



**CITY COUNCIL MEETING
MONDAY, MAY 15, 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 May 1, 2023 City Council meeting.
 - b. Approve a Class E Retail Alcohol License for Kum & Go LC, dba Kum & Go #254, 620 S. Downey St., West Branch.
 - c. Approve a Special Class C Retail Alcohol (BW) 5-day license for the West Branch Firefighters Inc.
 - d. Approve a Class B Retail Alcohol License for Parkside Petroleum, LLC. 401 Parkside Dr., West Branch.
 - e. Appoint Adrienne Howard to the Park & Recreation Commission, term expires 12/31/2024.
 - f. Approve Claims for 5/15/2023
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. **Second Reading of Ordinance 802** - Amending the Code of Ordinances of The City of West Branch, Iowa, by Amending provisions pertaining to No Parking Zones. / Move to action.
 - b. **First Reading of Ordinance 803** – Amending Chapter 92 Titled “Water Rates” of the Code of Ordinances of the City of West Branch, Iowa. / Move to action.
 - c. **Public Hearing** – on amending the current budget for fiscal year ending June 30, 2023.
 - d. **Resolution 2023-46** – Approving amending the current budget for the fiscal year ending June 30, 2023. / Move to action.
 - e. **Public Hearing** – on proposal to enter into a General Obligation Loan Agreement.
 - f. **Resolution 2023-47** – Taking additional action on proposal to enter into a General Obligation Loan Agreement. / Move to action.
 - g. **Resolution 2023-48** - Approving the designation of the State and Local Fiscal Recovery Funds for the City of West Branch. / Move to action.
 - h. **Resolution 2023-49** - Authorizing the Transfer of Funds. / Move to action.
 - i. **Resolution 2023-50** – Approving Pay Estimate #1 in the amount of \$392,074.29 to Central Excavating Inc. for the I-80 Utility Relocation Project. /Move to action.
 - j. **Resolution 2023-51** – Approving Reimbursement Request Number 1 in the amount of \$54,668.66 to Johnson County Treasurer for the Herbert Hoover Highway Roundabout Project. / Move to action.
 - k. **Resolution 2023-52** – Approving Change Order #2 for the Herbert Hoover Highway Roundabout Project in the amount of \$23,718.70. / Move to action.
 - l. **Resolution 2023-53** - Approving various contracts for Hoover's Hometown Days 2023 in the amount of \$2,375.00. / Move to action.
9. City Administrator Report
10. City Attorney Report
11. City Engineer Report
12. City Staff Reports
13. Comments from Mayor and Council Members
14. 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**

**May 1, 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. Jodee Stoolman attended via Zoom. City Staff present: City Administrator Kofoed, City Clerk Brick, Finance Office Van Auken, Police Chief Hanna, Fire Chief Stoolman, Public Works Director Goodale, Parks & Recreation Director Condon, Library Director Knoche, City Attorney Olson and City Engineer Schechinger.

APPROVE THE AGENDA

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

APPROVE CONSENT AGENDA

- Approve minutes from the April 17, 2023 City Council meeting
- Approve a Class C Retail Alcohol (12-month) license with Outdoor Service privileges for Cedar’s Edge Golf Course Inc., 3 Ember Lane, West Branch
- Approve a Special Class C Retail Alcohol (5 day) license, for The Down Under for West Branch Main Street’s Kickoff to Summer event on June 10, 2023.
- Appoint Jenna Maxson to the Parks & Recreation Commission, term expiration 12/31/2024
- Approve appointment of Annika Pettitt to the West Branch Library Board, term expiration 6/30/2023 (filling a vacancy)
- Approve Claims for 5/1/2023

EXPENDITURES	5/1/2023	
BRICK, LESLIE	MILEAGE & MEALS IMFOA	224.80
ELITE HOLDING COMPANY	SHIRTS - NEW EES	440.00
HOLLYWOOD GRAPHICS	BASEBALL SOFTBALL TSHIRTS	1,365.50
ILLINOIS LIBRARY ASSOCIATION	SUMMER LIBRARY PROGRAM	414.90
JEDLICKA, INC.	SANDWICHES FOR CONCESSION	130.00
KIESLER POLICE SUPPLY	FIREARMS & SUPPLIES	3,148.62
KNOCHE, REBECCA	STORYTIME SNACKS REIMBURSE	36.57
LEAF CAPITAL FUNDING	COPIER LEASE - LIBRARY	142.02
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,544.67
LYNCH'S PLUMBING	CURBSTOP REPAIRS	4,600.00
MATT PARROTT	LASER UTILITY BILLS	660.00
MENARDS	SUPPLIES - WATER	124.87
MUNICIPAL SUPPLY	WATER METERS	1,236.05
PLUNKETT'S PEST CONTROL	PEST CONTROL-TH, CITY OFFICE	105.90
QUILL CORP	YOUTH PROGRAM SUPPLIES	24.67
STATE INDUSTRIAL PRODUCTS	CHEMICALS	243.08
THE HOME DEPOT PRO	SINGLE ROLL BATH TISSUE	54.42
VEENSTRA & KIMM	VARIOUS PROJECTS	33,602.55
WHITE CAP	LADDER	325.00
TOTAL		48,423.62
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	4/28/2023	59,051.53
PAID BETWEEN MEETINGS		
SISCO	HEALTH CLAIMS 4/24/2023	51.47
ELDON STUTSMAN	SOD REPAIRS	791.40
HAZELHASKY LLC	CONECSSION FOOD	82.96
IA DNR	NPDES AMENDMENT FEE	85.00
JOHN DEERE FINANCIAL	SUPPLIES-PW	422.43
MEDIACOM	CABLE SERVICE	41.90
PLAY IT AGAIN SPORTS	BASEBALL & SOFTBALLS	429.93
US BANK CORP CARD	CREDIT CARD PURCHASES	2,201.38
VERIZON WIRELESS	VERIZON WIRELESS	561.66

WEST BRANCH TIMES	LEGAL PUBLICATIONS & JOB ADS	1,520.67
CEDAR COUNTY COOP	FUEL	1,405.84
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	49.73
DAN'S OVERHEAD DOORS	DOOR REPAIR-FIRE	129.02
DINGES PARTNERS GROUP	VEHICLE MAINTENANCE-FIRE	1,480.18
FELD FIRE EQUIPMENT	HARDWARE KIT-FACESHIELD	228.60
HEIMAN FIRE EQUIPMENT	FIRE EQUIPMENT	1,889.62
HOTSY CLEANING SYSTEM	POWERSHINE 5 GAL	86.67
IA ASSOC MUN UTILITIES	QUARTERLY SAFETY TRAINING DUES	888.00
JOHNSON CO AMBULANCE SERVICE	MEDICAL SUPPLIES	16.77
JOHNSON CO MUTUAL AID ASSOC	2023 JCMMA DUES	81.00
LL PELLING	POTHOLE PATCH	1,050.00
MPEC	VEHICLE SUPPLIES	235.80
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-CITY	500.00
RELIANT FIRE APPARATUS	SUPPLIES - FIRE	604.80
WEST BRANCH REPAIRS	VEHICLE MAINTENANCE-FIRE	166.50
WEST BRANCH TIMES	JOB ADS- POLICE	184.50
TOTAL		15,185.83
GRAND TOTAL EXPENDITURES		122,660.98
FUND TOTALS		
001 GENERAL FUND	44,988.05	
022 CIVIC CENTER	97.49	
031 LIBRARY	8982.8	
110 ROAD USE TAX	9424.27	
112 TRUST AND AGENCY	12920.29	
319 RELOCATING WATER & SEWER	1,760.00	
321 WIDENING WAPSI CREEK	6,769.25	
324 WW TREATMT FACILITY	18,357.23	
326 ROUNDABOUT MAIN & CEDAR	895.5	
329 EASTSIDE WATER MAINS	1,903.43	
600 WATER FUND	11,261.86	
610 SEWER FUND	5300.81	
GRAND FUND TOTAL	122,660.98	

Miller asked Chief Hanna if there were any known violations at either business seeking alcohol licenses and Hanna indicated that there have been none.

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Pete Swisher, National Park Superintendent informed the public that they will be holding two public scoping meetings regarding the future of the Herbert Hoover National Park Prairie. Swisher said the purpose of the meeting is to gain input on how the prairie is currently being used and what citizens would like to see in the future. Meetings will be held on May 24, 2023 at the Coralville Public Library from 5:30-7:00 p.m. and at The Rummells Center (West Branch) on May 25, 2023 from 5:30-7:00 p.m.

PUBLIC HEARING / NON-CONSENT AGENDA

Third Reading of Ordinance 801 – Vacating an Unused Portion of Green Street on the former Croell Site to BBCO, LLC. / Move to action.

ORDINANCE NO. 801

AN ORDINANCE VACATING AN UNUSED PORTION OF GREEN STREET ON THE FORMER CROELL SITE TO BBCO, LLC.

WHEREAS, the City Council of the City of West Branch has previously entered into a Development Agreement with BBCO, LLC to vacate an unused portion of Green Street legally described as Parcel P, as thereof recorded as Instrument No. 2023-393 (the "Parcel"); and

WHEREAS, the excess right-of-way is of no use to the City, and should be returned to the tax rolls.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Vacation. That the unused portion of Green Street described as the Parcel above, is hereby vacated.

2. Conveyance. That pursuant to Section 354.23 of the Code of Iowa, this ordinance shall be deemed a conveyance of the Parcel to BBCO, LLC, an Iowa limited liability company, without further documentation from the City.
3. Repealed. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.
4. Effective Date. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this 1st day of May, 2023.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk

Approved on First Reading: April 3, 2023

Approved on Second Reading: April 17, 2023

Approved on Third & Final Reading: May 1, 2023

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2023.

City Clerk

There were no comments.

Motion by Miller, second by Sexton to approve third reading of Ordinance 801. AYES: Miller, Sexton, Stoolman, Dean, Goodweiler. NAYS: None. Motion carried.

First Reading of Ordinance 802 - Amending the Code of Ordinances of The City of West Branch, Iowa, by Amending provisions pertaining to No Parking Zones. / Move to action.

Chief Hanna stated that purpose of the amendment to the code was to put all of the streets in alphabetical order and to correct street names that have been changed in recent years and add any new streets from the city's growth.

Motion by Dean, second by Sexton to approve first reading of Ordinance 802. AYES: Dean, Sexton, Goodweiler, Stoolman, Miller. NAYS: None. Motion carried.

Public Hearing – Amending the current Budget for Fiscal Year ending June 30, 2023. – This item has been moved to May 15, 2023 due to a publication error by the West Branch Times who failed to publish the notice as directed. Due to this error, the Council is required to re-set a date for public hearing and adhere to publication and posting requirements.

Resolution 2023-39 – Setting time and place for a Public Hearing for the Purpose of Soliciting Written and Oral Comments on the City's Proposed Fiscal Year 2022-2023 Budget Amendment. / Move to action.

The public hearing will now be held at the May 15, 2023 City Council meeting.

Motion by Miller, second by Goodweiler to approve Resolution 2023-39. AYES: Miller, Goodweiler, Dean, Stoolman, Sexton. NAYS: None. Motion carried.

Resolution 2023-40 – Resolution setting the date for Public Hearing on proposal to enter into a General Obligation Loan Agreement and to borrow money thereunder. / Move to action.

The public hearing will be held at the May 15, 2023 City Council meeting.

Motion by Miller, second by Sexton to approve Resolution 2023-40. AYES: Miller, Sexton, Dean, Goodweiler, Stoolman. NAYS: None. Motion carried.

Resolution 2023-41 - Approving a Cleaning Services Agreement with Moppy Mo's LLC. / Move to action.

Miller asked if requests for proposals was followed for obtaining a new cleaning service. Brick said a newspaper ad was published in the West Branch Times in March and early April. Only one response was received. Stoolman questioned the thirty-five dollar and hour rate and Brick explained that the new service will provide all cleaning products whereas the city provided cleaning products for the last three cleaners. Miller added that the cleaning service also has to provide liability insurance for themselves and felt that the hourly rate was sufficient. There were no other questions.

Motion by Dean, second by Goodweiler to approve Resolution 2023-41. AYES: Dean, Goodweiler, Stoolman, Miller, Sexton. NAYS: None. Motion carried.

Resolution 2023-42 – Approving a revised Credit Card policy for certain employees of the City of West Branch. / Move to action.

Van Auken explained that previous credit card limit set for directors and herself were often not ample when being used for training expenses for themselves or their employees. Van Auken said that the City Administrator’s card was often needed to cover the difference. Staff reviewed the current limits and determined that all of the director’s and finance officer’s limits be raised one thousand dollars. There were no other questions.

Motion by Miller, second by Sexton to approve Resolution 2023-42. AYES: Miller, Sexton, Stoolman, Goodweiler, Dean. NAYS: None. Motion carried.

Resolution 2023-43 – Approving the Final Plat of The Meadows Subdivision, Part Five, West Branch, Iowa. (with conditions). / Move to action.

Schechinger stated that he inspected The Meadow’s Part 5 subdivision and prepared a list of items not yet complete. He also provided an escrow amount the developer will be required to submit to the City until all punch list items have been completed. Schechinger said that once the escrow has been received and required documents have been recorded, the developer could begin selling lots.

Motion by Dean, second by Miller to approve Resolution 2023-43. AYES: Dean, Miller, Goodweiler, Stoolman, Sexton. NAYS: None. Motion carried.

Resolution 2023-44 – Hiring Temporary Parks & Recreation Workers for Summer Programs and Concessions and setting the salaries for the positions for FY 23/FY24. / Move to action.

Motion by Dean, second by Goodweiler to approve Resolution 2023-44. AYES: Dean, Goodweiler, Sexton, Miller, Stoolman. NAYS: None. Motion carried.

Resolution 2023-45 - Approving Pay Estimate Number 8 in the amount of \$522,618.05 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.

There were no questions.

Motion by Miller, second by Dean to approve Resolution 2023-45. AYES: Miller, Dean, Stoolman, Goodweiler, Sexton. NAYS: None. Motion carried.

Discussion – Direction for the City Administrator regarding the West Branch Public Library Staff plan for FY24/25 and beyond. (Library Board Quorum May Be Present)

Background: City Administrator Kofoed has been continually discussing future budget cuts with department directors based on changes with tax reform and how much the city will be receiving in future revenues. Cuts that are being considered are: certain city services, programs and possibly staff. With the recent departure of the Library/IT Director Shimmin, staffing changes and budget considerations must be made for the West Branch Public Library.

At a March Library Board meeting, the Board approved a new staffing plan for the West Branch Public Library. Changes includes promoting Becky Knoche to Library Director, promoting the full-time librarian to Assistant Director and moving the current part-time employee to full-time and replacing the part-time position. Salary increases would be given to all three employees. This staff plan did not take into consideration a portion of Shimmin’s salary that came from IT, which gets immediately cut as Knoche will not be fulfilling that role for the city. In addition, the staffing plan will put the benefits portion over-budget for FY24. Kofoed, Van Auken and Knoche have met several times to discuss budget issues and to try to come up with options for the Council to consider. Knoche asked the Council “what do you want library services to look like” so as to help guide their future. Knoche provided three models of service options which include: Model A (status quo), 3 full-time, one part-time employee, continuing the same services and hours of operation. Model B – two full-time, two part-time employees, less services and programs, same hours of operation. Model C – two full-time, one part-time employee, less services and programs, fewer hours open. Lisa Nelson, Friends of the Library and Shari Heick, Library Board member asked the Council for more time to dig into the budget to see where cuts could be made to continue providing a valuable service to the residents of West Branch and the surrounding area. Heick suggested that Knoche, Nelson and she return in six months and provide the Council with options for ways they can find to cut expenses, raise additional library funds while maintaining current staff and library services. The Council was agreeable with Heick’s proposal.

CITY ADMINISTRATOR REPORT

Kofoed said the tax reform bill is heating up at the State House and that he is closely monitoring the situation and will inform the Council as things develop. Kofoed also said that budget changes are coming and that one change may be that cities will be required to mail budget notices to all citizen’s annually which will be an added expense for the city.

CITY ATTORNEY REPORT

Olson said that the property on Green Street is now in default and that a Sheriff’s sale will be upcoming.

CITY ENGINEER REPORT

Schechinger said this week the water main was being installed for the round about project. He also mentioned that there will be a couple of change orders that will be coming for Council review. Schechinger also reported that a neighborhood meeting was held last week for the East Side Water Main project and that several residents were in attendance. The main theme of concern was the number of mature trees that are being taken down for the project. Schechinger said the project will begin this week. He also mentioned that the I-80 Utility Relocation project is underway and that Alliant Energy is in the process of moving the gas line.

STAFF REPORTS

Condon said after several attempts to find another city that could provide swim lessons on a group basis, he was unsuccessful in securing a location that could accommodate the number of potential participants. Condon said he would make a communication to parents.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin said he received a complaint from a resident about the 7:00 a.m. siren and wanted to know if it could be stopped. Laughlin informed the resident that changing the siren times is up to the Fire Department.

ADJOURNMENT

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 8:34 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Approve a Class E Retail Alcohol License (12-month) for Kum & Go #254, 620 S. Downey St., West Branch.
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PREPARED BY: City Clerk, Leslie Brick
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DATE: May 4, 2023

BACKGROUND:

Approve a Class E Retail Alcohol (12-month) license for Kum & Go #254, 620 S. Downey St., West Branch.

Renewal effective July 1, 2023 to June 30, 2024.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Approve a Special Class C Retail Alcohol License (BW), 5 day with Outdoor Service for the West Branch Fire Department, 105 S. 2 nd St. for Hoover's Hometown Days 2023.
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PREPARED BY: City Clerk, Leslie Brick
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DATE: May 5, 2023

BACKGROUND:

Approve a Special Class C Retail Alcohol License (BW), 5 day with Outdoor Service for the West Branch Fire Department for Hoover's Hometown Days 2023:

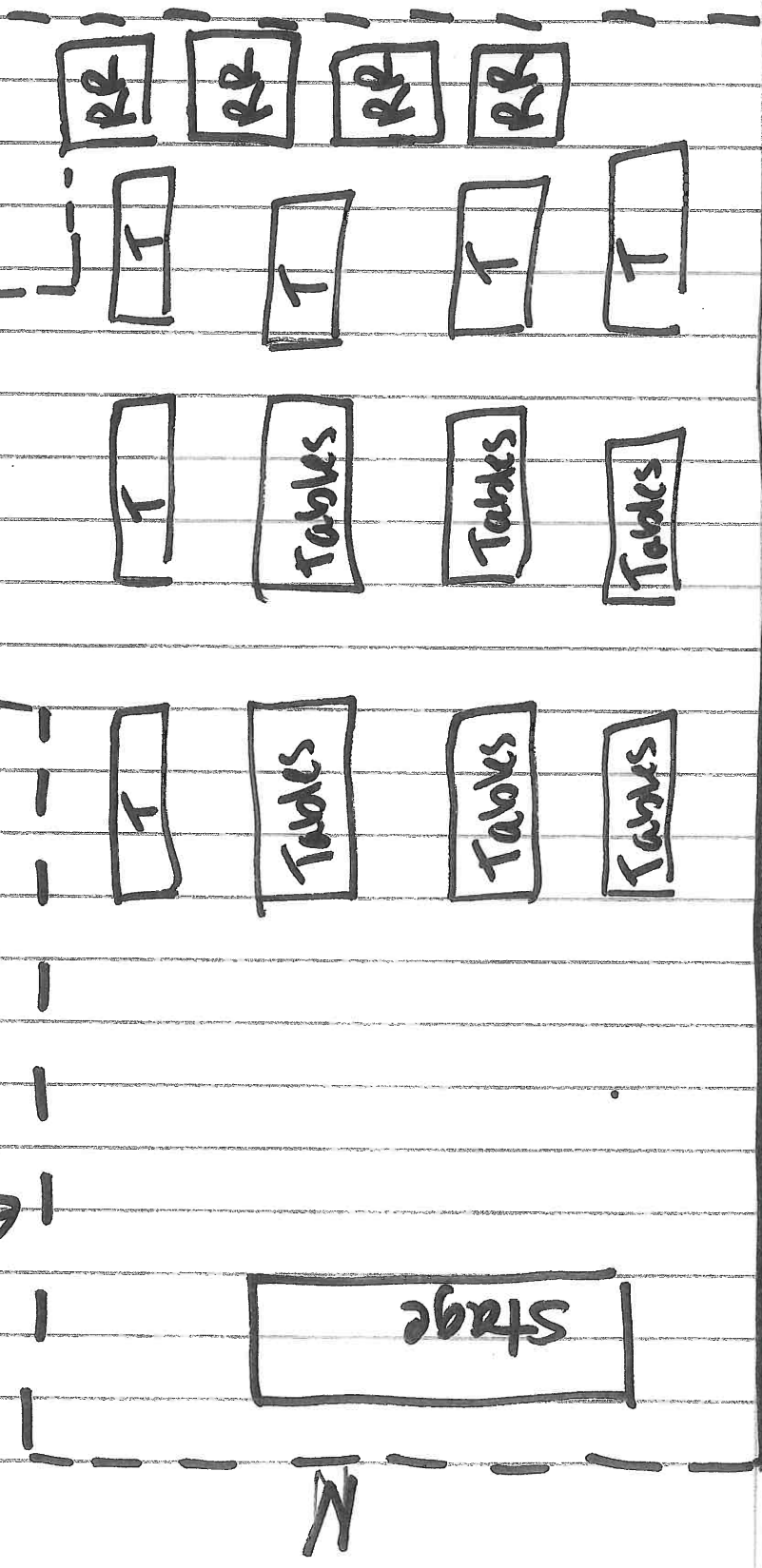
Friday, August 4, 2023, 3 p.m. to midnight

Saturday, August 5, 2023, 11:00 a.m. to midnight.

Hoover's Home Town Days - Fire Station Sketch

Beer & Food

fencing



Fire station

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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Approve a Class B Retail Alcohol License (12-month) for Parkside BP, 401 Parkside Drive, West Branch.

PREPARED BY: City Clerk, Leslie Brick
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DATE: May 9, 2023

BACKGROUND:

Approve a Class B Retail Alcohol License (12-month) for Parkside BP, 401 Parkside Drive, West Branch.

Renewal effective June 19, 2023 to June 18, 2024.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Adrienne Howard – Parks and Recreation Board
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PREPARED BY: Matt Condon, Parks and Recreation Director
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DATE: May 9, 2023

SUMMARY:

I strongly recommend Adrienne Howard be approved to join our Parks and Recreation Board. I had a great conversation with her and she was able to tell me about her background. She is currently a teacher but, in the past, has served as a council member and then mayor for the City of Dexter. In addition to this, she graduated from law school and has spent time as a realtor. She came into our meeting with an interest in helping with events and projects in addition to being a good sounding board for new potential ideas. She was passionate about youth camps and was going to study our public budget that is posted online.

RECOMMENDATION:

Adrienne Howard would be a great asset to our Parks and Recreation department as a member of our board. She has great experience and is passionate about helping the community. Because of all of this, I strongly recommend that she is approved to be on our Parks and Recreation Board.



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 Today's Date 5-2-23

(Please print)

Name: Adrienne Howard Address: 202 Dawson Dr.

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

Email: howard.adrienne.iowa@gmail.com

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

How long have you been a resident of West Branch? May/2022 - 2022 (4 sure)

Occupation: teacher Employer: Davenport(S) (DCSD)

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?

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

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



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Claims for May 15, 2023

PREPARED BY: Heidi Van Auken

DATE: May 11, 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**5/15/2023**

ACTION SEWER & SEPTIC	SEWER MAIN LINE REPAIR	412.50
AMAZON.COM	CONCESSION SUPPLIES	75.22
BARNHART'S CUSTOM SERVICES	BLACK DIRT FOR VARIOUS AREAS	265.00
BOWERS CUSTOM SERVICES	SAND	375.00
BROWN'S WEST BRANCH	VEHICLE REPAIR-POLICE	4,386.55
CAPITAL ONE	VARIOUS ITEMS-LIBRARY	155.82
CEDAR COUNTY COOPERATIVE	FUEL-PW	893.42
CROELL, INC.	SAND	164.16
DIRK WIENEKE	LAW CARE SERVICE-CUBBY, SOCCER	2,940.00
HOLIDAY INN DM	IMFOA LODGING	672.00
IMPACT7G INC	WIDENING WAPSI CREEK	2,940.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	82.80
KANOPY	ON DEMAND VIDEO SERVICE	6.00
KIESLER POLICE SUPPLY	AMMUNITION	171.03
KOCH OFFICE GROUP	COPIER MAINTENANCE	169.96
LRS HOLDINGS	TRASH & RECYCLING APRIL 2023	17,259.75
MATT PARROTT	RECEIPT OF PROP FORMS-POLICE	280.00
MOORE, LUCAS	CONFERENCE REIMBURSEMENT	153.34
MOPPY MO'S LLC	JANATORIAL SERVICE-LIBRARY	455.00
OLSON, KEVIN	LEGAL SERVICES MAY 2023	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	5.48
PARKSIDE SERVICE	MOWER TIRE REPAIR	45.32
PROTECT YOUTH SPORTS	BACKGROUND CHECKS	54.00
QC ANALYTICAL SERVICES	LAB ANALYSIS	831.75
ROBERT PRATT & MINDY KRAUS	BLDG INCENTIVE PAYMENT	864.07
STATE HYGIENIC LAB	LAB ANALYSIS	60.50
STEVENS EROSION CONTROL	SOD REPAIRS	1,345.00
THE NORTHWAY CORPORATION	WATER PLANT PUMP REPAIR	8,521.13
WEST BRANCH TIMES	PUBLICATIONS, SUBSCRIPTION	793.74
WESTRUM LEAK DETECTION	2023 LEAK DETECTION SURVEY	1,500.00
ZACK MURDOCK	CONFERENCE REIMBURSEMENT	1,384.94

TOTAL**48,763.48****PAYROLL-WAGES, TAXES, EMPLOYEE
BENEFITS****5/12/2023****49,754.99****PAID BETWEEN MEETINGS**

ALLIANT ENERGY	ALLIANT ENERGY	10,216.37
AMAZON.COM	VARIOUS PURCHASES	327.63
BAKER & TAYLOR	BOOKS	950.47
LINN COUNTY REC	STREET LIGHTS	232.38
QUILL CORP	OFFICE, BLDG. SUPPLIES	15.94
WEX BANK	VEHICLE FUEL	1,501.34

GLOBAL PAYMENTS	APRIL CREDIT CARD FEES	922.84
VARIOUS VENDORS	UB REFUNDS	104.82
BOOMERANG	WW TREATMENT PAY ESTIMATE 8	522,618.05
AMAZON.COM	PROGRAM SUPPLIES-LIBRARY	13.83
AT&T MOBILITY	WIRELESS SERVICE	364.52
CEDAR CO SHERIFF'S OFFICE	SERVICE & CONDEMNATION FEES	2,166.04
STATE INDUSTRIAL PRODUCTS	CHEMICALS	214.84
SISCO	INSURANCE	11,000.69
METLIFE	INSURANCE	1,398.70
TOTAL		552,048.46
GRAND TOTAL EXPENDITURES		650,566.93
FUND TOTALS		
001 GENERAL FUND		61,585.70
022 CIVIC CENTER		352.83
031 LIBRARY		6884.58
110 ROAD USE TAX		8,847.50
112 TRUST AND AGENCY		18,796.05
321 WIDENING WAPSI CREEK		5,004.79
324 WW TREATMT FACILITY		522,618.05
600 WATER FUND		18,007.70
610 SEWER FUND		8,469.73
GRAND FUND TOTAL		650,566.93

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT	
POLICE OPERATION	GENERAL FUND	MATT PARROTT/STOREY KENWORTHY BROWN'S WEST BRANCH	RECEIPT OF PROP FORMS-POLI	280.00	
			VEHICLE REPAIR-POLICE	4,105.88	
			OIL CHANGE - POLICE	62.80	
			VEHICLE SERVICE-POLICE	217.87	
			AMMUNITION	171.03	
			CONFERENCE REIMBURSEMENT	1,384.94	
			CONFERENCE REIMBURSEMENT	153.34	
			TOTAL:	6,375.86	
		PARK & RECREATION	GENERAL FUND	DIRK WIENEKE AMAZON.COM.CA., INC.	LAW CARE SERVICE-CUBBY, SO
CONCESSION SUPPLIES	9.60				
	TETHERBALL FOR DOG PARK			65.62	
	BACKGROUND CHECKS			54.00	
	TOTAL:			3,069.22	
CEMETERY	GENERAL FUND	PARKSIDE SERVICE	MOWER TIRE REPAIR	45.32	
			TOTAL:	45.32	
ECONOMIC DEVELOPMENT	GENERAL FUND	ROBERT PRATT & MINDY KRAUS	BLDG INCENTIVE PAYMENT	864.07	
			TOTAL:	864.07	
CLERK & TREASURER	GENERAL FUND	HOLIDAY INN DES MOINES AIRPORT	IMFOA LODGING - BRICK	336.00	
			IMFOA LODGING - VAN AUKEN	336.00	
			KOCH OFFICE GROUP	169.96	
			TOTAL:	841.96	
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES OLSON, KEVIN D	LEGAL PUBLICATIONS	759.74	
			LEGAL SERVICES MAY 2023	1,500.00	
			TOTAL:	2,259.74	
SOLID WASTE	GENERAL FUND	LRS HOLDINGS, LLC	TRASH & RECYCLING APRIL 20	17,259.75	
			TOTAL:	17,259.75	
LIBRARY	LIBRARY	OVERDRIVE INC WEST BRANCH TIMES KANOPY CAPITAL ONE	DIGITAL & AUDIO BOOKS	5.48	
			WB TIMES SUBSCRIPTION-LIBR	34.00	
			ON DEMAND VIDEO SERVICE	6.00	
			VARIOUS ITEMS-LIBRARY	30.20	
			VARIOUS ITEMS-LIBRARY	16.98	
			VARIOUS ITEMS-LIBRARY	32.29	
			VARIOUS ITEMS-LIBRARY	18.56	
			VARIOUS ITEMS-LIBRARY	50.66	
			VARIOUS ITEMS-LIBRARY	7.13	
			MOPPY MO'S LLC	JANATORIAL SERVICE-LIBRARY	455.00
			TOTAL:	656.30	
		ROADS & STREETS	ROAD USE TAX	BARNHART'S CUSTOM SERVICES LLC STEVENS EROSION CONTROL INC CROELL, INC.	BLACK DIRT FOR VARIOUS ARE
SOD REPAIRS	1,345.00				
SAND	56.70				
	SAND			107.46	
	SAND			375.00	
	TOTAL:			2,149.16	
CAPITAL PROJECT	WIDENING WAPSI CRE	IMPACT'7G INC	WIDENING WAPSI CREEK	2,940.00	
			TOTAL:	2,940.00	
WATER OPERATING	WATER FUND	IOWA ONE CALL	UTILITY LOCATION SERVICE	41.40	

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		STATE HYGIENIC LAB	LAB ANALYSIS	60.50
		THE NORTHWAY CORPORATION	WATER PLANT PUMP REPAIR	8,521.13
		WESTRUM LEAK DETECTION INC.	2023 LEAK DETECTION SURVEY	1,500.00
			TOTAL:	10,123.03
SEWER OPERATING	SEWER FUND	IOWA ONE CALL	UTILITY LOCATION SERVICE	41.40
		QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	831.75
		CEDAR COUNTY COOPERATIVE	FUEL-PW	893.42
		ACTION SEWER & SEPTIC SERVICES INC.	SEWER MAIN LINE REPAIR	412.50
			TOTAL:	2,179.07

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

001	GENERAL FUND	30,715.92
031	LIBRARY	656.30
110	ROAD USE TAX	2,149.16
321	WIDENING WAPSI CREEK @ BE	2,940.00
600	WATER FUND	10,123.03
610	SEWER FUND	2,179.07
----- GRAND TOTAL: -----		48,763.48



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	May 15, 2023
AGENDA ITEM:	Ordinance 802 – Amending the Code of Ordinances of the City of West Branch Iowa by amending provisions pertaining to No Parking Zones.
PREPARED BY:	Leslie Brick, City Clerk
DATE:	May 10, 2023

SUMMARY:

The purpose of the amendment is to organize city street names in alphabetical order, add new streets and update remove street names that are no longer valid.

ORDINANCE NO. 802

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA, BY AMENDING PROVISIONS PERTAINING TO NO PARKING ZONES

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

SECTION 1. SECTION MODIFIED. Section 69.08 of the Code of Ordinances of the City of West Branch, Iowa, is repealed and the following adopted in lieu thereof:

69.08 NO PARKING ZONES. No one shall stop, stand or park a vehicle in any of the following specifically designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal.

(Code of Iowa, Sec. 321.236[1])

1. Numbered Street with no parking zones.
2. Streets beginning with “A” with no parking zones.
3. Streets beginning with “B” with no parking zones.
 - A. Baker Avenue. Either side of Baker Avenue in corporate City limits from Interstate 80 to south corporate limits.
 - B. Bickford Drive. The outer edge of Bickford Drive.
4. Streets beginning with “C” with no parking zones.
 - A. Cedar-Johnson Road. Both sides of Cedar-Johnson Road from its intersection with West Main Street to the northern City limits.
 - B. Cedar Street. The north side of Cedar Street.
 - C. Cedar Street. The south side of Cedar Street from the corner of South Second Street and Cedar Street, 56 feet to the west.
 - D. Cookson Drive. The south side of Cookson Drive.
 - E. Cookson Street: The north side of Cookson Street.
 - F. Council Street. Both sides of Council Street.
5. Streets beginning with “D” with no parking zones.
 - A. Dawson Drive. The west side of Dawson Drive from its intersection with West Main Street to a point 290 feet to the north.
 - B. Dawson Drive. The east side of Dawson Drive.
6. Streets beginning with “E” with no parking zones.
 - A. East College Street. The north side of East College Street that lies west of the College Street bridge.
 - B. East College Street. The south side of East College Street that lies east of the College Street bridge.
 - C. East Green Street. The south side of East Green Street that lies between North Fourth Street and North Sixth Street.

- D. East Main Street. Both sides of East Main Street from its intersection with North Fourth Street east to the City limits.
 - E. East Orange Street. The south side of East Orange Street.
 - F. Elm Street. The north side of Elm Street.
 - G. Elm Street. The south side of Elm Street from its intersection with Parkside Drive to Chestnut Drive (private).
 - H. Ember Lane. The north side of Ember Lane.
7. Streets beginning with “F” with no parking zones.
- A. Fawcett Drive. Both sides of Fawcett Drive. (formerly 300th Street)
 - B. Foster Street. The west side of Foster Street.
8. Streets beginning with “G” with no parking zones.
- A. Gilbert Drive. The west side of Gilbert Drive.
 - B. Greenview Drive. The west side of Greenview Drive from its intersection with West Orange Street north to Greenview Circle.
 - C. Greenview Drive. The north side of Greenview Drive beginning at the east property line of 5 Greenview Drive and extending west 320 feet.
9. Streets beginning with “H” with no parking zones.
- A. Hilltop Drive. The north side of Hilltop Drive, 150 feet west of Pedersen Street and 280 feet west of Pedersen Street. This includes the hill and curve on Hilltop Drive.
 - B. Hilltop Drive. The south and west sides of Hilltop Drive from its intersection with Pedersen Street to its intersection with West Orange Street.
10. Streets beginning with “I” with no parking zones.
11. Streets beginning with “J” with no parking zones.
12. Streets beginning with “K” with no parking zones.
13. Streets beginning with “L” with no parking zones.
- A. Lazy Brook Drive. The west side of Lazy Brook Drive.
14. Streets beginning with “M” with no parking zones.
15. Streets beginning with “N” with no parking zones.
- A. North Fifth Street. The west side of North Fifth Street.
 - B. North First Street. The east side of North First Street that lies north of East Green Street.
 - C. North Fourth Street. The east side of North Fourth Street from East Main Street to the north City limits, and on the west side of North Fourth Street except in the following instances:
 - (1) The west side of North Fourth Street from the north curb line of East Main Street to a point north approximately 120 feet.

- (2) The west side of North Fourth Street from a point 115 feet to the north of the north curb line of the intersection of East College Street and North Fourth Street to the intersection of North Fourth Street and East Orange Street.
 - D. North Maple Street. Both sides of North Maple Street from the school property north to its intersection with West Orange Street.
 - E. North Maple Street. The west side of North Maple Street from its intersection with West Orange Street north to the cemetery entrance.
 - F. North Downey Street. The west side of North Downey Street from the south line of Friends Church property, north to the north City limits, except that the west side parking will be permitted between the hours of 7:00 a.m. and 12:00 noon on Sunday.
 - G. North Downey Street. The east side of North Downey Street from where West Orange Street intersects with said North Downey, to the north City limits.
 - H. North Oliphant Street. Both sides of North Oliphant Street from West Main Street to the football field.
 - I. North Oliphant Street. The west and north side of North Oliphant Street from West Orange Street to North Downey Street.
 - J. North Oliphant Street. The east side of North Oliphant Street from its intersection with West Orange Street to a point 150 feet north.
 - K. North Poplar Street. Both sides of North Poplar Street between West Main Street to the school property line.
 - L. North Second Street. The west side of North Second Street.
 - M. North Sixth Street. The west side of North Sixth Street.
 - N. Northridge Drive. Both sides of the two-way traffic street and the inside edge of the one-way street of Northridge Drive.
 - O. Northside Drive. The south side of Northside Drive from its intersection with North Downey Street to North Oliphant Street.
 - P. Northside Drive. The south side of Northside Drive from North Oliphant Street to North Maple Street.
 - Q. Northside 3rd Addition. Beginning at a point 70 feet west of the east property line to a point ending 48 feet north of the south property line on the street side of Lot 39 of Northside 3rd Addition (533 N Oliphant Street).
- 16. Streets beginning with "O" with no parking zones.
 - A. Ohrt Street. The west side of Ohrt Street to the south curb cut of 132 Ohrt Street.
 - 17. Streets beginning with "P" with no parking zones.
 - A. Parkside Drive. Both sides of Parkside Drive.
 - B. Pedersen Street. The west side of Pedersen Street.
 - C. Pedersen Street. The east side of Pedersen Street from its intersection with West Main Street to a point 70 feet north.
 - D. Prairie View Drive. The south side of Prairie View Drive.
 - 18. Streets beginning with "Q" with no parking zones.

19. Streets beginning with “R” with no parking zones.
 - A. Ridge View Drive. The east side of Ridgeview Drive from the north south curb cut 205 Ridge View Drive north to the end of the street.
20. Streets beginning with “S” with no parking zones.
 - A. Sagert Drive. The west side of Sagert Drive.
 - B. Scott Drive. The east side of Scott Drive.
 - C. South Downey Street. South of the gazebo on South Downey Street.
 - D. South Fifth Street. The west side of South Fifth Street.
 - E. South Fourth Street. The east side of South Fourth Street.
 - F. South Maple Street: The south side of South Maple Street.
 - G. South Poplar Street. The east side of South Poplar Street.
 - H. South Second Street. The west side of South Second Street from a point 100 feet south of the bridge to the south end of the street.
 - I. South Second Street. The east side of South Second Street from East Main Street to Water Street.
 - J. Serenity Circle. The north side of Serenity Circle from the west lot line of Lot 7 Cedars Edge 1st Addition to the end of the street.
 - K. Serenity Circle. The south side of Serenity Circle from its intersection with Cedar Johnson Road to its intersection with Greenview Drive.
 - L. Sullivan Street. The south side of Sullivan Street.
 - M. Sycamore Drive. Both sides of Sycamore Drive except along the east curb line of Lot 13 Parkside Hills of a portion of Lot D of the NW 1/4 SEC. 8T.79N.-R.4W.-5P.M.
21. Streets beginning with “T” with no parking zones.
 - A. Thomas Drive. Both sides of Thomas Drive from West Main Street to the north curb line of Sagert Drive.
 - B. Thomas Drive. The west side of Thomas Drive.
 - C. Tidewater Drive. Both sides of Tidewater Drive east of Baker Avenue. Parking is allowed during special events, when authorized by the City Council or the Chief of Police. (Example – Kites over West Branch)
22. Streets beginning with “U” with no parking zones.
23. Streets beginning with “V” with no parking zones.
24. Streets beginning with “W” with no parking zones.
 - A. Water Street. The south side of Water Street.
 - B. West Main Street. Both sides of West Main Street from its intersection with North Poplar Street west to the City limits.
 - C. West Orange Street. The south side of West Orange Street.
 - D. Wetherell Street. The south side of Wetherell Street.

- 25. Streets beginning with "X" with no parking zones.
- 26. Streets beginning with "Y" with no parking zones.
- 27. Streets beginning with "Z" with no parking zones.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the ___ day of _____, 20___, and approved this ___ day of _____, 20___.

Mayor

ATTEST:

City Clerk

First Reading: May 1, 2023

Second Reading: May 15, 2023

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the ___ day of _____, 20___.

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Ordinance 803 – Amending Chapter 92 titled “Water Rates” of the Code of Ordinances of the City of West Branch Iowa.
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PREPARED BY: Leslie Brick, City Clerk
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DATE: May 10, 2023

SUMMARY:

The purpose of the amendment is to increase water rates in preparation of water infrastructure projects and build in a 2% annual increase.

These rates will be in effect until 2027 at which time the City Council will review again.

ORDINANCE 803

AN ORDINANCE AMENDING CHAPTER 92 TITLED “WATER RATES” OF THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH IOWA

WHEREAS, the City Council of the City of West Branch had heretofore deemed it necessary to raise water rates in preparation of water infrastructure projects.

BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA, AS FOLLOWS:

Section 1. Amendment. Section 92.02(1) of the Code of Ordinances of the City of West Branch, Iowa is hereby amended by deleting the section in its entirety and replacing it with the following:

<i>“Rate effective August 1, 2023:</i>	<i>\$9.74 per 1000 gallons with 1,700 gallon minimum.</i>
<i>Rate effective August 1, 2024:</i>	<i>\$9.93 per 1000 gallons with 1,700 gallon minimum.</i>
<i>Rate effective August 1, 2025:</i>	<i>\$10.13 per 1000 gallons with 1,700 gallon minimum.</i>
<i>Rate effective August 1, 2026</i>	<i>\$10.33 per 1000 gallons with 1,700 gallon minimum.</i>
<i>Rate effective August 1, 2027:</i>	<i>\$10.54 per 1000 gallons with 1,700 gallon minimum.”</i>

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

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

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

Passed and approved this _____ day of _____, 2023.

First Reading: May 15, 2023
Second Reading:
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

I certify that the foregoing was published as Ordinance 803 on the ____ day of _____, 20__.

Leslie Brick, City Clerk

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

City of WEST BRANCH
Fiscal Year July 1, 2022 - June 30, 2023

The City of WEST BRANCH will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2023

Meeting Date/Time: 5/15/2023 07:00 PM

Contact: Adam Kofoed

Phone: (319) 643-5888

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

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

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	2,043,736	0	2,043,736
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	2,043,736	0	2,043,736
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	599,780	0	599,780
Other City Taxes	6	317,179	0	317,179
Licenses & Permits	7	86,518	0	86,518
Use of Money & Property	8	11,500	0	11,500
Intergovernmental	9	1,979,867	0	1,979,867
Charges for Service	10	1,779,834	0	1,779,834
Special Assessments	11	0	0	0
Miscellaneous	12	31,000	0	31,000
Other Financing Sources	13	10,500,000	0	10,500,000
Transfers In	14	1,056,639	0	1,056,639
Total Revenues & Other Sources	15	18,406,053	0	18,406,053
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	903,810	785,630	1,689,440
Public Works	17	697,160	49,100	746,260
Health and Social Services	18	0	0	0
Culture and Recreation	19	731,590	47,580	779,170
Community and Economic Development	20	173,810	13,186	186,996
General Government	21	245,629	24,500	270,129
Debt Service	22	1,439,005	-426,906	1,012,099
Capital Projects	23	4,189,467	3,346,145	7,535,612
Total Government Activities Expenditures	24	8,380,471	3,839,235	12,219,706
Business Type/Enterprise	25	7,838,061	422,236	8,260,297
Total Gov Activities & Business Expenditures	26	16,218,532	4,261,471	20,480,003
Transfers Out	27	1,056,639	0	1,056,639
Total Expenditures/Transfers Out	28	17,275,171	4,261,471	21,536,642
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	1,130,882	-4,261,471	-3,130,589
Beginning Fund Balance July 1, 2022	30	6,018,325	0	6,018,325
Ending Fund Balance June 30, 2023	31	7,149,207	-4,261,471	2,887,736

Explanation of Changes: There were additional expenditures for Police, Library, Building Inspections, Roads & Streets GF, and Cemetery salaries; unforeseen maintenance and equipment projects for Library and Public Works; rising costs in materials and services; vehicle purchases for Police and the Fire Department; and extra costs associated with new employees.

FY23 STATE FORM AMENDMENT DETAIL

EXPENSES

PUBLIC SAFETY

	Amount to raise	Entered
POLICE OPERATIONS	40,126.98	
FIRE OPERATIONS	693,500.00	
BUILDING INSPECTIONS	52,003.00	
	<hr/>	
	785,629.98	785,630.00

PUBLIC WORKS

GF ROADS & STREETS	36,100.00
GARBAGE	13,000.00
	<hr/>
	49,100.00

CULTURAL & REC

LIBRARY	23,300.00	
CEMETERY	20,000.00	
OTHER CULTURE & REC	4,280.00	
	<hr/>	
	47,580.00	4,688,376.98

COMM & ECON DEVELOP

ECONOMIC DEVELOPMENT (001-520)	7,000.00
PLANNING & ZONING (001-856)	-
OTHER COM & ECON DEVELOP	
TIF REBATES	6,186.00
	<hr/>
	13,186.00

GENERAL GOVERNMENT

MAYOR, COUNCIL, CITY MANAGER	7,000.00
CLERK, TREASURER, FINANCE ADMIN	17,500.00
ELECTIONS	
LEGAL SERVICES	
CITY HALL & GEN BLDGS.	
TORT LIABILITY	
OTHER GEN GOV.	
	<hr/>
	24,500.00

DEBT SERVICE

BONDING	
-ACCIONA LAWSUIT PRINCIPAL	90.00
-ACCIONA LAWSUIT INTEREST	4.00
-PRINCIPAL 3RD LAGOON	(414,190.00)
-INTEREST 3RD LAGOON	(12,810.00)
	<hr/>
	(426,906.00)

GOV CAPITAL PROJECTS

-ARPA CAPITAL PROJECT (302)	1,245.00
-I-80 EAST UTILITY RELOCATION (319)	141,900.00
-WW TREATMENT (324)	3,203,000.00
	<hr/>
	3,346,145.00

BUSINESS TYPE ACTIVITIES

WATER	14,100.00
SEWER	12,800.00
SEWER FUND SPECIAL (311)	395,336.00
	<hr/>
	422,236.00

TRANSFERS OUT

RESOLUTION 2023-46

**A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL
YEAR ENDING JUNE 30, 2023**

FY23 Budget Amendment – See State Form

PASSED, APPROVED, AND ADOPTED this 15th day of May, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

**NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED
\$3,040,000**

(GENERAL OBLIGATION)

The City Council of the City of West Branch, Iowa (the "City"), will meet on May 15, 2023, at the City Council Chambers, 110 N. Poplar Street, West Branch, Iowa, at 7:00 o'clock p.m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$3,040,000 for the purpose of paying the costs, to that extent, of (a) constructing street, sanitary sewer system, storm water drainage, water system and sidewalk improvements; and (b) acquiring and installing street lighting, signage and signalization improvements.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of West Branch, Iowa.

Leslie Brick
City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	May 15, 2023
AGENDA ITEM:	Resolution 2023-47 - Taking additional action on proposal to enter into a General Obligation Loan Agreement.
PREPARED BY:	Leslie Brick, City Clerk
DATE:	May 10, 2023

SUMMARY:

John Danos of Dorsey & Whitney LLP, Attorneys have prepared proceedings related to the action to be taken on the City's General Obligation Loan Agreement (the "Loan Agreement") at the May 15th City Council meeting.

RESOLUTION 2023-47

**RESOLUTION TAKING ADDITIONAL ACTION ON PROPOSAL TO
ENTER INTO A GENERAL OBLIGATION LOAN AGREEMENT**

WHEREAS, the City of West Branch (the “City”), in Cedar and Johnson Counties, State of Iowa, heretofore proposed to enter into a General Obligation Loan Agreement (the “Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$3,040,000 for the purpose of paying the costs, to that extent, of (a) constructing street, sanitary sewer system, storm water drainage, water system and sidewalk improvements; and (b) acquiring and installing street lighting, signage and signalization improvements and pursuant to law and a notice duly published, the City Council has held a public hearing on such proposal on May 15, 2023;

NOW, THEREFORE, It Is Resolved by the City Council of the City of West Branch, Iowa, as follows:

Section 1. The City Council hereby determines to enter into the Loan Agreement in the future and orders that General Obligation bonds or notes be issued at such time, in evidence thereof. The City Council further declares that this resolution constitutes the “additional action” required by Section 384.24A of the Code of Iowa.

Section 2. Further action with respect to the Loan Agreement is hereby adjourned to the City Council meeting scheduled for July 3, 2023.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved May 15, 2023.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Resolution 2023-48 - Approving the designation of the State and Local Fiscal Recovery Funds for the City of West Branch

PREPARED BY: Heidi Van Auken

DATE: May 9, 2023

SUMMARY:

On September 7, 2021, Resolution 2037 approved the use of the City of West Branch's portion of the SLFRF/ARPA funds to be used for a capital project. I am requesting the approval of the Council to designate SLFRF/ARPA monies received in FY22 and FY23 totaling \$372,611.19 for the Wastewater Treatment Facility 2021 Improvement project.

RESOLUTION 2023-48

RESOLUTION APPROVING THE DESIGNATION OF THE STATE AND LOCAL FISCAL RECOVERY FUNDS FOR THE CITY OF WEST BRANCH

WHEREAS, the City of West Branch, Iowa, is a Non-entitlement Unit (NEU) unit for the State and Local Fiscal Recovery Funds program (SLFRF), a part of the American Rescue Plan Act; and

WHEREAS, the City of West Branch received \$186,305.60 in fiscal year ending June 30, 2022, and another \$186,305.59 in fiscal year ending June 30, 2023, for a total of \$372,611.19 from the SLFRF program; and

WHEREAS, NEU's receiving a total amount less than \$10 million are allowed to use the Standard Revenue Loss Allowance option for reporting purposes which allows NEU's to use the SLFRF funding on any government services activity; and

WHEREAS, the funds must be obligated by December 31, 2024 and expended by December 31, 2026; and

WHEREAS, the City of West Branch designates up to \$372,611.19 of these funds toward the Waste Water Treatment Facility Project; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the Finance Officer and/or City Clerk is hereby directed to comply with the U.S. Department of Treasury's SLFRF reporting as required and to report using the fund for Standard Revenue Loss Allowance for NEU Units.

Passed and approved this 15th day of May, 2023.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Resolution 2023-49 - Authorizing the Transfer of Funds
--

PREPARED BY: Heidi Van Auken

DATE: May 4, 2023

SUMMARY:

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

The budgeted transfers include moving funds to Debt Service to meet our debt payment at the end of May and moving funds from the Emergency Tax Fund to the General Fund, and paying off a TIF inter-fund loan for the Roundabout and East Side Water Mains projects, and zeroing out the Flex Benefits Fund.

RESOLUTION 2023-49

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS

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

T/O	Emergency Tax Fund	119	\$ 40,986	Transfer from Emergency Tax Fund-Budgeted
T/I	General Fund	001	\$ 40,986	Transfer from Emergency Tax Fund-Budgeted
T/O	TIF	125	\$ 61,350	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 61,350	2013 Bond
T/O	Water Fund	600	\$ 67,351	Transfer from Water Fund to Debt Service-
T/I	Debt Service	226	\$ 67,351	Budgeted 2013 Bond
T/O	Sewer Fund	610	\$ 45,000	Transfer from Sewer Fund to Debt Service-
T/I	Debt Service	226	\$ 45,000	Budgeted 2013 Bond
T/O	TIF	125	\$ 102,312	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 102,312	Fidelity Bank & Trust - Acciona legal fees
T/O	Local Option Sales Tax	121	\$ 23,135	Transfer from LOST to Debt Service-Budgeted
T/O	TIF	125	\$ 27,159	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 50,294	Bond Series 2016A
T/O	TIF	125	\$ 54,950	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 54,950	Bond Series 2016B
T/O	Local Option Sales Tax	121	\$ 204,175	Transfer from LOST to Debt Service-Budgeted
T/I	Debt Service	226	\$ 204,175	Bond Series 2017
T/O	TIF	125	\$ 147,328	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 147,328	Bond Series 2017
T/O	TIF	125	\$ 45,000	Transfer from TIF to General Fund
T/I	Roundabout Project	326	\$ 45,000	Repayment of Interfund Transfer to Roundabout Project – Budgeted
T/O	TIF	125	\$ 45,000	Transfer from TIF to General Fund
T/I	Eastside Water Mains	304	\$ 45,000	Repayment of Interfund Transfer to East Side Water Mains Project – Budgeted
T/O	General Fund	001	\$ 248,887	Transfer from General to Library-Budgeted
T/I	Library	031	\$ 248,887	FY23 Library Budget-Budgeted

T/O	General Fund	001	\$ 6,793.29	Transfer from General to Agency Fund- Unbudgeted
T/I	Agency Fund	950	\$ 6,793.29	Flex Benefits Transfer -Unbudgeted

* * * * *

PASSED AND APPROVED this 15th day of May, 2023

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Resolution 2023-50 - Approving Pay Estimate Number 1 in the amount of \$392,074.29 to Central Excavating for the I-80 Utility Relocation Project.

PREPARED BY: Leslie Brick, City Clerk
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DATE: May 10, 2023

SUMMARY:

Central Excavating, Inc., of Bettendorf, Iowa was awarded the construction contract for the I-80 Utility Relocation, West Branch, Iowa Project by the West Branch City Council through the passage of Resolution 2023-17 on March 6, 2023 in the amount of \$747,982.00.

Pay Estimate Number 1 in the amount of \$392,074.29 has been reviewed and approved by Veenstra & Kimm, Project Manager for the City and recommends approval.

RESOLUTION 2023-50

RESOLUTION APPROVING PAY ESTIMATE NUMBER 1 IN THE AMOUNT OF \$392,074.29 FOR THE I-80 UTILITY RELOCATION, WEST BRANCH, IOWA PROJECT.

WHEREAS, Central Excavating, Inc., of Bettendorf, Iowa was awarded the construction contract for the I-80 Utility Relocation, West Branch, Iowa Project (the “Project”) by the West Branch City Council through the passage of Resolution 2023-17 on March 6, 2023 in the amount of \$747,982.00; and

WHEREAS, Central Excavating, Inc. 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, it is now necessary for the City Council to accept Pay Estimate Number 1 in the amount of \$392,074.29 to Central Excavating, Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the West Branch, Iowa, that Pay Estimate Number 1 in the amount of \$392,074.29 to Central Excavating, Inc. is approved.

* * * * *

PASSED AND APPROVED this 15th day of May 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



May 4, 2023

PAY ESTIMATE NO. 1
I-80 UTILITY RELOCATION
WEST BRANCH, IOWA

Central Excavating Inc.
PO Box 1378
Bettendorf, IA 52722

Contract Amount \$747,982.00
Contract Date March 6, 2023
Pay Period

BID ITEMS

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.1	Pipe Removal	LF	1,762	\$ 10.00	\$ 17,620.00		\$ -
1.2	Water Main/Cas 24", Trnch, DIP 12"	LF	550	\$ 350.00	\$ 192,500.00		\$ -
1.3	Water Main, Trenched, DIP 12"	LF	62	\$ 210.00	\$ 13,020.00		\$ -
1.4	San Sewer/Cas 24", Trnch, DIP 10"	LF	549	\$ 333.00	\$ 182,817.00		\$ -
1.5	San Sewer FMain, Trnch, DIP 10"	LF	76	\$ 150.00	\$ 11,400.00		\$ -
1.6	San Sewer/Cas 30", Trnch, DIP 16"	LF	543	\$ 492.00	\$ 267,156.00		\$ -
1.7	San Sewer FMain, Trnch, DIP 16"	LF	38	\$ 275.00	\$ 10,450.00		\$ -
1.8	Connection to Existing System	Ea.	6	\$ 4,000.00	\$ 24,000.00		\$ -
1.9	Rural Seeding	Acre	2	\$ 6,000.00	\$ 12,000.00		\$ -
1.10	Mobilization	LS	1	\$ 13,019.00	\$ 13,019.00		\$ -
1.11	Construction Staking	LS	1	\$ 4,000.00	\$ 4,000.00		\$ -
Contract Price:					\$ 747,982.00		\$ -

MATERIALS STORED SUMMARY

	Description	# of Units	Unit Price	Extended Cost
1.2	Water Main/Cas 24", Trenched, DIP 12"			\$ 131,478.54
1.4	San Sewer/Cas 24", Trenched, DIP 10"			\$ 101,543.16
1.5	San Sewer Force Main, Trenched, 10" DIP			\$ 3,787.84
1.6	San Sewer/ Cas 30", Trenched, DIP 16"			\$ 170,656.17
1.7	San Sewer Force Main, Trenched, 20" HDPE			\$ 2,377.60
1.8	Connection to Existing System			\$ 2,866.47
Total				\$ 412,709.78

SUMMARY

		Total Approved	Total Completed
Contract Price		\$ 747,982.00	\$ -
Approved Change Order (list each)			
	Revised Contract Price	\$ 747,982.00	\$ -

Stored \$ 412,709.78
 Total Earned \$ 412,709.78
 Retainage (5%) \$ 20,635.49
Total Earned Less Retainage \$ 392,074.29

Total Previously Approved (list each)		

Total Previously Approved \$ -

Percent Complete 0%


Amount Due This Request \$ 392,074.29

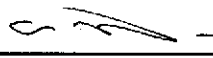
The amount \$392,074.29 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Central Excavating Inc.

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
West Branch, Iowa

Signature: 
 Name: Clair Albrecht
 Title: Operations Manager
 Date: 5/5/2023

Signature: 
 Name: Eric Gould
 Title: Engineer
 Date: May 4, 2023

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



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Resolution 2023-51 - Approving Reimbursement Request Number 1 in the amount of \$54,668.66 to the Johnson County Treasurer for the Herbert Hoover Highway Roundabout Project.
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PREPARED BY: Leslie Brick, City Clerk
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DATE: May 10, 2023

SUMMARY:

The City of West Branch and Johnson County entered into a 28E Agreement (Resolution 2022-29) on March 21, 2022 for the construction of the Herbert Hoover Highway Project, a joint project between Johnson County and the City. The project is to construct improvements to Herbert Hoover Highway and the intersection of W. Main Street and Cedar-Johnson Road.

Streb Construction, Inc., was awarded the contract for the Herbert Hoover Highway Roundabout Project in the total amount of \$1,455,593.85, with the City share being \$799,689.15.

The City has received the first reimbursement request for the project in the amount of \$54,668.66.

A summary of the project costs follows on the next page.

Explanation of HHH Roundabout Costs					
Reference April 7, 2022 28E agreement between Johnson County and West Branch					
	Division I, Johnson County		Project Totals		Division II, City of West Branch
Design Engineering					
			\$ 124,052.00	Design fee charged by Anderson Bogert	
	\$ 34,907.00	Exclusive cost to Div I			\$ 6,598.00 Exclusive to Div II
			\$ 82,547.00	Remaining contract value (cost share split based off of final engineers estimate)	
Percent split (from final est)	45.4%				54.6%
	\$ 37,476.34				\$ 45,070.66
					\$ 3,000.00 Environmental Permitting for City Waste Site (Rolling Hills Consulting)
Subtotal:	\$ 72,383.34		\$ 127,052.00		\$ 54,668.66
Construction					
			\$ 1,530,000.00	Estimated final costs (Contract plus 5%)	
	\$ 690,000.00				\$ 840,000.00
	45.1% Percent share of construction				54.9% Percent share of construction
(actual contract amount)	\$ 655,904.70	45.1%	\$ 1,455,593.85		\$ 799,689.15 54.9%
Construction Admin & Inspection					
			\$ 213,217.00	Not to exceed fee	
Using estimated cost share split (actual amount will be based off of actual construction pro-rata).	\$ 96,160.87				\$ 117,056.13
Total expenditures	\$ 858,544.21		\$ 1,870,269.00		\$ 1,011,724.80

RESOLUTION 2023-51

RESOLUTION APPROVING REIMBURSEMENT REQUEST NUMBER 1 IN THE AMOUNT OF \$54,668.66 TO THE JOHNSON COUNTY TREASURER FOR THE HERBERT HOOVER HIGHWAY ROUNDABOUT PROJECT.

WHEREAS, the City and Johnson County (the “County”) entered into a 28E Agreement for the construction of the Herbert Hoover Highway Project, a joint project between Johnson County and the City (the “Project”), said Project to construct improvements to Herbert Hoover Highway and the intersection of W. Main Street and Cedar-Johnson Road in the City; and

WHEREAS, pursuant to said 28E Agreement, the County received bids for said Project;

WHEREAS, the bid of Streb Construction, Inc., was the lowest responsive, responsible bidder in the total amount of \$1,455,593.85; and

WHEREAS, pursuant to the 28E Agreement, the City share of the Project will be \$799,689.15; and

WHEREAS, it is now necessary for the City Council to accept Reimbursement Request Number 1 in the amount of \$54,668.66 to the Johnson County Treasurer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the West Branch, Iowa that Reimbursement Request Number 1 in the amount of \$54,668.66 to the Johnson County Treasurer is approved.

Passed and approved this 15th day of May, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

JOHNSON COUNTY SECONDARY ROADS DEPARTMENT

INVOICE

4810 Melrose Ave. West
 Iowa City, IA 52246
 319-356-6046

Reimbursement Request: 1
 Date: 2/24/2023

TO:
 City of West Branch
 110 N Poplar St.
 PO Box 218
 West Branch, Iowa 52358

FOR:
 Herbert Hoover Hwy & Johnson Cedar Roundabout
 Project #: LFM-HHH3-RAB--7X-52

DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
West Branch share of Engineering Design Fees	1	LS	\$ 51,668.66	\$ 51,668.66
Environmental Permitting for Waste Site	1	LS	\$ 3,000.00	\$ 3,000.00
TOTAL AMOUNT OF CLAIM				\$ 54,668.66

Make checks payable to: Johnson County Treasurer
 Return payment to Johnson County Secondary Roads c/o Paul Wittau



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Resolution 2023-52 - Approving Change Order Number 2 in the amount of \$23,718.70 for the Herbert Hoover Highway Roundabout Project.
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PREPARED BY: Leslie Brick, City Clerk
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DATE: May 10, 2023

SUMMARY:

The City of West Branch and Johnson County entered into a 28E Agreement (Resolution 2022-29) on March 21, 2022 for the construction of the Herbert Hoover Highway Project, a joint project between Johnson County and the City. The project is to construct improvements to Herbert Hoover Highway and the intersection of W. Main Street and Cedar-Johnson Road.

Streb Construction, Inc., was awarded the contract for the Herbert Hoover Highway Roundabout Project in the total amount of \$1,455,593.85, with the City share being \$799,689.15.

Change Order Number 2 is to accommodate development at the northeast quadrant of the roundabout that was approved by the City and the location of a planned future road that will intersect Cedar-Johnson Road.

The City wants to extend the Cedar-Johnson Road mainline PPC pavement further north to tie the two roads together at their intersection.

The amount of Change Order Number 2 is \$23,718.70.

RESOLUTION 2023-52

A RESOLUTION APPROVING CHANGE ORDER #2 IN THE AMOUNT OF \$23,718.70 FOR THE HERBERT HOOVER HIGHWAY ROUNDABOUT PROJECT.

WHEREAS, the City and Johnson County (the “County”) entered into a 28E Agreement for the construction of the Herbert Hoover Highway Project, a joint project between Johnson County and the City (the “Project”), said Project to construct improvements to Herbert Hoover Highway and the intersection of W. Main Street and Cedar-Johnson Road in the City; and

WHEREAS, Development at the northeast quadrant of the roundabout was approved by the City and the location of a planned future road that will intersect Cedar-Johnson Road; and

WHEREAS, the City wants to extend the Cedar-Johnson Road mainline PPC pavement further north to tie the two roads together at their intersection; and

WHEREAS, Change Order #2 changes the paving extent of the north leg of the roundabout (Cedar-Johnson Road); and

WHEREAS, Change Order #2 increases the contract amount by \$23,718.70; and

WHEREAS, it is now necessary to approve Change Order #2 in the amount of \$23,718.70 for the Herbert Hoover Highway Roundabout Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, that Change Order #2 in the amount of \$23,718.70 for the Herbert Hoover Highway Roundabout Project is approved.

Passed and approved this 15th day of May, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



Johnson County Secondary Roads

Change Order Details

LFM-HHH3-RAB--7X-52

Description	Herbert Hoover Highway and Johnson Cedar Road Roundabout
Prime Contractor	STREB CONSTRUCTION CO., INC. 3391 Charbon Rd. SE Coralville, IA 52241
Change Order	2
Status	Draft
Date Created	04/13/2023
Type	Non-Significant - Participating
Summary	Added Johnson Cedar Road paving.
Change Order Description	Construction plan sheet E.02 has been revised to change the paving extents of the north leg of the roundabout (Johnson Cedar Road). Items listed in this change order are being adjusted according to revised paving limits. Replace construction plan sheet E.02 with E.02R.
Awarded Project Amount	\$1,455,593.85
Authorized Project Amount	\$1,455,643.85
Change Order Amount	\$23,718.70
Revised Project Amount	\$1,479,362.55

B - Reason for change:

Development at the NE quadrant of the roundabout is being approved by the City of West Branch and the location of a planned future road that will intersect Johnson Cedar Road is now known. City of West Branch wants to extend the Johnson Cedar Road mainline PCC pavement further north to tie the two roads together at their intersection.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

All items listed in this change order result in no change to their respective contract unit price.

E - Contract time adjustment:

This change order has no affect on Contract Time.

Increases/Decreases

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Section: 1 - Description									
0001	2101-0850001	ACRE	\$4,000.000	0.500	\$2,000.00	0.100	\$400.00	0.600	\$2,400.00
CLEAR+GRUBB									
				Funding Details					
Division 1: Johnson County				0.100	\$400.00	0.000	\$0.00	0.100	\$400.00
Division 2: City of West Branch				0.400	\$1,600.00	0.100	\$400.00	0.500	\$2,000.00
0002	2102-2710070	CY	\$3.750	2,699.000	\$10,121.25	499.000	\$1,871.25	3,198.000	\$11,992.50
EXCAVATION, CL 10, RDWY+BORROW									
				Funding Details					
Division 1: Johnson County				585.000	\$2,193.75	0.000	\$0.00	585.000	\$2,193.75

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0003	2102-2710090	CY	\$4.950	14,432.000	\$71,438.40	-201.000	-\$994.95	14,231.000	\$70,443.45
EXCAVATION, CL 10, WASTE									
Funding Details									
0004	2105-8425015	CY	\$6.500	3,178.000	\$20,657.00	147.000	\$955.50	3,325.000	\$21,612.50
TOPSOIL, STRIP, SALVAGE+SPREAD									
Funding Details									
0007	2113-0001100	SY	\$2.500	9,547.000	\$23,867.50	439.000	\$1,097.50	9,986.000	\$24,965.00
SUBGRADE STABIL MAT'L, POLYMER GRID									
Funding Details									
0008	2115-0100000	CY	\$38.000	1,913.000	\$72,694.00	73.000	\$2,774.00	1,986.000	\$75,468.00
MODIFIED SUBBASE									
Funding Details									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0009	2121-7425020	TON	\$24.600	444.000	\$10,922.40	-42.000	-\$1,033.20	402.000	\$9,889.20
GRANULAR SHLD, TYPE B									
Funding Details									
Division 1: Johnson County				402.000	\$9,889.20	0.000	\$0.00	402.000	\$9,889.20
Division 2: City of West Branch				42.000	\$1,033.20	-42.000	-\$1,033.20	0.000	\$0.00
0012	2301-1033090	SY	\$64.000	6,754.000	\$432,256.00	598.000	\$38,272.00	7,352.000	\$470,528.00
STD/S-F PCC PAV'T, CL C CL 3, 9"									
Funding Details									
Division 1: Johnson County				3,720.000	\$238,080.00	0.000	\$0.00	3,720.000	\$238,080.00
Division 2: City of West Branch				3,034.000	\$194,176.00	598.000	\$38,272.00	3,632.000	\$232,448.00
0015	2303-0000100	TON	\$175.200	386.000	\$67,627.20	-145.000	-\$25,404.00	241.000	\$42,223.20
HMA COMMERCIAL MIX (INCL ASPH BINDER)									
Funding Details									
Division 1: Johnson County				39.000	\$6,832.80	0.000	\$0.00	39.000	\$6,832.80
Division 2: City of West Branch				347.000	\$60,794.40	-145.000	-\$25,404.00	202.000	\$35,390.40
0017	2315-8275025	TON	\$22.600	236.000	\$5,333.60	6.000	\$135.60	242.000	\$5,469.20
SURF, DRIVEWAY, CL A CR STONE									
Reason: Item is to be used to backfill the boxout if Johnson Cedar Road is open before the developer's road is constructed.									
Funding Details									
Division 1: Johnson County				110.000	\$2,486.00	0.000	\$0.00	110.000	\$2,486.00
Division 2: City of West Branch				126.000	\$2,847.60	6.000	\$135.60	132.000	\$2,983.20

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0024	2502-8212034	LF	\$12.000	3,349.000	\$40,188.00	360.000	\$4,320.00	3,709.000	\$44,508.00
SUBDRAIN, LONGITUDINAL, (SHLD) 4"									
Funding Details									
Division 1: Johnson County				1,690.000	\$20,280.00	0.000	\$0.00	1,690.000	\$20,280.00
Division 2: City of West Branch				1,659.000	\$19,908.00	360.000	\$4,320.00	2,019.000	\$24,228.00
0032	2510-6745850	SY	\$5.500	5,036.000	\$27,698.00	192.000	\$1,056.00	5,228.000	\$28,754.00
RMVL OF PAV'T									
Funding Details									
Division 1: Johnson County				2,838.000	\$15,609.00	0.000	\$0.00	2,838.000	\$15,609.00
Division 2: City of West Branch				2,198.000	\$12,089.00	192.000	\$1,056.00	2,390.000	\$13,145.00
0038	2519-4200110	LF	\$2.750	260.000	\$715.00	356.000	\$979.00	616.000	\$1,694.00
RMVL OF FENCE, BARBED WIRE									
Funding Details									
Division 1: Johnson County				0.000	\$0.00	356.000	\$979.00	356.000	\$979.00
Division 2: City of West Branch				260.000	\$715.00	0.000	\$0.00	260.000	\$715.00
0039	2519-4200190	LF	\$10.000	774.000	\$7,740.00	-356.000	-\$3,560.00	418.000	\$4,180.00
RMVL OF FENCE, _____: RESIDENTIAL WOODEN									
Funding Details									
Division 1: Johnson County				774.000	\$7,740.00	-356.000	-\$3,560.00	418.000	\$4,180.00
Division 2: City of West Branch				0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0061	2599-9999005	EACH	\$2,000.000	2.000	\$4,000.00	1.000	\$2,000.00	3.000	\$6,000.00
('EACH' ITEM): PCC CONCRETE DRAINAGE FLUMES									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Reason: Additional flume is to be used at the boxout if Johnson Cedar Road is open before the developer's road is constructed.

				Funding Details					
Division 1: Johnson County				0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
Division 2: City of West Branch				2.000	\$4,000.00	1.000	\$2,000.00	3.000	\$6,000.00
0069	2601-2634100	ACRE	\$1,000.000	8.400	\$8,400.00	0.100	\$100.00	8.500	\$8,500.00
MULCH				Funding Details					
Division 1: Johnson County				3.800	\$3,800.00	0.000	\$0.00	3.800	\$3,800.00
Division 2: City of West Branch				4.600	\$4,600.00	0.100	\$100.00	4.700	\$4,700.00
0070	2601-2636043	ACRE	\$1,800.000	1.100	\$1,980.00	0.100	\$180.00	1.200	\$2,160.00
SEED+FERTILIZE (RURAL)				Funding Details					
Division 1: Johnson County				0.600	\$1,080.00	0.000	\$0.00	0.600	\$1,080.00
Division 2: City of West Branch				0.500	\$900.00	0.100	\$180.00	0.600	\$1,080.00
0071	2601-2636070	ACRE	\$4,900.000	2.000	\$9,800.00	0.100	\$490.00	2.100	\$10,290.00
HYDRAULIC SEEDING				Funding Details					
Division 1: Johnson County				0.700	\$3,430.00	0.000	\$0.00	0.700	\$3,430.00
Division 2: City of West Branch				1.300	\$6,370.00	0.100	\$490.00	1.400	\$6,860.00

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0073	2601-2642100	ACRE	\$400.000	3.100	\$1,240.00	0.200	\$80.00	3.300	\$1,320.00
STABILIZE CROP - SEED+FERTILIZE									
				Funding Details					
Division 1: Johnson County				1.300	\$520.00	0.000	\$0.00	1.300	\$520.00
Division 2: City of West Branch				1.800	\$720.00	0.200	\$80.00	2.000	\$800.00
19 items	Totals				\$818,678.35		\$23,718.70		\$842,397.05

Funding Summary

Fund Package	Original Amount	Authorized Amount	Proposed Change	Revised Amount
Division 1: Johnson County	\$655,904.70	\$656,179.70	-\$2,581.00	\$653,598.70
Division 2: City of West Branch	\$799,689.15	\$799,464.15	\$26,299.70	\$825,763.85
2 fund packages	\$1,455,593.85	\$1,455,643.85	\$23,718.70	\$1,479,362.55

Signatures will be applied through DocExpress



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 15, 2023

AGENDA ITEM: Resolution 2023-53 - Approving various contracts for Hoover's Hometown Days 2023 in the amount of \$2,375.00.

PREPARED BY: Leslie Brick, City Clerk
--

DATE: May 10, 2023

SUMMARY:

Contracts received for the event for are as follows:

<u>Contract / Performer</u>	<u>Activity</u>	<u>When (August 5th)</u>	<u>Cost</u>
Barnyard Discoveries	petting zoo	Saturday 12:00-4:00p.m.	\$800.00
Absolute Science	bubble stations	Saturday 12:00-4:00 p.m.	\$825.00
Brittany Sword	musician	Saturday 2:00-3:30 p.m.	\$350.00
Wheel Hos	musician	Saturday 11:00-12:30 p.m.	\$400.00

RESOLUTION 2023-53

**A RESOLUTION APPROVING VARIOUS CONTRACTS FOR HOOVER'S
HOMETOWN DAYS 2023 IN THE AMOUNT OF \$2,375.00.**

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

WHEREAS, the fiscal year 2023-2024 budget for Hoover's Hometown Days includes funding for entertainment and services for the event; and

WHEREAS, the Hoover's Hometown Days committee has requested the proposed contract service agreements with Barnyard Discoveries (\$800), Absolute Science (\$825), Brittany Sword (\$350) and Wheel Hoss (\$400) to provide children activities and musical entertainment for the event; and

WHEREAS, it is now necessary to approve said agreements.

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

* * * * *

Passed and approved this 15th day of May, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

Barnyard Discoveries Iowa City Event Contract



We bring the Farm Experience to you!

Please call with any question: **319-519-9356**

Mail to: **Barnyard Discoveries Iowa City 243 250th Street, West Branch, IA 52358**

Or Email: **iowacity@barnyarddiscoveries.com**

Payment Option: Credit Card Venmo Check Cash

<i>Total Package Price:</i>	\$
<i>Add 2.9% service fee if paying with a credit card</i>	\$
<i>Add 1.9% service fee if paying with Venmo</i>	\$
<i>Adjusted Total:</i>	\$
<i>Deposit due with this form:</i>	\$
<i>Final balance due at time of event:</i>	\$

Event: _____

Sponsoring Organization/Business: _____ Contact Person: _____

Street Address: _____ City: _____ Zip: _____

Phone: _____ E-Mail: _____ Event Date: _____

Day of Week: _____ Event Start Time: _____ Event End Time: _____

Event Location: _____

Trailer requires 20' X 60' footprint. Please allow ample space for turning, maneuvering, and parking.

Mark Package Requested: **Mobile Farm Experience Trailer (\$625.00 for a two-hour event)**

Additional Hours (\$200 per hour) _____ hours

Additional Notes: _____

Please read and initial each section:

* A \$125 minimum non-refundable deposit is due with this contract to secure specified date and time. Remaining balance plus trip charge and any other agreed upon fees are due upon our arrival at event. _____

* Barnyard Discoveries will make every attempt to bring animals requested but reserves the right to substitute or reschedule due to inclement weather if necessary. Our primary concern is always for the health and safety of our guests and animals. _____

* Barnyard Discoveries carries General Liability Insurance (proof available upon request). If any person, organization, or place requires to be listed as Additionally Insured we need at least two weeks advance notice to process through our insurance carrier. If required, additional costs will apply and be due day of event/final billing. _____

* If inclement weather, rain, or high winds are forecasted for the time that your event is scheduled, client may postpone the event and reschedule a date within 60 days of originally scheduled date without forfeiting deposit. If the event is cancelled after Barnyard Discoveries has arrived on site, full rental charge is due. _____

* By signing you agree to take responsibility that all safety rules set forth by Barnyard Discoveries will be strictly adhered to by all individuals attending event. All attendees should use the hand sanitizer available on their hands as they exit. _____

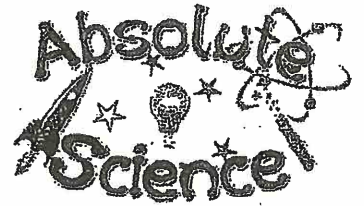
* The undersigned assumes full risk and responsibility and releases Barnyard Discoveries IC/Shelli Cowser-Hollenback and/or Steve Cowser and their contractors or helpers from liability for any cause whatsoever for any injuries and/or health issues incurred before, during or after participation in this activity, including those allegedly attributable to negligent acts or omissions. _____

By signing electronically, you agree to all terms & conditions.

Printed Name: _____ **Date:** _____ **Sign:** _____

Thank you very much! We look forward to working with you to create an educational and entertaining event for all involved!

Please Print



Mail Contract To:

Absolute Science

1653 George Washington Blvd. Davenport, Iowa 52804

563-823-1471 or 309-945 3414 (cell)

ReBrammer@mediacombb.net

Company/Organization Name City of West Branch/Hoover's Hometown Days

Event Address 110 N Poplar St.

Event date August 5, 2023

Performance time(s) _____

Contact name _____ Phone number _____ Cell phone _____

FEES Total amount due \$ 825⁰⁰ 4 Hours

Performance Selected (circle all that apply)

Science Program Reaction Station Workshop Bubble Show

Bubble Stations Hands on Science Stations

If Reaction Station is circled - which workshop is needed? Circle One

Stomp Rockets Half Pint Hovercrafts Balloon Zoomers Rock Candy Lab

Air Jets Hot Air Balloons Rockets Unlimited (No limit on participation)

How many participants do you expect to attend the Reaction Station? _____

Upon Signing and dating this agreement each party is committed to its fulfillment.

Absolute Science Signature [Signature] Date 4-30-23

Client Signature _____ Date _____

*Some experiments involve small fires

We bring a fire proof safety floor mat, fire extinguisher, and talk to the children about having the proper safety equipment for the experiment we are working on.

If fire is not allowed we will substitute for another Experiment.

May we use fire? Yes or No

~~Yes~~



City of West Branch PERFORMANCE CONTRACT

This contract (the "Agreement") is made on this day of May 9, 2023, between The City of West Branch ("City") and Brittany Sword (the "Performer") for the hiring of the Performer as independent contractors to perform (the "Show") for the City on the Main Street Stage (the "Venue"), located at the intersection of North Downey Street and Main Street in West Branch, Iowa, during Hoover's Hometown Days.

It is agreed as follows:

- 1. Place, date, and time of Show.** The parties agree that the time and place of Show will be Venue, located at the address above, on the 5th day of August, 2023, from 2:00pm to 3:30pm.
- 2. Description of Show.** Live performance by Brittany Sword, an American Alt Pop Rock Singer-songwriter. Performer will provide all the equipment needed. City will provide access to power within a reasonable distance from the stage. Show will last of a minimum of 75 minutes.
- 3. Payment.** Compensation for the Show will be \$350.00 dollars, payable by check, will be the "Fee". The whole of the Fee is due immediately following the Performer's Show, but may be made earlier.
- 4. Cancellation.** Cancellation may be made by City until four weeks prior to the time of Show with no Fee due. If cancellation occurs beyond the Fee will be paid at 50%.

In the event Show cannot reasonably be put on because of unpredictable occurrences such as an act of nature, government, or illness/disability of the Performer, the City is unable to pay the Fee. No further damages may be sought for failure to perform because of force majeure.

- 5. Food and Drink.** The Performer is responsible for providing all food and drink required to complete the performance.
- 6. Parking.** The City will secure sufficient parking for the Performer's personnel and equipment transportation at Hoover Elementary School a minimum period of 2 hours prior to the show and lasting until 1 hour after the show. A golf cart shuttle from the parking area to the Venue will be available by request.
- 7. Sound Systems Check.** A sound check conducted by the Performer of Venue's sound system is required, at a time to be mutually arranged between the Performer and the City.
- 8. Insurance, Security, Health, and Safety.** The Performer is required to have Proof of Insurance provided to the City at the time that this contract is signed. Insurance documents must show coverage for any and all damage to equipment as well as any personal injury that may be incurred as a result of the scheduled Show.

9. **Indemnification.** The City indemnifies and holds the Performer harmless for any claims of property damage or bodily injury caused by Show attendees. The Performer indemnifies and holds the City harmless for any claims of property or bodily injury caused by performance in the Show.

10. **Severability.** If any portion of Agreement is in conflict with any applicable law, such portion will become inoperative, but all other portions of Agreement will remain in force.

11. **Interpretation.** Agreement will be interpreted according to the laws of Iowa.

12. **Riders.** Nothing in Agreement shall prevent any rider from being added to Agreement that is favorable to the Performer or City, as judged by the City. All riders must be in writing and signed by the party against whom enforcement is sought.

13. **Video/Photography.** The City reserves the right to record and photograph the show for use for publicity.

The below-signed the Performer Representative warrants s/he has authority to enforceably sign this agreement for the Performer in its entirety.

The below signed the City's Representative warrants s/he has authority to bind the City and Venue (above).

Signature of the Performer Representative: Brittany Bedford

Performer's Representative typed name and title: Brittany Bedford Owner/Performer

Performer's typed name: Brittany Sword

Performer's Address: 1501 3rd ave W Oskaloosa, IA 52577

Performer's Phone #: 641-856-9069

City's Representative Signature: _____

City's Representative typed name and title: _____



City of West Branch PERFORMANCE CONTRACT

This contract (the "Agreement") is made on this day of May 9, 2023, between The City of West Branch ("City") and Wheel Hoss (the "Performer") for the hiring of the Performer as independent contractors to perform (the "Show") for the City on the Main Street Stage (the "Venue"), located at the intersection of North Downey Street and Main Street in West Branch, Iowa, during Hoover's Hometown Days.

It is agreed as follows:

1. **Place, date, and time of Show.** The parties agree that the time and place of Show will be Venue, located at the address above, on the 5th day of August, 2023, from 11:00am to 12:30pm.
 2. **Description of Show.** Live performance featuring 4 piece acoustic band. Performer will provide all the equipment needed. City will provide access to power within a reasonable distance from the stage. Show will last of a minimum of 75 minutes.
 3. **Payment.** Compensation for the Show will be \$400.00 dollars, payable by check, will be the "Fee". The whole of the Fee is due immediately following the Performer's Show, but may be made earlier.
 4. **Cancellation.** Cancellation may be made by City until four weeks prior to the time of Show with no Fee due. If cancellation occurs beyond the Fee will be paid at 50%.
- In the event Show cannot reasonably be put on because of unpredictable occurrences such as an act of nature, government, or illness/disability of the Performer, the City is unable to pay the Fee. No further damages may be sought for failure to perform because of force majeure.
6. **Food and Drink.** The Performer is responsible for providing all food and drink required to complete the performance.
 7. **Parking.** The City will secure sufficient parking for the Performer's personnel and equipment transportation at Hoover Elementary School a minimum period of 2 hours prior to the show and lasting until 1 hour after the show. A golf cart shuttle from the parking area to the Venue will be available by request.
 8. **Sound Systems Check.** A sound check conducted by the Performer of Venue's sound system is required, at a time to be mutually arranged between the Performer and the City.
 9. **Insurance, Security, Health, and Safety.** The Performer is required to have Proof of Insurance provided to the City at the time that this contract is signed. Insurance documents must show coverage for any and all damage to equipment as well as any personal injury that may be incurred as a result of the scheduled Show.

10. **Indemnification.** The City indemnifies and holds the Performer harmless for any claims of property damage or bodily injury caused by Show attendees. The Performer indemnifies and holds the City harmless for any claims of property or bodily injury caused by performance in the Show.

11. **Severability.** If any portion of Agreement is in conflict with any applicable law, such portion will become inoperative, but all other portions of Agreement will remain in force.

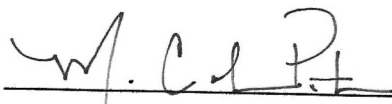
12. **Interpretation.** Agreement will be interpreted according to the laws of Iowa.

13. **Riders.** Nothing in Agreement shall prevent any rider from being added to Agreement that is favorable to the Performer or City, as judged by the City. All riders must be in writing and signed by the party against whom enforcement is sought.

14. **Video/Photography.** The City reserves the right to record and photograph the show for use for publicity.

The below-signed the Performer Representative warrants s/he has authority to enforceably sign this agreement for the Performer in its entirety.

The below signed the City's Representative warrants s/he has authority to bind the City and Venue (above).

Signature of the Performer Representative: 

Performer's Representative typed name and title: M. COLEEN PETERSON, I

Performer's typed name: M. COLEEN PETERSON

Performer's Address: 1532 ROCHESTER AVE., IOWA CITY IA 52245

Performer's Phone #: 319/936-3148

City's Representative Signature: _____

City's Representative typed name and title: _____