	0.00	26,183.35
121-OPTION TAX	274,943.44	171,972.17	0.00	446,915.61	0.00	0.00	446,915.61
125-T I F	51,273.32	309,872.57	28,656.00	332,489.89	0.00	0.00	332,489.89
126-TIF LMI MEADOWS PT 4	0.00	1,790.03	0.00	1,790.03	0.00	0.00	1,790.03
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
225-TIF DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
226-GO DEBT SERVICE	269,477.96	160,312.30	63,738.95	366,051.31	0.00	0.00	366,051.31
300-CAPITAL IMPROV. RESERVE	63,193.27	33,403.48	0.00	96,596.75	0.00	0.00	96,596.75
301-REAP GRANT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
302-ARPA NEU FUND	186,305.60	186,305.59	0.00	372,611.19	0.00	0.00	372,611.19
303-FIRE CAP PROJECT ADDITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
304-W MAIN ST STORMWATER IMP	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
305-MAIN ST CROSSINGS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
306-4TH ST IMPROVEMENTS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
307-MAIN ST INTERSECTION IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
308-PARK IMP - PEDERSEN VALLE	14,827.20	0.00	0.00	14,827.20	0.00	0.00	14,827.20
309-PHASE I PARK IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310-COLLEGE STREET BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
311-BERANEK PARKING IMPROVEME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
312-DOWNTOWN EAST REDEVELOPME	173,912.82	0.00	0.00	173,912.82	0.00	0.00	173,912.82
313-MAIN ST SIDEWALK-PHASE 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
314-N FIRST ST IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
315-MAIN ST WATER MAIN IMPROV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
316-I & I LINE/GROUT PH 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
317-ORANGE ST 4TH TO 5TH IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
318-COLLEGE ST & 2ND ST IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
319-RELOCATING WATER & SEWER	(4,655.22)	0.00	1,104.00	(5,759.22)	0.00	0.00	(5,759.22)
320-LIBRARY PARKING LOT IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
321-WIDENING WAPSI CREEK @ BE	94,080.20	0.00	57,266.18	36,814.02	0.00	0.00	36,814.02
322-SPLASH PAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323-I-80 WEST, WATER MAIN REL	(24,271.48)	0.00	0.00	(24,271.48)	0.00	0.00	(24,271.48)
324-WW TREATMT FAC IMP 2021	(152,858.55)	4,041,711.02	3,808,852.47	80,000.00	0.00	0.00	80,000.00
326-ROUNDABOUT MAIN & CEDAR-J	(21,393.55)	0.00	16,283.88	(37,677.43)	0.00	0.00	(37,677.43)
327-SPONS WATER QUAL IMP 2021	(20,000.00)	0.00	0.00	(20,000.00)	0.00	0.00	(20,000.00)

CITY OF WEST BRANCH
 YTD TREASURERS REPORT
 AS OF: JANUARY 31ST, 2023

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
328-GREENVIEW WATER MAIN NLOO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
329-EASTSIDE WATER MAINS	0.00	0.00	24,211.26	(24,211.26)	0.00	0.00	(24,211.26)
500-CEMETERY PERPETUAL FUND	127,472.86	2,732.43	0.00	130,205.29	0.00	0.00	130,205.29
501-KROUTH PRINCIPAL FUND	51,169.10	600.31	0.00	51,769.41	0.00	0.00	51,769.41
502-KROUTH INTEREST FUND	23,983.81	279.49	0.00	24,263.30	0.00	0.00	24,263.30
600-WATER FUND	196,476.68	404,426.80	279,278.62	321,624.86	0.00	0.00	321,624.86
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	5,105.42	35,554.19	2,181.25	38,478.36	0.00	0.00	38,478.36
610-SEWER FUND	513,988.98	550,065.11	358,466.33	705,587.76	0.00	0.00	705,587.76
611-SEWER FUND SPECIAL	459,860.14	251,584.90	13,830.13	697,614.91	0.00	0.00	697,614.91
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	134,916.82	39,154.27	18,640.00	155,431.09	0.00	0.00	155,431.09
950-BC/BS FLEXIBLE BENEFIT	(6,075.28)	0.00	718.01	(6,793.29)	0.00	0.00	(6,793.29)
GRAND TOTAL	5,397,535.95	7,774,931.97	6,927,433.95	6,245,033.97	0.00	0.00	6,245,033.97

*** END OF REPORT ***

PROGRAM EXPENDITURES FOR THE MONTH JANUARY OF 2023

58.33%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
PUBLIC SAFETY					
POLICE DEPARTMENT					
GENERAL FUND	\$ 409,802.00	\$ 28,353.79	\$ 238,315.29	\$ 171,486.71	58.15%
TORT LIABILITY	\$ 13,326.00	\$ 533.27	\$ 13,258.23	\$ 67.77	99.49%
TRUST & AGENCY	\$ 118,349.00	\$ 6,065.57	\$ 40,220.65	\$ 78,128.35	33.98%
FIRE DEPARTMENT					
GENERAL FUND	\$ 293,500.00	\$ 3,407.42	\$ 897,956.62	\$ (604,456.62)	305.95%
TORT LIABILITY	\$ 29,216.00	\$ 699.32	\$ 25,841.79	\$ 3,374.21	88.45%
TRUST & AGENCY	\$ 12,950.00	\$ (365.48)	\$ 10,963.14	\$ 1,986.86	84.66%
ANIMAL CONTROL	\$ 3,000.00	\$ -	\$ 32.50	\$ 2,967.50	1.08%
BUILDING INSPECTIONS	\$ 21,077.00	\$ 2,812.58	\$ 24,078.68	\$ (3,001.68)	114.24%
TORT LIABILITY	\$ 190.00	\$ 18.00	\$ 167.99	\$ 22.01	88.42%
TRUST & AGENCY	\$ 2,400.00	\$ 786.94	\$ 5,491.13	\$ (3,091.13)	228.80%
TOTAL PUBLIC SAFETY	\$ 903,810.00	\$ 42,311.41	\$ 1,256,326.02	\$ (352,516.02)	139.00%
PUBLIC WORKS					
ROADS & STREETS					
GENERAL FUND	\$ 51,508.00	\$ 1,613.36	\$ 42,810.47	\$ 8,697.53	83.11%
TORT LIABILITY	\$ 15,002.00	\$ 343.50	\$ 13,620.50	\$ 1,381.50	90.79%
ROAD USE TAX FUND	\$ 317,355.00	\$ 11,848.73	\$ 130,397.22	\$ 186,957.78	41.09%
TRUST & AGENCY	\$ 55,371.00	\$ 3,327.69	\$ 24,457.91	\$ 30,913.09	44.17%
STREET LIGHTING - GENERAL FUND	\$ 45,477.00	\$ 3,245.15	\$ 21,457.84	\$ 24,019.16	47.18%
SOLID WASTE - GENERAL FUND	\$ 212,447.00	\$ 17,426.75	\$ 136,795.81	\$ 75,651.19	64.39%
TOTAL PUBLIC WORKS	\$ 697,160.00	\$ 37,805.18	\$ 369,539.75	\$ 327,620.25	53.01%
TOTAL HEALTH & SOCIAL SERVICES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CULTURE & RECREATION					
LIBRARY					
GENERAL FUND	\$ 226,587.00	\$ 17,210.58	\$ 147,579.39	\$ 79,007.61	65.13%
TORT LIABILITY	\$ 4,885.00	\$ 26.62	\$ 4,830.06	\$ 54.94	98.88%
TRUST & AGENCY	\$ 56,035.00	\$ 2,975.27	\$ 22,017.66	\$ 34,017.34	39.29%
PARKS & RECREATION				\$ -	
GENERAL FUND	\$ 223,546.00	\$ 14,555.86	\$ 111,975.78	\$ 111,570.22	50.09%
TORT LIABILITY	\$ 6,585.00	\$ 219.44	\$ 6,058.08	\$ 526.92	92.00%
TRUST & AGENCY	\$ 38,361.00	\$ 2,316.70	\$ 21,805.30	\$ 16,555.70	56.84%
CEMETERY					

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
GENERAL FUND	\$ 61,028.00	\$ 3,284.53	\$ 38,527.33	\$ 22,500.67	63.13%
TORT LIABILITY	\$ 2,228.00	\$ 56.87	\$ 1,936.85	\$ 291.15	86.93%
TRUST & AGENCY	\$ 10,891.00	\$ 1,000.76	\$ 6,142.76	\$ 4,748.24	56.40%
CIVIC CENTER				\$ -	
GENERAL FUND	\$ 19,975.00	\$ 3,637.45	\$ 9,538.53	\$ 10,436.47	47.75%
TRUST & AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
COMMUNITY & CULTURAL DEV. (HHTD)	\$ 62,225.00	\$ 639.58	\$ 48,907.90	\$ 13,317.10	78.60%
LOCAL CABLE ACCESS				\$ -	
GENERAL FUND	\$ 19,244.00	\$ 1,338.68	\$ 9,489.91	\$ 9,754.09	49.31%
TRUST & AGENCY	\$ -	\$ 183.67	\$ 1,273.88	\$ (1,273.88)	#DIV/0!
TOTAL CULTURE & RECREATION	\$ 731,590.00	\$ 47,446.01	\$ 430,083.43	\$ 301,506.57	58.79%
COMMUNITY & ECONOMIC DEV.					
ECONOMIC DEVELOPMENT	\$ 67,159.00	\$ -	\$ 35,315.42	\$ 31,843.58	52.58%
PLANNING & ZONING	\$ 29,383.00	\$ 1,697.63	\$ 4,630.26	\$ 24,752.74	15.76%
REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	
TIF DEBT SERVICE	\$ 77,268.00	\$ -	\$ 28,656.00	\$ 48,612.00	37.09%
TOTAL COMMUNITY & E.D.	\$ 173,810.00	\$ 1,697.63	\$ 68,601.68	\$ 105,208.32	39.47%
GENERAL GOVERNMENT					
MAYOR & COUNCIL					
GENERAL FUND	\$ 17,800.00	\$ 435.19	\$ 13,153.23	\$ 4,646.77	73.89%
TRUST & AGENCY	\$ 2,228.00	\$ 47.39	\$ 1,131.85	\$ 1,096.15	50.80%
CLERK & TREASURER					
GENERAL FUND	\$ 155,820.00	\$ 9,739.67	\$ 89,728.45	\$ 66,091.55	57.58%
TORT LIABILITY	\$ 6,066.00	\$ 40.85	\$ 5,639.52	\$ 426.48	92.97%
TRUST & AGENCY	\$ 36,715.00	\$ 2,601.92	\$ 16,582.81	\$ 20,132.19	45.17%
LEGAL SERVICES	\$ 27,000.00	\$ 1,996.78	\$ 14,842.05	\$ 12,157.95	54.97%
TOTAL GENERAL GOVERNMENT	\$ 245,629.00	\$ 14,861.80	\$ 141,077.91	\$ 104,551.09	57.44%
GO DEBT SERVICE	\$ 1,439,005.00	\$ -	\$ 63,738.95	\$ 1,375,266.05	4.43%
CAPITAL PROJECTS					
ARPA FUNDED PROJECT	\$ 371,367.00	\$ -	\$ -	\$ 371,367.00	0.00%
DOWNTOWN EAST REDEVELOPMENT	\$ 160,000.00	\$ -	\$ -	\$ 160,000.00	0.00%
RELOCATING WATER & SEWER LINES	\$ 658,100.00	\$ 652.00	\$ 1,104.00	\$ 656,996.00	0.17%
WIDENING WAPSI CREEK @ BERANEK	\$ 1,000,000.00	\$ -	\$ 57,266.18	\$ 942,733.82	5.73%
WW TREATMENT FACILITY IMP 2021	\$ 7,000,000.00	\$ 541,674.97	\$ 3,808,852.47	\$ 3,191,147.53	54.41%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
ROUNDBOUT MAIN & CEDAR	\$ 1,000,000.00	\$ 498.00	\$ 16,283.88	\$ 983,716.12	1.63%
EASTSIDE WATER MAINS	\$ 1,000,000.00	\$ 10,389.13	\$ 24,211.26	\$ 975,788.74	2.42%
TOTAL CAPITAL PROJECTS	\$ 11,189,467.00	\$ 553,214.10	\$ 3,907,717.79	\$ 7,281,749.21	34.92%
BUSINESS TYPE ACTIVITIES					
WATER FUND	\$ 412,791.00	\$ 35,549.85	\$ 243,724.43	\$ 169,066.57	59.04%
TRUST & AGENCY		\$ 555.09	\$ 12,314.73	\$ (12,314.73)	#DIV/0!
WATER SINKING FUND	\$ 61,538.00	\$ -	\$ 2,181.25	\$ 59,356.75	3.54%
SEWER FUND	\$ 312,772.00	\$ 13,034.99	\$ 106,881.43	\$ 205,890.57	34.17%
TRUST & AGENCY	\$ -	\$ 581.91	\$ 4,919.35	\$ (4,919.35)	#DIV/0!
SEWER FUND SPECIAL	\$ -	\$ -	\$ 13,830.13	\$ (13,830.13)	#DIV/0!
STORM WATER UTILITY	\$ 50,960.00	\$ -	\$ 18,640.00	\$ 32,320.00	36.58%
TOTAL BUSINESS TYPE ACTIVITIES	\$ 838,061.00	\$ 49,721.84	\$ 402,491.32	\$ 435,569.68	48.03%
NON-DEPARTMENTAL TRANSFERS					
GENERAL FUND	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	0.00%
EMERGENCY TAX FUND	\$ 40,986.00	\$ -	\$ -	\$ 40,986.00	0.00%
LOCAL OPTION SALES TAX	\$ 287,310.00	\$ -	\$ -	\$ 287,310.00	0.00%
TIF	\$ 459,642.00	\$ -	\$ -	\$ 459,642.00	0.00%
WATER FUND	\$ 122,888.00	\$ 5,079.17	\$ 35,554.19	\$ 87,333.81	28.93%
SEWER FUND	\$ 335,995.00	\$ 36,439.98	\$ 251,584.90	\$ 84,410.10	74.88%
STORM WATER UTILITY	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	0.00%
BC/BS FLEXIBLE BENEFIT	\$ -	\$ -	\$ 718.01	\$ (718.01)	#DIV/0!
TOTAL NON-DEPARMENTAL TRANSFERS	\$ 1,386,821.00	\$ 41,519.15	\$ 287,857.10	\$ 1,098,963.90	20.76%
TOTAL FOR ALL FUNCTIONS	\$ 17,605,353.00	\$ 788,577.12	\$ 6,927,433.95	\$ 10,677,919.05	39.35%

CITY OF WEST BRANCH
 EXPENDITURES BY ACTIVITY (UNAUDITED)
 AS OF: JANUARY 31ST, 2023

001-GENERAL FUND

58.33% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	1,386,821.00	41,519.15	287,857.10	20.76	1,098,963.90
TOTAL PUBLIC SAFETY	903,810.00	42,311.41	1,256,326.02	139.00 (352,516.02)
TOTAL PUBLIC WORKS	697,160.00	37,805.18	369,539.75	53.01	327,620.25
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	731,590.00	47,446.01	430,083.43	58.79	301,506.57
TOTAL COMMUNITY & ECON DEVELOP	173,810.00	1,697.63	68,601.68	39.47	105,208.32
TOTAL GENERAL GOVERNMENT	245,629.00	14,861.80	141,077.91	57.44	104,551.09
TOTAL DEBT SERVICE	1,439,005.00	0.00	63,738.95	4.43	1,375,266.05
TOTAL CAPITAL PROJECTS	11,189,467.00	553,214.10	3,907,717.79	34.92	7,281,749.21
TOTAL BUSINESS TYPE/ENTERPRISE	838,061.00	49,721.84	402,491.32	48.03	435,569.68
TOTAL EXPENDITURES	17,605,353.00	788,577.12	6,927,433.95	39.35	10,677,919.05



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: March 20, 2023

AGENDA ITEM: Claims

PREPARED BY: Heidi Van Auken

DATE: March 14, 2023

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**3/20/2023**

AMAZON.COM	PROGRAM SUPPLIES-LIBRARY	822.09
BAKER & TAYLOR	BOOKS	151.49
BOWERS CUSTOM SERVICES	SAND HAUL TO PW SHOP	625.00
CAPITAL ONE	VARIOUS ITEMS-LIBRARY	250.00
CEDAR CO TRANSFER STATION	TRASH DISPOSAL	85.00
CJ COOPER & ASSOCIATES	DRUG TEST-PW	105.00
CROELL	SAND	160.97
HAWKINS	CHEMICALS	3,039.50
HI-LINE	PARTS & SUPPLIES	206.57
HINTON, DANYA	SOFTBALL REG REFUND	60.00
ILLINOIS LIBRARY ASSOC	LIBRARY PROGRAM SUPPLIES	158.70
JOHNSON, WENDY & TODD	SOFTBALL REG REFUND	60.00
KANOPY	ON DEMAND VIDEO SERVICE	39.00
KIESLER POLICE SUPPLY	AMMO SUPPLIES	328.34
LAGUNAS, KALINA	SOFTBALL REG REFUND	60.00
LRS HOLDINGS	TRASH & RECYCLING FEB 2023	17,482.25
MACQUEEN EQUIPMENT	STREET SWEEPER BROOMS	840.10
MERCY IOWA CITY PHYSICIAN	PHYSICAL - CONDON	42.00
MPEC	PARTS & SUPPLIES	405.13
NASH, KERRI	SOFTBALL REG REFUND	60.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	465.68
QC ANALYTICAL SERVICES	LAB ANALYSIS	505.75
RECDESK	SUBSCRIPTION & FIN EXTRACT	7,000.00
ROOD, KRISTIN	P&R REGISTRATION REFUND	25.00
SENO, ERIN	SOFTBALL REG REFUND	60.00
SPAHN & ROSE LUMBER	SIGN REPLACEMENT SUPPLIES	75.66
STATE HYGIENIC LAB	LAB ANALYSIS	40.50
TYLER TECHNOLOGIES	TAX SERVICES FOR 2022	3,050.00
VEENSTRA & KIMM	FUTURE LAND USE PLANNING	696.50
ZIEHR, SARA & SCOTT	SOFTBALL REG REFUND	60.00

TOTAL**36,960.23****PAYROLL-WAGES, TAXES,
EMPLOYEE BENEFITS****3/17/2023****53,949.71****PAID BETWEEN MEETINGS**

SISCO	HEALTH CLAIMS 3/13/2023	78.31
ALLIANT ENERGY	ALLIANT ENERGY	11,668.47
AT&T MOBILITY	WIRELESS SERVICE	364.72
BOUND TREE MEDICAL	MEDICAL SUPPLIES	948.33
CEDAR CO FIREFIGHTERS ASSOC	2023 MEMBER DUES	15.00
CLIA LAB PROGRAM	CERTIFICATE FEE	180.00
CULLIGAN WATER TECH	WATER SOFTENER SERVICES	29.99

FELD FIRE EQUIP	TRUCK SERVICE - FIRE	1,025.00
FRONTLINE PLUS FIRE & RESCUE	WARNING SIRENS MAINT SERV	600.00
LINN COUNTY REC	STREET LIGHTS	202.50
MATT PARRORR	LASER CHECKS	442.27
MED COMPASS	FIRE DEPT PHYSICAL EXAMS	3,275.00
WEST BRANCH TIMES	LEGAL PUBLICATIONS & AD	633.95
GLOBAL PAYMENTS	FEB CREDIT CARD FEES	1,026.44
DEPT OF TREASURY	941 TAX WITHHOLDING	347.42
BBCO LLC	HERRING PROPERTY PURCHASE	150,000.00
AMAZON	VARIOUS ITEMS	469.74
BAKER & TAYLOR	BOOKS	349.20
CARRIE HOURIGAN	CLEANING SERVICES-LIBRARY	368.00
JOHN DEERE FINANCIAL	SUPPLIES-PW	308.46
JOURNEYED	MICROSOFT OFFICE LICENSE	53.07
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,570.72
STATE INDUSTRIAL PRODUCTS	CHEMICALS	243.08
VERIZON WIRELESS	VERIZON WIRELESS	411.98
WEX BANK	VEHICLE FUEL	1,272.35
TOTAL		175,884.00
GRAND TOTAL EXPENDITURES		266,793.94
FUND TOTALS		
001 GENERAL FUND		66,548.54
022 CIVIC CENTER		789.78
031 LIBRARY		9,703.87
110 ROAD USE TAX		8,462.02
112 TRUST AND AGENCY		12,305.36
312 DOWNTOWN EAST REDEV		150,000.00
600 WATER FUND		11,636.74
610 SEWER FUND		7,347.03
GRAND FUND TOTAL		266,793.34

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	KIESLER POLICE SUPPLY, INC	AMMO SUPPLIES	328.34
			TOTAL:	328.34
PARK & RECREATION	GENERAL FUND	MERCY IOWA CITY PHYSICIAN & CLINIC SER	PHYSICAL - CONDON	42.00
		AMAZON.COM.CA., INC.	EASTER EGG HUNT SUPPLIES	643.68
		NASH, KERRI	SOFTBALL REG REFUND	60.00
		SENIO, ERIN	SOFTBALL REG REFUND	60.00
		RECDESK LLC	SUBSCRIPTION & FIN EXTRACT	7,000.00
		HINTON, DANYA	SOFTBALL REG REFUND	60.00
		ROOD, KRISTIN	P&R REGISTRATION REFUND	25.00
		JOHNSON, WENDY & TODD	SOFTBALL REG REFUND	60.00
		LAGUNAS, KALINA	SOFTBALL REG REFUND	60.00
		ZIEHR, SARA & SCOTT	SOFTBALL REG REFUND	60.00
			TOTAL:	8,070.68
CEMETERY	GENERAL FUND	TYLER TECHNOLOGIES	SOFTWARE SUBSCRIPTION FEE	213.50
			TOTAL:	213.50
CLERK & TREASURER	GENERAL FUND	TYLER TECHNOLOGIES	SOFTWARE SUBSCRIPTION FEE	1,372.50
			TOTAL:	1,372.50
SOLID WASTE	GENERAL FUND	LRS HOLDINGS, LLC	TRASH & RECYCLING FEB 2023	17,482.25
			TOTAL:	17,482.25
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	FUTURE LAND USE PLANNING	696.50
			TOTAL:	696.50
LIBRARY	LIBRARY	OVERDRIVE INC	DIGITAL & AUDIO BOOKS	465.68
		BAKER & TAYLOR INC.	BOOKS	151.49
		KANOPY	ON DEMAND VIDEO SERVICE	39.00
		AMAZON.COM.CA., INC.	PROGRAM SUPPLIES-LIB	23.56
			BOOKS	116.94
			DVDS	37.91
		ILLINOIS LIBRARY ASSOCIATION	LIBRARY PROGRAM SUPPLIES	158.70
		CAPITAL ONE	VARIOUS ITEMS-LIBRARY	191.14
			VARIOUS ITEMS-LIBRARY	58.86
			TOTAL:	1,243.28
ROADS & STREETS	ROAD USE TAX	SPAHN & ROSE LUMBER CO.	SIGN REPLACEMENT SUPPLIES	75.66
		CROELL, INC.	SAND	160.97
		CJ COOPER & ASSOCIATES	DRUG TEST-PW	65.00
			ANNUAL QUERY DOT DRIVERS	40.00
		BOWERS CUSTOM SERVICES LLC	SAND HAUL TO PW SHOP	625.00
		MACQUEEN EQUIPMENT	STREET SWEEPER BROOMS	840.10
		MPEC	PARTS & SUPPLIES	256.22
			SUPPLIES	39.41
			PARTS	109.50
			TOTAL:	2,211.86
WATER OPERATING	WATER FUND	STATE HYGIENIC LAB	LAB ANALYSIS	40.50
		TYLER TECHNOLOGIES	SOFTWARE SUBSCRIPTION FEE	732.00
		HAWKINS INC	CHEMICALS	3,039.50
			TOTAL:	3,812.00
SEWER OPERATING	SEWER FUND	TYLER TECHNOLOGIES	SOFTWARE SUBSCRIPTION FEE	732.00
		QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	505.75

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CEDAR COUNTY TRANSFER STATION	TRASH DISPOSAL	85.00
		HI-LINE INC	PARTS & SUPPLIES	206.57
			TOTAL:	<u>1,529.32</u>

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

001	GENERAL FUND	28,163.77
031	LIBRARY	1,243.28
110	ROAD USE TAX	2,211.86
600	WATER FUND	3,812.00
610	SEWER FUND	1,529.32

	GRAND TOTAL:	36,960.23



WEST BRANCH POLICE DEPARTMENT

105 S. SECOND STREET, P.O. BOX 218

WEST BRANCH, IOWA 52358

OFFICE PHONE: (319) 643-2222 FAX: (319) 643-2464

"PROTECT, SERVE, VIGILANCE"



TO: Mayor Laughlin, City Council
FROM: Chief of Police John K. Hanna
DATE: February 28, 2023
SUBJECT: AUTOMATED TRAFFIC ENFORCEMENT CAMERAS

Mayor and Council:

Being directed by Council to investigate Automated Traffic Enforcement (Speed Safety Cameras) for a portion of Interstate 80 at the West Branch 254 exit, I have compiled the following.

Nationwide in 2020, 28% of fatal crashes, 13% of personal injury crashes, and 10% of property damage crashes were speeding-related.¹

Crash data for 1 mile west and 1 mile east of the S. Downey St. overpass of I-80 between 2013-2023 there have been 293 reportable crashes. That includes 3 fatalities, 7 serious (incapacitating) injuries, 70 minor (non-incapacitating/complaint of pain or injury) injuries. From that data I estimate, 25% of all crashes in this area had speed as a contributing factor (excessive speed, operating vehicle in a reckless manner, loss of control, driving too fast for conditions).²

It should be a goal to reduce speeding and reduce the number of crashes that occur within the City of West Branch's public safety response area. According to the Centers for Disease Control and Prevention, "Automated speed camera enforcement is effective in reducing speed and speed-related crashes." The CDC further states studies show speeding and crashes were reduced in areas where ATE cameras are present.³

Safety cameras should be utilized in areas where other means of enforcement are unsafe or ineffective. Conducting a traffic stop of a speed violator on the shoulder of an interstate is dangerous. This puts the Officer and the stopped subject at risk of being hit by a passing motorist. Officers are encouraged to not attempt the traffic stop until they can get to an off-ramp, to be further away from traffic. Most people have all seen the close call videos of emergency responders nearly being hit, and West Branch Fire Department had an Emergency Vehicle totaled while at a crash on Interstate 80. Aside from traffic stops on I-80 not being safe, the declining number of police officers across the state adds to the ineffectiveness

¹ National Highway Traffic Safety Administration. *Traffic Safety Facts 2020 Data-Speeding*. (Report #: DOT HS 813 320) <https://crashstats.nhtsa.dot.gov/Api/Public/Publication/813320>

² Iowa Department of Transportation, *Iowa Crash Analysis Tool*. <https://icat.iowadot.gov/>

³ Centers for Disease Control and Prevention. *Automated Speed Camera Enforcement*. <https://www.cdc.gov/transportationsafety/calculator/factsheet/speed.html#print>

of normal Officer initiated traffic stops to regulate speed, due to Officers are only able to stop a small proportion of speeders.

Furthermore, the National Highway Traffic Safety Administration recommends automated speed enforcement should be used as part of a speed management program that is based upon a demonstrated need through problem identification.⁴

The costs of ATE speed cameras are violator funded. The equipment is generally owned by a vendor, who installs, process images and issue citations after review by a police officer. The vendor fee is negotiable, but most in this area are based upon citations paid. For example, Cedar Rapids pays their vendor \$18 per paid speed citation. The City of Cedar Rapids directs the funds generated by their ATE program to public safety. In FY2023 they budgeted revenues of \$5,939,900 from ATE. This funds 33 Police Officer positions (\$4,100,000), ATE Service Provider and Collection Costs (\$1,400,000), and Public Safety Equipment & Community Outreach (Destination) Programs (\$439,900)⁵.

ATE cameras are generally viewed by the public as revenue generators. The emphasis of the ATE program must be for public safety and not about revenue.

ATE camera civil penalties along with normal criminal citation fines disproportionately hurt low-income populations vs high-income populations.

An ATE program in West Branch would require annexation of I-80, creation of an ordinance for ATE. This program would also require staffing additions to handle the potentially high volume of violations from cameras on I-80, staff to handle the complaints, and contesting citations.

An ATE program in West Branch on I-80 would make West Branch the 4th community in Iowa to have speed enforcement cameras on a primary road (interstate)⁶. This would certainly put our community in the spot light, and maybe a bad light even if violations are set high (greater than 11 over the limit). This will require a large effort of public education and outreach to ensure community support. Owners of vehicles are cited for a violation, where someone else may have been driving, this will have to be supported by ordinance.

Summary of the ATE pros:

- Reduces speed.
- Reduces crashes.
- Keeps Officers available to handle calls, rather than just conducting traffic enforcement.
- More equitable speed enforcement.
- Program pays for itself.

⁴ National Highway Traffic Safety Administration. *Countermeasures That Work: A Highway Safety Countermeasure Guide For State Highway Safety Offices. Tenth Edition 2020.* https://www.nhtsa.gov/sites/nhtsa.gov/files/2021-09/15100_Countermeasures10th_080621_v5_tag.pdf

⁵ City of Cedar Rapids, *Automated Traffic Enforcement.* https://www.cedar-rapids.org/local_government/departments_g_-_v/police/automated_traffic_enforcement.php

⁶ Quad City Times. *Lawmakers Move Bills to Restrict Traffic Cameras.* By Caleb McCullough 2/22/23. https://qctimes.com/news/state-and-regional/govt-and-politics/lawmakers-move-bills-to-restrict-traffic-cameras/article_b0cca4a0-448c-5e5b-99b6-21e88068c700.html

Summary of the ATE cons:

- Viewed poorly by public as a revenue generator.
- Requires additional staff to administer the program.
- Upcoming legislation may make ATE programs illegal.
- Registered Owners are held *prima facie* liable for a civil penalty.
- Fines disproportionately affect low-income populations.
- If made illegal, added staff that is funded from the program revenue would need to be laid-off.

In summary, it seems that most entities that have implemented ATE programs have concluded, the benefit of the program outweighs the negative aspects. Although the Iowa Supreme Court ruled the Iowa Department of Transportation did not have the authority to set rules that regulated how cities enforced traffic laws (City of Des Moines, City of Muscatine, and City of Cedar Rapids v Iowa Department of Transportation and Iowa Transportation Commission)⁷ it would be prudent to closely monitor the Iowa Legislature for current legislative efforts to ban ATE.

Council should also be aware that this program has the potential to generate significant sums of money, and consideration should be taken to determine how this money can be best used, but it should remain in public safety, for example community programs could be created to provide children with bike helmets, parents with child safety seats etc.

The revenue from an ATE program would also be used to fund the additional staff necessary to facilitate this program. The City of Cedar Rapids averaged approximately 14,836 speed citations per month in 2022.⁸ Traffic volume at West Branch would be less than Cedar Rapids which averaged 61,900 vehicles per day whereas at West Branch averaged 41,600 vehicles per day.⁹ According to the administrator of Cedar Rapids ATE program, CRPD averages 5 Officers assigned to Traffic Division per day reviewing their citations. I would estimate that West Branch would need at least 3 Officers just to review citations and then pay overtime if citations became backlogged.

Additionally, I would estimate that would require at least 2 police administrative positions to handle the day to day of the ATE program. City Office would probably need at least 2 administrative positions to assist with the financial end of the program. Using the above information, West Branch could estimate it would issue 67% of the citations Cedar Rapids issues at approximately 9,940 per month. If the city saw similar citation payments at approximately 50% that would be approximately 4,970 financial transactions per month.

Council should also consider the additional space required to conduct an ATE program. The Police Department would have to expand as well as City Office to accommodate the additional staff. With additional staff comes added equipment, computers, phones etc. This program would more than likely facilitate a full-time IT staff member as well. If the council decided to proceed with an ATE program, the benefit is many of the positions previously mentioned would be violator funded.

⁷ State of Iowa. *Iowa Courts Online*. <https://www.iowacourts.gov/courtcases/1271/embed/SupremeCourtOpinion>

⁸ City of Cedar Rapids. *Automated Traffic Enforcement, Monthly Reports*. December 2022. <https://www.cedar-rapids.org/2022-12%20ATE%20Monthly%20Update.pdf>

⁹ ESRI. *Iowa Traffic Counts*. 2018

https://www.arcgis.com/apps/mapviewer/index.html?url=https://services.arcgis.com/8IRhdTsQyJpO52F1/ArcGIS/rest/services/Iowa_Traffic_Map_2018_WFL1/FeatureServer/1&source=sd

An ATE vendor has advised me that they are willing to meet directly with Council. I would recommend that Council meet directly with an ATE vendor to provide more transparency in the process and ability of the public to provide input. Some communities nationwide have put the item up to the voters to determine if the city should implement ATE.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "John K. Hanna". The signature is fluid and cursive, with a large initial "J" and a long horizontal stroke at the end.

John K. Hanna
Chief of Police

RESOLUTION 2023-21

A RESOLUTION ADOPTING THE FINAL PROPOSED FISCAL YEAR 2024 ANNUAL BUDGET AND ORDERING A NOTICE OF HEARING FOR APRIL 3, 2023.

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

The final proposed fiscal year 2024 (July 1, 2023 - June 30, 2024) annual budget as set forth in the budget summary and certification of taxes and in the detailed budget in support thereof showing revenue estimates and appropriation expenditures and allocations to programs for said fiscal year is adopted and a public hearing is set for April 3, 2023.

Passed and approved this 20th day of March, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET

Fiscal Year July 1, 2023 - June 30, 2024

City of: WEST BRANCH

The City Council will conduct a public hearing on the proposed Budget at: Council Chambers at City Office 110 N. Poplar Street West Branch, IA 52358

Meeting Date: 4/3/2023 Meeting Time: 07:00 PM

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property 13.61430

The estimated tax levy rate per \$1000 valuation on Agricultural land is 0

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

Phone Number
(319) 643-5888

City Clerk/Finance Officer's NAME
Heidi Van Auken

		Budget FY 2024	Re-estimated FY 2023	Actual FY 2022
Revenues & Other Financing Sources				
Taxes Levied on Property	1	2,138,573	2,043,736	2,010,265
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	2,138,573	2,043,736	2,010,265
Delinquent Property Taxes	4	0	0	1,664
TIF Revenues	5	650,292	599,780	526,647
Other City Taxes	6	330,956	327,179	402,399
Licenses & Permits	7	56,500	86,518	149,849
Use of Money and Property	8	10,765	11,500	20,100
Intergovernmental	9	1,991,840	1,979,867	1,051,527
Charges for Fees & Service	10	2,034,072	1,779,834	1,729,332
Special Assessments	11	0	0	0
Miscellaneous	12	27,000	31,000	68,580
Other Financing Sources	13	8,200,000	13,703,000	503,550
Transfers In	14	801,381	1,056,639	916,732
Total Revenues and Other Sources	15	16,241,379	21,619,053	7,380,645
Expenditures & Other Financing Uses				
Public Safety	16	990,574	1,693,113	588,836
Public Works	17	736,388	750,713	900,939
Health and Social Services	18	0	0	0
Culture and Recreation	19	760,100	770,742	692,868
Community and Economic Development	20	295,381	223,491	139,527
General Government	21	283,214	263,684	215,334
Debt Service	22	930,769	1,439,005	1,124,373
Capital Projects	23	4,930,712	4,189,467	1,069,208
Total Government Activities Expenditures	24	8,927,138	9,330,215	4,731,085
Business Type / Enterprises	25	8,463,151	11,436,394	849,957
Total ALL Expenditures	26	17,390,289	20,766,609	5,581,042
Transfers Out	27	801,381	1,056,639	916,732
Total ALL Expenditures/Transfers Out	28	18,191,670	21,823,248	6,497,774
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-1,950,291	-204,195	882,871
Beginning Fund Balance July 1	30	5,193,341	5,397,536	4,514,665
Ending Fund Balance June 30	31	3,243,050	5,193,341	5,397,536

RESOLUTION 2023-22

RESOLUTION APPROVING A 60-MONTH LEASE AGREEMENT WITH KOCH BROTHERS ON A LANIER IM C4500 COPIER FOR \$132.00 PER MONTH PLUS A MONTHLY SERVICE CHARGE BASED ON NUMBER OF COPIES.

WHEREAS, the City of West Branch Administration Department owns a Lanier copier which was originally obtained on a lease agreement in December of 2014; and

WHEREAS, the Administration Department accepted bids from three companies for a new 60-month lease agreement for a copier that prints at least 40 pages per minute; and

WHEREAS, a 60-month agreement with Koch Brothers for a Lanier copier that prints 45 pages per minute was selected as the best proposal.

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

* * * * *

Passed and approved this 20th day of March, 2023.

Roger Laughlin, Mayor

ATTEST:

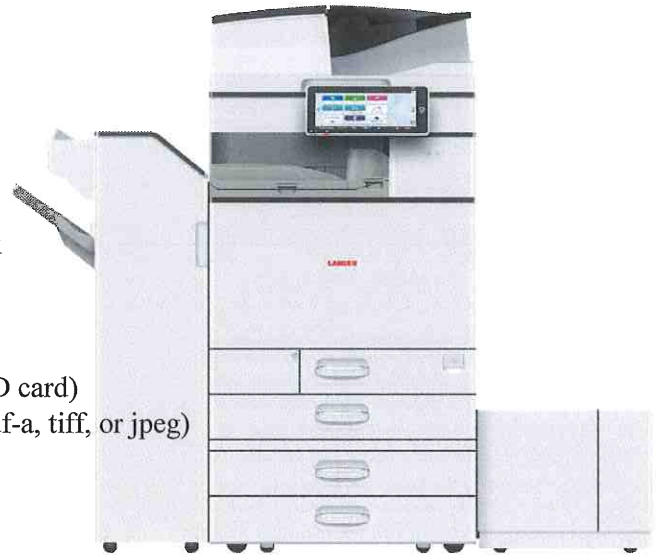
Leslie Brick, City Clerk



West Branch City Hall

Lanier IM C4500 Highlights:

- 45 Pages per minute **color** & monochrome
- 25% - 400% zoom lens
- 550/550/550/550/1,500 sheet paper drawers
- **220 sheet single pass document feeder**
- 100 sheet bypass
- 2 sided copying/printing
- Copies/prints up to 12x18
- Paper weight supported 14 lb. bond – 166 lb. index
- Will duplex up to 142lb. index paper
- Envelopes can be used in drawer #2
- Print/Scan/Fax included
- Scan to/print from USB device (Thumb drive or SD card)
- Scan directly to Email or file (pdf, compact pdf, pdf-a, tiff, or jpeg)
- 4 GB RAM
- 320 GB Hard Disk Drive
- Standard Data Overwrite Security System
- Standard Hard Disk Drive Encryption
- **Up to 240 ppm scanning speed full color**
- 1,000 sheet/50 sheet stapling external finisher
- Multiple copies to 999
- Warm up time less than 25 seconds from main power switch on
- Recovery time less than 1 second from sleep mode



Pricing:

Lanier IM C4500	Included
Fax module	Included
2x550 sheet paper drawers (4 drawers total)	Included
1,500 sheet Large Capacity Side Drawer (5 th paper drawer)	Included
1,000 sheet/50 sheet stapling external finisher	Included
ESP Power Filter	<u>Included</u>
Total Purchase Price	\$6,914.00

60 month lease option

\$132.00 per month

Service:

All black & white pages billed at .0065 per page. All color pages billed at .042 per page. This includes all equipment, service, parts, labor, supplies, and **toner**, excluding only paper and staples. **This service pricing is locked for 5 years!! (This new service agreement will save you \$730.08 per year or \$60.84 per month based on your current monthly averages!!)**



Koch Office Group
 325 Grand Avenue, Des Moines, IA 50309
 228 Northland Ct., Cedar Rapids, IA 52402
 Phone: (800) 365-2842

Sales Order Agreement

Date	3/6/2023
Buyer	
P.O. #	
Sales Rep	Dave Yaggi

Ship To	
West Branch City Hall	
PO Box 218 110 N. Poplar Street	
West Branch, IA 52358	
Contact:	Heidi Van Auken
Phone/Email:	(319) 643-5888 heidi@westbranchiowa.gov

Bill To	
Leaf Financial	
Billing Contact:	Heidi Van Auken
Phone/Fax:	(319) 643-5888

Lease Company:	Leaf Financial			Lease Type:	FMV		
Rate Used:				Lease Months:	60	Monthly Payment:	\$132.00
B/W CPP	0.0065	Color CPP	0.0420	B/W Base	0	Color Base	0
B/W Printer CPP	0.0000	Color Printer CPP	0.0000	B/W Printer Base	0	Color Printer Base	0

Quantity	Product #	Description	Unit Price	Total Price
1	#REF!	IM C4500 45 PPM Color A4 MFD		
1	D5131NT	IM C4500 15 Amp Power Filter		
1	418345	IM C4500 Bridge Unit BU3090		
1	418600	IM C4500 Fax Option Type M37		
1	418337	IM C4500 Finisher SR3260 (1,000 Sheet)		
1	418358	IM C4500 LCIT RT3040		
1	418349	IM C4500 Paper Feed Unit PB3280 (550 x 2)		

Warranty/Maintenance Agreement **Yes** **No** *Please select

The terms and conditions appearing on the face and reverse side of this agreement correctly set forth the entire agreement between the parties. The terms and conditions contained on the reverse side of this agreement include limitations of warranty, exclusion of consequential and other special damages and other limitations of liability. Customer acknowledges by its signature that it has read and understands it and that it constitutes the entire agreement, understandings, and representations, express or implied, between customer and Koch Brothers, with respect to hardware, supply, media, or documentation furnished or to be furnished hereunder and that this agreement supersedes all prior communications between the parties including all oral or written proposals. By executing this agreement, I acknowledge that I have read and understand this agreement and certify that I am authorized to execute this agreement on behalf of customer.

Subtotal	
Sales Tax	\$0.00
Delivery/Installation	\$0.00
TOTAL AMOUNT	\$0.00
Less Payment (Check #:)	
AMOUNT DUE	\$0.00

Customer Acceptance			Dealer Representative	
Authorized Signature/Date	Print Name	Title	Signature	Date
X			Dave Yaggi	3/1/2023

Koch Office Group Terms and Conditions

WARRANTY

At any time within 30 days from the delivery hereunder of the equipment specified herein, the Seller will make free, of charge during ordinary business hours, all needed repairs thereto not necessitated by accident or abuse, or by damage arising from acts of third persons or any force of nature, provided that no repairs, alteration or additions have been made to such equipment except by the Seller or its authorized representatives. After the first 30 days and for the remainder of the manufacturer's warranty period, we will supply replacement parts for these parts found to be defective plus the labor necessary to make such replacements.

TERMS AND CONDITIONS

Title to said equipment shall remain in Koch Office Group, hereinafter called the Seller, until the purchase price therefore is paid in full in cash. The above payment or payments shall be made to the office of the Seller, from which the undersigned receives an invoice covering said equipment. Upon full performance and observance by the undersigned of all the terms and conditions hereof, at the times specified therefor, the title to said goods shall, without any further action on the part of the Seller, be transferred to and vested in the undersigned.

The particular equipment to be delivered hereunder, shall be appropriated hereto by the Seller out of equipment of its manufacturer fulfilling the specifications aforesaid and when so appropriated the serial number (or other identification) thereof shall be by the Seller endorsed on the Seller's counterpart hereof and therefrom and thereafter this contract shall stand and continue as to the equipment so identified as though said number (or other identification) had been written herein at the time of the signing hereof by the Purchaser, and the Seller shall have the authority to make like endorsement on any counterpart intended for filing or recording in any public office.

The undersigned agrees to pay any and all taxes on said goods and to keep said goods fully insured for the benefit of the Seller, against loss or damage by fire or theft or other causes. Any tax in effect at the time of delivery hereunder based upon or measured by the proceeds of sales made by the Seller, shall be added to the price herein specified.

The undersigned agrees that he will carefully keep said goods and will not encumber or dispose of them or permit them to be in any manner encumbered or taken by operation of law, and will not remove said goods or permit them to be removed from the present premises of the undersigned in the State, County, and/or city of delivery aforesaid without first obtaining the written consent of the Seller.

There are no understandings, agreements, representations or warranties, express or implied, not specified herein, respecting this order or the goods above mentioned.

The counterpart of this agreement held by the Seller shall be considered the original and shall be the binding agreement in case of a variance in any particular between it and any other signed copy.

If the undersigned fails to make the aforesaid payment or payments in cash, or if the undersigned shall petition for reorganization under the bankruptcy act or be adjudicated a bankrupt, or if a receiver shall be appointed for the undersigned's business, or if the undersigned shall make an assignment for benefit of creditors, or if the undersigned shall remove the equipment from his present premises without the written consent of the Seller, or should the undersigned violate any of the other covenants hereof, by him to be kept or performed, then the Seller either (1) may declare the entire sum remaining unpaid hereunder including interest at 7 percent per annum from date of invoice, to be immediately due and payable and elect to sue therefor, or (2) it may enter, with or without legal process and using such force as may be necessary, into or upon the premises where said goods, or any part thereof, may be, or is or are believed to be, and take possession thereof, and thereafter hold the same absolutely free from all claims of the undersigned, and retain all payments made by the undersigned hereunder as by law; and the undersigned for himself and his successors in interest hereby waives all claims and rights of action for trespass or damages by reason of such entry, taking of possession and removal, and also waives so far as is consistent with public policy, the benefits of any statutes of this State that may conflict with the conditions of this order or with any causes of action hereby given. Where action shall be taken hereunder the Seller through an attorney the undersigned shall pay an attorney fee if any shall be permitted by the law of the place of such action in the highest amount so permitted not exceeding fifteen percent (15%) of the original purchase price hereunder.

This shall become a binding contract when (but not before) either (a) it has been accepted by the Seller at its executive office, or (b) the equipment has been by the Seller delivered, or has left the Seller's place of business for delivery, to the Purchaser, with or without acceptance in writing hereon by a local representative of the Seller, Notice of acceptance by the Seller is hereby waived by the undersigned Purchaser. The undersigned hereby acknowledges receipt of a true and complete copy of this instrument.

RESOLUTION 2023-23

A RESOLUTION ALLOWING THE CONSUMPTION OF ALCOHOL ON A PUBLIC STREET WITHIN THE CITY OF WEST BRANCH, IOWA ON SATURDAY JUNE 10, 2023 FROM 4:00 P.M. TO MIDNIGHT ON THE 100 BLOCK OF NORTH DOWNEY STREET FOR A FREE COMMUNITY CONCERT.

WHEREAS, Main Street West Branch is requesting an exception to allow the consumption and sale of alcohol on the 100 block of North Downey Street during their Kickoff to Summer event which includes a free community concert; and

WHEREAS, Chapter 45.02(2) of the Code of Ordinances of the City of West Branch, Iowa prohibits the consumption of alcoholic liquor, wine and beer upon the public streets and highways unless permitted by separate resolution of the City Council; and

WHEREAS, staff has reviewed their Special Event application and determined that only beer (no hard liquor or glass containers) should be allowed to be served or consumed on the street for the event; and

WHEREAS, Main Street West Branch also requests a street closure for the 100 block of North Downey Street from 4:00 P.M. on Saturday, June 10, 2023 to 12:00 a.m. on Sunday, June 11, 2023 for the concert: and

WHEREAS, it is now necessary for the City Council to approve said consumption of alcohol on a public street and street closure for the event.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of West Branch, Iowa that the aforementioned street closure and allowance of alcohol consumption on the 100 block of North Downey Street from 4 p.m. on June 10, 2023 to 12:00 a.m. on June 11, 2023 is hereby approved.

Passed and approved this 20th day of March 2023.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk



March 3, 2023

West Branch City Council:

This letter formally requests a special exception of Chapter 45.02(2) of the West Branch Code of Ordinances to allow beer sales and consumption in a specified section of public street for a community event on June 10, 2023.

Main Street West Branch is planning to host our 2nd annual "Kickoff to Summer" event including the return of a free outdoor concert for the community to enjoy in addition to Sidewalk Sales and other activities designed to attract people to Eat, Shop & Explore in our historic Main Street district. The ultimate goal is to drive traffic to our local businesses, promote West Branch and provide an opportunity to make positive memories in our community. Full details and sketch of the event area can be found on our Special Event Permit request.

Main Street is prepared to execute all safety requirements related to this special exception including street barricades, fencing and signage to indicate the designated area. The liquor licenses will be carried by Herb N Lous and The Downunder, both of which are prepared to carry dramshop coverage and work together to handle alcohol sales during the concert. We will also encourage local eateries to host food stands or offer grab & go meals for attendees to enjoy during the show.

Thank you in advance for supporting our efforts to build community and support our local businesses.

Sincerely,

A handwritten signature in black ink that reads "Jessi Simon".

Jessi Simon
Executive Director
Main Street West Branch
319-643-7100

A handwritten signature in black ink that reads "Nicki Brick".

Nicki Brick
Board President

RESOLUTION NO. 2023-24

RESOLUTION OF SUPPORT OF THE APPLICATION OF BBCO, LLC FOR FUNDING VIA THE WORKFORCE HOUSING TAX CREDIT PROGRAM AND PLEDGING CITY MONIES FOR THE SAME.

WHEREAS, BBCO, LLC has heretofore made application to the Iowa Economic Development Authority (IDEA) for funding for a housing project located at the “Old Croell Site” in West Branch via the Workforce Housing Tax Credit Program; and

WHEREAS, as part of the application process, the City Council is required to provide a resolution of support for the application; and

WHEREAS, the City will provide a monetary or in-kind support of \$1,000.00 per residential unit for a four-phased 110-unit infill housing project, if each application is approved, and

WHEREAS, the City assistance will come from the East Side Redevelopment fund for the assistance of purchasing and demolishing the “Herring Property” as approved by in the development agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the City of West Branch fully supports the application of BBCO, LLC to obtain funding via the Workforce Housing Tax Program.

BE IT FURTHER RESOLVED, that the City Council will contribute to the Project in the amount of \$1,000 per unit if said application is approved by the IEDA.

Passed and approved this 20th day of March, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

RESOLUTION 2023-25

RESOLUTION SETTING A DATE FOR A PUBLIC HEARING ON THE INTENT TO VACATE A PORTION OF GREEN STREET AND TO DISPOSE OF THE CITY'S INTEREST IN THE SAME.

WHEREAS, the City Council has heretofore found that a portion Green Street right-of-way is not needed for the public use; and

WHEREAS, prior to vacate a street and dispose of any real property, the City is required to hold a public hearing pursuant to Section 364.7 of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa that a public hearing on the proposal to dispose of the City's interest in a portion of Green Street right-of-way is hereby set for 7:00 p.m. on April 3, 2023 at the Council Chambers, West Branch, Iowa. Further, the City Clerk is hereby directed to publish notice of said hearing in accordance with applicable law.

Passed and approved this 20th day of March, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSAL TO VACATE AN UNUSED PORTION OF GREEN LOCATED IN THE CITY OF WEST BRANCH, IOWA.

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 110 Poplar Street, at 7:00 o'clock P.M., on Monday, April 3rd, 2023. Said public hearing shall be to consider the proposal of vacating that portion of unused Green Street right-of-way described as Auditor's Parcel P according to the plat thereof recorded in Plat Book L, Page 160, Plat Records of Cedar County, Iowa.

All interested persons make appear at this meeting to make comment on the proposed ordinance to vacate the aforementioned right-of way in the City of West Branch, Iowa.

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

BK: L PG: 160
 Page Range: 160-
 Instr. Number: 2023 393
 Recorded: 2/22/2023 at 1:24:29.0 PM
 County Recording Fee: \$7.00
 Iowa E-Filing Fee: \$3.13
 Combined Fee: \$10.13
 Revenue Tax:
 Melissa Bahnsen Recorder
 Cedar County, Iowa

PLAT OF SURVEY AUDITOR'S PARCEL "P"

A PORTION OF VACATED GREEN STREET, SOUTH OF BLOCK 13,
 ORIGINAL TOWN OF CAMERON, NOW WEST BRANCH, CEDAR
 COUNTY, IOWA

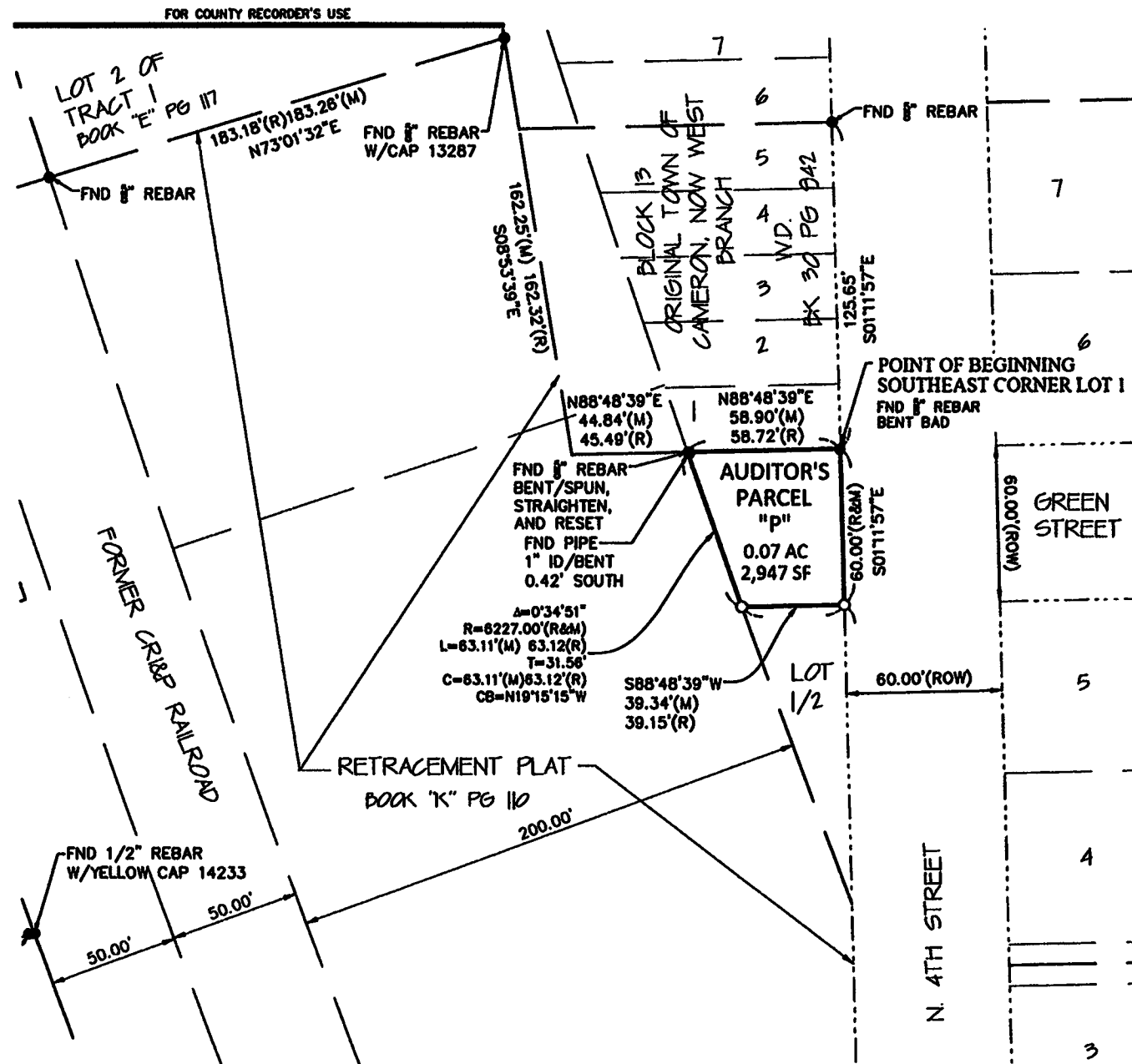
NOTES:
 1. BEARINGS ARE BASED ON THE IOWA STATE PLANE COORDINATE SYSTEM (SOUTH ZONE) LIBRARY CALIBRATION USING THE IOWA REAL TIME NETWORK (RTN) WITH DATUM NAD83(2011) (EPOCH 2010.000). THE DISTANCES SHOWN ON THE PLAT ARE HORIZONTAL GROUND DISTANCES AND NOT GRID DISTANCES. THE BEARING BASIS IS THE SAME AS THE RETRACEMENT PLAT FILED IN BOOK "K" PAGE 110.

LOCATION: A PORTION OF SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 79 NORTH, RANGE 4 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, WEST BRANCH, CEDAR COUNTY, IOWA	SUBDIVIDER: BDCO LLC C/O BARRY FRANTZ CONSTRUCTION INC. PO BOX 277 WEST LIBERTY, IOWA, 52776
LAND SURVEYOR: RICHARD R. NOWOTNY P.L.S. MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 PHONE: 319-351-8282	SUBDIVIDER'S ATTORNEY: JAMES D. HOUGHTON 216 STEVENS DRIVE IOWA CITY, IOWA 52240
DATE OF SURVEY: 05-16-2022	PROPRIETOR OR OWNER: CITY OF WEST BRANCH 8 COLLEGE STREET WEST BRANCH, IOWA, 52358
DOCUMENT RETURN INFORMATION: ATTORNEY	



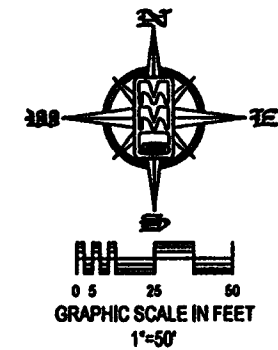
CIVIL ENGINEERS
 LAND PLANNERS
 LAND SURVEYORS
 LANDSCAPE ARCHITECTS
 ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
 IOWA CITY, IOWA 52240
 (319) 351-8282
 www.mmsconsultants.net



LEGAL DESCRIPTION: AUDITOR'S PARCEL "P"
 A PORTION OF LAND IN THE SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 79 NORTH, RANGE 4 WEST OF THE 5TH PRINCIPAL MERIDIAN, WEST BRANCH, CEDAR COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF LOT 1 IN BLOCK 13 OF THE ORIGINAL TOWN OF CAMERON, NOW WEST BRANCH, CEDAR COUNTY, IOWA; THENCE S01°11'57"E, ALONG THE WESTERLY RIGHT-OF-WAY LINE OF NORTH 4TH STREET, 60.00 FEET TO A POINT ON THE EASTERLY LINE OF A TRACT OF LAND SHOWN ON A RETRACEMENT PLAT OF SURVEY RECORDED IN BOOK "K", PAGE 110, IN THE RECORDS OF THE CEDAR COUNTY RECORDERS OFFICE, THENCE S88°48'39"W, ALONG SAID EASTERLY LINE, 39.34 FEET; THENCE NORTHWESTERLY 63.11 FEET, ALONG SAID EASTERLY LINE AND AN ARC OF A 6227.00 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY, WHOSE 63.11 FOOT CHORD BEARS N19°15'15"W TO THE SOUTHWEST CORNER OF SAID LOT 1; THENCE N88°48'39"E, ALONG THE SOUTH LINE OF SAID LOT 1, A DISTANCE OF 58.90 FEET TO THE POINT OF BEGINNING. SAID PARCEL CONTAINS 0.07 ACRES (2,947 SQUARE FEET) AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.



LEGEND AND NOTES	
	CONGRESSIONAL CORNER, FOUND
	CONGRESSIONAL CORNER, REESTABLISHED
	CONGRESSIONAL CORNER, RECORDED LOCATION
	PROPERTY CORNER(S), FOUND (as noted)
	PROPERTY CORNER(S) SET (8 1/2" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS")
	CUT "X"
	PROPERTY &/or BOUNDARY LINES
	CONGRESSIONAL SECTION LINES
	RIGHT-OF-WAY LINES
	CENTER LINES
	LOT LINES, INTERNAL
	LOT LINES, PLATTED OR BY DEED
	EASEMENT LINES, WIDTH & PURPOSE NOTED
	EXISTING EASEMENT LINES, PURPOSE NOTED
	RECORDED DIMENSIONS
	MEASURED DIMENSIONS
	CURVE SEGMENT MARKER

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDRETHS
 ERROR OF CLOSURE IS LESS THAN 1 FOOT IN 20,000 FEET

REGISTERED PROFESSIONAL LAND SURVEYOR

RICHARD R. NOWOTNY
P.L.S. Iowa Lic. No. 17918

17918

IOWA

SEAL

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Richard R. Nowotny 2-22-23

RICHARD R. NOWOTNY
P.L.S. Iowa Lic. No. 17918
My license renewal date is December 31, 2023

Page or sheets covered by this seal: 1

Date: _____ Revision: _____
 DESIGNATED
 by
 CEDAR COUNTY AUDITOR
 PARCEL P
 DATE 2/23/2023
 INITIAL JK

AUDITOR'S
 PARCEL "P"

GREEN STREET,
 SOUTH OF BLOCK 13,
 ORIGINAL TOWN OF
 CAMERON, NOW
 WEST BRANCH,
 CEDAR COUNTY,
 IOWA
 MMS CONSULTANTS, INC.

Date: 08-01-22

Surveyed by: DMW	Field Book No: 1333, PG 77
Drawn by: TAV	Scale: 1"=50'
Checked by: MAS/RRN	Sheet No: 1
Project No: 11186-002	of: 1



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	March 20, 2023
AGENDA ITEM:	Resolution 2023-26 - Approving Pay Estimate Number 7 in the amount of \$151,883.91 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project.
PREPARED BY:	Leslie Brick
DATE:	March 15, 2023

SUMMARY:

Boomerang Corp. of Anamosa, Iowa was awarded the construction contract for the Wastewater Treatment Facility Improvements Project for West Branch, Iowa 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.

The City has received and paid the following Pay Estimates for the project to date:

Pay Estimate Number	Amount	Resolution #	Date
1	\$756,667.50	2022-73	August 1, 2022
2	\$511,380.70	2022-81	September 6, 2022
3	\$1,265,515.11	2022-95	October 17, 2022
4	\$165,941.25	2022-111	November 21, 2022
5	\$479,240.80	2022-116	December 19, 2022
6	\$510,181.34	2023-04	January 17, 2023
	\$3,688,926.70		

RESOLUTION 2023-26

A RESOLUTION APPROVING PAY ESTIMATE NUMBER 7 IN THE AMOUNT OF \$151,883.91 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 6 in the amount of \$3,688,926.70 to Boomerang Corp. of Anamosa, IA to date; and

WHEREAS, it is now necessary for the City Council to accept Pay Estimate Number 7 in the amount of \$151,883.91.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, that Pay Estimate Number 6 in the amount of \$151,883.91 to Boomerang Corp. of Anamosa, IA is approved.

Passed and approved this 20th day of March, 2023.

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

PAY ESTIMATE NO. 7
WASTEWATER TREATMENT FACILITY IMPROVEMENTS
WEST BRANCH, IOWA

March 14, 2023

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

Contract Amount \$8,837,000.00
Contract Date March 7, 2022
Pay Period December 31, 2022 - March 10, 2023

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	Administration/Project Management	LS	xxxxx	xxxxx	\$ 100,000.00	45%	\$ 45,000.00
1.3	Mobilization	LS	xxxxx	xxxxx	\$ 230,000.00	75%	\$ 172,500.00
1.4	Toilets/Dumpster/Etc	LS	xxxxx	xxxxx	\$ 5,200.00	50%	\$ 2,600.08
1.5	Testing	LS	xxxxx	xxxxx	\$ 15,000.00	50%	\$ 7,500.50
1.6	Survey	LS	xxxxx	xxxxx	\$ 40,000.00	80%	\$ 32,000.00
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	90%	\$ 2,250.00
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	40%	\$ 10,000.00
2.5	Sludge Removal Cell #2	LS	xxxxx	xxxxx	\$ 170,000.00	100%	\$ 170,000.00
2.6	Sludge Removal Cell #3	LS	xxxxx	xxxxx	\$ 95,000.00	100%	\$ 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	31%	\$ 291,264.95
2.10	Buried Piping Labor	LS	xxxxx	xxxxx	\$ 475,000.00	60%	\$ 285,000.00
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	95%	\$ 593,750.00
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	39%	\$ 69,536.10
3.2	Reinforcing Submittals	LS	xxxxx	xxxxx	\$ 3,000.00	100%	\$ 3,000.00
3.3	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
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	40%	\$ 50,000.00
3.7	UV Building Materials	LS	xxxxx	xxxxx	\$ 45,000.00	40%	\$ 18,000.00
3.8	Effluent Flume Labor	LS	xxxxx	xxxxx	\$ 35,000.00	74%	\$ 26,000.00
3.9	Effluent Flume Materials	LS	xxxxx	xxxxx	\$ 10,000.00		
3.10	SAGR Control #1 Labor	LS	xxxxx	xxxxx	\$ 60,000.00	95%	\$ 57,000.00
3.11	SAGR Control #1 Materials	LS	xxxxx	xxxxx	\$ 30,000.00	95%	\$ 28,500.00
3.12	SAGR Control #2 Labor	LS	xxxxx	xxxxx	\$ 40,000.00	75%	\$ 30,001.33
3.13	SAGR Control #2 Materials	LS	xxxxx	xxxxx	\$ 20,000.00	75%	\$ 15,000.67
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	100%	\$ 5,000.00
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	100%	\$ 5,000.00
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	41%	\$ 300,000.00
11.14	Blower/Aeration Equipment Labor	LS	xxxxx	xxxxx	\$ 250,000.00	60%	\$ 150,000.00
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	3%	\$ 3,000.00
16.4	Electrical Labor	LS	xxxxx	xxxxx	\$ 65,000.00	3%	\$ 2,000.00
16.5	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	80%	\$ 4,000.00
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		\$ 2,914,903.63

MATERIALS STORED SUMMARY				
	Description	# of Units	Unit Price	Extended Cost
2.7	Synthetic Liner	LS	\$ 50,000.00	\$ 50,000.00
2.9	Buried Pipe (Schimberg)	LS	\$ 567,225.66	\$ 567,225.66
3.1	Reinforcing Materials (CMI)	LS	\$ 85,351.00	\$ 85,351.00
3.9	Parshall Flume	1	\$ 10,000.00	\$ 10,000.00
5.1	Structure Embeds Materials (Weirs & Beams) (Breuer)	LS	\$ 22,445.49	\$ 22,445.49
5.2	Grating Materials (Breuer)	LS	\$ 9,976.04	\$ 9,976.04
5.3	Handrail Materials (Platform & Stairs)	LS	\$ 12,458.73	\$ 12,458.73
11.13	Nexom Blower & Aeration Equipment Materials	LS	\$ 316,300.00	\$ 316,300.00
15.1	Fan	1	\$ 356.00	\$ 356.00
15.1	Indeeco Heaters	LS	\$ 14,755.00	\$ 14,755.00
15.1	Split System	1	\$ 10,795.00	\$ 10,795.00
15.1	Dehumidifier	1	\$ 3,485.00	\$ 3,485.00
15.1	Grilles	LS	\$ 280.00	\$ 280.00
15.3	Sanitary Pump Station Package	LS	\$ 1,871.50	\$ 1,871.50
16.3	Electrical Equipment	LS	\$ 18,460.49	\$ 18,460.49
CO 1	Bend	1	\$ 4,295.00	\$ 4,295.00
Total				\$ 1,128,054.91

SUMMARY		
	Total Approved	Total Completed
Contract Price	\$ 8,837,000.00	\$ 2,914,903.63
Approved Change Order (list each)	Change Order No. 1	\$ 6,687.10
	Revised Contract Price	\$ 8,843,687.10

Stored \$ 1,128,054.91
 Total Earned \$ 4,042,958.54
 Retainage (5%) \$ 202,147.93
 Total Earned Less Retainage \$ 3,840,810.61

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
	Pay Estimate No. 4	\$ 165,941.25
	Pay Estimate No. 5	\$ 479,240.80
	Pay Estimate No. 6	\$ 510,181.34

Total Previously Approved \$ 3,688,926.70
 Amount Due This Request \$ 151,883.91


Percent Complete 33%


The amount \$151,883.91 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: 
 Name: Matt Sattler
 Title: Project Manager
 Date: 03/15/2023

Signature: 
 Name: Emily Linebaugh
 Title: Engineer
 Date: March 14, 2023

Signature: _____
 Name: _____
 Title: _____
 Date: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	March 20, 2023
AGENDA ITEM:	Resolution 2023-27 – Approving a Legal Services Agreement and Authority to Represent with Lynch Dallas, P. C.
PREPARED BY:	City Administrator, Adam Kofoed
DATE:	March 14, 2023

BACKGROUND:

In November of 2016, council entered an agreement with Lynch Dallas to update the City of West Branch’s Employee Handbook. Some of those changes may have been controversial between staff and a new city administrator. Therefore, an employee handbook was never officially adopted.

Much like the city code of ordinances, an employee handbook should be updating at least every five years due to changing employment laws and internal employee policy changes.

REQUEST

Staff is seeking approval of an updated contract with the same firm in 2016. Staff is hoping to adopt a new handbook before fiscal year 2024 starts on July 1.

In addition, the contract asks for the Lynch Dallas to be the point of contact for employee policy questions and represent the city if there are employee challenges to the administration of and policies in the city handbook.

RESOLUTION 2023-27

**RESOLUTION APPROVING A LEGAL SERVICES AGREEMENT AND
AUTHORITY TO REPRESENT WITH LYNCH DALLAS, P.C.**

WHEREAS, the City of West Branch desires update their employee handbook dated October 2016; and

WHEREAS, Lynch Dallas, P.C., of Cedar Rapids, IA has provided a proposal for this service; and

WHEREAS, this proposal would include a complete review of the existing employee handbook, recent amendments and provide legal counsel on employment law related questions; and

WHEREAS, the price of the contract is followed below; and

Reimbursement of Expenses

Filing Fees	Actual Cost
Postage	Actual Cost
Mileage	Federal Rate (IRS)
Online Research (Westlaw®)	\$40.00/search (not to exceed one charge per research project)
Color Copies	\$0.60/page

FEES.

Shareholders	\$200.00
Associates	\$175.00
Paralegals/Legal Assistants	\$125.00

WHEREAS, it is now necessary to approve said proposal.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned proposal from Lynch Dallas, P.C., of Cedar Rapids, IA is hereby approved.

Passed and approved this 20th day of March, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

CONTRACT FOR LEGAL SERVICES

IT IS AGREED between the City of West Branch, Iowa (“City”), and Lynch Dallas, P.C. (“Attorneys”), as follows:

1. **LEGAL SERVICES.** Lynch Dallas, P.C. will provide legal services as requested for handbook and employment law related questions on an as-needed basis.

2. **EXPENSES.** In addition to payment for fees, the City shall reimburse Attorneys for reasonable expenses incurred on behalf of the City, including but not limited to computer-aided legal research, federal mileage rate for travel, cost of securing records or documents, photographs, hospital records, medical reports, medical examinations, filing fees, court costs, depositions, expert witness fees, and other reasonable expenses incurred by Attorneys for the City. In the case of very large expenses, the City may be required to pay said expenses directly or in advance. Any unpaid expense will be billed periodically by Attorneys and will be paid by City upon billing. Any unused expense money advanced to Attorneys by the City shall be refunded to the City.

Reimbursement of Expenses

Filing Fees	Actual Cost
Postage	Actual Cost
Mileage	Federal Rate (IRS)
Online Research (Westlaw®)	\$40.00/search (not to exceed one charge per research project)
Color Copies	\$0.60/page

3. **FEES.** The City shall pay Attorneys for fees at the following hourly rates:

Shareholders	\$200.00
Associates	\$175.00
Paralegals/Legal Assistants	\$125.00

The City shall be billed an attorney’s usual hourly rate for travel time, plus reimbursement for mileage at the federal rate, as set forth above.

4. **BILLING.** The City shall be billed monthly for fees and expenses incurred in the previous month. Attorneys shall bill in increments of .1 (one-tenth) of an hour, and each entry shall be separately accounted and described. It is the City’s responsibility to ask questions if a bill requires clarification. Bills shall be paid within thirty (30) days of receipt.

5. **PLACE OF PAYMENT.** All sums due shall be paid at Attorneys' office, Lynch Dallas, P.C., P.O. Box 2457, 526 Second Avenue SE, Cedar Rapids, Iowa 52406-2457.

6. **COMMUNICATION.** Consistent with the City’s desire to balance the efficient control of legal expenses with the need for the City’s politically elected to leaders to be kept aware of important developments, Attorneys shall use reasonable best efforts to ensure the Mayor and the City Council are appropriately informed of ongoing matters and questions are answered promptly. The City’s point of contact with the authority to authorize legal work and advice shall be the City Administrator unless or until additional authorization is provided by City Council.

7. **CONTINUING CONTRACT; RATE ADJUSTMENT.** This Contract shall continue in full force and effect without action of the parties. Considering the ongoing nature of this Contract, it may be necessary for Attorneys to periodically adjust hourly rates and/or expenses to account for changing market conditions. Attorneys shall submit hourly rate and/or expense adjustments to the City in writing on

or before January 1 of the year during which the adjusted hourly rates and/or expenses will take effect, with such adjusted hourly rates and/or expenses to automatically take effect on July 1st of said year.

8. **DISCHARGE OR WITHDRAWAL.** The City shall have the right to terminate Attorneys at any time. The City will, however, still owe Attorneys any money due at the time the City gives notice of that decision including but not limited to advanced costs and the recoverable hourly rate noted above already expended on the City's behalf pursuant to this Contract. Attorneys have the right to withdraw from representing the City if: (a) the City insists upon pursuing an objective Attorneys deems to be imprudent; (b) the City makes representation unreasonably difficult or unethical; (c) the City fails to disclose information after being asked to do so or discloses false information; (d) the City fails to cooperate in pursuing its matters; (e) the City fails to pay fees or expenses when due; or (f) other good cause for withdrawal exists. Attorneys do not waive their right to withdraw even where they continue to represent the City after an event permitting withdrawal.

9. **RECORDS.** At the City's request upon termination, any documents furnished by the City will be returned promptly upon receipt of payment for outstanding fees and charges. Attorneys' files, including attorney work product, pertaining to the above referenced representation will be retained by Attorneys. For various reasons, including the minimization of unnecessary storage expenses, Attorneys reserve the right to dispose of any documents or other material retained by Attorneys following termination of this engagement in accordance with applicable industry standards.

10. **GENERAL PROVISIONS.** This Contract replaces all prior agreements between the parties and contains the entire agreement of the parties. This Contract shall not be amended except by a written instrument duly signed by the City and Attorneys. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine, or neuter gender according to the context.

CITY OF WEST BRANCH, IOWA

LYNCH DALLAS, P.C.

Dated the _____ day of March 2023

Dated the _____ day of March 2023

By:

By: Holly A. Corkery, Shareholder

Attest:



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: March 20, 2023
AGENDA ITEM: Discussion - Direction on the purchase of a leaf vac
PREPARED BY: Matt Goodale, Public Works Director
DATE: March 10, 2023

BACKGROUND:

The City’s leaf vac caught fire during leaf collection this past fall. Staff were unable to put it out and the fire department was called. The leaf vac sustained considerable damage and was put out of commission for the remainder of the leaf season. The leaf vac was later determined to be a total loss. The city borrowed leaf vacs from two surrounding communities to finish out the year.

We began working with the insurance company and finding a replacement for the leaf vac immediately. The insurance company sent a claims adjuster and a fire inspector last fall to look over the leaf vac and recently gave us the payout price of \$39,000 for the loss. We received quotes for a new leaf vac and one similarly built has a cost of \$76,525. Due to budget constraints and the unexpected nature of this we requested to be given any leasing options they may have. This would give us the ability to pay a down payment from the insurance payout and then work this purchase into future budgets. If approved and ordered immediately, the leaf vac would be delivered in time for the 2023 leaf season.

2023 Titan Pro Leaf Vacuum
 Total Cost: \$76,525.00
 Down Payment: (\$35,000.00)
 Net Financed: \$41,525.00

Payment Option 1 – 1st payment due: August 2023

August 2023	\$22,204.63		
August 2024	\$15,219.77		
August 2025	\$11,608.81	Total payments:	\$49,033.21

Payment Option 2 – 1st payment due: July 2024

July 2024	\$23,787.87		
July 2025	\$16,228.90		
July 2026	\$12,396.85	Total payments:	\$52,413.62

March 6th, 2023

Matt Goodale
Public Works Director
City of West Branch

Matt,



Per your request, a Purchase Proposal has been generated for a Titan leaf vacuum trailer similar to what was demonstrated.

Titan Pro Base Model Standard Features:

- *Electric trailer brakes with breakaway system
- *7000 lb single axle and running gear
- *DOT compliant lighting with LED Lighting
- *Telescoping tongue with 7 positions spanning 36"
- *Adjustable pintle hitch rated at trailer capacity
- *74 HP Tier 4 Engine Kubota Diesel Engine
- *Magnetic prescreen on engine for added filtration
- *50-gallon aluminum fuel tank with sight gauge
- *30" diameter belt driven 5 blades of AR400
- *Blower housing liner
- *Discharge elbow liner
- *5 groove belt and sheave system for optimum performance
- *11-1/2" clutch to fit SAE #3 engine housing
- *Rigid discharge tube with 4' HD rubber adaptor hose
- *Curbside pickup with overhead boom.
- *Wheel chocks
- *Yellow waring flashers LED
- *Fire extinguisher
- *Manual trailer jack

OPTIONS:

- *Heavy duty rubber collection hose in lieu of clear flx-thane
- *Clean out door installed in blower housing cover.
- *Strobe light installed on an elevated bracket. Controlled by the lower strobes switch
- *Tool/Rake Holder Installed on Trailer
- *100 Gallon Dust Control System

Pricing Summary

NET PURCHASE PRICE: \$76,525.00



Municipal Lease Options:

Purchase Price: \$76,525.00

Down Payment: \$35,000.00

NET Financed: \$41,525.00

OPTION 1- First Payment: August, 2023

(Term Years-APR) Payments: (2 @ 7.47%) \$22,201.63 (3 @ 6.93%) \$15,219.77 (4 @ 6.41%) \$11,680.81

OPTION 2- First Payment: July, 2024

(Term Years-APR) Payments: (2 @ 7.47%) \$23,787.87 (3 @ 6.93%) \$16,228.90 (4 @ 6.41%) \$12,396.85

Pricing Includes: Delivery to city shop and on-site operator/maintenance training.

Delivery: August 2023 Dependent Upon Factory Availability.

Terms of Sale: Invoice Due 30 Days After Delivery if not opting for Municipal Lease. Proposed prices are based on current costs and therefore subject to change with written notice to account for changes in pricing beyond seller's control.

Warranty: 1 Year Parts & Labor Warranty

If you should have any questions about this proposal, pricing, or equipment please call.

Thank you.

A handwritten signature in black ink, appearing to read "Mike Osler".

Mike Osler

MacQueen Equipment

515-864-8171

www.macqueengroup.com

4607 SE Rio Ct, Ankeny, IA 50021 . Bus: 515.289.9994 . Fax: 515.289.9995
Formerly Trans Iowa Equipment Part of the MacQueen Group Since 2005



2525 West State Road 114
 Rochester, IN 46975
 (800) 700-7878
 Fax: (800) 865-8517

www.republicfirstnational.com

March 3, 2023

To: Mike Osler
 Vendor: MacQueen Equipment
 From: Mackie Ozment

Customer: West Branch

Thanks for the opportunity to give you a quote on your latest project!

Equipment: One (1) 2023 Titan Leaf Vacuum

OPTION 1

Unit Cost:	\$ 76,525.00	Term (Years):	<u>2</u>	<u>3</u>	<u>4</u>
Down Payment:	\$ 35,000.00	Payments:	\$ 22,201.63	\$ 15,219.77	\$ 11,680.81
Net Financed:	\$ 41,525.00	Factor:	0.53466	0.36652	0.28130
Payment Frequency:	Annual	APR:	7.47%	6.93%	6.41%
First Payment Date:	August, 2023				

OPTION 2

Unit Cost:	\$ 76,525.00	Term (Years):	<u>2</u>	<u>3</u>	<u>4</u>
Down Payment:	\$ 35,000.00	Payments:	\$ 23,787.87	\$ 16,228.90	\$ 12,396.85
Net Financed:	\$ 41,525.00	Factor:	0.57286	0.39082	0.29854
Payment Frequency:	Annual	APR:	7.47%	6.93%	6.41%
First Payment Date:	July, 2024				

Delivery Date: To be determined

- * A document fee of \$299 is due upon signing.
- * To qualify for the quoted rates, audited financial statements required.
- * This is a proposal only and not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.
- * This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.
- * Lessee's total amount of tax exempt debt to be issued in this calendar year will not exceed the \$10,000,000 limit.
- * Payments and rates reflect pre-application of escrow earnings and manufacturer discounts, if any.

Sincerely,
 Republic First National Corporation

Mackie Ozment
mackie@rfnonline.com

State of Iowa
ABSTRACT OF VOTES

Cedar County, Iowa

We, the undersigned Members of the Board of Supervisors and ex-officio County Board of Canvassers for this County, do hereby certify the following to be a true and correct abstract of the votes cast in this County at the 2014 General Election held on the 4th day of November, 2014, as shown by the tally lists returned from the election precincts.

Public Measure "Y"

To authorize imposition of a local sales and services tax in the City of West Branch, Iowa at the rate of one percent (1%) to be effective from July 1, 2015, until expiration on June 30, 2025.

A local sales and services tax shall be imposed in the City of West Branch, Iowa at the rate of one percent (1%) to be effective from July 1, 2015, until expiration on June 30, 2025. Revenues from the sales and services tax shall be allocated as follows:

0% for property tax relief

The specific purposes for which the revenues shall otherwise be expended are:

City of West Branch Park Improvements.

For the question, there were:	Four hundred seventy six (476) votes
Against the question, there were:	Three hundred ninety five (395) votes
TOTAL	Eight hundred seventy one (871) votes

We therefore declare the public measure "Y" to be adopted.


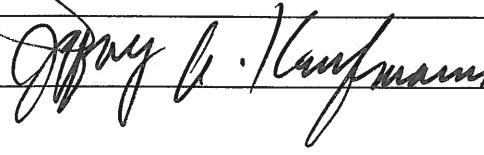
IN TESTIMONY WHEREOF, we have hereunto set our hands and caused to be affixed the seal of this county by the Clerk of the Board of Supervisors.


Done at Tipton the county seat of Cedar County, this 10th day of November, 2014.



Chairperson



Attest: 

County Auditor and Clerk of the Board of Supervisors

City of West Branch, Cedar County, IA

General Obligation Debt

Date	Fiscal Year	2013		2015		2016A		2016B		FY
		\$2,730,000 GO Corp Purp & Ref Bonds		\$855,000 GO Corp Purp Bonds		\$1,000,000 G.O. Corp. Purp. Bond		\$400,000 G.O. Taxable U.R. Bonds		
		Issued: 3/5/2013	TIC - 2.32%	Issued: 8/18/15	TIC - 2.20%	Issued: 7/19/2016	TIC - 1.83%	Issued: 7/19/2016	TIC - 2.27%	
		"Callable" Principal	Principal & Interest	"Callable" Principal	Principal & Interest	Principal	Principal & Interest	"Callable" Principal	Principal & Interest	
01-Dec-2022			\$ 13,093.75		\$ 3,330.00		\$ 5,293.75		\$ 2,475.00	
01-June-2023	2023	\$ 180,000.00	193,093.75	\$ 90,000.00	93,330.00	\$ 90,000.00	95,293.75	\$ 50,000.00	52,475.00	23
01-Dec-2023			11,563.75		2,340.00		4,618.75		1,925.00	
01-June-2024	2024	185,000.00	196,563.75	95,000.00	97,340.00	90,000.00	94,618.75	50,000.00	51,925.00	24
01-Dec-2024			9,852.50		1,200.00		3,831.25		1,375.00	
01-June-2025	2025	190,000.00	199,852.50	100,000.00	101,200.00	95,000.00	98,831.25	55,000.00	56,375.00	25
01-Dec-2025			7,952.50				3,000.00		687.50	
01-June-2026	2026	80,000.00	87,952.50			95,000.00	98,000.00	55,000.00	55,687.50	26
01-Dec-2026			7,032.50				2,050.00			
01-June-2027	2027	80,000.00	87,032.50			100,000.00	102,050.00			27
01-Dec-2027			6,112.50				1,050.00			
01-June-2028	2028	80,000.00	86,112.50			100,000.00	101,050.00			28
01-Dec-2028			5,112.50							
01-June-2029	2029	85,000.00	90,112.50							29
01-Dec-2029			4,050.00							
01-June-2030	2030	85,000.00	89,050.00							30
01-Dec-2030			2,775.00							
01-June-2031	2031	90,000.00	92,775.00							31
01-Dec-2031			1,425.00							
01-June-2032	2032	95,000.00	96,425.00							32
		\$ 1,150,000.00	\$ 1,287,940.00	\$ 285,000.00	\$ 298,740.00	\$ 570,000.00	\$ 609,687.50	\$ 210,000.00	\$ 222,925.00	

Speer Financial, Inc.
October 31, 2022

City of West Branch, Cedar County, IA

General Obligation Debt

FY	2017		2017		Total Principal	Total Principal & Interest	Less Sewer Revenue (2013)	Less Water Revenue (2013)	Less LOST Revenue (2016A)	Less LOST Revenue (2017)	Less T.I.F. Revenue	Total Property Taxes	FY																						
	\$495,000 G.O. Judgement Settlement		\$4,200,000 G.O. Corp. Purp. Bond																																
	"Callable" Principal	Principal & Interest	Principal	Principal & Interest																															
23	\$ 99,000.00	\$ 1,608.75 100,608.75	\$ 375,000.00	\$ 36,686.25 411,686.25	\$ 884,000.00	\$ 62,487.50 946,487.50	\$ 89,982.50	\$ 116,205.00	\$ 23,135.13	\$ 204,175.00	\$ 369,640.62	\$ 205,836.75	23																						
24			400,000.00	32,936.25 432,936.25	820,000.00	53,383.75 873,383.75	93,792.50	114,335.00	22,824.63	215,375.00	230,771.62	249,668.75	24																						
25			405,000.00	27,936.25 432,936.25	845,000.00	44,195.00 889,195.00	92,405.00	117,300.00	23,612.38	215,250.00	232,721.38	252,101.24	25																						
26			220,000.00	22,873.75 242,873.75	450,000.00	34,513.75 484,513.75	95,905.00		23,230.00		233,022.50	166,870.00	26																						
27			225,000.00	19,848.75 244,848.75	405,000.00	28,931.25 433,931.25	94,065.00		23,943.00		179,184.50	165,670.00	27																						
28			235,000.00	16,473.75 251,473.75	415,000.00	23,636.25 438,636.25	92,225.00		23,483.00		179,894.50	166,670.00	28																						
29			240,000.00	12,948.75 252,948.75	325,000.00	18,061.25 343,061.25	95,225.00				148,427.50	117,470.00	29																						
30			175,000.00	9,228.75 184,228.75	260,000.00	13,278.75 273,278.75	93,100.00				149,397.50	44,060.00	30																						
31			180,000.00	6,385.00 186,385.00	270,000.00	9,160.00 279,160.00	95,550.00				150,010.00	42,760.00	31																						
32			190,000.00	3,325.00 193,325.00	285,000.00	4,750.00 289,750.00	97,850.00				155,250.00	41,400.00	32																						
<table border="0" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;">\$ 99,000.00</td> <td style="width:10%;">\$</td> <td style="width:10%;">102,217.50</td> <td style="width:10%;">\$</td> <td style="width:10%;">2,645,000.00</td> <td style="width:10%;">\$</td> <td style="width:10%;">3,022,285.00</td> <td style="width:10%;">\$</td> <td style="width:10%;">4,959,000.00</td> <td style="width:10%;">\$</td> <td style="width:10%;">5,543,795.00</td> <td style="width:10%;">\$</td> <td style="width:10%;">940,100.00</td> <td style="width:10%;">\$</td> <td style="width:10%;">347,840.00</td> <td style="width:10%;">\$</td> <td style="width:10%;">140,228.14</td> <td style="width:10%;">\$</td> <td style="width:10%;">634,800.00</td> <td style="width:10%;">\$</td> <td style="width:10%;">2,028,320.12</td> <td style="width:10%;">\$</td> <td style="width:10%;">1,452,506.74</td> </tr> </table>													\$ 99,000.00	\$	102,217.50	\$	2,645,000.00	\$	3,022,285.00	\$	4,959,000.00	\$	5,543,795.00	\$	940,100.00	\$	347,840.00	\$	140,228.14	\$	634,800.00	\$	2,028,320.12	\$	1,452,506.74
\$ 99,000.00	\$	102,217.50	\$	2,645,000.00	\$	3,022,285.00	\$	4,959,000.00	\$	5,543,795.00	\$	940,100.00	\$	347,840.00	\$	140,228.14	\$	634,800.00	\$	2,028,320.12	\$	1,452,506.74													



City of West Branch, CedarCounty, Iowa

Revenue Debt

*Does not count against the City's debt capacity

Date	Fiscal Year	2005		2007		2022		Total Principal	Total Principal & Interest	Less Water Revenue	Less Sewer Revenue	Total Property Taxes	FY
		\$860,000 SRF Water Rev		\$83,000 SRF Water Rev		\$10,203,000 SRF Sewer Rev							
		"Callable" Principal	Principal & Interest	"Callable" Principal	Principal & Interest	Principal	Principal & Interest						
01-Dec-2022			1,881.25		300.00		40,078.81		42,260.06				
01-June-2023	2023	\$ 51,000.00	53,418.75	\$ 5,000.00	5,350.00	\$ 285,000.00	373,971.47	\$ 341,000.00	432,740.22	60,950.00	\$ 414,050.28	\$ -	23
01-Dec-2023			1,435.00		225.00		99,180.00		100,840.00				
01-June-2024	2024	53,000.00	54,845.00	5,000.00	5,262.50	305,000.00	404,180.00	363,000.00	464,287.50	61,767.50	503,360.00	-	24
01-Dec-2024			971.25		150.00		96,130.00		97,251.25				
01-June-2025	2025	55,000.00	56,248.75	5,000.00	5,175.00	449,000.00	545,130.00	509,000.00	606,553.75	62,545.00	641,260.00	-	25
01-Dec-2025			490.00		75.00		91,640.00		92,205.00				
01-June-2026	2026	56,000.00	56,630.00	5,000.00	5,087.50	458,000.00	545,130.00	519,000.00	606,847.50	62,282.50	636,770.00	-	26
01-Dec-2026							87,060.00		87,060.00				
01-June-2027	2027					467,000.00	554,060.00	467,000.00	554,060.00	-	641,120.00	-	27
01-Dec-2027							82,390.00		82,390.00				
01-June-2028	2028					476,000.00	558,390.00	476,000.00	558,390.00	-	640,780.00	-	28
01-Dec-2028							77,630.00		77,630.00				
01-June-2029	2029					486,000.00	563,630.00	486,000.00	563,630.00	-	641,260.00	-	29
01-Dec-2029							72,770.00		72,770.00				
01-June-2030	2030					496,000.00	568,770.00	496,000.00	568,770.00	-	641,540.00	-	30
01-Dec-2030							67,810.00		67,810.00				
01-June-2031	2031					506,000.00	573,810.00	506,000.00	573,810.00	-	641,620.00	-	31
01-Dec-2031							62,750.00		62,750.00				
01-June-2032	2032					516,000.00	578,750.00	516,000.00	578,750.00	-	641,500.00	-	32
01-Dec-2032							57,590.00		57,590.00				
01-June-2033	2033					526,000.00	583,590.00	526,000.00	583,590.00	-	641,180.00	-	33
01-Dec-2033							52,330.00		52,330.00				
01-June-2034	2034					537,000.00	589,330.00	537,000.00	589,330.00	-	641,660.00	-	34
01-Dec-2034							46,960.00		46,960.00				
01-June-2035	2035					547,000.00	593,960.00	547,000.00	593,960.00	-	640,920.00	-	35
01-Dec-2035							41,490.00		41,490.00				
01-June-2036	2036					558,000.00	599,490.00	558,000.00	599,490.00	-	640,980.00	-	36
01-Dec-2036							35,910.00		35,910.00				
01-June-2037	2037					569,000.00	604,910.00	569,000.00	604,910.00	-	640,820.00	-	37
01-Dec-2037							30,220.00		30,220.00				
01-June-2038	2038					581,000.00	611,220.00	581,000.00	611,220.00	-	641,440.00	-	38
01-Dec-2038							24,410.00		24,410.00				
01-June-2039	2039					592,000.00	616,410.00	592,000.00	616,410.00	-	640,820.00	-	39
01-Dec-2039							18,490.00		18,490.00				
01-June-2040	2040					604,000.00	622,490.00	604,000.00	622,490.00	-	640,980.00	-	40
01-Dec-2040							12,450.00		12,450.00				
01-June-2041	2041					616,000.00	628,450.00	616,000.00	628,450.00	-	640,900.00	-	41
01-Dec-2041							6,290.00		6,290.00				
01-June-2042	2042					629,000.00	635,290.00	629,000.00	635,290.00	-	641,580.00	-	42
		\$ 215,000.00	\$ 225,920.00	\$ 20,000.00	\$ 21,625.00	\$ 10,203,000.00	\$ 12,454,540.28	\$ 10,438,000.00	\$ 12,702,085.28	\$ 247,545.00	\$ 12,454,540.28	\$ -	

City of West Branch, Cedar County County, Iowa

T.I.F. Rebate Obligations

Date	Fiscal Year	Casey's Marketing Company *Annual Appropriation NTE: \$561,348.65		EMV Holdings, LLC *Annual Appropriation NTE: \$150,000.00		The Meadows - Part 4 *Annual Appropriation NTE: \$395,000.00			BBCO *Annual Appropriation NTE \$5,000,000 (Rebate, Abatement & Grant)		FY	Total Taxable Value	Total LMI	Total Rebate	
		Incremental Value	100% Rebate	Incremental Value	70% Rebate	66.68% Rebate	LMI - 33.32%	Incremental Value	75% Rebate						
01-Dec-2022					\$ 8,320.00										
01-June-2023	2023	\$ 1,001,106	\$ 27,868.78	\$ 868,220	8,320.00	\$ 3,045,430	\$ 30,553.09	\$ 15,267.38			23	\$ 4,914,756	\$ 15,267.38	\$ 75,061.87	
01-Dec-2023					8,320.00										
01-June-2024	2024	1,001,106	27,868.78	868,220	8,320.00	10,411,560	104,613.78	52,275.51			24	12,280,886	52,275.51	149,122.56	
01-Dec-2024					8,320.00										
01-June-2025	2025	1,001,106	27,868.78	868,220	8,320.00		104,613.78	52,275.51			25	1,869,326	52,275.51	149,122.56	
01-Dec-2025					8,320.00										
01-June-2026	2026	1,001,106	27,868.78	868,220	8,320.00		145,093.70	11,795.60			26	1,869,326	11,795.60	189,602.48	
01-Dec-2026					8,320.00										
01-June-2027	2027	1,001,106	27,868.78	868,220	8,320.00		10,125.65				27	1,869,326		54,634.43	
01-Dec-2027					8,320.00										
01-June-2028	2028	1,001,106	27,868.78	868,220	8,320.00						28	1,869,326		44,508.78	
01-Dec-2028					8,320.00										
01-June-2029	2029	1,001,106	27,868.78	868,220	8,320.00						29	1,869,326		44,508.78	
01-Dec-2029					8,320.00										
01-June-2030	2030	1,001,106	27,868.78	868,220	8,320.00						30	1,869,326		44,508.78	
01-Dec-2030					240.00										
01-June-2031	2031	1,001,106	27,868.78								31	1,001,106		28,108.78	
01-Dec-2031															
01-June-2032	2032	1,001,106	27,868.78								32	1,001,106		27,868.78	
01-Dec-2032															
01-June-2033	2033	1,001,106	27,868.78								33	1,001,106		27,868.78	
01-Dec-2033															
01-June-2034	2034	1,001,106	27,868.78								34	1,001,106		27,868.78	
01-Dec-2034															
01-June-2035	2035	1,001,106	27,868.78								35	1,001,106		27,868.78	
01-Dec-2035															
01-June-2036	2036	1,001,106	27,868.78								36	1,001,106		27,868.78	
		\$ 390,162.92		\$ 133,360.00		\$ 395,000.00								\$ 918,522.92	

SPEER FINANCIAL, INC. Paid to to date: \$84,507.01
November 1, 2022

City of West Branch, Cedar County, Iowa

TIF Revenue Abatement

		2013 \$2,730,000 GO Corp Purp & Ref Bond Issued: 3/5/2013		2016A \$270,000 GO CP Bonds Issued 7/19/2016		2016B \$400,000 Tax GO UR Bond Issued 7/19/2016		2017 \$495,000 Judgement Settlement Issued 6/2017		
Date	Fiscal Year	Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	Principal	Principal & Interest	FY
01-Dec-2022					\$ 1,429.31		\$ 2,475.00		\$ 1,608.75	
01-June-2023	23	\$ 37,987.00	\$ 37,987.00	\$ 24,300.00	25,729.31	\$ 50,000.00	52,475.00	\$ 99,000.00	100,608.75	23
01-Dec-2023					1,247.06		1,925.00			
01-June-2024	24			24,300.00	25,547.06	50,000.00	51,925.00			24
01-Dec-2024					1,034.44		1,375.00			
01-June-2025	25			25,650.00	26,684.44	55,000.00	56,375.00			25
01-Dec-2025					810.00		687.50			
01-June-2026	26			25,650.00	26,460.00	55,000.00	55,687.50			26
01-Dec-2026					553.50					
01-June-2027	27			27,000.00	27,553.50					27
01-Dec-2027					283.50					
01-June-2028	28			27,000.00	27,283.50					28
01-Dec-2028										
01-June-2029	29									29
01-Dec-2029										
01-June-2030	30									30
01-Dec-2030										
01-June-2031	31									31
01-Dec-2031										
01-June-2032	32									32
01-Dec-2032										
01-June-2033	33									33
01-Dec-2033										
01-June-2034	34									34
01-Dec-2034										
01-June-2035	35									35
01--Dec-2035										
01-June-2036	36									36

\$ 37,987.00 \$
 37,987.00 \$ 153,900.00 \$
 164,615.62 \$ 210,000.00 \$
 222,925.00 \$ 99,000.00 \$
 102,217.50

City of West Branch, Cedar County, Iowa

TIF Revenue Abatement

FY	2017 \$1,695,000 GO Corp. Purp. Bonds Issued 6/2017		Transfer To General Obligation Debt Service Principal & Interest	Interfund Loan East Side Redevelopment Heritage Hill	Tax Increment Financing Rebate Agreements	Total T. I. F.		FY
	Principal	Principal & Interest				Taxes		
						Fiscal Year		
						Certify December 1st		
23	\$ 110,000.00	\$ 18,663.75 128,663.75	\$ 369,640.62		\$ 90,329.25	\$ 459,969.87		23
24	115,000.00	17,563.75 132,563.75	230,771.62	\$ 150,000.00	201,398.07	582,169.69		24
25	115,000.00	16,126.25 131,126.25	232,721.38		201,398.07	434,119.45		25
26	120,000.00	14,688.75 134,688.75	233,022.50		201,398.08	434,420.58		26
27	125,000.00	13,038.75 138,038.75	179,184.50		54,634.43	233,818.93		27
28	130,000.00	11,163.75 141,163.75	179,894.50		44,508.78	224,403.28		28
29	130,000.00	9,213.75 139,213.75	148,427.50		44,508.78	192,936.28		29
30	135,000.00	7,198.75 142,198.75	149,397.50		44,508.78	193,906.28		30
31	140,000.00	5,005.00 145,005.00	150,010.00		28,108.78	178,118.78		31
32	150,000.00	2,625.00 152,625.00	155,250.00		27,868.78	183,118.78		32
33					27,868.78	27,868.78		33
34					27,868.78	27,868.78		34
35					27,868.78	27,868.78		35
36					27,868.78	27,868.78		36
\$ 1,270,000.00		\$ 1,500,575.00	\$ 2,028,320.12	\$ 150,000.00	\$ 1,050,136.92	\$ 3,228,457.04		

City of West Branch, Cedar County, Iowa

General Obligation Debt Capacity

Column:	#1	#2	#3	#4	#5	#6
	FY 21-22 1/1/2020	FY 22-23 1/1/2021	FY 23-24 1/1/2022	FY 24-25 1/1/2023	FY 25-26 1/1/2024	FY 26-27 1/1/2025
Assessed Valuation(100%)/GO Bond Capacity						
Property Valuation @(100%)(Actual/Projected)	\$254,115,488	\$268,279,015	\$273,644,595	\$279,117,487	\$284,699,837	\$290,393,834
Statutory GO Debt Limit @ 5% of 100% Value	\$12,705,774	\$13,413,951	\$13,682,230	\$13,955,874	\$14,234,992	\$14,519,692
Bonds Outstanding (Beginning Fiscal Year)						
GO Bonds (Outstanding - Maturities)	\$ 5,828,000.00	\$ 4,959,000.00	\$ 4,075,000.00	\$ 3,255,000.00	\$ 2,410,000.00	\$ 1,960,000.00
TIF Revenue Bonds Outstanding (Principal Only)						
TIF Rebate Agreements (Annual Appropriations)	57,042.50	75,061.87	149,122.56	149,122.56	189,602.48	54,634.43
Other Debt Outstanding (Principal Only)		-	-	-	-	-
Bonds Paid (During Fiscal Year)						
GO Debt (Principal Only) (Paid)	\$ 869,000.00	\$ 884,000.00	\$ 820,000.00	\$ 845,000.00	\$ 450,000.00	\$ 405,000.00
GO Debt Refunded (Principal Only) (Paid)						
TIF Rebate Agreements (Paid) (Annual Appropriation)	57,042.50	75,061.87	149,122.56	149,122.56	189,602.48	54,634.43
Other Debt (Principal Only) (Paid)						
Bonds Issued (During Fiscal Year)						
GO Bonds (Principal Only) (Issued)						
TIF Rebate Agreements (Annual Appropriations)						
TIF Rebate Agreements (Issued)						
Other Debt (Principal Only) (Issued)						
Remaining GO Debt Capacity (Not Obligated)	\$7,746,774	\$9,338,951	\$10,427,230	\$11,545,874	\$12,274,992	\$12,964,692
Percent of Capacity Remaining	60.97%	69.62%	76.21%	82.73%	86.23%	89.29%
GO Contingency Reserve (% of GO Capacity)	20%					
	\$2,541,155	\$2,682,790	\$2,736,446	\$2,791,175	\$2,846,998	\$2,903,938
Total GO Capacity - Less Contingency Reserve	\$5,205,620	\$6,656,161	\$7,690,784	\$8,754,699	\$9,427,993	\$10,060,753
Percent of Capacity Remaining	40.97%	49.62%	56.21%	62.73%	66.23%	69.29%
Percent Increase for Property Valuation Projection	5.574%	2.000%	2.000%	2.000%	2.000%	2.000%

City of West Branch, Cedar County, Iowa

T. I. F. Debt Report

Combined TIF Districts

Frozen Base Value - \$6,358,143

Column:	#1	#2	#3	#4	#5
Fiscal Year	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
County Assessor's Value as of	1/1/2020	1/1/2021	1/1/2022	1/1/2023	1/1/2024

TIF Value Existing

TIF Captured Value (Commercial Property @ 100%)	\$63,632,167	\$64,341,580	\$65,145,850	\$65,960,173	\$66,784,675
Commercial Property Rollback %	90.000%	90.000%	90.000%	90.000%	90.000%
TIF Captured Value (Commercial Property Rollback Value)	\$57,268,950	\$57,907,422	\$58,631,265	\$59,364,156	\$60,106,208
TIF Industrial Property @ 100%	\$11,923,359	\$11,964,265	\$12,113,818	\$12,265,241	\$12,418,557
Industrial Property Rollback %	90.000%	90.000%	90.000%	90.000%	90.000%
TIF Captured Value (Industrial Property Rollback Value)	\$10,731,023	\$10,767,839	\$10,902,436	\$11,038,717	\$11,176,701
TIF Personal Property/Agricultural @ 100%	\$29,958	\$20,770	\$21,030	\$21,292	\$21,559
TIF Captured Value (Residential Property 100 % Value)	\$11,759,550	\$16,452,255	\$16,657,908	\$16,866,132	\$17,076,959
Residential Property Rollback %	56.4094%	54.1302%	55.0743%	55.0743%	55.0743%
TIF Captured Value (Residential Property Rollback Value)	\$6,633,492	\$8,905,639	\$9,174,226	\$9,288,904	\$9,405,015
TIF Captured Value (Multi-Residential Property 100 % Value)	\$1,303,747	\$1,514,441	\$1,514,441	\$1,514,441	\$1,514,441
Multi-Residential Property Rollback %	67.5000%	63.7500%	63.7500%	63.7500%	63.7500%
TIF Captured Value (Multi-Residential Property Rollback Value)	\$880,029	\$965,456	\$965,456	\$965,456	\$965,456

Total TIF Property Value (Taxable)	\$75,543,452	\$78,567,125	\$79,694,413	\$80,678,525	\$81,674,939
Rate/Thousand	\$27.760	\$27.838	\$27.838	\$27.838	\$27.838
Total TIF Revenue (Taxable Value x Rate/Thousand)	\$ 2,097,072.64	\$ 2,187,150.84	\$ 2,218,532.28	\$ 2,245,927.98	\$ 2,273,666.13

Total TIF Dollars	\$ 2,097,072.64	\$ 2,187,150.84	\$ 2,218,532.28	\$ 2,245,927.98	\$ 2,273,666.13
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Current / Future Debt Service Requirements GO Obligations	\$ 376,372.62	\$ 369,640.62	\$ 230,771.62	\$ 232,721.38	\$ 233,022.50
Current / Future TIF Rebate Obligations & LMI	\$ 57,042.50	\$ 90,329.25	\$ 201,398.07	\$ 201,398.07	\$ 201,398.08
Current / Future Interfund Loans	\$ 82,000.00	\$ 90,000.00	\$ 150,000.00		

UNCLAIMED T.I.F. DOLLARS	\$ 1,581,657.52	\$ 1,637,180.97	\$ 1,634,412.83	\$ 1,811,507.41	\$ 1,893,083.55
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TIF Value Future Growth-Building Completed In Calendar Year:	2020	2021	2022	2023	2024
Commercial Property (100%)	\$0	\$0	\$0	\$0	\$0
Industrial Property (100%)	\$0	\$0	\$0	\$0	\$0
Agricultural Property (100%)	\$0	\$0	\$0	\$0	\$0
Housing Units Constructed/Year	0	0	0	0	0
Housing Unit Value/Unit	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Housing Units Constructed 100% Value	\$0	\$0	\$0	\$0	\$0
Total Future Value	\$0	\$0	\$0	\$0	\$0
Valuation Growth Factor	4.003%	1.250%	1.250%	1.250%	1.250%

SPEER FINANCIAL, INC.
November 1, 2022

EXHIBIT "A"

PROCEDURAL RULES OF THE WEST BRANCH CITY COUNCIL

Part I. General Provisions

Rule 1. Scope of Rules. These rules shall govern the conduct of the Council and shall be interpreted to ensure fair and open deliberations and decision making.

Rule 2. Technical Parliamentary Forms Abolished. Except as specifically provided in these rules, the Council shall not use any formal points of parliamentary order, personal privilege, parliamentary inquiry or other technical forms. Only motions specified within these rules are allowed.

Rule 3. Matters Not Covered. Any matter or order or procedure not covered by these rules shall be referred to the presiding officer, who shall decide the matter with or without the assistance and advice of the City Attorney and/or the City Administrator in conformity with the purpose of these rules in a fair and expeditious manner. The decision of the presiding officer may be reversed by a majority vote of the Council.

Rule 4. Interpretation. These rules are intended to supplement and shall be interpreted to conform to the statutes of the State of Iowa and the ordinances of the City of West Branch.

Part II. Time and Place of Meeting

Rule 5. Regular Meetings. The regular meetings of the Council are on the first of third Mondays of each month in the Council Chambers at City hall. The time of said meetings shall be 6:30 p.m. when held during the months of November through March and shall be at 7:00 p.m. when held during the months of April through October. If such day falls on a legal holiday, the meeting is held at a mutually agreeable time, as determined by the Council. (City Code Chapter 17.04.1, Ord. 650 – Aug. 08 Supp.)

Rule 6. Special Meetings. Special meetings shall be held upon call of the Mayor or upon the written request of a majority of the members of the Council submitted to the Administrator/Clerk. Notice of a special meeting shall specify the date, time, place and subject of the meeting and such notice shall be given personally or left at the usual place of residence of each member of the Council. A record of the service of the notice shall be maintained by the Administrator/Clerk. (City Code Chapter 17.04.2, Code of Iowa, Sec. 372.13[5])

Rule 7. Quorum. A majority of all Council members is a quorum. (City Code Chapter 17.04.3, Code of Iowa, Sec.372.13[1])

Rule 8. Attendance. The Mayor or Council Members may attend either in person or by telephone conference call or video communications. The video conference or telephonic participation must be available to be heard by members of the public.

Part III. Agenda

Rule 9. Preparation of Agenda. Prior to each regular Council meeting the City Administrator/Clerk shall publish an Agenda which contains all items the Council anticipates acting upon at the meeting. The Council may adopt the agenda as presented, or may amend the agenda as provided by these rules and may adopt the agenda as amended.

Rule 10. Consent Agenda. In preparing an Agenda the City Administrator/Clerk shall separately designate items as "Consent Agenda" which may be acted upon by the Council under Rule 50. The "Consent Agenda" shall consist of routine non-controversial items which in the City Administrator/Clerk's determination can be appropriately considered in bulk at the Council meeting.

Rule 11. Agenda Requests and Deadline. The Mayor, any member of the Council and the City Administrator/Clerk may have an item included upon the Agenda by requesting the City Administrator/Clerk to include the item by noon on the Tuesday preceding the Council meeting. Citizens may address the Council, pursuant to Part V of these rules, to request an agenda item at a future Council Meeting or contact one of their elected officials to request that they include an item on a future agenda.

Rule 12. Extra Items. Items requested or filed after noon on the Tuesday preceding a Council meeting shall not be included upon the Agenda unless the Mayor, a Council Member or the City Administrator/Clerk shall deem the item of sufficient urgency to warrant immediate Council action. These items shall be designated as "Extra" items and will be considered at the appropriate place on the regular Agenda (prior to or after a related item) or at the end of the regular Agenda. The City Administrator/Clerk shall record on the item the name of the sponsoring Council member.

Rule 13. Sponsor Required. The City Administrator/Clerk shall not place upon the Agenda any matter for reconsideration unless sponsored by a Council member who voted on the originally prevailing side or who was absent at the time of the original action, provided said Council member made the motion at the next Council Meeting that Council member attended.

Rule 14. Withdrawal of Items. Only the City officer requesting the placement of an item on the Agenda may withdraw the item prior to the Council meeting, but in withdrawing the item shall state the reason therefore which reason shall be transmitted to the Council. An item withdrawn by the City Administrator/Clerk may nonetheless, in the discretion of the Council, be acted upon in its regular order.

Rule 15. Order of Consideration of Agenda. Except as otherwise provided in these rules, each Agenda item shall be considered in the numerical order assigned by the City Administrator/Clerk. Each Agenda item shall be separately announced by the presiding officer, or City Administrator/Clerk, for purposes of discussion and consideration. To announce an item, it shall be sufficient to identify the item by the number assigned by the City Administrator/Clerk, unless greater specificity is requested by some person in attendance. This rule shall not apply to consideration of items under Rule 50 or Rule 51. The following is the order of business of the City Council at its meetings:

- 1) Call to order
- 2) Roll call
- 3) Welcome
- 4) Approve Agenda/Consent Agenda/Move to action
- 5) Communications/Open Forum
- 6) Public Hearings/Non-Consent Agenda
- 7) City Staff Reports
- 8) Comments from Mayor and Council Members
- 9) Adjournment

The following is the order of business of the City Council at its work sessions:

- 1) Call to order
- 2) Roll call
- 3) Work Session Agenda Items
- 4) Adjournment

Part IV. Conduct of Meetings

Rule 16. Presiding Officer. The Mayor, or in the Mayor's absence or incapacity, the Mayor Pro Tem, shall be the presiding officer at all Council meetings. If both the Mayor and Mayor Pro Tem are absent the most senior Council member present shall preside. In the event two or more members equally possess the greatest seniority then the eldest person among them shall preside. The presiding officer is also known as the chair.

Rule 17. Control of Discussion. The presiding officer shall control discussion of the Council on each Agenda item to assure full participation in accordance with these rules.

Rule 18. Discussion. A Council member shall speak only after being recognized by the presiding officer. A Council member recognized for a specific purpose shall limit remarks to that purpose. A Council member, after being recognized shall not be interrupted except by the presiding officer to enforce these rules, or by another Council member raising a point of order.

Rule 19. Members May Speak – How Often. No member shall speak more than once on the same question until all other members desiring to speak have spoken.

Rule 20. Members Address the Presiding Officer. Members will address their comments to the presiding officer, not to each other, staff or public attending the meeting.

Rule 21. Presiding Officer's Right to Enter into Discussion. The Mayor (or other presiding officer) may enter into any discussion.

Rule 22. Remarks to be Germane. Comments must be directed to the subject under consideration. The presiding officer shall rule on the germaneness of comments. Members making personal, impertinent, or slanderous remarks may be barred, at the presiding officer's discretion, from further comment on the item under consideration.

Rule 23. No side conversations between members. Members shall not have side conversations with each other during any Council Meeting. Should a member of Council wish to share information with other members, that member should seek the recognition of the chair.

Rule 24. Profanity. No member shall use profanity while speaking in any Council Meeting.

Rule 25. Motive. No member shall question the motive of another.

Rule 26. Dress Code for members of the Council. At all times during meetings of the Council, proper attire for men shall be a combination of collared shirt (such as a dress shirt or polo shirt), and dress slacks with a belt or jeans. Proper attire for women includes a skirt or trousers (including denim) combined with a top. This rule applies only to members of Council.

Part V. Citizen Participation

Rule 27. Citizen's Right to Address Council. Persons other than Council Members shall be permitted to address the Council in the open forum section of the agenda for items not on the agenda, or prior to Council discussion of an item for specific Agenda items, if he or she completes a Citizen Comment Form. Citizen Comment Forms will be provided by the City Administrator/Clerk, Deputy City Clerk or Administrative Assistant, and must be completed and provided to the City Administrator/Clerk, Deputy City Clerk or Administrative Assistant prior to the start of the meeting.

Rule 28. Manner of Addressing Council. A person desiring to address the Council shall stand up (unless that person has physical limitations which prevents the person from doing so), state his or her name, address, and group affiliation (if any), speak clearly and address his or her comments to the presiding officer.

Rule 29. Time Limit on Citizen's Remarks. Citizens shall be limited to three minutes speaking time per item. Total citizen input on any subject under Council consideration can be limited to a fixed period by the presiding officer. A majority vote of the Council may extend the time limitations of this rule.

Rule 30. Remarks of Citizens to be Germane. Citizen comments must be directed to the subject under consideration. The presiding officer shall rule on the germaneness of citizen comments. Citizens making personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment

before the Council during the meeting.

Part VI. Council Action

Rule 31. Call to Order. The Mayor or Mayor Pro Tem shall call the meeting to order at the appointed hour. In the absence of the Mayor and the Mayor Pro Tem the City Administrator/Clerk shall call the meeting to order and a temporary presiding officer shall then be selected under Rule 16. The selected temporary presiding officer shall serve as successor Mayor Pro Tem for the meeting for purposes of being authorized to sign all measures passed and contracts approved at the meeting.

Rule 32. Roll Call. Before proceeding with the business of the Council, the City Administrator/Clerk, Deputy City Clerk or Administrative Assistant shall call the roll call of members present, and enter those named in the minutes. The City Administrator/Clerk, Deputy City Clerk or Administrative Assistant shall determine the presence of a quorum as required by law and these rules.

Rule 33. Motion Required. All action requiring a vote shall be moved by a member of the Council.

Rule 34. Motions. Allowable motions include the following: 1) Motion to approve, 2) motion to amend, 3) motion to adjourn, 4) motion to recess, 5) motion to postpone to a certain time, 6) motion to postpone indefinitely, 7) motion to appeal the rule of the chair, 8) motion to suspend the rules, 9) motion to reconsider and 10) motion for the previous question. Form and example:

Motion to approve: I move the adoption of item 6b.

Motion to amend: I move to amend by inserting the words "and grade" after "purchase." Discussion and a vote would then take place on the amendment, i.e. the addition of the words "and grade." Whether the amendment is or is not adopted, a subsequent vote would be taken on the underlying item.

Motion to adjourn: I move to adjourn.

Motion to recess: I move that the meeting recess until 9:00 p.m. Or, I move to recess for ten minutes.

Motion to postpone to a certain time: I move to postpone the motion to the next meeting.

Motion to postpone indefinitely: I move that the item be postponed indefinitely.

Motion to appeal the rule of the chair: I appeal from the decision of the chair. If seconded, the chair shall clearly state the exact question at issue, the reason for his or her decision and states the question, "Shall the decision of the chair be sustained?"

Motion to suspend the rules: I move that the rules be suspended which interfere with ... [stating the object of the suspension].

Motion to reconsider: I move to reconsider the vote on the resolution relating to the annual banquet. I voted for [or against] the resolution.

Motion for the previous question: I move the previous question.

Rule 35. Motions – Requiring a second. No motion shall be debated until another member has seconded the motion. After a motion has been made, another member who wishes it to be considered says, "I second the motion," and may do so without obtaining the floor.

Rule 36. Must be read or stated before debate. After a motion is made and seconded, it shall be stated by the presiding the presiding officer before being debated.

Rule 37. Points of Order. Members of Council, who notice a breach of these rules, may raise a point of

order to insist upon their enforcement. (If the presiding officer notices a breach, he or she corrects the matter immediately; but if he or she fails to do so, any member can make the appropriate point of order.) Points of order are ruled upon by the presiding officer. Points of order are not debatable.

Rule 38. Appeal from a Ruling of the Presiding Officer. Should there be an appeal from any ruling of the presiding officer, the question, "Shall the chair be sustained?" shall be immediately put and determined before the Council proceeds to other business.

Rule 39. Previous Question. Any member may move the previous question. The motion shall be restated by the presiding officer in this form: "Shall the question under immediate consideration be now put?" It shall only prevail when supported by four-fifths of the Council and until decided shall preclude debate. If the motion is sustained, the proponent of the matter under consideration shall have one minute in which to make a closing statement before the Council votes on the question. A failure to sustain the motion shall not take the matter under consideration from further consideration of the Council; but the Council shall proceed as if the motion had not been made.

Rule 40. Not debatable. The following motions shall be decided without debate: 1) motion to adjourn, 2) motion for the previous question, 3) motion to suspend the rules and 4) motion to recess.

Rule 41. Indefinite postponement. When a question is postponed indefinitely, that item shall not be acted on again in the same calendar year except when supported by four-fifths of the Council.

Rule 42. Presiding Officer's Right to Speak Last. The presiding officer has the right to close debate and speak last on any item.

Rule 43. Closing Debate. Discussion shall be closed on any item by the presiding officer with the concurrence of a majority of the Council. Except as provided by Rule 22, a call for the vote shall not close discussion if any member of the Council still wishes to be heard.

Rule 44. Motion to Reconsider. A motion to reconsider must be made by a Council member who was on the prevailing side in the original action or by a Council Member absent at the time of the original action.

Rule 45. Call for Vote. At the conclusion of debate the presiding officer shall call for a vote, provided however, a majority of the Council may require a vote at any time.

Rule 46. Separate Consideration. Except as otherwise required by these rules each Agenda item shall be voted upon separately and each separate vote shall be recorded by the City Administrator/Clerk.

Rule 47. Action on Consent Agenda. Except as herein provided the "Consent Agenda" shall be considered in bulk and voted upon in single motion. Each Council Member shall separately note upon a form provided by the City Administrator/Clerk any matter on the "Consent Agenda" upon which he or she wishes to speak or to vote no. At the time of consideration of the "Consent Agenda" the presiding officer shall announce the items upon which Council members have indicated they wish to speak or vote no. The presiding officer shall also recognize any person in attendance who has indicated on the Citizen Comment Form their wish to speak upon a particular consent item. Items upon which any Council Member or citizen wishes to speak shall be considered separately and not as a portion of any motion calling for action upon the remainder of the "Consent Agenda". The City Administrator/Clerk, Deputy City Clerk or Administrative Assistant, on all matters contained in the "Consent Agenda," shall record the yes and no votes on each item separately as if each item had been moved and voted upon separately. Rule 15 shall not apply.

Rule 48. Action to Multiple Items. With the consent of a majority of the Council, Rule 46 hereof notwithstanding, the Council may consider for voting purposes more than one item, but in such event the vote upon each item will be separately recorded by the City Administrator/Clerk noting specific yes or no votes of each Council member on each item.

Rule 49. Recording Names of Moving Members. The City Administrator/Clerk, Deputy City Clerk, or Administrative Assistant shall record the name of the Council Member making and seconding each motion.

Rule 50. Consideration of Matters Not on Agenda. Except as to matter which by law require the publication of notice before consideration by the Council any member of the Council may, at the close of the regular Agenda, bring a matter not on the Agenda to the Council's attention. Council may not act upon such matters, rather direct such matter be included upon a later Agenda.

Part VII. Miscellaneous

Rule 51. Motions. At any appropriate place on the Agenda any member of the Council may make a motion for the Council to act upon any matter if the motion is germane to the matter under consideration.

Rule 52. Waiver of Ordinance Readings.

A Council member may move the final passage of an ordinance, with waiver of first or second consideration of the ordinance or waiver or both, by reciting the following motion.

"Moved by (insert the moving Council member's name) that the rule requiring that ordinances must be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended; that the first and second consideration and vote be waived; that the ordinance be placed upon its final passage and that the ordinance do now pass."

or may move waiver by reference to the language of this section to be known as "the waiver rule".

Rule 53. Name of Sponsor on Roll Call. Any time these rules require an action to be sponsored by a Council member, the City Administrator/Clerk shall note the name of the sponsoring Council member on the face of the roll call for said item.

Rule 54. Suspension of Rules. These rules or any part hereof, may be suspended for a specific purpose by a two-thirds majority of the Council.

Rule 55. Hearings. Any other rule to the contrary notwithstanding, unless required by statute or necessary to conform to proceedings required for a special purpose, a hearing shall commence when declared open by the presiding officer and shall close when closed by the presiding officer or by other formal action of the Council.

Rule 56. Informal Requests. A member of the Council, before or during the consideration of any matter, or in the course of a hearing, may request and receive information, explanations or the opinions of the City Attorney, City Administrator/Clerk or any City employee.

RESOLUTION NO. 967

A RESOLUTION TO ADOPT A CODE OF CONDUCT FOR MEMBERS OF THE WEST BRANCH
CITY COUNCIL

WHEREAS, the City Council, of the City of West Branch, Iowa deems it advisable to adopt a Code of Conduct for Members of the West Branch City Council; and

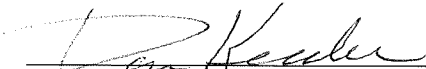
WHEREAS, the citizens and businesses of West Branch are entitled to have Council members who treat one another, city staff, constituents and others with respect.

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

Section 1. That the Code of Conduct set forth in Exhibit "A" attached hereto and made a part hereof, be in full force and effect immediately upon its adoption and approval, as provided by law.

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

Passed and approved this 3rd day of January, 2012.



Don Kessler, Mayor

Attest:



Matt Muckler, City Administrator/Clerk