



**CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 5, 2023 - 7:00 P.M.
CITY COUNCIL CHAMBERS
110 N. POPLAR STREET, WEST BRANCH, IOWA**

<https://zoom.us/j/5814699699>

or dial in phone number 1-312-626-6799 with Meeting ID 581 469 9699.

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 August 21, 2023 City Council meeting.
 - b. Approve a Special Event Permit for the Iowa City High X Country West Branch Run on Saturday, September 30, 2023.
 - c. Approve a Special Event permit for Fall Fest sponsored by Main Street West Branch & Whitney's Wings on October 6th and 7th, 2023.
 - d. Claims for 9/5/2023
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. **Public Hearing** – Public hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement.
 - b. **Second Reading Ordinance 805** – Amending Chapter 92, Water Rates. / Move to action.
 - c. **Second Reading Ordinance 806** – Amending Chapter 165, Zoning Regulations. / Move to action.
 - d. **Second Reading Ordinance 807** – Amending Chapter 166, Subdivision Regulations. / Move to action.
 - e. **Resolution 2023-93** – Setting a Public Hearing on the intent to vacate a 130-foot section of the alley located between Lots 22 and 23, Block 9, in Townsend & Gue's Subdivision, West Branch, Iowa. / Move to action.
 - f. **Resolution 2023- 94**– Resolution taking additional action with respect to a Water Revenue Loan and Disbursement Agreement and authorizing, approving and securing the payment of a \$54,700 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement) / Move to action.
 - g. **Resolution 2023-95** – Approving the purchase of a Fixed Base Network with Municipal Supply Inc. /Move to action.
 - h. **Resolution 2023-96** – Approve Invoice #31168 in the amount of \$5,020.00 to Impact7G for the Wapsi Creek Widening SRF Sponsored Project. /Move to action.
 - i. **Resolution 2023-97** – Approving Pay Estimate Number 11 in the amount of \$282,084.55 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. /Move to action.
 - j. **Resolution 2023-98** – Setting a date for Consultation and a date for a Public Hearing on the proposed Amendment No. 6 to the Amended and Restated West Branch Urban Renewal Plan. / Move to action.
 - k. **Motion to accept** the resignation of Parks & Recreation Director Matt Condon. / 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.

Mayor: Roger Laughlin • **Council Members:** Colton Miller, Nick Goodweiler, Jodee Stoolman, Tom Dean, Jerry Sexton
City Administrator Adam Kofoed • **City Clerk** Leslie Brick • **Finance Officer** Heidi Van Auken • **Fire Chief** Kevin Stoolman
• **Police Chief** John Hanna • **Public Works Director** Matt Goodale • **Library Director** Becky Knoche **Parks & Rec Director** Matt Condon

(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**

**August 21, 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 was absent. City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Police Chief John Hanna, Public Works Director Matt Goodale, City Attorney Kevin Olson, and City Engineer Dave Schechinger. Staff attending via Zoom: Finance Officer Heidi Van Auken. Absent: Fire Chief Kevin Stoolman, Library Director Becky Knoche, Parks & Recreation Director Matt Condon.

APPROVE THE AGENDA

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

APPROVE CONSENT AGENDA

Approve minutes from the August 7, 2023 City Council meeting.
Approve minutes from the August 14, 2023 Special City Council meeting.
Approve minutes from the August 16, 2023 Special City Council meeting.
Approve a Class C Retail Alcohol license (**with Outdoor Service**) for ELDR Bar LLC dba The Lively, 3 Ember Lane, Suite 1, West Branch, IA.
Approve a Block Party permit for Rebecca Whitaker on Monday, September 4, 2023 from 10:00 a.m. to 5:00 p.m.
Approve the June Monthly Financial Report
Claims for 8/21/2023

EXPENDITURES	8/21/2023	
ABOUT FACES ENTERTAINMENT	HHTD 2023 ENTERTAINMENT CHILD	40.00
ADAM KOFOED	IACMA TRAVEL REIMB-KOFOED	593.20
AMAZON.COM	VARIOUS ITEMS	227.44
BAKER & TAYLOR	BOOKS	1,365.68
BARRON MOTOR SUPPLY	SUPPLIES PW	647.10
BUSINESS RADIO SALES	RADIO PARTS-POLICE	121.70
CEDAR COUNTY RECORDER	RECORDING FEES	76.00
CLARENCE LOWDEN SUN-NEWS	JOB AD - POLICE	33.50
DEERY BROTHERS FORD	VEHICLE MAINTENANCE - PW	121.64
DEMCO	BOOK PROCESSING SUPPLIES	92.41
DIAMOND VOGEL	STREET PAINT	4,615.22
DIRK WIENEKE	PARK LAWN MAINTENANCE	1,980.00
FELD FIRE EQUIPMENT	ANNUAL TRUCK SERVICE-FIRE	1,000.00
HAWKINS INC.	CHEMICALS	3,336.00
HEIDI VAN AUKEN	MPI MILEAGE REIMBURSEMENT	179.47
HOOVER PRESIDENTIAL FNDN.	2023 HHTD EVENT SIGNS	136.50
JOHNSON CONTROLS	FIRE MONITORING SERVICE	1,049.51
KANOPY	ON DEMAND VIDEO SERVICE	30.00
KIRKWOOD COMM. COLLEGE	FIRST AID/CPR CLASS - CONDON	23.00
KOCH OFFICE GROUP	COPIER MAINTENANCE	121.23
LINN COUNTY R.E.C.	STREET LIGHTS	231.75
LRS HOLDINGS	TRASH & RECYCLING JULY 2023	17,841.75
MAIN STREET WEST BRANCH	2023 HHTD ADS & EVENT SUPPLIES	1,272.83
MAINSTAY SYSTEMS OF IOWA	HYPERV SERVER INSTALL-POLICE	3,095.60
MOPPY MO'S	JANITORIAL SERVICES-LIBRARY	402.50
OVERDRIVE INC.	DIGITAL & AUDIO BOOKS	474.30
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-LIBRARY	200.00
PLUNKETT'S PEST CONTROL	PEST CONTROL - CITY OFFICE, TH	105.90
QC ANALYTICAL SERVICES	LAB ANALYSIS	831.75
STATE HYGIENIC LAB	LAB ANALYSIS	347.50
TIPTON CONSERVATIVE	JOB AD - POLICE	55.75
TYLER TECHNOLOGIES	ANNUAL SAAS FEES-EBILLS	2,652.50
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	1,996.56
VEENSTRA & KIMM	VARIOUS PROJECTS	29,926.64

WEST BRANCH TIMES	JOB AD - POLICE	734.34
TOTAL		75,959.27
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	8/18/2023	56,313.98
PAID BETWEEN MEETINGS		
SISCO	HEALTH CLAIMS 8/14/2023	332.10
LYNCH'S EXCAVATING INC.	EASTSIDE WATER MAINS PAY ESTIMATE 2	211,598.68
ALLIANT ENERGY	ALLIANT ENERGY	13,958.44
AT&T MOBILITY	WIRELESS SERVICE	364.48
BLIBLIONEX	CIRCULATION/CATALOG SOFTWARE	1,880.00
CAPITAL ONE	VARIOUR ITEMS-LIBRARY	53.50
CEDAR COUNTY COOPERATIVE	FUEL-FIRE, PW	883.73
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	29.99
HEIMAN FIRE EQUIPMENT	UNIFORM-BOOTS FIRE	346.00
LEAF CAPITAL FUNDING	COPIER LEASE-LIBRARY	142.02
THE HOME DEPOT	TRASH BAGS-P&R	334.35
VEENSTRA & KIMM	EASTSIDE WATER MAINS	1,660.00
WEX BANK	VEHICLE FUEL	1,476.93
GLOBAL PAYMENTS	JULY CC FEES	1,252.77
ABOUT FACES	HHTD 2023 ENTERTAINMENT	1,280.00
ABSOLUTE SCIENCE	HHTD 2023 ENTERTAINMENT	825.00
BARNYARD DISCOVERIES	HHTD 2023 ENTERTAINMENT	800.00
BRITTANY LEE BEDFORD	HHTD 2023 BAND	350.00
PURPLE COW RECORDS	HHTD 2023 BAND	2,250.00
JT INTERNATIONAL	HHTD 2023 INFLATABLES	5,000.00
MARY COLEEN PETERSON	HHTD 2023 BAND	400.00
VARIOUS VENDORS	UB REFUNDS	29.95
TOTAL		245,247.94
GRAND TOTAL EXPENDITURES		377,521.19
FUND TOTALS		
001 GENERAL FUND	68,865.44	
022 CIVIC CENTER	725.65	
031 LIBRARY	12,956.25	
110 ROAD USE TAX	12,178.20	
112 TRUST AND AGENCY	11,537.54	
319 RELOCATING WATER & SEWER	256.00	
321 WIDENING WAPSI CREEK	3,511.50	
324 WW TREATMENT FACILITY	15,678.46	
326 ROUNDABOUT MAIN & CEDAR	1,534.27	
329 EASTSIDE WATER MAINS	221,122.51	
600 WATER FUND	17,804.25	
610 SEWER FUND	10,731.37	
740 STORM WATER UTILITY	619.75	
GRAND FUND TOTAL	377,521.19	
REVENUE-FISCAL YEAR 2023		
FUND JUNE		
001 GENERAL FUND	121,963.02	
022 CIVIC CENTER	435.73	
026 SIGNS ACCIONA DONATION	83.83	
031 LIBRARY	1,441.52	
036 TORT LIABILITY	403.34	
110 ROAD USE TAX	38,733.67	
112 TRUST & AGENCY	4,039.50	
119 EMERGENCY TAX FUND	231.42	
121 LOCAL OPTION SALES TAX	28,879.71	
125 TIF	2,750.59	
126 TIF LMI MEADOWS PT 4	1,315.00	
226 DEBT SERVICE	1,889.73	
300 CAPITAL IMPROVEMENT RESERVE	336.03	
324 WW TREATMENT FACILITY	112,547.76	
500 CEMETERY PERPETUAL FUND	925.26	
501 KROUTH PRINCIPAL FUND	436.58	
502 KROUTH INTEREST FUND	203.71	

600 WATER FUND	46,643.19
610 SEWER FUND	71,345.64
740 STORM WATER UTILITY	5,601.75
TOTAL	440,206.98

Miller questioned Kofoed’s training reimbursement and asked what it all included. Kofoed replied that the reimbursement was membership fees and other expenses. Van Auken clarified that it was not for membership fees, rather mileage and food. The Council had no other questions.

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM - NONE

PUBLIC HEARING / NON-CONSENT AGENDA

Third Reading Ordinance 782 – Amending Chapter 63, Speed Regulations. / Move to action.

ORDINANCE NO. 782

AN ORDINANCE AMENDING CHAPTER 63 OF THE WEST BRANCH CODE OF ORDINANCES REGARDING SPEED LIMITS ON MAIN STREET.

WHEREAS, the Police Chief recommends changing the speed limits in front of the West Branch High School on West Main Street to 25 mph.

NOW, THEREFORE, BE IT ORDAINED:

1. Amendment. Section 63.04(4)(B) be deleted in its entirety.
2. Amendment. Section 63.04(3)(C) is hereby deleted in its entirety and replaced with the following:
“C. Main Street from the east right-of-line of its intersection with Thomas Drive westerly to the corporate limit line.”
3. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.
4. Adjudication. If any section, provision or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.
5. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

First reading: August 16, 2021
 Second reading: September 7, 2021
 Third Reading: August 21, 2023

 Roger Laughlin, Mayor

ATTEST:

 Leslie Brick, City Clerk

This ordinance had its first reading and second readings in 2021, prior to the start of the roundabout project. It was decided at the second reading in September of 2021 to wait to reduce the speed limit upon completion of the roundabout. Now that the roundabout is complete, this ordinance has been brought back to the Council for final consideration and adoption. There were no Council comments.

Motion by Miller, second by Dean to approve third reading of Ordinance 782. AYES: Miller, Dean, Goodweiler, Sexton. NAYS: None. Absent: Stoolman. Motion carried.

First Reading Ordinance 805 – Amending Chapter 92, Water Rates. / Move to action.

Brick stated that due to rising water and sewer rates, utility deposits for tenants need to increase to cover at least the minimum monthly bill. Brick said right now, with the deposit being one hundred dollars, she has more following up with residents and tracking them down for final bill payments. The Council agreed with the deposit increase and had no questions for Brick.

Motion by Sexton, second by Miller to approve first reading of Ordinance 805. AYES: Sexton, Miller, Dean, Goodweiler. NAYS: None. Absent: Stoolman. Motion carried.

First Reading Ordinance 806 – Amending Chapter 165, Zoning Regulations. / Move to action.

Brick stated that the current rezoning fee of one hundred and fifty dollars has not increased since prior to 2014 or since the city’s growth starting in 2015. Miller expressed his opinion that he didn’t feel that the proposed increase to three hundred dollars was high “enough”. He asked how much time staff puts into each rezoning request. Brick responded that there is an application process, meetings to schedule with Planning & Zoning, publication costs for public hearings and occasionally postage costs related to mailing notices to affected property owners. Miller said that he was okay with approving the first reading as is, but would like staff to

research other growing communities to see what they are charging to see if the city would be justified in increasing the rezoning fee higher.

Motion by Miller, second by Dean to approve first reading of Ordinance 806. AYES: Miller, Dean, Goodweiler, Sexton. NAYS: None. Absent: Stoolman. Motion carried.

First Reading Ordinance 807 – Amending Chapter 166, Subdivision Regulations. / Move to action.

Brick stated that along with other costs associated with the city's growth, platting fees also were in need of an increase. Brick said other cities were surveyed and increasing the fee to three hundred dollars for each the preliminary and final plat was in line with other cities. The Council had no objection with the proposed fees. Motion by Miller, second by Sexton to approve first reading of Ordinance 807. AYES: Miller, Sexton, Dean, Goodweiler. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-84 – To fix a date for a public hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$54,700. / Move to action.

Motion by Sexton, second by Dean to approve Resolution 2023-84. AYES: Sexton, Dean, Miller, Goodweiler. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-85 – Approve Pay Estimate Number 3 in the amount of \$307,409.74 to Lynch Excavating Inc. for the Eastside Water Main Replacement Project. / Move to action.

There were no comments.

Motion by Miller, second by Dean to approve Resolution 2023-85. AYES: Miller, Dean, Goodweiler, Sexton. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-86 – Approving Change Order #3 for the Herbert Hoover Highway Roundabout Project in the amount of \$237,861.71. / Move to action.

Schechinger informed that Council that change order number 3 includes traffic control changes early in the project to traffic control, subgrade repairs and storm sewer structures that were cast in place.

Motion by Dean, second by Sexton to approve Resolution 2023-86. AYES: Dean, Sexton, Goodweiler, Miller. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-87 – Approving Change Order #4 for the Herbert Hoover Highway Roundabout Project in the amount of \$3,783.70. / Move to action.

Schechinger said change order number 4 includes evaluation of pavement thickness for sections of the same design thickness more than 3500 square using non-destructive testing according to Materials I.M. 346 Method A.

Motion by Miller, second by Sexton to approve Resolution 2023-87. AYES: Miller, Sexton, Goodweiler, Dean. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-88 – Approving Change Order #5 for the Herbert Hoover Highway Roundabout Project in the amount of \$15,925.08. / Move to action.

Schechinger said change order number 5 consists of temporary lighting needed to open the roundabout prior to the start of school (as requested by the Council). The change order also includes a PCC thickness pay adjustment.

Motion by Sexton, second by Miller to approve Resolution 2023-88. AYES: Sexton, Miller, Dean, Goodweiler. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-89 - Approving Reimbursement Request Number 2 in the amount of \$511,059.83 to Johnson County Treasurer for the Herbert Hoover Highway Roundabout Project. / Move to action.

There were no comments on this agenda item.

Motion by Miller, second by Dean to approve Resolution 2023-89. AYES: Miller, Dean, Goodweiler, Sexton. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023- 90 – Approving Reimbursement Request Number 3 in the amount of \$279,495.59 to Johnson County Treasurer for the Herbert Hoover Highway Roundabout Project. / Move to action.

There were no comments on this agenda item.

Motion by Dean, second by Sexton to approve Resolution 2023-90. AYES: Dean, Sexton, Goodweiler, Sexton. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-91 – Approving a salary adjustment for Matt Condon for Fiscal Year 2024. / Move to action.

Motion by Dean, second by Miller to approve Resolution 2023-91. AYES: Dean, Miller, Goodweiler, Sexton. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2023-92 – Approving a License Agreement for Outdoor Seating with the Down Under. /Move to action.

Mike Jones, owner of The Down Under approached Main Street West Branch and the City with a proposal to add an outdoor service area for his downtown business. Jones submitted seating plans, lighting and fencing concepts and has secured the appropriate insurance to cover the proposed service area. Both Main Street and the City were in favor of Jones adding an outdoor service area adjacent to the business located at 102 W. Main as it would be a draw for residents and visitors of West Branch.

Motion by Dean, second by Goodweiler to approve Resolution 2023-92. AYES: Dean, Goodweiler, Miller, Sexton. NAYS: None. Absent: Stoolman. Motion carried.

Discussion – Property Tax Reform effects of the city budget

Kofoed presented his interpretation and opinion on how House File 718 (aka HF718) will affect the city’s future budgets which may include cutting some city non-essential services, programs, and possibly eliminating staff positions. Kofoed pleaded with the Council to educate themselves on this new legislation and advocate for changes in the Bill. Kofoed said that he has been unsuccessful getting state representatives to respond to him and asked for the Council to unite and request a response from our elected officials. Kofoed advised the Council to be prepared for resident’s questions on HF718 and how it will directly affect them. Kofoed stated the Iowa League of Cities is preparing informational videos to help with communicating to the public as well.

CITY ADMINISTRATOR REPORT – No report

CITY ATTORNEY REPORT – No report

CITY ENGINEER REPORT

Schechinger reported on the following projects: the roundabout was opened today (with temporary lighting in place). He reminded the Council that this project was “working day” contract and that there are 15-20 days left and that permanent lightening is expected to be completed in that time frame. The Meadows Part 3 is working on installing utilities and significant dirt work is being done. The Waster Water Treatment Facility SAGR cells are being filled with rock and work continues on the roof of the new building. Eastside Water Main Project: E College Street has been re-poured and will be finished up soon then Lynch’s will back to North 6th Street. Lynch has decided to bore the remaining water main up the street rather than disturbing more driveways and right-of-way.

STAFF REPORTS – No report

COMMENTS FROM MAYOR AND COUNCIL MEMBERS – No comments

ADJOURNMENT

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 8:29 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 5, 2023
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AGENDA ITEM: Approve a Special Event Permit for the Iowa City High X Country West Branch Run on Saturday, September 30, 2023.
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PREPARED BY: Leslie Brick, City Clerk
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DATE: August 25, 2023

BACKGROUND:

The Special Event permit has been submitted by Jack Noble, Iowa City High Cross-Country coach.

The route is the same as in years past and all City departments have reviewed and approved their request.



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 Brach 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 LB West Branch Fire Department KLS West Branch Police Department JH

West Branch Public Library N/A West Branch Public Works MG West Branch Parks and Recreation N/A

Other _____ Other _____

Notes: _____



Special Event Permit Application

Event Title/Name: Iowa City High XC West Branch Run

Event Organization: Iowa City High XC Phone: 319-325-7486

Organization Address: 1900 Morningside Dr Tax ID #: _____

City: Iowa City State: IA Zip Code: 52245

Event Website: https://cityhighmenscrosscountry.weebly.com/ Event Email: jackscnoble@gmail.com

Event Coordinator Name and Title: Jack Noble

Event Coordinator Email: jackscnoble@gmail.com

Event Coordinator Cell Number: 319-325-7486

Event Coordinator Address: 2010 Rochester Court

City: Iowa City State: IA Zip Code: 52245

Description of Event: Training Run for the Iowa City High/West Branch High School Cross Country teams (men, women).

Route in attached diagrams. Generally from WBHS to downtown to Hoover Trail to Morse and then return the same route in reverse.

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.

Run will start/end at WBHS. We will contact WBHS to confirm the use of their facilities.

Event set up will begin: (date, day of the week and time)	Event will begin: (date, day of the week, and time)	Event will end: (date, day of the week, and time)	Removal and clean-up will be completed: (date, day of the week, and time)
<u>9/30/23</u> Saturday, 7:30am	<u>9/30/2023</u> , Saturday 8am	<u>9/30/2023</u> Saturday 10am	<u>9/30/2023</u> Saturday 10:30am

Maximum Number of Participants: 130 Maximum Number of Vehicles: 25 (WBHS parking lot)

Will there be an admission fee? No What is the admission fee? _____

Will food be sold? No Organizers are responsible for making sure vendors have secured the appropriate permits.

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

Has all approval from non-city agencies (such as NPS, Johnson County, Cedar County, WBCSD) been granted? ___
Please list other agencies involved. WBCSD, West Branch Police

Traffic Control Plan (please attach diagram): Diagrams will be attached



Public Notification Plan: Do not anticipate significant impact to public. Runners will run on sidewalks and Hoover Trail
Event is not a race, but a training run for the ICHS/WBHS cross country teams (women/men)

Amplified Sound/Noise Plan: Do not anticipate any additional noise. No music.

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

Security Plan: Will contact West Branch Police Office.

Restoration Plan: Only restoration anticipated is trash clean-up.

Trash Management Plan: Trash at water stations along the route will be cleaned up by parent volunteers.
Trash at West Branch High School will be cleaned up by parent volunteers.

Restroom Plan: Restrooms at West Branch High School will be used.

Signs/Banner Plan: Limited signage. Likely an arrow sign directing runners the direction of the route.

Insurance policy: _____

Signature: _____ 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.

4.00 mi

3.25 mi

123

Two Sisters Kennels

Little Lights on the Lane

Cubby Park

1.50 mi

1.00 mi

N Downey St

123

W Main St

1.00 mi

Herbert Hoover
Presidential Library

Herbert
Hoover

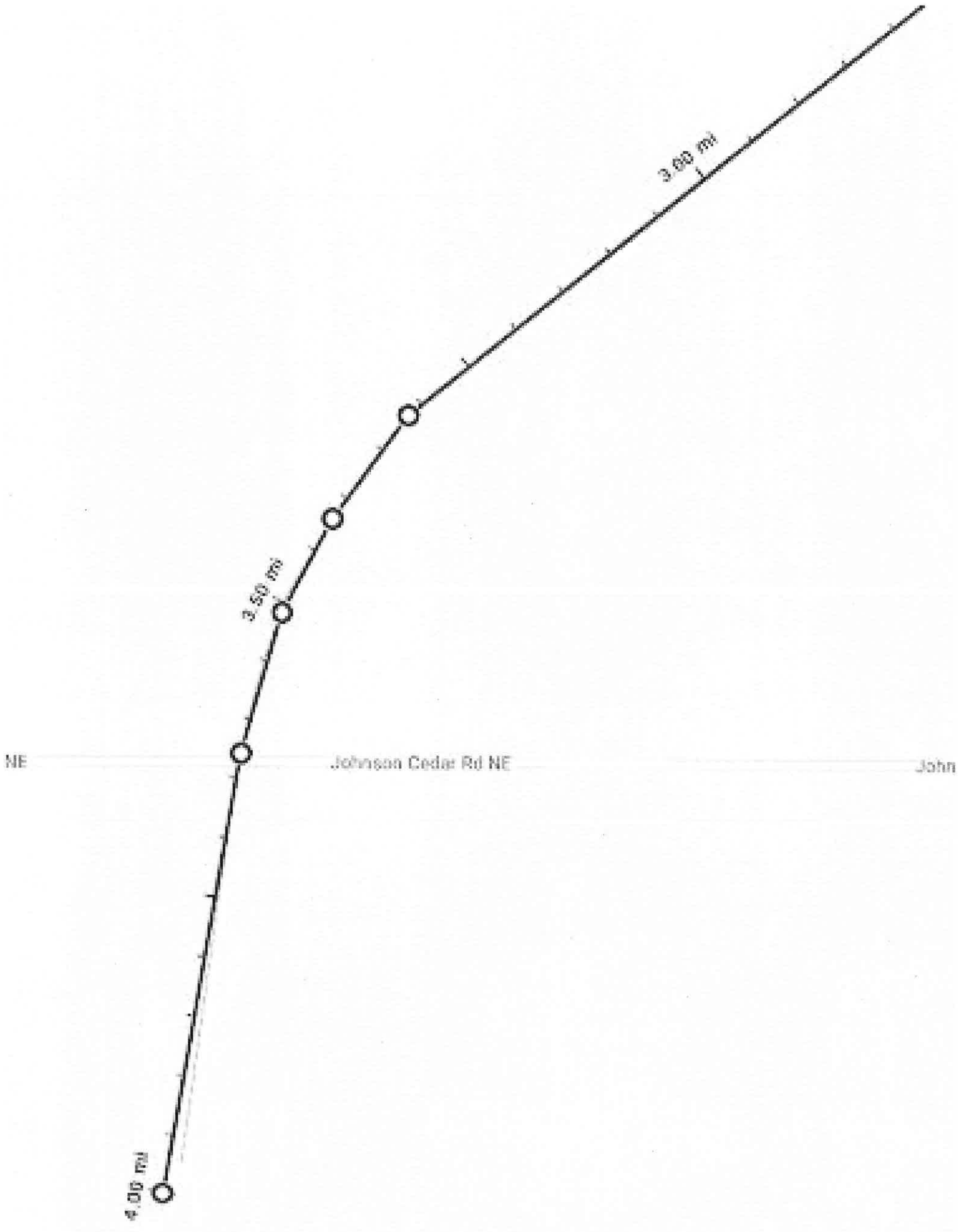
Measure distance
 Click on the map to add to your path
 Total distance: 4.00 mi (6.44 km)

Hoover Ave











REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 5, 2023
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AGENDA ITEM: Approve a Special Event permit for Fall Fest sponsored by Main Street West Branch & Whitney's Wings on October 6th and 7th, 2023.

PREPARED BY: Leslie Brick, City Clerk
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DATE: August 25, 2023

BACKGROUND:

The Special Event permit has been submitted by Jessi Simon, Main Street West Branch and Tiffany Frederick, Whitney's Wings.

This annual event will be held on October 6th and 7th in the downtown area. No street closures are being requested for the event.



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.

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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 Brach 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 LB West Branch Fire Department KLS West Branch Police Department JH

West Branch Public Library PK West Branch Public Works MG West Branch Parks and Recreation MC

Other _____ Other _____

Notes: _____



Special Event Permit Application

Event Title/Name: Fall Fest

Event Organization: Main Street West Branch / Whitney's Wings Phone: 319-643-7100

Organization Address: 127 W Main St Tax ID #: 20-3304311 / 86-3047120

City: WB State: IA Zip Code: 52358

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

Event Coordinator Name and Title: Jessi Simon, MSWB Director / Tiffany Frederick, Whitney's Wings

Event Coordinator Email: mainstreetwestbranch@gmail.com / whitneyswingsiowa@gmail.com

Event Coordinator Cell Number: 319-530-2985 / 224-628-1309

Event Coordinator Address: 127 W Main St, PO Box 786

City: WB State: IA Zip Code: 52358

Description of Event: Activities will include Sidewalk Sales on Main Street, Volunteer Fair, and a "Pumpkin Patch Party" featuring free family fun like bounce houses, crafts + an outdoor movie screening in Villag

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.

Sidewalks downtown, Heritage Square for vendors

Event set up will begin: (date, day of the week and time)	Event will begin: (date, day of the week, and time)	Event will end: (date, day of the week, and time)	Removal and clean-up will be completed: (date, day of the week, and time)
Friday	ri. Oct 6, 11am & Sat Oct 7, 11a	5pm both days	Each night by 7pm
Village Green fun - Sat Oct 7 at 3pm	Sat. Oct 7 @ 5pm	Sat. Oct 7 at 9pm	Sat. by 10pm

Maximum Number of Participants: 300 Maximum Number of Vehicles: 100

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

Will food be sold? No Organizers are responsible for making sure vendors have secured the appropriate permits.

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

Has all approval from non-city agencies (such as NPS, Johnson County, Cedar County, WBCSD) been granted? ___
Please list other agencies involved. Yes, Whitney's Wings has worked with NPS on Village Green activities

Traffic Control Plan (please attach diagram): Regular traffic flow



Public Notification Plan: Event will be promoted in WB Times and on social media along with posters throughout town.

Amplified Sound/Noise Plan: Outdoor movie will require amplified sound from 7-9pm

Site Plan/Race Course Map (please attach diagram): Bounce houses, crafts and move in Village Green. Sidewalk Sales downtown. Volunteer Fair at Rummells Center.

Security Plan: Organization staff/volunteers will oversee all activities

Restoration Plan: All public spaces will be restored to original state by 10pm.

Trash Management Plan: Regular use of receptacles

Restroom Plan: Use of public restrooms in Town Hall, Visitor's Center, Rummells Center etc.

Signs/Banner Plan: Banner displayed at Town Hall. A-frames used downtown.

Insurance policy: Whitney's Wings has policy for Village Green activities.

Signature: *Jessi Simon* Date: 8/24/2023

******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.



Facebook Event: <https://fb.me/e/1fN0hiuzY>

Friday and Saturday: October 6 & 7

Sidewalk Sales on Main Street will take place Friday & Saturday 11am-5pm! Stroll around to eat, shop and explore with our small businesses. Find your new favorite fall decor, outfit or start your holiday shopping early! Pop-up shops, special offers and fall menu items will be featured both days throughout our historic Main Street district.

Scarecrow Contest kicks off the weekend of Fall Fest! Stroll around downtown to view this year's creative entries and vote for your favorite scarecrow. Each one was made by a local resident! View and vote between October 6th-October 31st; all day, everyday.

Children's StoryWalk™ is back! This is literally a children's book presented page by page in store windows throughout the Main Street district, available to families all day, everyday. Simply find the first page at the Rummells Center and follow the prompts to enjoy the story as you and your kids walk a loop around downtown (entire loop is about .6 miles). The StoryWalk™ will be in place October 6th-31st.

The StoryWalk™ Project was created by Anne Ferguson of Montpelier, VT and developed in collaboration with the Vermont Bicycle & Pedestrian Coalition (VBPC) and the Kellogg Hubbard Library.

Saturday Only - October 7th

Community Volunteer Fair (Noon-3:00pm): Looking to get involved and make a difference in our community? Stop by the Rummells Center (127 W Main St) from Noon-3:00pm to explore volunteer opportunities available in West Branch and connect with local service organizations.

Healthy Parks Healthy People (10am-1pm): Give yourself the gift of better health with a visit to the National Park! *'Healthy Parks Healthy People'* is founded on the idea that parks can be gateways to good health-providing fun, accessible places to get some physical activity and to relax and enjoy time with family and friends. Activities to get you moving outside will be available throughout the Hoover Historic Site from 10am-1pm.

Pumpkin Patch Party (5:00pm): Join Whitney's Wings, WB Parks & Recreation and WB Public Library in Village Green Park for an evening of free family fun featuring bounce houses, pumpkin decorating, yard games, and hot chocolate! All FREE, the fun starts at 5:00pm. Sponsored by West Branch Kiwanis Club, Hills Bank, and Liberty Communications.

Outdoor Movie Screening (7:00pm): Bring your blankets, snacks and coolers to enjoy "Elemental" movie on a 26' screen in Village Green Park! Sponsored by West Branch Kiwanis Club, Hills Bank, and Liberty Communications.

HISTORIC WEST BRANCH
FALLfest

MADE POSSIBLE BY:

MAIN STREET WEST BRANCH
CITY OF WEST BRANCH Parks & Recreation
wbpl west branch public library
Whitney's Wings SPREADING JOY

GENEROUSLY SPONSORED BY:

GreenState CREDIT UNION
HILLSBANK
Marcy Willier @TheBatsTeam
Kiwanis
WEST BRANCH ANIMAL CLINIC
Liberty COMMUNICATIONS
HILLS BANK

#EATSHOPEXPLOREEXIT254



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 5, 2023
--

AGENDA ITEM: Claims for September 5, 2023
--

PREPARED BY: Finance Officer, Heidi Van Auken
--

DATE: August 30, 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**9/5/2023**

AMAZON.COM.CA.,INC.	SUPPLIES - LIBRARY, P&R	235.17
BAKER & TAYLOR INC.	BOOKS	243.99
CEDAR CO SHERIFF'S OFFICE	HHTD PATROL RESERVES	420.00
CEDAR COUNTY COOPERATIVE	FUEL-PW	850.77
ECONO SIGNS LLC	STREET SIGNS	3,133.10
IMWCA	IMWCA FY24 INSTALLMENT 3	2,836.00
IOWA PRISON INDUSTRIES	LOST SIGNS	517.44
L. L. PELLING CO. INC	POTHOLE REPAIRS	1,050.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,542.83
LRS HOLDINGS, LLC	HHTD PORTABLE SERVICE	1,160.00
MAINSTAY SYSTEMS OF IOWA L	WATCHGUARD LICENSES	3,710.00
MOODY'S INVESTORS SERVICE,	2023 BOND PROF FEE	14,500.00
MUNICIPAL SUPPLY INC.	WATER METER EQUIPMENT	3,085.00
OLSON, KEVIN D	LEAGAL SERVICES AUGUST 2023	1,500.00
PIP PRINTING & MARKETING S	LOST YARD SIGNS	402.42
QUILL CORP	OFFICE SUPPLIES-LIBRARY	171.73
SPEER FINANCIAL INC	2023 BOND SERVICE FEE	14,085.00
VEENSTRA & KIMM INC.	VARIOUS PROJECTS	41,993.24
YOTTYS, INC.	HHTD GOLF CARTS	1,082.00
TOTAL		92,518.69

PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS**9/1/2023****49,533.40****PAID BETWEEN MEETINGS**

SISCO	HEALTH CLAIMS 8/28/2023	107.26
UMB BANK	2023 BOND ACCEPTANCE FEE	300.00
LYNCH'S EXCAVATING	EAST SIDE WATER PAY ESTIMATE 3	307,409.74
JOHNSON CO. TREASURER	ROUNABOUT REIMBURSE 2 & 3	790,555.42
METLIFE	INSURANCE	1,479.54
SISCO	INSURANCE	12,352.31
BOOMERANG	WW TREATMENT PAY ESTIMATE 10	476,187.40
CROELL INC.	W MAIN ST WATER MAIN REPAIR	828.13
JOHN DEERE FINANCIAL	SUPPLIES - PW	460.01
LEAF CAPITAL FUNDING	COPER LEASE - CITY OFFICE	396.00
LYNCH DALLAS	LEGAL FEES EE HANDBOOK	1,975.00
MEDIACOM	CABLE SERVICE	41.90
STATE INDUSTRIAL PRODUCTS	CHEMICALS	243.08
THE HOME DEPOT	BLDG SUPPLIES-LIBRARY	98.92
VERIZON WIRELESS	VERIZON WIRELESS	411.80
TOTAL		1,592,846.51

GRAND TOTAL EXPENDITURES**1,734,898.60****FUND TOTALS**

001 GENERAL FUND	33,925.07
022 CIVIC CENTER	44.56
031 LIBRARY	6,495.88
036 TORT LIABILITY	2,673.62
110 ROAD USE TAX	11,982.47
112 TRUST AND AGENCY	16,734.19
319 RELOCATING WATER & SEWER	128.00
321 WIDENING WAPSI CREEK	3,912.07
324 WW TREATMENT FACILITY	495,247.56
326 ROUNDABOUT MAIN & CEDAR	804,544.27
329 EASTSIDE WATER MAINS	339,294.45
600 WATER FUND	11,739.35
610 SEWER FUND	7,543.11
740 STORM WATER UTILITY	634.00

GRAND FUND TOTAL**1,734,898.60**

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	CEDAR CO SHERIFF'S OFFICE QUILL CORP LIBERTY COMMUNICATIONS	HHTD PATROL RESERVES	420.00
			OFFICE & BLDG SUPPLIES-POL	140.15
			TELEPHONE SERVICE	294.90
			TOTAL:	855.05
FIRE OPERATION	GENERAL FUND	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	88.72
			TOTAL:	88.72
PARK & RECREATION	GENERAL FUND	IOWA PRISON INDUSTRIES PIP PRINTING & MARKETING SERVICES LIBERTY COMMUNICATIONS AMAZON.COM.CA., INC.	LOST SIGNS	517.44
			LOST YARD SIGNS	402.42
			TELEPHONE SERVICE	279.72
			VOLLEYBALLS - P&R	161.80
			TOTAL:	1,361.38
CEMETERY	GENERAL FUND	CEDAR COUNTY COOPERATIVE	FUEL-PW	850.77
			TOTAL:	850.77
COMM & CULTURAL DEVEL	GENERAL FUND	YOTYS, INC. LRS HOLDINGS, LLC	HHTD GOLF CARTS	1,082.00
			HHTD PORTABLE SERVICE	1,160.00
			TOTAL:	2,242.00
CLERK & TREASURER	GENERAL FUND	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	413.73
			TOTAL:	413.73
LEGAL SERVICES	GENERAL FUND	OLSON, KEVIN D	LEAGAL SERVICES AUGUST 202	1,500.00
			TOTAL:	1,500.00
LOCAL CABLE ACCESS	GENERAL FUND	LIBERTY COMMUNICATIONS MAINSTAY SYSTEMS OF IOWA LLC	TELEPHONE SERVICE	64.95
			FIREWALL RENEWAL 3 YRS	4,774.00
			WATCHGUARD LICENSES	1,064.00
			TOTAL:	3,774.95
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	LOT SITE PLAN REVIEW	110.00
			MEADOWS PT 3A REVIEW	194.45
			TOTAL:	304.45
TOWN HALL	CIVIC CENTER	LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	44.56
			TOTAL:	44.56
LIBRARY	LIBRARY	QUILL CORP BAKER & TAYLOR INC. LIBERTY COMMUNICATIONS AMAZON.COM.CA., INC.	OFFICE SUPPLIES-LIBRARY	27.83
			OFFICE SUPPLIES-LIBRARY	3.75
			BOOKS	102.35
			BOOKS	141.64
			TELEPHONE SERVICE	237.64
			BLDG SUPPLIES - LIBRARY	73.37
			TOTAL:	586.58
POLICE OPERATIONS	TORT LIABILITY	IMWCA	WORK COMP - POLICE	402.42
			TOTAL:	402.42
FIRE OPERATION	TORT LIABILITY	IMWCA	WORK COMP - FIRE	1,523.24
			TOTAL:	1,523.24
BUILDING INSPECTIONS	TORT LIABILITY	IMWCA	WORK COMP - BLDG INSPECT	47.99
			TOTAL:	47.99

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ROADS & STREETS	TORT LIABILITY	IMWCA	WORK COMP - STREETS	338.47
			TOTAL:	338.47
LIBRARY	TORT LIABILITY	IMWCA	WORK COMP - LIBRARY	16.68
			TOTAL:	16.68
PARK & RECREATION	TORT LIABILITY	IMWCA	WORK COMP - PARK & REC	215.29
			TOTAL:	215.29
CEMETERY	TORT LIABILITY	IMWCA	WORK COMP - CEMETERY	90.51
			TOTAL:	90.51
CLERK & TREASURER	TORT LIABILITY	IMWCA	WORK COMP - ADMIN	39.02
			TOTAL:	39.02
ROADS & STREETS	ROAD USE TAX	L. L. PELLING CO. INC	POTHOLE REPAIRS	1,050.00
		VEENSTRA & KIMM INC.	BRIDGE INSPECTION	1,600.00
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	39.53
		ECONO SIGNS LLC	STREET SIGNS	3,133.10
			TOTAL:	5,822.63
CAPITAL PROJECT	RELOCATING WATER &	VEENSTRA & KIMM INC.	I80 WIDENING COORDINATION	128.00
			TOTAL:	128.00
CAPITAL PROJECT	WIDENING WAPSI CRE	VEENSTRA & KIMM INC.	CHANNEL WIDENING FLOOD IMP	1,525.27
		SPEER FINANCIAL INC	2023 BOND SERVICE FEE	1,126.80
		MOODY'S INVESTORS SERVICE, INC.	2023 BOND PROF FEE	1,160.00
			TOTAL:	3,812.07
CAPITAL PROJECT	WW TREATMT FAC IMP	VEENSTRA & KIMM INC.	WW TREATMENT FACILITY	9,120.00
			WW TREATMENT FACILITY	9,780.16
			WW TREATMENT FACILITY	160.00
			TOTAL:	19,060.16
INVALID DEPARTMENT	ROUNDAABOUT MAIN &	VEENSTRA & KIMM INC.	HHH & CEDAR JOHNSON INTERS	1,597.30
		SPEER FINANCIAL INC	2023 BOND SERVICE FEE	6,056.55
		MOODY'S INVESTORS SERVICE, INC.	2023 BOND PROF FEE	6,235.00
			TOTAL:	13,888.85
CAPITAL PROJECTS	EASTSIDE WATER MAI	VEENSTRA & KIMM INC.	EAST SIDE WATER MAINS	7,411.98
			EAST SIDE WATER MAINS	288.00
			EAST SIDE WATER MAINS	3,261.24
			EAST SIDE WATER MAINS	6,816.84
		SPEER FINANCIAL INC	2023 BOND SERVICE FEE	6,901.65
		MOODY'S INVESTORS SERVICE, INC.	2023 BOND PROF FEE	7,105.00
			TOTAL:	31,784.71
WATER OPERATING	WATER FUND	MUNICIPAL SUPPLY INC.	WATER METER EQUIPMENT	3,085.00
		IMWCA	WORK COMP - WATER	91.90
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	39.54
			TOTAL:	3,216.44
SEWER OPERATING	SEWER FUND	IMWCA	WORK COMP - SEWER	70.48
		LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	39.54
			TOTAL:	110.02

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
===== FUND TOTALS =====				
	001	GENERAL FUND		11,391.05
	022	CIVIC CENTER		44.56
	031	LIBRARY		586.58
	036	TORT LIABILITY		2,673.62
	110	ROAD USE TAX		5,822.63
	319	RELOCATING WATER & SEWER		128.00
	321	WIDENING WAPSI CREEK @ BE		3,812.07
	324	WW TREATMT FAC IMP 2021		19,060.16
	326	ROUNDAABOUT MAIN & CEDAR-J		13,888.85
	329	EASTSIDE WATER MAINS		31,784.71
	600	WATER FUND		3,216.44
	610	SEWER FUND		110.02

		GRAND TOTAL:		92,518.69

TOTAL PAGES: 3

**NOTICE OF PROPOSED ACTION TO INSTITUTE
PROCEEDINGS TO ENTER INTO A LOAN AND DISBURSEMENT AGREEMENT
IN A PRINCIPAL AMOUNT NOT TO EXCEED \$54,700**

(WATER REVENUE)

The City Council of the City of West Branch, Iowa, will meet on September 5, 2023 at the City Council Chambers, in the City, at 7 o'clock p.m., for the purpose of instituting proceedings and taking action to enter into a loan and disbursement agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed \$54,700, for the purpose of paying the cost, to that extent, of planning, designing, and constructing improvements and extensions to the Municipal Waterworks Utility System (the "Utility") of the City.

The Agreement will not constitute a general obligation of the City, nor will it be payable in any manner by taxation, but, together with the City's outstanding Water Revenue Bond, SRF Series 2005, dated June 2, 2005; Water Revenue Bond, SRF Series 2007, dated April 5, 2007; and any additional obligations of the City as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the Net Revenues of the Utility.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Agreement. After receiving objections, the City may determine to enter into the 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: September 5, 2023
--

AGENDA ITEM: Second Reading Ordinance 805– Amending Chapter 92 – Water Rates

PREPARED BY: City Clerk, Leslie Brick
--

DATE: August 23, 2023

BACKGROUND:

As discussed at the July 17, 2023 City Council meeting, I have been researching appropriate fees for certain services that are provided by the City. Many of the fees that we currently charge have been in place prior to 2014 and are in need of change.

Ordinance 805 - Increases the Water Service Deposit from \$100 to \$150 to account for rising water and sewer rates

ORDINANCE NO. 805

**AN ORDINANCE AMENDING CHAPTER 92 OF THE CODE OF ORDINANCES OF
THE CITY OF WEST BRANCH, IOWA.**

WHEREAS, the City Administration has been updating the City's rates and fees that have remain unchanged for numerous years; and

WHEREAS, the City Administration recommends the following fee increase for Water Deposits for Rental Property.

NOW, THEREFORE, BE IT ORDAINED:

1. Amendment. Section 92.09(5) of the Code of Ordinances is hereby deleted in its entirety and replaced with the following:

“5. A \$150.00 deposit shall be paid by the tenant(s) of rental property when the tenant(s) establish(es) service. Upon disconnection of water service, the deposit, less deductions for any unpaid water usage, penalties, and interest, shall be returned to the tenant, without interest.

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

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.

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

First reading: August 21, 2023
Second reading: September 5, 2023
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

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

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	September 5, 2023
AGENDA ITEM:	Second Reading Ordinance 806 Amending Chapter 165 – Zoning Regulations
PREPARED BY:	City Clerk, Leslie Brick
DATE:	August 24, 2023

BACKGROUND:

165.20 AMENDMENTS.

1. Requirements for Change. Whenever the public necessity, safety, general welfare or good zoning practice justifies such action, and after consideration and recommendation by the Planning and Zoning Commission as provided herein, the Council may change zoning district boundaries, use groups or the regulations established by this chapter after public hearing for which public notice is given as provided in Chapter 414 of the Code of Iowa.

2. Initiation of Change. A proposed change of zoning district boundaries or regulations may be initiated by the Council, City Planning and Zoning Commission, or by application of one or more of the owners of property within the area requested to be changed.

3. Consideration. Every three months or at the discretion of the zoning officer, the City Planning and Zoning Commission will set a public hearing to consider requested changes or amendments to the Zoning Ordinance or Zoning Map pursuant to the provisions of this section. Public notice for this meeting and changes to be considered shall be given as provided in Chapter 414.4 of the Code of Iowa, as amended. The re-zoning process as specified herein for newly annexed areas or amendments to the text proposed by the City itself may be undertaken at any time.

4. Site Plan and Schedule. All requests for changes in Zoning Map shall be accompanied by the following:

A. Intentions. A complete statement giving reasons and intentions for the planned future use of the area proposed for amendment.

B. Site Plan. A site plan, showing existing and proposed structures, uses, open spaces, facilities for parking and loading, and arrangements for pedestrian and vehicular circulation of the area proposed for amendment and all abutting properties with their use and zoning district defined.

C. A proposed time schedule for beginning and completion of development.

5. Fees and Expenses. All requests for changes in the Zoning Ordinance or map, except those initiated by the Council or City Planning and Zoning Commission, shall be at the expense of the person requesting said change. Said expense shall include costs of publication, fees paid for special Council meetings, and engineering and legal fees in connection with said zoning change. At the time said request for change is made, a deposit of \$150.00, unless waived by resolution of the Council, shall be paid to the Clerk. This amount shall be applied towards the costs of said requested change.

6. Notice Requirements. It is the obligation of the party requesting a change in the Zoning Ordinance or map to send notice of the date, time and place of the public hearing before the Planning and Zoning Commission and the Council, by regular mail at said party's own cost, to the owners of the property to be affected by said proposed change and to the owners of property located within 200 feet of the exterior boundaries of the property to be affected by said change. Proof of the mailing of notice must be on file at the Clerk's office by the time of the public hearing before the Planning and Zoning Commission.

7. Protest Against Change. In case, however, of a protest against such change signed by the owners of 20 percent or more either of the area of the lots included in such proposed change, or by the owners of 20 percent or more of the property which is located within 200 feet of the exterior boundaries of the property for which such change is proposed,

such amendment shall not become effective except by the favorable vote of at least three-fourths of all the members of the Council. Such signed protest must, however, be presented to the Council before or at the time of the public hearing before the Council. The provisions of Section 414.4 relative to public hearings and official notice shall apply equally to all changes or amendments.

The Fee Schedule shall reflect the City's true cost in evaluating, administering and considering these matters. The City's cost shall include, but not be limited to: publication, legal, surveying or engineering fees, recording fees, service or certified mail charges or any other costs reasonably borne by the City in connection with these matters.

Per City Council direction the following cities were surveyed for Rezoning fees:

Tiffin	\$750
Solon	\$200
Walcott	\$150
North Liberty	\$300
Coralville	City Code does not reference any fees

Ordinance 806 – Increases Rezoning requests from \$150 to \$300 to cover publication costs of public hearing notices (publication to occur at least twice).

****Special meeting fees and actual engineer review fees are billed separately to the party requesting the change (as incurred).**

ORDINANCE NO. 806

**AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF
THE CITY OF WEST BRANCH, IOWA.**

WHEREAS, the City Administration has been updating the City's rates and fees that have remain unchanged for numerous years; and

WHEREAS, the City Administration recommends the following fee increase for re-zoning requests.

NOW, THEREFORE, BE IT ORDAINED:

1. Amendment. Section 165.20(5) of the Code of Ordinances is hereby deleted in its entirety and replaced with the following:

5. Fees and Expenses. All requests for changes in the Zoning Ordinance or map, except those initiated by the Council or City Planning and Zoning Commission, shall be at the expense of the person requesting said change. Said expense shall include costs of publication, fees paid for special Council meetings, and engineering and legal fees in connection with said zoning change. At the time said request for change is made, a deposit of \$300.00, unless waived by resolution of the Council, shall be paid to the Clerk. This amount shall be applied towards the costs of said requested change.

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

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.

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

First reading: August 21, 2023
Second reading: September 5, 2023
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

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

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 5, 2023
--

AGENDA ITEM: Second Reading Ordinance 807 –Amending Chapter 166 – Subdivision Regulations
--

PREPARED BY: City Clerk, Leslie Brick
--

DATE: August 23, 2023

BACKGROUND:

As discussed at the July 17, 2023 City Council meeting, I have been researching appropriate fees for certain services that are provided by the City. Many of the fees that we currently charge have been in place prior to 2014 and are in need of change.

The following Ordinances will increase the fees the City charges for certain services:

Ordinance 807 – Increases the submission of a preliminary and final plat from \$150 (each) to \$300 (each)

ORDINANCE NO. 807

**AN ORDINANCE AMENDING CHAPTER 166 OF THE CODE OF ORDINANCES OF
THE CITY OF WEST BRANCH, IOWA.**

WHEREAS, the City Administration has been updating the City's rates and fees that have remain unchanged for numerous years; and

WHEREAS, the City Administration recommends the following fee increase for subdivision platting fees.

NOW, THEREFORE, BE IT ORDAINED:

1. Amendment. Section 166.03(1) of the Code of Ordinances is hereby deleted in its entirety and replaced with the following:

1. Fees. At the time said preliminary or final plat is filed with the Clerk, a fee of \$300.00 (each), unless waived by resolution of the Council, shall be paid to the Clerk.

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

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.

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

First reading: August 21, 2023
Second reading: September 5, 2023
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

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

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 5, 2023
--

AGENDA ITEM: Resolution 2023-93 – Setting a Public Hearing on the intent to vacate a 130-foot section of the alley located between Lots 22 and 23, Block 9, in Townsend & Gue’s Subdivision, West Branch, IA.

PREPARED BY: Adam Kofoed, City Administrator

DATE: August 25, 2023

BACKGROUND:

The alley between North 4th and North 5th Street has been a topic of conversation for many years between the City and the residents who use it. Most residents who live on the 100 block of North 4th Street do not have driveway access, and therefore must use the alley for access to their properties. In addition, there is “no on-street parking” on the 100 block of North Fourth Street.

Over time, the alley has deteriorated and constantly washes gravel onto East Main Street during heavy rain events which causes a driving hazard for west bound vehicles.

Discussions have taken place regarding over the past several years on vacating the alley, closing a portion of the alley to eliminate wash outs and turning it over to the residents who use it to maintain it.

The alley apron on the south end is schedule for modifications with the Eastside Water Main Replacement Project and Councilperson Stoolman asked that the subject of closing this portion of the alley be re-considered before any improvements are done.

PLANNING & ZONING RECOMMENDATION

Planning and Zoning Commission did not provide a recommendation. The commission did not hear any comments from the public. The City Administrator has limited knowledge on the alley. The commission felt for them to give an opinion they need more time.

RESOLUTION 2023-93

RESOLUTION SETTING A PUBLIC HEARING ON THE INTENT TO VACATE A 130-FOOT SECTION OF THE ALLEY LOCATED BETWEEN LOTS 22 AND 23, BLOCK 9, IN TOWNSEND & GUE’S SUBDIVISION, WEST BRANCH, IOWA.

WHEREAS, the City Council of the City of West Branch, Iowa, has heretofore deemed it necessary and desirable to vacate a 130-foot portion of that certain alley located between Lots 22 and 23, Block 9, in Townsend & Gue’s Subdivision, West Branch, Iowa (the “Alley”); and

WHEREAS, this Alley is of no use to the City and the Alley can be returned to the tax rolls; and

WHEREAS, prior to vacating a street or alley, the City must hold a public hearing pursuant to applicable Iowa law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that a public hearing on the proposed vacation of the Alley is hereby set for 7:00 p.m. on Monday, September 18, 2023, in the Council Chambers at 110 N. Poplar Street.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish notice of said hearing as required by law.

* * * * *

Passed and approved this 5th day of September, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSAL TO VACATE AND DISPOSE OF THE CITY'S INTEREST IN THE SOUTH 130 FEET OF THAT CERTAIN ALLEY LOCATED BETWEEN LOTS 22 AND 23, BLOCK 9, TOWNSEND AND GUE'S SUBDIVISION, 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 the City Hall at 110 N. Poplar Street, **at 7:00 o'clock P.M., on Monday, September 18, 2023.** Said public hearing shall be to consider the intent to vacate the south 130 feet of that certain north-south alley located between Lots 22 and 23, Block 9, Townsend & Gue's Subdivision, West Branch, Iowa, and dispose of the City's interest in the same.

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

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

August 30, 2023

VIA EMAIL

Adam Kofoed
City Administrator/City Hall
West Branch, Iowa

Re: \$54,700 SRF Planning and Design Loan
File No. 439235-New

Dear Adam:

We have prepared and attach proceedings to be used at the September 5, 2023 City Council meeting to hold the hearing on and authorize a Water Revenue Loan and Disbursement Agreement (the "Agreement") and approve the issuance of a Planning and Design Loan Project Note (the "Project Note"). The proceedings attached include the following items:

1. Minutes of the September 5, 2023 meeting reflecting the hearing and providing for the adoption of a resolution (the "Resolution") authorizing and approving the Agreement and providing for the issuance of the Project Note.
2. Certificate attesting to the transcript.
3. The Project Note. Please have the Project Note signed as indicated, and return an executed copy to our office.

On September 5, 2023, the City Council should meet as scheduled and conduct the hearing. The minutes as drafted assume that no objections will be filed or made. The City Council may then proceed with the adoption of the attached Resolution.

Please return one fully executed copy of these proceedings, along with the executed Project Note, to our office by September 15, 2023.

Please call Erin Regan, Lauren Baker or me if you have questions.

Best regards,

John P. Danos

Attachments

cc: Leslie Brick
Heidi Van Auken
Tracy Scebold
Tony Toigo
Lee Wagner
Maggie Burger
Dave Schechinger

(Hearing/Issuance – Water Revenue)

439235-New

West Branch, Iowa

September 5, 2023

A meeting of the City Council of the City of West Branch, Iowa, was held on September 5, 2023, at 7:00 p.m. at the City Council Chambers, in the City.

The meeting was called to order by the Mayor, and the roll was called showing the following Council Members present and absent:

Present: _____

Absent: _____.

This being the time and place specified for holding a public hearing and taking action on the proposal to enter into a Water Revenue Loan and Disbursement Agreement, the City Clerk announced that no written objections had been placed on file. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor declared the public hearing closed.

After due consideration and discussion, Council Member _____ introduced the following resolution and moved its adoption, seconded by Council Member _____. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

RESOLUTION 2023-94

RESOLUTION TAKING ADDITIONAL ACTION WITH RESPECT TO A WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT AND AUTHORIZING, APPROVING AND SECURING THE PAYMENT OF A \$54,700 WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT ANTICIPATION PROJECT NOTE (IFA INTERIM LOAN AND DISBURSEMENT AGREEMENT)

WHEREAS, the City of West Branch (the “City”), in Cedar and Johnson Counties, State of Iowa, did heretofore establish a Municipal Waterworks Utility System (the “Utility”) in and for the City which has continuously supplied water service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the “Council”), and no board of trustees exists for this purpose; and

WHEREAS, pursuant to a prior resolution of the Council, the City has heretofore issued its \$860,000 Water Revenue Bond, SRF Series 2005, dated June 2, 2005 (the “Series 2005 Bond”), a portion of which remains outstanding; and

WHEREAS, pursuant to a prior resolution of the Council, the City has heretofore issued its \$125,000 Water Revenue Bond, SRF Series 2007, dated April 5, 2007 (the “Series 2007 Bond”), a portion of which remains outstanding; and

WHEREAS, pursuant to the resolutions (the “Outstanding Bond Resolutions”) authorizing the issuance of the Series 2005 Bond and the Series 2007 Bond (together, the “Outstanding Bonds”), the City reserved the right to issue additional obligations payable from the net revenues of the Utility and ranking on a parity with the Outstanding Bonds under the terms and conditions set forth in the Outstanding Bond Resolutions; and

WHEREAS, the City has heretofore proposed to borrow money and enter into a Water Revenue Loan and Disbursement Agreement (the “Loan and Disbursement Agreement”) with the Iowa Finance Authority (the “Lender”) and to issue in accordance therewith Water Revenue Bonds (the “Bonds”) in a principal amount not to exceed \$54,700 to provide funds to pay the costs, to that extent, of planning, designing, and constructing improvements and extensions to the Utility (the “Project”), and has published notice of the proposed action and has held a hearing thereon on September 5, 2023; and

WHEREAS, it is necessary at this time to authorize and approve the issuance of a \$54,700 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement) (the “Project Note”) pursuant to the provisions of Section 76.13 of the Code of Iowa in anticipation of the receipt of and payable from the proceeds of the Loan and Disbursement Agreement (the “Loan Proceeds”) in order to pay authorized costs in connection with planning and designing the Project;

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

Section 1. The City Council hereby covenants for the benefit of the Lender and all who may at any time be the holder of the Project Note to enter into the Loan and Disbursement Agreement and to issue and deliver the Bonds prior to the Maturity Date, as defined in the Project Note, and declares that this resolution constitutes the “additional action” required by Section 384.24A of the Code of Iowa. The Bonds are hereby ordered to be issued at such time as the City enters into the Loan and Disbursement Agreement.

Section 2. The Project Note in the principal amount of \$54,700 is hereby authorized to be issued to the Lender. The Project Note shall be dated as of the date of closing, shall mature on the Maturity Date as defined in the Project Note, and shall bear interest at the rate of 0% per annum.

The Project Note shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk and shall be a fully registered instrument without interest coupons. In case any officer whose signature or the facsimile of whose signature appears on the Project Note shall cease to be such officer before the delivery of the Project Note, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The City Clerk is hereby designated as the Registrar and Paying Agent for the Project Note and may be hereinafter referred to as the “Registrar” or the “Paying Agent.”

The City reserves the right to prepay principal of the Project Note in whole or in part on any date prior to the Maturity Date, as defined in the Project Note, at a prepayment price equal to the principal amount thereof prepaid.

The Project Note shall be fully registered as to both principal and interest in the name of the owner in the records of the City kept for such purpose, after which no transfer shall be valid unless made on said records by the City Clerk, and then only upon a written instrument of transfer satisfactory to the City, duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City shall maintain as confidential the record of identity of owners of the Project Note, as provided by Section 22.7 of the Code of Iowa.

Section 3. The Project Note shall be in substantially the following form:

(Form of Project Note)

UNITED STATES OF AMERICA
STATE OF IOWA
CEDAR AND JOHNSON COUNTIES
CITY OF WEST BRANCH

WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT ANTICIPATION PROJECT NOTE
(IFA INTERIM LOAN AND DISBURSEMENT AGREEMENT)

No. 1 MAXIMUM PRINCIPAL AMOUNT: \$54,700

INTEREST RATE	PROJECT NOTE DATE	MATURITY DATE
0%	September 29, 2023	September 29, 2026

This Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement) (the “Project Note”) is issued to the Iowa Finance Authority (the “Lender”) by the City of West Branch, Iowa (the “City”), as of the Project Note Date. The Lender shall loan to the City an interim amount not to exceed \$54,700.

The City has adopted a resolution (the “Resolution”) authorizing and approving this Project Note pursuant to the provisions of Sections 76.13 and 384.24A of the Code of Iowa, 2023, as amended, and providing for the issuance and securing the payment of this Project Note, and reference is made to the Resolution for a more complete statement as to the source of payment of this Project Note and the rights of the owners of this Project Note. This Project Note, together with any additional obligations as may be hereafter issued and outstanding from time to time under the conditions set forth in the Resolution, shall be payable solely and only from the proceeds (the “Loan Proceeds”) of an authorized Loan and Disbursement Agreement and the corresponding future issuance of Water Revenue Bonds, a sufficient portion of which have been appropriated to the payment hereof.

The proceeds of this Project Note shall be used for the purposes set forth in the Resolution and shall be made available to the City in the form of one or more periodic disbursements.

This Project Note shall be executed and delivered to the Lender in evidence of the City’s obligation to repay the amounts payable hereunder and shall bear interest at 0%. This Project Note shall be payable as to principal in full on the Maturity Date (hereinafter defined) and in the total aggregate amount drawn by the City pursuant to this Project Note, shall be subject to prepayment in whole or in part on any date at a prepayment price equal to the principal amount hereof prepaid, and shall contain such other terms and provisions as provided in the Resolution.

This Project Note is payable as to principal three years from the Project Note Date (the “Maturity Date”). If the City enters into a Loan and Disbursement Agreement with the Lender pursuant to the Iowa Water Pollution Control Works and Drinking Water Facilities Financing Program by the Maturity Date, the Lender may provide for the repayment in full of this Project

Note pursuant to the terms of such Loan and Disbursement Agreement and the resolution authorizing the Loan and Disbursement Agreement.

This Project Note is executed pursuant to the provisions of Sections 76.13 and 384.24A of the Code of Iowa and shall be read and construed as conforming to all provisions and requirements of the statute.

In the event of any inconsistency or conflict between the terms and conditions of the Resolution and this Project Note, the parties acknowledge and agree that the terms of this Project Note shall take precedence over any such terms of the Resolution.

And It Is Hereby Certified and Recited that all acts, conditions and things required by the laws and Constitution of the State of Iowa, to exist, to be had, to be done or to be performed precedent to and in the issue of this Project Note were and have been properly existent, had, done and performed in regular and due form and time; and that the issuance of this Project Note does not exceed any constitutional or statutory limitations.

IN TESTIMONY WHEREOF, the City of West Branch, Iowa has caused this Project Note to be executed by its Mayor and attested by its City Clerk all as of the Project Note Date.

CITY OF WEST BRANCH, IOWA

By: DO NOT SIGN
Mayor

Attest:

DO NOT SIGN
City Clerk

IN WITNESS WHEREOF, I have hereunto affixed my signature all as of the date first above written.

IOWA FINANCE AUTHORITY

By: _____
Its: _____

Section 4. The Project Note shall be executed as herein provided as soon after the adoption of this resolution as may be possible and thereupon shall be delivered to the Registrar for registration and delivery to the Lender, upon receipt of the Project Note proceeds.

Section 5. The Loan Proceeds are hereby appropriated to the payment of the Project Note and may also be appropriated to the payment of other obligations issued to pay costs of the Project, but only to the extent that full provision has been made for the payment of principal of the Project Note.

At its sole discretion, the City Council may appropriate to the payment of the Project Note proceeds to be received from state or federal grants and/or income or revenues from sources to be received and expended for the Project during the period of Project construction.

The Project Note is a limited obligation of the City payable solely and only from the Loan Proceeds and shall not constitute a general obligation of the City, nor shall it be payable in any manner by taxation, and under no circumstances shall the City be in any manner liable by reason of the failure of the Loan Proceeds to be sufficient for the payment in whole or in part of the Project Note.

Section 6. Upon a breach or default of a term of the Project Note or any Parity Obligations and this resolution, a proceeding may be brought in law or in equity by suit, action or mandamus to enforce and compel performance of the duties required under the terms of this resolution and Section 76.13 of the Code of Iowa.

Section 7. The City reserves the right to issue additional obligations (the “Parity Obligations”) payable from the Loan Proceeds, and ranking on a parity with, the Project Note. The Project Note or any Parity Obligations shall not be entitled to priority or preference one over the other in the application of the Loan Proceeds regardless of the time or times of the issuance of such Project Note or Parity Obligations, it being the intention of the City that there shall be no priority among the Project Note or Parity Obligations, regardless of the fact that they may have been actually issued and delivered at different times.

Section 8. The provisions of this resolution shall constitute a contract between the City and the owners of the Project Note and Parity Obligations as may from time to time be outstanding, and after the issuance of the Project Note, no change, variation or alteration of any kind of the provisions of this resolution shall be made without prior consent of the Lender which will adversely affect the owners of the Project Note or Parity Obligations until the Project Note and Parity Obligations and the interest thereon shall have been paid in full.

Section 9. If any section, paragraph, clause or provision of this resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

Section 10. All resolutions and orders or parts thereof in conflict with the provisions of this resolution are, to the extent of such conflict, hereby repealed.

Section 11. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved September 5, 2023.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk

••••

On motion and vote, the meeting adjourned.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA
CEDAR AND JOHNSON COUNTIES SS:
CITY OF WEST BRANCH

I, the undersigned, do hereby certify that I have in my possession or have access to the complete corporate records of the aforesaid City and of its City Council and officers and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the authorization and approval of a certain Water Revenue Loan and Disbursement Agreement (the “Agreement”) and of a certain \$54,700 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement) (the “Project Note”) and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

I further certify that no objections were filed in my office and no objections of any kind were made to the matter of entering into the Agreement or issuing such Project Note at the time and place set for hearing thereon, and that no petition of protest or objections of any kind have been filed or made, nor has any appeal been taken to the District Court from the decision of the City Council to enter into the Agreement or to issue the Project Note.

WITNESS MY HAND this ____ day of _____, 2023.

City Clerk

UNITED STATES OF AMERICA
STATE OF IOWA
CEDAR AND JOHNSON COUNTIES
CITY OF WEST BRANCH

WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT ANTICIPATION PROJECT NOTE
(IFA INTERIM LOAN AND DISBURSEMENT AGREEMENT)

No. 1 MAXIMUM PRINCIPAL AMOUNT: \$54,700

INTEREST RATE	PROJECT NOTE DATE	MATURITY DATE
0%	September 29, 2023	September 29, 2026

This Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement) (the “Project Note”) is issued to the Iowa Finance Authority (the “Lender”) by the City of West Branch, Iowa (the “City”), as of the Project Note Date. The Lender shall loan to the City an interim amount not to exceed \$54,700.

The City has adopted a resolution (the “Resolution”) authorizing and approving this Project Note pursuant to the provisions of Sections 76.13 and 384.24A of the Code of Iowa, 2023, as amended, and providing for the issuance and securing the payment of this Project Note, and reference is made to the Resolution for a more complete statement as to the source of payment of this Project Note and the rights of the owners of this Project Note. This Project Note, together with any additional obligations as may be hereafter issued and outstanding from time to time under the conditions set forth in the Resolution, shall be payable solely and only from the proceeds (the “Loan Proceeds”) of an authorized Loan and Disbursement Agreement and the corresponding future issuance of Water Revenue Bonds, a sufficient portion of which have been appropriated to the payment hereof.

The proceeds of this Project Note shall be used for the purposes set forth in the Resolution and shall be made available to the City in the form of one or more periodic disbursements.

This Project Note shall be executed and delivered to the Lender in evidence of the City’s obligation to repay the amounts payable hereunder and shall bear interest at 0%. This Project Note shall be payable as to principal in full on the Maturity Date (hereinafter defined) and in the total aggregate amount drawn by the City pursuant to this Project Note, shall be subject to prepayment in whole or in part on any date at a prepayment price equal to the principal amount hereof prepaid, and shall contain such other terms and provisions as provided in the Resolution.

This Project Note is payable as to principal three years from the Project Note Date (the “Maturity Date”). If the City enters into a Loan and Disbursement Agreement with the Lender pursuant to the Iowa Water Pollution Control Works and Drinking Water Facilities Financing Program by the Maturity Date, the Lender may provide for the repayment in full of this Project Note pursuant to the terms of such Loan and Disbursement Agreement and the resolution authorizing the Loan and Disbursement Agreement.

This Project Note is executed pursuant to the provisions of Sections 76.13 and 384.24A of the Code of Iowa and shall be read and construed as conforming to all provisions and requirements of the statute.

In the event of any inconsistency or conflict between the terms and conditions of the Resolution and this Project Note, the parties acknowledge and agree that the terms of this Project Note shall take precedence over any such terms of the Resolution.

And It Is Hereby Certified and Recited that all acts, conditions and things required by the laws and Constitution of the State of Iowa, to exist, to be had, to be done or to be performed precedent to and in the issue of this Project Note were and have been properly existent, had, done and performed in regular and due form and time; and that the issuance of this Project Note does not exceed any constitutional or statutory limitations.

IN TESTIMONY WHEREOF, the City of West Branch, Iowa has caused this Project Note to be executed by its Mayor and attested by its City Clerk all as of the Project Note Date.

CITY OF WEST BRANCH, IOWA

By: _____
Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk

IN WITNESS WHEREOF, I have hereunto affixed my signature all as of the date first above written.

IOWA FINANCE AUTHORITY

By: _____
Its:



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 5, 2023
--

AGENDA ITEM: Resolution 2023-95 - Approving the purchase of a Fixed Base Network with Municipal Supply Inc.
--

PREPARED BY: Public Works Director, Matt Goodale

DATE: August 25, 2023

BACKGROUND: The water meter fixed base network was discussed and approved in the FY23 budget but was later put on hold after several more emergent projects were completed that used up a majority of the funds that were budgeted for the network. We still see the need for the network and are requesting approval to amend the budget in order to purchase the equipment, software, training and initial year of support for 650 meters. This network would allow the City office to receive monthly meter readings, check on high or low use meters, complete final meter readings and overall just have quicker turn around for all meter related issues that the utility clerk handles. The addition of the fixed base network would cut meter reading time by about 1/3 and each new meter swap would lessen the amount of time used to read meters, eventually leading to a fully centralized meter reading system.

During discussions at the previous meeting, questions were asked about the monetary incentive to complete this project. Currently Public Works spends around 16-20 hours per month reading meters and completing rereads/final reads. That amounts to a cost to the city of \$5,500 yearly and takes up around 10% of the Lead Water Operators work time. This is a conservative estimate and does not include employee benefits, fuel or vehicle upkeep. The City Clerk also spends considerable time on these same tasks. I would expect similar time and monetary costs, though those costs will not be removed with the addition of this system.

At an initial cost of \$37,000 and with an ongoing annual fee (currently \$8,300) for support I do not believe this to be an addition with large monetary gains. However, I do believe it is a step in adding efficiency, gaining additional staff time for other tasks, lessening the risk of injuries to employees while meter reading, making the process of collecting readings less intrusive for homeowners and overall streamlining the meter reading process. Along with providing efficiency it will also provide residents with a means to be alerted more quickly to issues involving high use, such as a leaking toilet, water softener or other nuisance water uses that can lead to very large bills and unhappy residents. With a growing community, limited staffing and limited funds, finding means to automate as much as possible is a step in the right direction. This is especially true when considering that this is the funding source to maintain and improve on the water system, arguably the most important aspect of the city infrastructure. I would recommend moving forward with this project for those reasons.

RESOLUTION 2023-95

RESOLUTION APPROVING THE PURCHASE OF A FIXED BASE NETWORK WITH MUNICIPAL SUPPLY INC.

WHEREAS, the City of West Branch, Iowa desires to utilize a fixed base network for the purposes of reading water meters for monthly billing and abnormal usage issues; and

WHEREAS, the Lead Water / Sewer Operator spends approximately ten percent of their time reading water meters each month;

WHEREAS, by adding this software capability will free the operator up to do other required tasks; and

WHEREAS, the City of West Branch will pay \$37,925 to Municipal Supply Inc. for installation for a R100 antenna, software set-up and training for the first year, plus an additional \$8,300 annually for support (see Exhibit A)

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the aforementioned purchase of a Fixed Base Network with Municipal Supply Inc. is hereby approved.

Passed and approved this 5th day of September, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

City of West Branch
Fixed Based Network
07-17-2023

R100 Antenna and Installation	\$13,750
Software Set-up and Training	\$15,875
Annual Support Based off 650 Meters	\$8300

Total: **\$37,925**

3/4s iPERL Water Meters	\$155
SmartPoints	\$175
Dual Port SmartPoints	\$225

Dan Ashworth
Municipal Supply
515-249-2158





REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	August 21, 2023
AGENDA ITEM:	Resolution 2023-96 - Approve Invoice #31168 in the amount of \$5,020.00 to Impact7G for the Wapsi Creek Widening SRF Sponsored Project.
PREPARED BY:	City Clerk, Leslie Brick
DATE:	August 25, 2023

SUMMARY:

In October 2021, the City of West Branch was approved for Sponsored Project funds in the amount of \$719,000 associated with the Wastewater Treatment Facility Project

The City Council approved a Professional Services Agreement with Impact7G to assist Veenstra & Kimm with the design and construction of an SRF project (Wapsi Creek Widening) in an amount not to exceed \$164,300.

The City has received and paid the following invoices to Impact7G for the project to date:

Invoice	Amount	Purpose	Date
25942	\$20,782	Data collection	6/6/2022
26230	\$25,385	Data collection & planning & design	6/17/2022
25519	\$5,508	Data collection, design & funding mmgt.	6/24/2022
26665	\$9,768	Data collection & design	7/18/2022
26986	\$17,253	Data collection, design & funding mmgt.	8/19/2022
27315	\$4,802	Data collection, design & funding mmgt.	9/19/2022
27724	\$1,424	Data collection & design	11/7/2022
28474	\$6,456	Data collection, design & funding mmgt.	12/19/2022
28888	\$1,429	Funding mmgt & planning & design	2/6/2023
28265	\$1,267	Data collection, planning & design	2/21/2023
29216	\$7,056	Funding mmgt	2/21/2023
29478	\$5,210	Funding mmgt, planning & design	3/25/2023
29822	\$2,940	Funding mmgt	5/15/2023
	\$109,280		

RESOLUTION 2023-96

A RESOLUTION APPROVING INVOICE #31168 IN THE AMOUNT OF \$5,020 TO IMPACT7G INC. FOR THE WAPSI CREEK WIDENING – SRF SPONSORED PROJECT

WHEREAS, The City of West Branch Sponsored Project application associated with Clean Water SRF project CS1920982-01 has been approved by the Iowa Environmental Protection Commission for \$719,000; and

WHEREAS, the City of West Branch is utilizing these funds to implement a water quality improvement project within the West Branch Wapsinoc Creek Watershed based on the Watershed Assessment completed by Impact7G; and

WHEREAS, the proposed plan includes implementation of a series of water quality practices with and adjacent to the Wapsinoc Creek south of East Main Street; and

WHEREAS, the project includes in-stream practices, re-meandering reaches, reconnecting the floodplain, buffer restoration and the creation of oxbows: and

WHEREAS, Impact7G has been working closely with the City Engineer on the preliminary and final design; and

WHEREAS, it is now necessary to approve said invoice number 31168 in the amount of \$5,020.00.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned invoice is approved.

Passed and approved this 5th day of September, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



Impact7G

8951 Windsor Parkway
Johnston, IA 50131
515.473.6256

City of West Branch
110 N Poplar Street
PO Box 218
West Branch, IA 52358
Adam Kofoed

Invoice number 31168
Date 08/08/2023

Project 22003 WEST BRANCH WAPSI CREEK
SRF SPONSORED PROJECT

IMPACT7G (P) 515.473.6256 (F) 515.528.8005 WWW.IMPACT7G.COM

Email Invoice to: adam@westbranchiowa.org

Description	Contract Amount	Percent Complete	Prior Billed	Current Billed	Remaining Contract
Task 1 - Project & SRF Funding Management	29,400.00	93.21	23,520.00	3,885.00	1,995.00
Task 2 - Data Collection	64,400.00	100.00	64,400.00	0.00	0.00
Task 3 - Planning and Design	22,700.00	95.00	20,430.00	1,135.00	1,135.00
Task 4 - Public Outreach and Education	20,200.00	0.00	0.00	0.00	20,200.00
Total	136,700.00	82.93	108,350.00	5,020.00	23,330.00

Invoice total 5,020.00

Thank you for your business!



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 5, 2023
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AGENDA ITEM: Resolution 2023-97 - Approving Pay Estimate Number 11 in the amount of \$282,084.55 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project.
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PREPARED BY: Leslie Brick

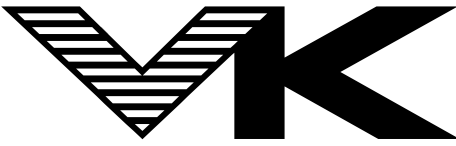
DATE: August 30, 2023

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
7	\$151,883.91	2023-26	March 20, 2023
8	\$522,618.05	2023-45	May 1, 2023
9	\$468,052.07	2023-62	June 5, 2023
10	<u>\$476,187.40</u>	2023-76	July 17, 2023
	\$5,307,668.13		



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000 // 888.241.8001
www.v-k.net

COMPARISON BETWEEN PAY ESTIMATE NOS. 10 & 11

**WASTEWATER TREATMENT FACILITY IMPROVEMENTS
WEST BRANCH, IOWA**

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

Contract Amount \$8,837,000.00
Contract Date March 7, 2022

	Description	Extended Price	Pay Est. No. 10 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 11 Total Completed
1.1	Bonds/Permits/Insurance	\$ 155,000.00	\$ 155,000.00		100%	\$ 155,000.00
1.2	Adminstration/Project Management	\$ 100,000.00	\$ 66,000.00	\$ 9,000.00	75%	\$ 75,000.00
1.3	Mobilization	\$ 230,000.00	\$ 172,500.00		75%	\$ 172,500.00
1.4	Toilets/Dumpster/Etc	\$ 5,200.00	\$ 3,484.08	\$ 415.92	75%	\$ 3,900.00
1.5	Testing	\$ 15,000.00	\$ 12,000.50		80%	\$ 12,000.50
1.6	Survey	\$ 40,000.00	\$ 32,000.00		80%	\$ 32,000.00
1.7	SWPPP Prep./Maint./Inspection	\$ 20,000.00	\$ 20,000.00		100%	\$ 20,000.00
2.1	Fence Removal	\$ 2,500.00	\$ 2,500.00		100%	\$ 2,500.00
2.2	Silt Fence	\$ 12,500.00	\$ 12,500.00		100%	\$ 12,500.00
2.3	Clear & Grub	\$ 45,000.00	\$ 45,000.00		100%	\$ 45,000.00
2.4	Demo Piping/ Aeration/ Manholes	\$ 25,000.00	\$ 22,500.00		90%	\$ 22,500.00
2.5	Sludge Removal Cell #2	\$ 170,000.00	\$ 170,000.00		100%	\$ 170,000.00
2.6	Sludge Removal Cell #3	\$ 95,000.00	\$ 95,000.00		100%	\$ 95,000.00
2.7	Synthetic Lining System Cell #1A, 1B	\$ 75,000.00		\$ 73,000.00	97%	\$ 73,000.00
2.8	Synthetic Lining system Cell #2A, 2B	\$ 75,000.00		\$ 73,000.00	97%	\$ 73,000.00
2.9	Buried Piping Materials	\$ 950,000.00	\$ 618,159.35		65%	\$ 618,159.35
2.10	Buried Piping Labor	\$ 475,000.00	\$ 380,000.00		80%	\$ 380,000.00
2.11	Wire Fence	\$ 35,000.00				
2.12	Seeding/ Matting	\$ 45,000.00				
2.13	Lagoon Construction Labor & Equip.	\$ 625,000.00	\$ 625,000.00	\$ -	100%	\$ 625,000.00
2.14	Strip/Respread Topsoil	\$ 60,000.00	\$ 50,000.00		83%	\$ 50,000.00
3.1	Reinforcing Materials	\$ 180,000.00	\$ 124,881.00	\$ 10,800.00	75%	\$ 135,681.00
3.2	Reinforcing Submittals	\$ 3,000.00	\$ 3,000.00		100%	\$ 3,000.00
3.3	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
3.4	Sampler Building Labor	\$ 40,000.00	\$ 38,000.00		95%	\$ 38,000.00
3.5	Sampler Building Concrete Mat'ls	\$ 10,000.00	\$ 9,500.00		95%	\$ 9,500.00
3.6	UV Building Labor	\$ 125,000.00	\$ 124,400.00		100%	\$ 124,400.00
3.7	UV Building Materials	\$ 45,000.00	\$ 44,500.00		99%	\$ 44,500.00
3.8	Effluent Flume Labor	\$ 35,000.00	\$ 35,000.00		100%	\$ 35,000.00
3.9	Effluent Flume Materials	\$ 10,000.00	\$ 10,000.00		100%	\$ 10,000.00
3.10	SAGR Control #1 Labor	\$ 60,000.00	\$ 57,000.00		95%	\$ 57,000.00
3.11	SAGR Control #1 Materials	\$ 30,000.00	\$ 28,500.00		95%	\$ 28,500.00
3.12	SAGR Control #2 Labor	\$ 40,000.00	\$ 38,000.00		95%	\$ 38,000.00
3.13	SAGR Control #2 Materials	\$ 20,000.00	\$ 19,000.00		95%	\$ 19,000.00
3.14	SAGR Control #3 Labor	\$ 60,000.00	\$ 12,000.00	\$ 18,000.00	50%	\$ 30,000.00
3.15	SAGR Control #3 Materials	\$ 30,000.00	\$ 6,000.00		20%	\$ 6,000.00
3.16	SAGR control #4 Labor	\$ 40,000.00	\$ 30,000.00		75%	\$ 30,000.00
3.17	SAGR control #4 Materials	\$ 20,000.00	\$ 15,000.00		75%	\$ 15,000.00
3.18	UV Building Labor	\$ 90,000.00	\$ 90,000.00		100%	\$ 90,000.00
3.19	UV Materials	\$ 45,000.00	\$ 45,000.00		100%	\$ 45,000.00
3.20	Gen. Pad/Misc. Concrete/Pads L&M	\$ 15,000.00	\$ 11,250.00		75%	\$ 11,250.00

	Description	Extended Price	Pay Est. No. 10 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 11 Total Completed
4.1	Masonry Materials	\$ 50,000.00	\$ 35,000.00	\$ 15,000.00	100%	\$ 50,000.00
4.2	Masonry Labor	\$ 100,000.00	\$ 66,000.00	\$ 34,000.00	100%	\$ 100,000.00
4.3	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
5.1	Structure Embeds Materials	\$ 65,000.00	\$ 30,000.00		46%	\$ 30,000.00
5.2	Grating Materials & Labor	\$ 50,000.00				
5.3	Handrail Labor & Materials	\$ 45,000.00				
5.4	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
6.1	UV Building Materials	\$ 25,000.00		\$ 25,000.00	100%	\$ 25,000.00
6.2	UV Building Labor	\$ 50,000.00		\$ 50,000.00	100%	\$ 50,000.00
6.3	Sampler Building Materials	\$ 15,000.00		\$ 10,000.00	67%	\$ 10,000.00
6.4	Sampler Building Labor	\$ 20,000.00		\$ 15,000.00	75%	\$ 15,000.00
6.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
7.1	UV Building Insulation	\$ 5,000.00				
7.2	Sampler Building Insulation	\$ 2,000.00				
7.3	UV Building Metal Roof Panels L&M	\$ 20,000.00				
7.4	Samp. Bldg Metal Roof Panels L&M	\$ 10,000.00				
7.5	UV Building Metal Wall Panels L&M	\$ 10,000.00				
7.6	Samp. Bldg Metal Wall Panels L&M	\$ 7,500.00				
7.7	Gutters & Downspouts L&M	\$ 3,000.00				
7.8	Joint Sealants Labor & Materials	\$ 7,500.00	\$ 2,250.00		30%	\$ 2,250.00
7.9	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
8.1	Steel Doors, Frames & Hdwe Mat'ls	\$ 20,000.00	\$ 1,405.00		7%	\$ 1,405.00
8.2	Steel Doors Frames & Hdwe Labor	\$ 5,000.00	\$ 500.00		10%	\$ 500.00
8.3	Coiling /Overhead Door L&M	\$ 25,000.00				
8.4	Access Hatches Labor & Materials	\$ 2,500.00				
8.5	Glazing	\$ 5,000.00				
8.6	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
9.1	Painting Labor & Materials	\$ 25,000.00	\$ 6,250.00		25%	\$ 6,250.00
9.2	Gypsum Board Labor & Materials	\$ 35,000.00				
9.3	Submittals	\$ 1,000.00				
10.1	Fire Extinguisher	\$ 300.00				
11.1	Sluice Gates Installation	\$ 80,000.00	\$ 56,000.00		70%	\$ 56,000.00
11.2	Sluice Gates Materials	\$ 200,000.00	\$ 118,500.00		59%	\$ 118,500.00
11.3	Primary SAGR Sac. Walls Mat'ls	\$ 50,000.00	\$ 50,000.00		100%	\$ 50,000.00
11.4	Secondary SAGR Sac. Wall Mat'ls	\$ 50,000.00	\$ 50,000.00		100%	\$ 50,000.00
11.5	Primary SAGR Walls Labor	\$ 75,000.00	\$ 71,250.00	\$ 3,750.00	100%	\$ 75,000.00
11.6	Secondary SAGR Walls Labor	\$ 75,000.00	\$ 71,250.00	\$ 3,750.00	100%	\$ 75,000.00
11.7	Primary SAGR Aggregate L&M	\$ 400,000.00				
11.8	Secondary SAGR Aggregate L&M	\$ 400,000.00				
11.9	Mulch Labor & Materials	\$ 60,000.00				
11.10	Fine grade for Liners L&M	\$ 60,000.00	\$ 48,000.00	\$ 12,000.00	100%	\$ 60,000.00
11.11	Inter SAGR piping Materials	\$ 50,000.00				
11.12	Inter SAGR Piping Labor	\$ 100,000.00				
11.13	Nexom Blower/Aeration Equip. Mat'ls	\$ 738,000.00	\$ 300,000.00		41%	\$ 300,000.00
11.14	Blower/Aeration Equipment Labor	\$ 250,000.00	\$ 150,000.00		60%	\$ 150,000.00
11.15	Nexom Blower/Aeration Downpaym't	\$ 82,000.00	\$ 82,000.00		100%	\$ 82,000.00
11.16	Sampler Labor & Materials	\$ 12,000.00				
11.17	UV Equipment Materials	\$ 225,000.00				
11.18	UV Equipment Labor	\$ 92,000.00				
11.19	UV Equipment Down payment	\$ 25,000.00	\$ 25,000.00		100%	\$ 25,000.00
11.20	Sanitary Pump Materials	\$ 50,000.00	\$ 10,000.00		20%	\$ 10,000.00
11.21	Pumps Labor	\$ 10,000.00	\$ 2,500.00		25%	\$ 2,500.00
11.22	Submittals UV/NEXOM/ sampler	\$ 15,000.00	\$ 15,000.00		100%	\$ 15,000.00

	Description	Extended Price	Pay Est. No. 10 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 11 Total Completed
12.1	Laboratory Casework Materials	\$ 20,000.00				
12.2	Laboratory Casework Labor	\$ 5,000.00				
12.3	Submittals	\$ 1,000.00	\$ 1,000.00		100%	\$ 1,000.00
13.1	Process Piping Labor & Materials	\$ 275,000.00				
13.2	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
14.1	Hoists Equipment Materials	\$ 25,000.00		\$ 18,750.00	75%	\$ 18,750.00
14.2	Hoists Equipment Labor	\$ 5,000.00		\$ 4,000.00	80%	\$ 4,000.00
14.3	Submittals	\$ 1,000.00		\$ 500.00	50%	\$ 500.00
15.1	HVAC Materials	\$ 75,000.00				
15.2	HVAC Labor	\$ 9,000.00				
15.3	Plumbing Materials	\$ 50,000.00	\$ 10,871.50		22%	\$ 10,871.50
15.4	Plumbing Labor	\$ 15,000.00	\$ 4,200.00		28%	\$ 4,200.00
15.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
16.1	Generator & Transfer Switch Material	\$ 65,000.00				
16.2	Generator & Transfer Switch Labor	\$ 45,000.00				
16.3	Electrical Materials	\$ 115,000.00	\$ 3,000.00		3%	\$ 3,000.00
16.4	Electrical Labor	\$ 65,000.00	\$ 2,000.00		3%	\$ 2,000.00
16.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
17.1	Process Control & Instrument L&M	\$ 160,000.00				
17.2	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
Contract Price:		\$ 8,837,000.00	\$ 4,484,651.43	\$ 375,965.92	55%	\$ 4,860,617.35

MATERIALS STORED SUMMARY				
	Description	# of Units	Pay Est. 10	Pay Est. 11
2.7	Synthetic Liner	LS	\$ 50,000.00	\$ -
2.9	Buried Pipe (Schimberg)	LS	\$ 331,840.65	\$ 331,840.65
3.1	Reinforcing Materials (CMI)	LS	\$ 34,910.00	\$ 24,110.00
5.1	Structure Embeds Materials (Weirs & Beams) (Breuer)	LS	\$ 22,445.49	\$ 4,210.68
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
8.1	Doors & Door Hardware	LS	\$ 17,180.00	\$ 17,180.00
8.3	Overhead Doors	LS	\$ 21,275.00	\$ 21,275.00
11.2	Sluice Gates	LS	\$ 24,000.00	\$ 24,000.00
11.13	Nexom Blower & Aeration Equipment Materials	LS	\$ 316,300.00	\$ 316,300.00
11.17	Trojan UV Equipment	LS	\$ 173,251.25	\$ 173,251.25
15.1	Fan	1	\$ 356.00	\$ 356.00
15.1	Indeco 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
15.1	Greenheck Fans & Dampers	LS	\$ 14,650.00	\$ 14,650.00
16.3	Electrical Equipment	LS	\$ 18,460.49	\$ 18,460.49
Total				\$ 997,383.84

SUMMARY

		Total Approved	Total Completed
Contract Price		\$ 8,837,000.00	Pay Est. 11
Approved Change Order (list each)	Change Order No. 1	\$ 6,687.10	\$ 6,687.10
	Change Order No. 2	\$ 19,261.90	\$ 19,261.90
	Revised Contract Price	\$ 8,862,949.00	\$ 4,886,566.35

Stored \$ 997,383.84

Total Earned \$ 5,883,950.19

Retainage (5%) \$ 294,197.51

Total Earned Less Retainage \$ 5,589,752.68

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	
	Pay Estimate No. 7	\$ 151,883.91	
	Pay Estimate No. 8	\$ 522,618.05	
	Pay Estimate No. 9	\$ 468,052.07	
	Pay Estimate No. 10	\$ 476,187.40	

Total Previously Approved \$ 5,307,668.13

Percent Complete 55%

Amount Due This Request \$ 282,084.55

The amount \$282,084.55 is recommended for approval for payment in accordance with the terms of the contract.

RESOLUTION 2023-97

A RESOLUTION APPROVING PAY ESTIMATE NUMBER 10 IN THE AMOUNT OF \$282,084.55 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 10 in the amount of \$5,307,668.13 to Boomerang Corp. of Anamosa, IA to date; and

WHEREAS, it is now necessary for the City Council to accept Pay Estimate Number 11 in the amount of \$282,084.55.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, that Pay Estimate Number 11 in the amount of \$282,084.55 to Boomerang Corp. of Anamosa, IA is approved.

Passed and approved this 5th day of September, 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. 11
WASTEWATER TREATMENT FACILITY IMPROVEMENTS
WEST BRANCH, IOWA

August 29, 2023

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

Contract Amount \$8,837,000.00
Contract Date March 7, 2022
Pay Period July 1, 2023 - August 18, 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	Adminstration/Project Management	LS	XXXXX	XXXXX	\$ 100,000.00	75%	\$ 75,000.00
1.3	Mobilization	LS	XXXXX	XXXXX	\$ 230,000.00	75%	\$ 172,500.00
1.4	Toilets/Dumpster/Etc	LS	XXXXX	XXXXX	\$ 5,200.00	75%	\$ 3,900.00
1.5	Testing	LS	XXXXX	XXXXX	\$ 15,000.00	80%	\$ 12,000.50
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	100%	\$ 2,500.00
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	90%	\$ 22,500.00
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	97%	\$ 73,000.00
2.8	Synthetic Lining system Cell #2A, 2B	LS	XXXXX	XXXXX	\$ 75,000.00	97%	\$ 73,000.00
2.9	Buried Piping Materials	LS	XXXXX	XXXXX	\$ 950,000.00	65%	\$ 618,159.35
2.10	Buried Piping Labor	LS	XXXXX	XXXXX	\$ 475,000.00	80%	\$ 380,000.00
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	100%	\$ 625,000.00
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	75%	\$ 135,681.00
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	95%	\$ 38,000.00
3.5	Sampler Building Concrete Mat'ls	LS	XXXXX	XXXXX	\$ 10,000.00	95%	\$ 9,500.00
3.6	UV Building Labor	LS	XXXXX	XXXXX	\$ 125,000.00	100%	\$ 124,400.00
3.7	UV Bulding Materials	LS	XXXXX	XXXXX	\$ 45,000.00	99%	\$ 44,500.00
3.8	Effluent Flume Labor	LS	XXXXX	XXXXX	\$ 35,000.00	100%	\$ 35,000.00
3.9	Effluent Flume Materials	LS	XXXXX	XXXXX	\$ 10,000.00	100%	\$ 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	95%	\$ 38,000.00
3.13	SAGR Control #2 Materials	LS	XXXXX	XXXXX	\$ 20,000.00	95%	\$ 19,000.00
3.14	SAGR Control #3 Labor	LS	XXXXX	XXXXX	\$ 60,000.00	50%	\$ 30,000.00
3.15	SAGR Control #3 Materials	LS	XXXXX	XXXXX	\$ 30,000.00	20%	\$ 6,000.00
3.16	SAGR control #4 Labor	LS	XXXXX	XXXXX	\$ 40,000.00	75%	\$ 30,000.00
3.17	SAGR control #4 Materials	LS	XXXXX	XXXXX	\$ 20,000.00	75%	\$ 15,000.00
3.18	UV Building Labor	LS	XXXXX	XXXXX	\$ 90,000.00	100%	\$ 90,000.00
3.19	UV Materials	LS	XXXXX	XXXXX	\$ 45,000.00	100%	\$ 45,000.00
3.20	Gen. Pad/Misc. Concrete/Pads L&M	LS	XXXXX	XXXXX	\$ 15,000.00	75%	\$ 11,250.00

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
4.1	Masonry Materials	LS	XXXXX	XXXXX	\$ 50,000.00	100%	\$ 50,000.00
4.2	Masonry Labor	LS	XXXXX	XXXXX	\$ 100,000.00	100%	\$ 100,000.00
4.3	Submittals	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 5,000.00
5.1	Structure Embeds Materials	LS	XXXXX	XXXXX	\$ 65,000.00	46%	\$ 30,000.00
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	100%	\$ 25,000.00
6.2	UV Building Labor	LS	XXXXX	XXXXX	\$ 50,000.00	100%	\$ 50,000.00
6.3	Sampler Building Materials	LS	XXXXX	XXXXX	\$ 15,000.00	67%	\$ 10,000.00
6.4	Sampler Building Labor	LS	XXXXX	XXXXX	\$ 20,000.00	75%	\$ 15,000.00
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	30%	\$ 2,250.00
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	7%	\$ 1,405.00
8.2	Steel Doors Frames & Hdwe Labor	LS	XXXXX	XXXXX	\$ 5,000.00	10%	\$ 500.00
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	25%	\$ 6,250.00
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	70%	\$ 56,000.00
11.2	Sluice Gates Materials	LS	XXXXX	XXXXX	\$ 200,000.00	59%	\$ 118,500.00
11.3	Primary SAGR Sac. Walls Mat'ls	LS	XXXXX	XXXXX	\$ 50,000.00	100%	\$ 50,000.00
11.4	Secondary SAGR Sac. Wall Mat'ls	LS	XXXXX	XXXXX	\$ 50,000.00	100%	\$ 50,000.00
11.5	Primary SAGR Walls Labor	LS	XXXXX	XXXXX	\$ 75,000.00	100%	\$ 75,000.00
11.6	Secondary SAGR Walls Labor	LS	XXXXX	XXXXX	\$ 75,000.00	100%	\$ 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	100%	\$ 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 Downpayment	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	100%	\$ 25,000.00
11.20	Sanitary Pump Materials	LS	XXXXX	XXXXX	\$ 50,000.00	20%	\$ 10,000.00
11.21	Pumps Labor	LS	XXXXX	XXXXX	\$ 10,000.00	25%	\$ 2,500.00
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	100%	\$ 1,000.00
13.1	Process Piping Labor & Materials	LS	XXXXX	XXXXX	\$ 275,000.00		
13.2	Submittals	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 5,000.00
14.1	Hoists Equipment Materials	LS	XXXXX	XXXXX	\$ 25,000.00	75%	\$ 18,750.00
14.2	Hoists Equipment Labor	LS	XXXXX	XXXXX	\$ 5,000.00	80%	\$ 4,000.00
14.3	Submittals	LS	XXXXX	XXXXX	\$ 1,000.00	50%	\$ 500.00
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	22%	\$ 10,871.50
15.4	Plumbing Labor	LS	XXXXX	XXXXX	\$ 15,000.00	28%	\$ 4,200.00
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	100%	\$ 5,000.00
17.1	Process Control & Instrument L&M	LS	XXXXX	XXXXX	\$ 160,000.00		
17.2	Submittals	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 5,000.00
Contract Price:					\$ 8,837,000.00		\$ 4,860,617.35

MATERIALS STORED SUMMARY				
	Description	# of Units	Unit Price	Extended Cost
2.9	Buried Pipe (Schimberg)	LS	\$ 331,840.65	\$ 331,840.65
3.1	Reinforcing Materials (CMI)	LS	\$ 24,110.00	\$ 24,110.00
5.1	Structure Embeds Materials (Weirs) (Breuer)	LS	\$ 4,210.68	\$ 4,210.68
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
8.1	Doors & Door Hardware	LS	\$ 17,180.00	\$ 17,180.00
8.3	Overhead Doors	LS	\$ 21,275.00	\$ 21,275.00
11.2	Sluice Gates	LS	\$ 24,000.00	\$ 24,000.00
11.13	Nexom Blower & Aeration Equipment Materials	LS	\$ 316,300.00	\$ 316,300.00
11.17	Trojan UV Equipment	LS	\$ 173,251.25	\$ 173,251.25
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
15.1	Greenheck Fans & Dampers	LS	\$ 14,650.00	\$ 14,650.00
16.3	Electrical Equipment	LS	\$ 18,460.49	\$ 18,460.49
Total				\$ 997,383.84

SUMMARY

		Total Approved	Total Completed
Contract Price		\$ 8,837,000.00	\$ 4,860,617.35
Approved Change Order (list each)	Change Order No. 1	\$ 6,687.10	\$ 6,687.10
	Change Order No. 2	\$ 19,261.90	\$ 19,261.90
		Revised Contract Price	\$ 8,862,949.00

Stored \$ 997,383.84
 Total Earned \$ 5,883,950.19
 Retainage (5%) \$ 294,197.51
 Total Earned Less Retainage \$ 5,589,752.68

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	
	Pay Estimate No. 7	\$ 151,883.91	
	Pay Estimate No. 8	\$ 522,618.05	
	Pay Estimate No. 9	\$ 468,052.07	
	Pay Estimate No. 10	\$ 476,187.40	

Total Previously Approved \$ 5,307,668.13

Percent Complete 55%


Amount Due This Request \$ 282,084.55

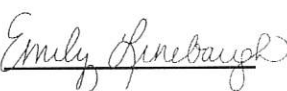
The amount \$282,084.55 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Boomerang Corp.

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
West Branch, Iowa

Signature: 
 Name: Jennifer Haas
 Title: VP
 Date: 8/30/23

Signature: 
 Name: Emily Linebaugh
 Title: Engineer
 Date: August 29, 2023

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



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 5, 2023
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AGENDA ITEM: Resolution 2023-98 - Setting a date for Consultation and a date for a Public Hearing on the proposed Amendment No. 6 to the Amended and Restated West Branch Urban Renewal Plan.

PREPARED BY: Adam Kofoed, City Administrator

DATE: August 30, 2023

SUMMARY:

For the city to ask for TIF money, a project must be outlined in the city's Urban Renewal Plan. A consultation must be offered to affected parties such as Cedar County and The West Branch Community School District.

Here are the following draft amendment plans:

1. A 75% rebate for an Independent Living Facility.
2. A 25% rebate for an auto dealership expansion, administratively discussed after HF 718 passed, therefore the rebate is smaller.
3. A \$1.5 million-dollar Main St. and Cedar Johnson Roundabout and intersection project.

Other optional suggestions

4. \$500,000 for Main St. Parks, and Cemetery beautification improvements and maintenance.
5. \$200,000 for Library energy efficiency renovations to lower the library's utility costs.
6. \$100,000 for economic development assistance (10% of City Administrator's salary for 10 years)

* A project in an urban renewal plan, does not mean, the city is required to TIF for that project. *

RESOLUTION 2023-98

RESOLUTION SETTING A DATE FOR CONSULTATION AND A DATE FOR A PUBLIC HEARING ON THE PROPOSED AMENDMENT NO. 6 TO THE AMENDED AND RESTATED WEST BRANCH URBAN RENEWAL PLAN.

WHEREAS, the City Council of the City of West Branch has heretofore deemed it necessary and desirable to prepare Amendment No. 6 to the Amended and Restated West Branch Urban Renewal Plan, said Amended and Restated West Branch Urban Renewal Plan being approved in May, 2016, by the West Branch City Council; and

WHEREAS, the City Attorney has prepared said Amendment No. 6 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, Chapter 403 of the Code of Iowa requires prior to passage of an Urban Renewal Plan Amendment, the holding of a consultation among the affected taxing entities and the publication and holding of a public hearing.

NOW, THEREFORE, the City Council of the City of West Branch, Cedar County, Iowa, hereby set a consultation date for **Monday, September 18, 2023 at 11:00 a.m.** in the Council Chambers at City Hall. Further, the City Clerk is directed that said Notice of Consultation be sent to the affected taxing entities, along with a proposed copy of the Amended and Restated West Branch Urban Renewal Plan.

BE IT FURTHER RESOLVED, that the City Council shall hold a **public hearing at 7:00 p.m. on Monday, October 2, 2023** on the proposed Amendment No. 6 to the Amended and Restated West Branch Urban Renewal Plan. Further, the City Clerk is directed to publish notice of said public hearing as required by law.

Passed and approved this 5th day of September, 2023.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk