



**CITY COUNCIL MEETING**  
**MONDAY, NOVEMBER 20, 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 October 30, 2023 Special City Council meeting.
  - b. Approve Minutes from the November 6, 2023 City Council meeting.
  - c. Approve a Class C Retail Alcohol (12-month) license with Outdoor Service privileges for The Down Under, 102 W. Main Street, West Branch.
  - d. Approve the submission of the annual Street Finance Report for FY23
  - e. Claims for 11/20/2023
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
  - a. **Third Reading Ordinance 810** – Amending the Code of Ordinances of the City of West Branch, as previously amended, by Changing Water Rates. / Move to action.
  - b. **Third Reading Ordinance 811** – Amending the Code of Ordinance of the City of West Branch, as previously amended, by Changing Sewer Rates. / Move to action.
  - c. **Resolution 2023-115**– Approving a Subdivider’s Agreement with Advantage Development, Inc. for The Meadows Subdivision Part Three, West Branch, Iowa. / Move to action.
  - d. **Resolution 2023-116** – Approving the Final Plat of the Meadows Subdivision, Part Three, West Branch, Iowa. / Move to action.
  - e. **Resolution 2023-117** –Approving the submission of the City of West Branch FY23 Annual Urban Renewal Report. / Move to action.
  - f. **Resolution 2023-118** – Approving the submission of the City of West Branch FY23 Annual Financial Report to the State Auditor’s Office. / Move to action.
  - g. **Resolution 2023-119** – Considering the issue of whether Acciona Windpower North America, LLC. should be rebated a portion of Tax Increment Revenues. / Move to action.
  - h. **Resolution 2023-120** - Approve Certain Annual Appropriation Payments Pursuant to various Development Agreements. / Move to action.
  - i. **Resolution 2023-121** - Directing the Finance Officer to Certify Tax Increment Financing Debt to the Cedar County Auditor. / Move to action.
  - j. **Resolution 2023-122** – Establishing a new Capital Fund. / Move to action.
  - k. **Resolution 2023-123** - Approving Pay Estimate Number 13 in the amount of \$517,877.30 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. /Move to action.
  - l. **Resolution 2023-124** – Pledging Financial Support of Hoover’s Hometown Days 2024 in the amount of \$10,000. / Move to action.
  - m. **Resolution 2023-125** - Appointing Zachary Murdock as a Part-Time Officer and setting the salary for FY24. / Move to action.
  - n. **Resolution 2023-126** – Approving a Salary Adjustment for certain appointed officers. / Move to action.
  - o. **Resolution 2023-127** - Approving Change Order Number 4 in the amount \$23,492.43 for the Eastside Water Main Improvement Project. /Move to action.
  - p. **Resolution 2023-128** - Approve Pay Estimate Number 6 in the amount of \$177,927.45 to Lynch Excavating Inc. for the Eastside Water Main Replacement Project. / 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** Vacant

*(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](http://westbranchiowa.org). The minutes are not approved until the next regularly scheduled City Council meeting.)*

**West Branch, Iowa  
Council Chambers**

**City Council  
Special Meeting**

**October 30, 2023  
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council special meeting to order at 7:00 p.m.

Roll call: Council members present: Colton Miller, Jerry Sexton, Tom Dean, Jodee Stoolman and Nick Goodweiler. City Staff present: City Administrator Adam Kofoed, Finance Officer Heidi Van Auker, Police Chief John Hanna, City Attorney Kevin Olson. Absent: City Clerk Leslie Brick and Public Works Director Matt Goodale. Staff attending via Zoom: Library Director Becky Knoche.

### **APPROVE THE AGENDA**

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

### **PUBLIC HEARING / NON-CONSENT AGENDA**

#### **Discussion and Council direction regarding the West Branch Police Department**

Based on challenges with police recruitment and the recent resignation of Officer Murdock, the West Branch Police Department is looking for direction from the City Council regarding their future. Kofoed provided three options for the Council to consider, all at a cost to other city departments and some city services. Sheriff Wethington refused two of Kofoed's options of merging departments and the hybrid of having the Cedar County Sheriff's office cover on-call time on a semi-permanent basis.

After much discussion, the Council felt that Kofoed's "Operation Blue Savior" was the city's best option for retaining the police department. As West Branch grows, a police department is needed for residents to feel secure. Some of the plans for attracting new officers to West Branch (at least three additional) include: higher wages for Hanna and Steen to closer match that of Cedar County, new officer starting pay to range between \$74,000 to \$84,000, and eliminating the need for on-call time.

Kofoed's plan for funding this option are: eliminating city council annual pay (a savings of approximately \$17,000 per year), ending the Building Incentive rebate program (an estimated \$60,000 savings for the next four years when all eligible homes will expire), eliminating the parks and recreation department and ending the turf maintenance agreement (\$80,000), cutting the library budget (\$70,000), implementing an electric and gas franchise fee (\$150,000) and raising property taxes (\$150,000), cutting the City Administrator position to part-time (\$40,000), cutting the fire department reserve equipment fund (30,000), and installing solar panels to certain city facilities to save on energy costs (\$15,000).

The council discussed what these cuts may mean for the residents but all did not agree with the proposed cuts to parks & recreation or library. Some members, along with school district representatives at the meeting felt that those types of cuts would be detrimental to school district as those amenities are what help families choose West Branch.

The Council decided to invest in keeping the West Branch Police department and consider Kofoed's options for raising revenues and cutting costs in order to attract and retain a healthy police department and maintain public safety. Wethington, Kofoed and Hanna will continue to work through a temporary agreement for patrol coverage while Hanna continues with his recruitment.

### **ADJOURNMENT**

Motion to adjourn by Dean, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 9:21 p.m.

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk

*(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](http://westbranchiowa.org). The minutes are not approved until the next regularly scheduled City Council meeting.)*

**West Branch, Iowa  
Council Chambers**

**City Council  
Regular Meeting**

**November 6, 2023  
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council regular meeting to order at 7:00 p.m.  
Roll call: Council members present: Colton Miller, Jerry Sexton, Jodee Stoolman and Nick Goodweiler.  
Absent: Tom Dean. City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Public Works Director Matt Goodale, Library Director Becky Knoche, City Attorney Kevin Olson, City Engineer Dave Schechinger. Staff attending via Zoom: Heidi Van Auken, Police Chief John Hanna.

### **APPROVE THE AGENDA**

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

### **APPROVE CONSENT AGENDA**

Approve Minutes from the October 16, 2023 City Council meeting.  
Approve a Special Event Permit for Christmas Past sponsored by Main Street West Branch.  
Approve the Monthly Finance Report for September.  
Claims for 11/06/2023.

EXPENDITURES	11/6/2023	
AMAZON.COM	BOOKS, DVDS	83.21
BAKER & TAYLOR	BOOKS	293.78
BARNHART'S CUSTOM SERVICES	WATER SERVICE, HYDRANT REPAIR	1,795.80
BEAN & BEAN	GRAVE OPENINGS	650.00
BOWERS CUSTOM SERVICES	SEWER REPAIRS & BRUSH PILE LEVELING	6,867.50
BRICK, LESLIE	MILEAGE-IMFOA, CEDAR COUNTY	191.26
CJ COOPER & ASSOCIATES	ANNUAL ADMIN/CLEARING FEES	350.00
CONLEY, CHRISTOPHER & RACHEL	BLDG INCENTIVE PAYMENT	1,000.00
DIRK WIENEKE	PARK LAWN MAINTENANCE	2,375.00
EMYLEE & RYAN HARNEY	BLDG INCENTIVE PAYMENT	875.90
GENUNG, REBECCA	BLDG INCENTIVE PAYMENT	1,000.00
HI-LINE	SHOP SUPPLIES	174.68
HOLIDAY INN DM AIRPORT	IMFOA LODGING - BRICK, VAN AUKEN	448.00
HOLLYWOOD GRAPHICS	BB JERSEYS - BB YOUTH SPORTS	1,137.00
IOWA CODIFICATION	ANNUAL WEB HOSTING	450.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	65.70
IOWA RURAL WATER ASSOC.	DUES 1-1-24 TO 12-31-24	405.00
JOHNSON CO SHERIFF'S OFFICE	DIGITAL FORENSIC SERVICES	300.00
KLINKKAMMER, MICHAEL	BLDG INCENTIVE PAYMENT	1,000.00
KOCH OFFICE GROUP	COPIER MAINTENANCE-CITY	178.36
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,558.20
MAIN STREET WEST BRANCH	GARLAND FOR CITY	90.00
MUNICIPAL SUPPLY INC.	WATER METERS & RADIO READS	8,283.00
QUILL	LABELS FOR MATERIALS-LIBRARY	17.50
SENSUS USA	WATER METER SFT ANNUAL SUPPORT	1,949.94
VEENSTRA & KIMM	VARIOUS PROJECTS	28,909.02
WB COMMUNITY SCHOOLS	YOUTH VOLLEYBALL GYM RENTAL	105.00
WEST BRANCH REPAIRS	BRAKES FOR PD VEHICLE	871.04
TOTAL		61,424.89
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	10/27/2023	50,655.08
PAID BETWEEN MEETINGS		
SISCO	HEALTH CLAIMS 10/30/2023	15.96
VARIOUS VENDORS	UB REFUNDS	100.00
VARIOUS VENDORS	UB REFUNDS	100.00
ALLIANT ENERGY	N MAPLE POLE WELL #4	844.00
AMAZON.COM	VARIOUS ITEMS	129.44
BAKER & TAYLOR	BOOKS	249.23
CENTRAL IOWA FENCING	DOG PARK FENCE MATERIALS	6,300.00

HY-VEE ACCOUNTS RECEIVABLE	CONCESSION SUPPLIES	891.81
JOHN DEERE FINANCIAL	SHOP, WATER, SAFETY SUPPLIES	475.57
MEDIACOM	CABLE SERVICE	41.90
PITNEY BOWES	INK-LIBRARY	63.90
STATE INDUSTRIAL PRODUCTS	CHEMICALS	243.08
TYLER TECHNOLOGIES	TOPS IMPLEMENTATION FEE	250.10
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	4,848.50
VERIZON WIRELESS	VERIZON WIRELESS	351.26
METLIFE	INSURANCE	1,124.92
SISCO	INSURANCE	9,145.45
SISCO	HEALTH CLAIMS 10/23/2023	5.07
BOOMERANG	WW TREATMENT PAY ESTIMATE 12	734,586.93
ALLIANT ENERGY	ALLIANT ENERGY	12,416.81
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	29.99
KOCH OFFICE	COPIER MAINTENANCE-LIBRARY	260.77
MPEC	VEHICLE MAINTENANCE SUPPLIES	49.85
OLSON, KEVIN	LEGAL SERVICES - OCT. 2023	1,500.00
QUILL	OFFICE SUPPLIES	112.41
SPRINGDALE AGENCY	FIRE INSURANCE RENEWAL	22,254.00
USA BLUE BOOK	PARTS - PW	709.94
WEST BRANCH TIMES	LEGAL PUBLICATIONS & P&R AD	796.87
GLOBAL PAYMENTS	SEPTEMBER CREDIT CARD FEES	1,272.44
AT&T MOBILITY	WIRELESS SERVICE	314.63
EASTERN IA YOUTH BASKETBALL	5/6TH GRADE BASKETBALL REGISTRATION	630.00
TOTAL		800,114.83
GRAND TOTAL EXPENDITURES		912,194.80

FUND TOTALS	
001 GENERAL FUND	53,121.69
022 CIVIC CENTER	397.63
031 LIBRARY	8193.95
036 TORT LIABILITY	22254
110 ROAD USE TAX	5607.3
112 TRUST AND AGENCY	16837.91
321 WIDENING WAPSI CREEK	6,296.50
324 WW TREATMENT FACILITY	748,850.32
326 ROUNDABOUT MAIN & CEDAR	627.27
329 EASTSIDE WATER MAIN PH 1	5,982.49
600 WATER FUND	27,515.93
610 SEWER FUND	15,988.06
740 STORM WATER UTILITY	521.75
GRAND FUND TOTAL	912,194.80

REVENUE-FISCAL YEAR 2024  
FUND SEPTEMBER

001 GENERAL FUND	202,679.79
022 CIVIC CENTER	3,196.00
026 SIGNS ACCIONA DONATION	85.75
031 LIBRARY	2,425.22
036 TORT LIABILITY	9,866.25
110 ROAD USE TAX	39,199.52
112 TRUST & AGENCY	45,557.19
119 EMERGENCY TAX FUND	5,302.13
121 LOCAL OPTION SALES TAX	28,336.16
125 TIF	82,212.52
126 TIF LMI MEADOWS PT 4	2,575.46
226 DEBT SERVICE	41,016.03
300 CAPITAL IMPROVEMENT RESERVE	10,119.26
324 WW TREATMENT FACILITY	511,278.61
500 CEMETERY PERPETUAL FUND	507.84
501 KROUTH PRINCIPAL FUND	537.92
502 KROUTH INTEREST FUND	251.20
600 WATER FUND	97,010.39
610 SEWER FUND	87,883.96
740 STORM WATER UTILITY	5,965.38
TOTAL	1,176,006.58

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

## **PRESENTATIONS / COMMUNICATIONS / OPEN FORUM**

### West Branch Public Library Annual Report, Library Director Becky Knoche

Knoche presented the FY23 annual library report which included a variety of statistics on library collections, circulation, patron visits, programming, computer and Wi-Fi use and expenditures. Knoche made a special note that the library provided 284 programs in the past year and said that only just over four thousand dollars was spent on those activities which is their smallest budget item, but said it is the biggest thing they do. Knoche also mentioned that the outdoor seating area had been completed with the help of Public Works staff who rectified their draining issue which was causing many of the problems. She also informed the Council that members of Bethany Lutheran Church pitched in with some helping hands on various projects at the library as well.

Faye Goodspeed, 329 S. First Street addressed the council and voiced her support of the library and its importance to the community, its residents, the kids and the families. Goodspeed, a former educator said she is an avid library user and stated three benefits for having a library: they have a positive impact on kids and families, it provides a warm, safe and inviting environment, and that the library staff interacts and provides support with everyone who walks through the door.

Deb Watson, 1001 Prairie View Drive, said that she is new to the community (like Goodspeed) and loves the library. The library has given her a chance to meet other residents, accompany her grandchildren to the different activities and programs, join the book club and more. Watson said the library and staff are amazing and it benefits the community.

Kelley Schlitz, 916 Prairie View Drive, said she has lived in West Branch for fourteen years and the public library is an “invaluable” asset to the community.

Laughlin thanked the many members of the library board, friends, and patrons that attended the meeting to support Knoche and the library.

## **PUBLIC HEARING / NON-CONSENT AGENDA**

### Third Reading Ordinance 808 – Providing that General Property Taxes Levied and Collected on Certain Lots in The Meadows, Part 4A and Part 4B in West Branch, Iowa be paid to a Special Fund for Payments on Loans in connection to the West Branch Urban Renewal Area. / Move to action.

#### ORDINANCE 808

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

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

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

- a. Lot 10, The Meadows Subdivision, Part 4A, West Branch, Iowa
- b. Lot 13, The Meadows Subdivision, Part 4A, West Branch, Iowa
- c. Lot 14, The Meadows Subdivision, Part 4A, West Branch, Iowa
- d. Lot 15, The Meadows Subdivision, Part 4A, West Branch, Iowa
- e. Lot 16, The Meadows Subdivision, Part 4A, West Branch, Iowa
- f. Lot 20, The Meadows Subdivision, Part 4A, West Branch, Iowa
- g. Lot 3, The Meadows Subdivision, Part 4B, West Branch, Iowa
- h. Unit A, Lot 7, The Meadows Subdivision, Part 4B, West Branch, Iowa
- i. Unit B, Lot 7, The Meadows Subdivision, Part 4B, West Branch, Iowa
- j. Unit A, Lot 12, The Meadows Subdivision, Part 4B, West Branch, Iowa
- k. Unit B, Lot 12, The Meadows Subdivision, Part 4B, West Branch, Iowa
- l. Unit A, Lot 13, The Meadows Subdivision, Part 4B, West Branch, Iowa
- m. Unit B, Lot 13, The Meadows Subdivision, Part 4B, West Branch, Iowa
- n. Unit A, Lot 16, The Meadows Subdivision, Part 4B, West Branch, Iowa
- o. Unit B, Lot 16, The Meadows Subdivision, Part 4B, West Branch, Iowa
- p. Unit A, Lot 17, The Meadows Subdivision, Part 4B, West Branch, Iowa
- q. Unit B, Lot 17, The Meadows Subdivision, Part 4B, West Branch, Iowa

- r. Unit A, Lot 27, The Meadows Subdivision, Part 4B, West Branch, Iowa
- s. Unit B, Lot 27, The Meadows Subdivision, Part 4B, West Branch, Iowa
- t. Unit A, Lot 31, The Meadows Subdivision, Part 4B, West Branch, Iowa
- u. Unit B, Lot 31, The Meadows Subdivision, Part 4B, West Branch, Iowa
- v. Unit A, Lot 32, The Meadows Subdivision, Part 4B, West Branch, Iowa
- w. Unit B, Lot 32, The Meadows Subdivision, Part 4B, West Branch, Iowa

(collectively the "Properties"); and

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

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

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

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

Section 2: As to the Properties, that portion of the taxes which would be produced by the rate at which the tax is levied each year by and for each of the taxing districts taxing the Property in the West Branch Urban Renewal Area upon the total sum of the assessed value of Property, being the first day of the calendar year preceding the effective date of this Ordinance, that date being January 1, 2022, shall be allocated to and when collected be paid into a fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. The taxes so determined may be referred to herein as the "base period taxes."

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

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

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

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

Passed and approved this 6th day of November, 2023.

First Reading: October 2, 2023  
Second Reading: October 16, 2023  
Third Reading: November 6, 2023

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Leslie Brick, City Clerk

There were no comments.

Motion by Sexton, second by Miller to approve third reading of Ordinance 808. AYES: Sexton, Miller, Stoolman, Goodweiler. NAYS: None. Absent: Dean. Motion carried.

**Third Reading Ordinance 809 – Providing that General Property Taxes Levied and Collected at 401 Parkside Drive, West Branch, Iowa be paid to a Special Fund for Payments on Loans in connection to the West Branch Urban Renewal Area. / Move to action.**

**ORDINANCE 809**

AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED AT 401 PARKSIDE DRIVE, WEST BRANCH, IOWA, IN THE CITY OF WEST BRANCH, COUNTY OF CEDAR, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF WEST BRANCH, COUNTY OF CEDAR, WEST BRANCH COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY SAID CITY IN CONNECTION WITH SAID WEST BRANCH URBAN RENEWAL AREA.

WHEREAS, Advantage Rentals, LLC and the City of West Branch entered into that certain development agreement for the construction of a project located at 401 Parkside Drive, West Branch, Iowa; and

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

See Exhibit "A" attached hereto.

(the "Property"); and

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

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

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

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

Section 2: As to the Properties, that portion of the taxes which would be produced by the rate at which the tax is levied each year by and for each of the taxing districts taxing the Property in the West Branch Urban Renewal Area upon the total sum of the assessed value of Property, being the first day of the calendar year preceding the effective date of this Ordinance, that date being January 1, 2022, shall be allocated to and when collected be paid into a fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. The taxes so determined may be referred to herein as the "base period taxes."

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

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

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

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

Passed and approved this 6th day of November, 2023.

First Reading: October 2, 2023  
Second Reading: October 16, 2023  
Third Reading: November 6, 2023

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Leslie Brick, City Clerk

There were no comments.

Motion by Sexton, second by Miller to approve third reading of Ordinance 809. AYES: Sexton, Miller, Goodweiler, Stoolman. NAYS: None. Absent: Dean. Motion carried.

Second Reading Ordinance 810 – Amending the Code of Ordinances of the City of West Branch, as previously amended, by Changing Water Rates. / Move to action.

No discussion.

Motion by Miller, second by Goodweiler to approve second reading of Ordinance 810. AYES: Miller, Goodweiler, Stoolman, Sexton. NAYS: None. Absent: Dean. Motion carried.

Second Reading Ordinance 811 – Amending the Code of Ordinance of the City of West Branch, as previously amended, by Changing Sewer Rates. / Move to action.

No discussion.

Motion by Miller, second by Goodweiler to approve second reading of Ordinance 811. AYES: Miller, Goodweiler, Sexton, Stoolman. NAYS: None. Absent: Dean. Motion carried.

Resolution 2023-111 - Approve Change Order Number 3 in the amount of (\$1,497.00) for the Eastside Water Main Improvement Project. / Move to action.

Motion by Miller, second by Sexton to approve Resolution 2023-111. AYES: Miller, Sexton, Stoolman, Goodweiler. NAYS: None. Absent: Dean. Motion carried.

Resolution 2023-112 – Approve Pay Estimate Number 5 in the amount of \$188,436.37 to Lynch Excavating Inc. for the Eastside Water Main Improvement Project. / Move to action. / Move to action.

No comments.

Motion by Sexton, second by Goodweiler to approve Resolution 2023-112. AYES: Sexton, Goodweiler, Miller, Stoolman. NAYS: None. Absent: Dean. Motion carried.

Resolution 2023-113 – Approving the purchase of a mobility lift for Town Hall. / Move to action.

Laughlin asked if the West Branch Lions club was successful with obtaining the Cedar County Foundation Grant. Kofoed said he hadn't heard yet, but would follow-up with Humrichouse on the status and details of the grant funds requirements.

Motion by Miller, second by Goodweiler to approve Resolution 2023-113. AYES: Miller, Goodweiler, Stoolman, Sexton. NAYS: None. Absent: Dean. Motion carried.

Resolution 2023-114 - Approving a salary adjustment for Gabe Trimpe for Fiscal Year 2024. / Move to action.

No comments.

Motion by Miller, second by Goodweiler to approve Resolution 2023-114. AYES: Miller, Goodweiler, Stoolman, Sexton. NAYS: None. Absent: Dean. Motion carried.

Motion to accept the resignation of Zachary Murdock from the West Branch Police Department. / Move to action.

Stoolman asked if Murdock needed to resign to become part-time. Kofoed said the resignation was necessary to end full-time benefits and re-set the part-time salary and that the police chief would determine

Motion by Miller, second by Sexton. AYES: Miller, Sexton, Stoolman, Goodweiler. NAYS: None. Absent: Dean. Motion carried.

**CITY ADMINISTRATOR REPORT**

Kofoed said that he will be overseeing the Parks & Recreation department until the Council determines if the position will be replaced in early 2024. Kofoed said that all current programming will carry on throughout the fall and winter months as previously scheduled.

**CITY ATTORNEY REPORT** – No report

**CITY ENGINEER REPORT**

Schechinger gave updates on the various city projects. He said the Wastewater Treatment Facility building was still waiting on roofing materials, work was continuing on the SAGR cells and winter seeding had been completed. He also reported that Lynch Excavating was nearly complete with the Eastside Water Main Project (Phase 1). He also reported that the Meadows Part 3 public improvements were being finished up this week and that the Council will see the final plat at the next meeting along with the escrow punch list.

**STAFF REPORTS** – No reports

**COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Miller said he was asked to have an item placed on the next City Council agenda for Norm Bickford to discuss his property at 212 W. Main Street regarding the city's storm water regulations. Laughlin reminded the audience to vote during tomorrow's city and school board election which includes ballot measures for the County's Emergency Medical Assistance levy as well as the Local Option Sales & Service Tax for West Branch.

**ADJOURNMENT**

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 7:40 p.m.

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	Approve a Class C Retail Alcohol (12-month) license with Outdoor Service privileges for The Down Under, 102 W. Main Street, West Branch.
---------------------	--

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

<b>DATE:</b>	November 7, 2023
--------------	------------------

### SUMMARY:

Approve Class C Retail Alcohol license with Outdoor Service privileges for The Down Under, 102 W. Main St.

- ✓ Renewal Application submitted
- ✓ DRAM Shop
- ✓ Fire Inspection

Renewal effective 12/1/2023 through 11/30/2024.



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b> Approve the submission of the annual Street Finance Report FY23
---

<b>PREPARED BY:</b> Finance Officer, Heidi Van Auken
--

<b>DATE:</b> November 1, 2023
-------------------------------

### SUMMARY:

Street Finance Report (SFR): Per Iowa Code section 312.14 – all cities are required to submit the SFR to the Iowa Department of Transportation (DOT) by December 1st of each year. The intent of this report is to provide an accounting of the entire roads/streets program of our city for a fiscal year.



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2023

West Branch

11/14/2023 10:20:46 AM

### Expenses

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Salaries - Roads/Streets	\$24,126	\$131,697					\$155,823
Benefits - Roads/Streets	\$3,208	\$1,095	\$45,002				\$49,305
Building & Grounds Maint. & Repair	\$17,804	\$14,168					\$31,972
Vehicle & Office Equip Operation and Repair		\$30,348					\$30,348
Street Lights	\$165						\$165
Other Utilities	\$1,155						\$1,155
Other Maintenance and Repair		\$11,721					\$11,721
Insurance	\$10,413						\$10,413
Printing		\$1,128					\$1,128
Rents & Leases	\$195	\$726					\$921
Other Professional Services	\$140	\$940			\$117,870		\$118,950
Other Contract Services	\$19,027				\$41,325		\$60,352
Minor Equipment Purchases		\$1,217					\$1,217
Office Supplies		\$363					\$363
Other Supplies		\$1,736					\$1,736
Other Capital Equipment	\$1,370						\$1,370
Right-of-Way	\$3,000						\$3,000



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2023

West Branch

11/14/2023 10:20:46 AM

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Street - New Roadway	\$4,117						\$4,117
Street - Capacity Improvement		\$33,261					\$33,261
Principal Payment				\$229,643			\$229,643
Interest Payment				\$28,492			\$28,492
Bond Registration Fees				\$876			\$876
Transfer Out			\$57,150				\$57,150
Street Lighting	\$36,237						\$36,237
Snow Removal		\$12,768					\$12,768
Depreciation & Building Utilities		\$5,085					\$5,085
<b>Total</b>	\$120,957	\$246,253	\$102,152	\$259,011	\$159,195		\$887,568



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2023

West Branch

11/14/2023 10:20:46 AM

### Revenue

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Levied on Property	\$80,067		\$45,002	\$259,011			\$384,080
TIF Revenues			\$57,150				\$57,150
State Revenues - Road Use Taxes		\$345,267					\$345,267
Other State Grants - IDOT	\$39,000						\$39,000
Charges/fees	\$1,890					\$0	\$1,890
Transfer In					\$57,150		\$57,150
<b>Total</b>	\$120,957	\$345,267	\$102,152	\$259,011	\$57,150	\$0	\$884,537



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2023

West Branch

11/14/2023 10:20:46 AM

### Bonds/Loans

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
GO corporate purpose bond - street improvements	\$570,000	\$90,000	\$10,587	\$45,000	\$5,294	\$480,000
GO corporate purpose bond - bridge, street and park	\$2,645,000	\$375,000	\$73,372	\$94,643	\$18,518	\$2,270,000
GO Corp Bond 2015	\$285,000	\$90,000	\$4,680	\$90,000	\$4,680	\$195,000
<b>Total</b>	<b>\$3,500,000</b>	<b>\$555,000</b>	<b>\$88,639</b>	<b>\$229,643</b>	<b>\$28,492</b>	<b>\$2,945,000</b>



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2023

West Branch

11/14/2023 10:20:46 AM

### Equipment

Description	Model Year	Usage Type	Cost	Purchased Status
TARCO LEAF VAC W/LEAF BOX	2014	Purchased	\$46,900	Junked
MAXEY 83" WIDE DUMP TRAILER	2014	Purchased	\$7,350	No Change
INTERNATIONAL 4900 W/PLOW	1991	Purchased	\$10,550	No Change
OSHKOSH P1823 PLOW TRUCK	2000	Purchased	\$146,000	No Change
CATERPILLAR 262C2 SA SKID LOADER W.BUCKET	2012	Purchased	\$50,000	No Change
Sterling L7500	2009	Purchased	\$35,205	No Change
FORD F-550	2016	Purchased	\$71,135	No Change
DODGE RAM 1500 ST	2012	Purchased	\$25,800	No Change
FORD F-550 4X4	2022	Purchased	\$76,168	No Change
JOHN DEERE 1025R UTILITY TRACTOR	2022	Purchased	\$18,915	No Change
PELICAN SWEEPER	2013	Purchased	\$165,203	No Change
FORD F-550 SUPER DUTY	2019	Purchased	\$68,976	No Change
FORD	2017	Purchased	\$26,000	No Change
DODGE RAM 1500 PICKUP	2016	Purchased	\$25,435	No Change



Bureau of Local Systems

Ames, IA 50010

## City Street Finance Report

Fiscal Year 2023

West Branch

11/14/2023 10:20:46 AM

### Street Projects

Project Description	Contract Price	Final Price	Contractor Name
East Side Water Mains Replacement	\$1,721,266	\$1,721,266	Lynch's Excavating





Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2023

West Branch

11/14/2023 10:20:46 AM

### Summary

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Begining Balance	\$0	\$44,218	\$0	\$0	(\$21,394)	\$0	\$22,824
SubTotal Expenses (-)	\$120,957	\$246,253	\$45,002	\$259,011	\$159,195		\$830,418
Transfers Out (-)			\$57,150				\$57,150
Subtotal Revenues (+)	\$120,957	\$345,267	\$102,152	\$259,011		\$0	\$827,387
Transfers In (+)					\$57,150		\$57,150
Ending Balance	\$0	\$143,232	\$0	\$0	(\$123,439)	\$0	\$19,793

Resolution Number:

Execution Date: Monday, November 20, 2023

Signature: Heidi Van Auken



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b> Claims for November 20, 2023
--

<b>PREPARED BY:</b> Heidi Van Auken, Finance Officer
--

<b>DATE:</b> November 15, 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****11/20/2023**

ADAM, JOHN & LISA	BLDG INCENTIVE PAYMENT	1,000.00
AMAZON.COM	VARIOUS ITEMS-LIBRARY	227.33
BAKER & TAYLOR	BOOKS	673.18
CAPITAL ONE	PROGRAM SNACKS-LIBRARY	76.71
CEDAR COUNTY RECORDER	RECORDING FEES	100.00
CEDAR COUNTY TRANSFER STATION	SHOP YARD CLEANUP-PW	51.00
ELITE HOLDING CO.	WINTER UNIFORMS-PW	341.00
HAWKINS INC.	CHEMICALS	2,941.92
IMWCA	IMWCA FY24 INSTALLMENT 5	2,836.00
KANOPY	ON DEMAND VIDEO SERVICE	20.00
MENARDS	LIGHT BULBS-LIBRARY	79.99
MOORE'S WELDING	LEAF VAC BOX REPAIR	85.00
MOPPY MO'S	JANITORIAL SERVICES	857.50
MPEC	VEHICLE MAINT, SUPPLIES-PW	78.85
MUNICIPAL SUPPLY	RADIO READ TOWER	17,299.00
OASIS ELECTRIC	DOWNTOWN ST LIGHT REPAIRS	549.65
OLSON, KEVIN	LEGAL SERVICES-NOV 2023	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	244.99
PROTECT YOUTH SPORTS	BACKGROUND CHECKS	27.00
PUTNAM MUSEUM	LIBRARY ANNUAL MEMBERSHIP	80.00
PYRAMID SERVICES	PARTS FOR FIELD GROOMER	110.32
QUILL	RUBBER BANDS-LIBRARY	11.72
ROOF, GERDES, ERLBACHER, PLC	AUDIT FY23 - 1ST PAYMENT	9,000.00
TIPTON CONSERVATIVE	JOB AD - POLICE	111.50
VAN SCOYOC, KRISTEN	PRESCHOOL BB JERSEY REFUND	20.00
WEST BRANCH TIMES	LEGAL PUBLICATIONS	487.24

**TOTAL****38,809.90****PAYROLL-WAGES, TAXES, EMPLOYEE  
BENEFITS****11/10/2023****50,598.15****PAID BETWEEN MEETINGS**

VARIOUS VENDORS	UB REFUNDS	92.40
LYNCH'S EXCAVATING	EAST SIDE WATER PAY ESTIMATE 5	188,436.37
ALLIANT ENERGY	ALLIANT ENERGY	11,558.09
APPARATUS TESTING SERVICE	FIRE PUMP CERT TESTING	655.25
AT&T MOBILITY	WIRELESS SERVICE	314.96
BROWN'S WB FORD	SERVICE & PARTS	234.25
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	43.97
HEIMAN FIRE EQUIPMENT	HALLIGAN STYLE FORCIBLE ENTRY	474.41
LINN COUNTY REC	STREET LIGHTS	304.37
LRS HOLDINGS	TRASH & RECYCLING-SEPT, OCT	28,503.00
PAPAS TRUCH & TRAILER REPAIR	TRUCK SERVICE-FIRE	930.54

QUILL	OFFICE SUPPLIES-CITY	79.98
STATE HYGIENIC LAB	LAB ANALYSIS	43.50
WEX BANK	VEHICLE FUEL	1,198.10
SISCO	HEALTH CLAIMS 11/13/2023	72.43
GLOBAL PAYMENTS	SEPTEMBER CREDIT CARD FEES	1,044.35
SISCO	HEALTH CLAIMS 11/6/2023	27.51

<b>TOTAL</b>		<b>234,013.48</b>
--------------	--	-------------------

<b>GRAND TOTAL EXPENDITURES</b>		<b>323,421.53</b>
---------------------------------	--	-------------------

**FUND TOTALS**

001 GENERAL FUND	71,881.40
022 CIVIC CENTER	434.37
031 LIBRARY	8,206.25
036 TORT LIABILITY	2,673.62
110 ROAD USE TAX	5,456.88
112 TRUST AND AGENCY	6,951.17
329 EASTSIDE WATER MAIN PH 1	188,436.37
600 WATER FUND	31,348.92
610 SEWER FUND	7,599.82
740 STORM WATER UTILITY	432.73

<b>GRAND FUND TOTAL</b>	<b>323,421.53</b>
-------------------------	-------------------

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	TIPTON CONSERVATIVE	JOB AD - POLICE	111.50
			TOTAL:	111.50
PARK & RECREATION	GENERAL FUND	PYRAMID SERVICES INC.	PARTS FOR FIELD GROOMER	110.32
		PROTECT YOUTH SPORTS	PROTECT YOUTH SPORTS	27.00
		MOPPY MO'S LLC	CLEANING SERVICES-P&R	105.00
		VAN SCOYOC, KRISTEN	PRESCHOOL BB JERSEY REFUND	20.00
			TOTAL:	262.32
ECONOMIC DEVELOPMENT	GENERAL FUND	ADAM, JOHN & LISA	BLDG INCENTIVE PAYMENT	1,000.00
			TOTAL:	1,000.00
CLERK & TREASURER	GENERAL FUND	MOPPY MO'S LLC	CLEANING SERVICES-CITY	140.00
		ROOF, GERDES, ERLBACHER, PLC	AUDIT FY23 - 1ST PAYMENT	9,000.00
			TOTAL:	9,140.00
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL PUBLICATIONS	487.24
		CEDAR COUNTY RECORDER	RECORDING FEES	100.00
		OLSON, KEVIN D	LEGAL SERVICES-NOV 2023	1,500.00
			TOTAL:	2,087.24
TOWN HALL	CIVIC CENTER	MOPPY MO'S LLC	CLEANING SERVICES-TH	175.00
			TOTAL:	175.00
LIBRARY	LIBRARY	OVERDRIVE INC	DIGITAL & AUDIO BOOKS	244.99
		QUILL CORP	RUBBER BANDS-LIBRARY	11.72
		MENARDS	LIGHT BULBS-LIBRARY	79.99
		BAKER & TAYLOR INC.	BOOKS	58.98
			BOOKS	236.36
			BOOKS	377.84
		PUTNAM MUSEUM & IMAX THEATRE	LIBRARY ANNUAL MEMBERSHIP	80.00
		KANOPY	ON DEMAND VIDEO SERVICE	20.00
		AMAZON.COM.CA., INC.	YOUTH BOOKS	40.08
			YOUTH BOOKS-LIBRARY	52.42
			CUSTODIAL SUPPLIES-LIBRARY	55.10
			ADULT PROGRAM SUPPLIES-LIB	28.87
			ADULT PROGRAM PRIZES-LIB	17.98
			KIDS CONTEST PRIZES-LIBRAR	32.88
			PROGRAM SNACKS-LIBRARY	76.71
		CAPITAL ONE	JANITORIAL SERVICES-LIBRAR	437.50
		MOPPY MO'S LLC	TOTAL:	1,851.42
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
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

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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	OASIS ELECTRIC LLC	DOWNTOWN ST LIGHT REPAIRS	549.65
		CEDAR COUNTY TRANSFER STATION	SHOP YARD CLEANUP-PW	51.00
		MOORE'S WELDING INC	LEAF VAC BOX REPAIR	85.00
		MPEC	VEHICLE MAINT, SUPPLIES-PW	78.85
			TOTAL:	764.50
WATER OPERATING	WATER FUND	MUNICIPAL SUPPLY INC.	RADIO READ TOWER	13,750.00
			RADIO READS FOR NEW HOMES	3,549.00
		HAWKINS INC	CHEMICALS	2,941.92
		IMWCA	WORK COMP - WATER	91.90
		ELITE HOLDING COMPANY	WINTER UNIFORMS-PW	341.00
			TOTAL:	20,673.82
SEWER OPERATING	SEWER FUND	IMWCA	WORK COMP - SEWER	70.48
			TOTAL:	70.48

```

===== FUND TOTALS =====
001 GENERAL FUND          12,601.06
022 CIVIC CENTER           175.00
031 LIBRARY                1,851.42
036 TORT LIABILITY        2,673.62
110 ROAD USE TAX           764.50
600 WATER FUND            20,673.82
610 SEWER FUND              70.48
-----
GRAND TOTAL:              38,809.90
-----

```



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Third Reading Ordinance 810</b> – Amending the Code of Ordinances of the City of West Branch, as previously amended, by Changing Water Rates.
---------------------	--

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

<b>DATE:</b>	November 7, 2023
--------------	------------------

### SUMMARY:

The City Council passed Ordinance 810 on June 19, 2023 which approved a five (5) year water rate increase to be effective each August 1<sup>st</sup>.

As Utility Billing clerk, having rates changes at different times of the year requires extra staff time and is confusing to residents when they see a “jump” in their bill.

I spoke with Maggie Burger, the City’s financial advisor and she recommended that changing rates with the start of the fiscal year (July 1<sup>st</sup>) is best practice for both budgeting and forecasting revenues.

This ordinance changes the effective date of the water rates to July 1<sup>st</sup> beginning July 1, 2024.

**ORDINANCE 810**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, AS PREVIOUSLY AMENDED, BY CHANGING WATER RATES.**

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

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

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

*Rate effective July 1, 2024:                      \$9.93 per 1000 gallons with 1,700 gallon minimum.  
Rate effective July 1, 2025:                      \$10.13 per 1000 gallons with 1,700 gallon minimum.  
Rate effective July 1, 2026                      \$10.33 per 1000 gallons with 1,700 gallon minimum.  
Rate effective July 1, 2027:                      \$10.54 per 1000 gallons with 1,700 gallon minimum."*

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

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

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

\* \* \* \* \*

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

First Reading:                      October 16, 2023  
Second Reading:                      November 6, 2023  
Third Reading:                      November 20, 2023

\_\_\_\_\_  
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

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Third Reading Ordinance 811</b> – Amending the Code of Ordinances of the City of West Branch, as previously amended, by Changing Sanitary Sewer Rates.
---------------------	---

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

<b>DATE:</b>	November 7, 2023
--------------	------------------

### SUMMARY:

The City Council passed Ordinance 793 on June 20, 2022 which approved a two (2) percent annual sewer rate increase to be effective each January 1<sup>st</sup> beginning January 1, 2024.

As Utility Billing clerk, having rates changes at different times of the year requires extra staff time and is confusing to residents when they see a “jump” in their bill.

I spoke with Maggie Burger, the City’s financial advisor and she recommended that changing rates with the start of the fiscal year (July 1<sup>st</sup>) is best practice for both budgeting and forecasting revenues.

This ordinance changes the effective date of the sewer rates to July 1<sup>st</sup> beginning July 1, 2024.

**ORDINANCE 811**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, AS PREVIOUSLY AMENDED, BY CHANGING SANITARY SEWER RATES.**

WHEREAS, the City Council of the City of West Branch had heretofore deemed it necessary to raise sewer rates to keep up with inflation to ensure that the sewer system can be maintained in a good and working order.

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

Section 1. Amendment. Section 99.01(1) of the Code of Ordinances of the City of West Branch, Iowa is hereby amended by deleting adding the following after the line “\$17.65 per 1000 gallons, with a 1,700- gallon minimum, payable monthly effective July 1, 2023,” which reads as follows:

“The sanitary sewer rate per 1000 gallons shall increase annually effective July 1, 2024, and for each July 1<sup>st</sup> thereafter by two percent (2%).”

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

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

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

\* \* \* \* \*

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

First Reading:           October 16, 2023  
Second Reading:       November 6, 2023  
Third Reading:         November 20, 2023

\_\_\_\_\_  
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

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-115</b> - Approving a Subdivider's Agreement with Advantage Development, Inc. for The Meadows Subdivision Part Three, West Branch, Iowa.
---------------------	---

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

<b>DATE:</b>	November 15, 2023
--------------	-------------------

### SUMMARY:

The Meadows Subdivision, Part Three, owned by Advantage Development Inc. consists of four lots zoned RB-1 (Residence-Business District) on Meadows Place. This standard agreement requires the Developer to install certain municipal improvements, provide storm water management and sidewalks.

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319)351-2277  
Return to: City of West Branch, Iowa, 110 N. Poplar Street, PO Box 218, West Branch, Iowa 52358.

## **RESOLUTION 2023-115**

### **RESOLUTION APPROVING A SUBDIVIDER'S AGREEMENT WITH ADVANTAGE DEVELOPMENT, INC. FOR THE MEADOWS SUBDIVISION, PART THREE, WEST BRANCH, IOWA.**

**WHEREAS**, Advantage Development, Inc. (the "Developer") has submitted the final plat for The Meadows Subdivision, Part Three, West Branch, Iowa (the "Development"); and

**WHEREAS**, as part of said Development, the Developer is required to construct certain municipal improvements; and

**WHEREAS**, to that end, the City Attorney has drafted a Subdivider's Agreement for said Development; and

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

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of West Branch, Iowa, that the aforementioned Subdivider's Agreement be and the same is hereby approved. Further, the Mayor and City Clerk are directed to execute this Agreement on behalf of the City.

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

Passed and approved this 20<sup>th</sup> day of November, 2023.

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk

Prepared by and return to:  
Kirsten H. Frey, AT0002699, 327 2<sup>nd</sup> Street, Ste. 300 Coralville, IA 52241 (319) 365-9461

---

### **SUBDIVIDER'S AGREEMENT**

#### **THE MEADOWS SUBDIVISION - PART THREE WEST BRANCH, CEDAR COUNTY, IOWA**

THIS AGREEMENT is made and entered into between Advantage Development, Inc., an Iowa corporation, hereinafter referred to as "SUBDIVIDER", and the City of West Branch, Iowa, a municipal corporation, hereinafter called "CITY",

#### **W I T N E S S E T H:**

In consideration of the City approving the final plat of the subdivision to be known as The Meadows Subdivision – Part Three, West Branch, Cedar County, Iowa, the Subdivider acknowledges, agrees and states as follows:

1. Subdivision Public Improvements. Subdivider shall construct the following improvements in the Meadows Subdivision, Part 3: 29-foot wide PCC Meadows Place, water mains, sanitary sewer mains, storm sewer mains and a 5-wide PCC sidewalk along Cedar-Johnson Road and across the frontage of Lots 1 through 4 (when each lot is developed, or within three years from the date of final plat approval) (individually and collectively the "Municipal Improvements"). The obligation to install said Municipal Improvements shall remain a lien against each lot within The Meadows Subdivision – Part Three until subsequently released by the City.

Nothing in this Agreement shall be construed to impose a requirement on the City to install the original Municipal Improvements at issue herein and the Subdivider shall not be deemed to be acting as the City's agent during the original construction and installation of said Improvements. The parties agree that the obligation to install the public improvement(s) herein shall be in accordance with City specifications, and the obligation to install the Improvements shall remain on the Subdivider until completion by the Subdivider, and until acceptance by the City, as by law provided.

2. Storm Water Management. The parties agree and acknowledge that The Meadows Subdivision – Part Three is served by an off-site Stormwater Detention Basin and that additional

improvements for stormwater detention are not required within The Meadows Subdivision – Part Three.

3. Construction of Improvements. All Municipal Improvements to be installed by Subdivider shall be constructed and installed by the Subdivider according to the plans and specifications approved by the City Engineer of the City who shall have the right to make occasional inspection of the work in progress. Such inspections shall not relieve or release the Subdivider from its responsibility to construct said Improvements pursuant to the approved plans and specifications, nor shall said inspections create a duty or obligation on the part of the City to ensure construction in accordance with said specifications.

4. Sidewalks. As noted above, Subdivider agrees that it will install 5-wide PCC sidewalks along Cedar-Johnson Road and across the frontage of Lots 1 through 4 at the time of the development of each lot but in any event within three years from the date of approval of the Final Plat of The Meadows Subdivision – Part Three. The sidewalks shall be constructed according to plans and specifications approved by the City Engineer of the City. The obligation to install sidewalks shall remain a lien on each abutting platted lot until installed and released by the City, and the Release duly recorded in the Cedar County Recorder's Office.

5. Occupancy Permit. Prior to the issuance of an occupancy permit for any building erected in the Subdivision, the City, in its discretion, may require the Subdivider to construct and install the Improvements and sidewalks as required by this Agreement.


6. Waiver. If Subdivider sells or conveys lots in said subdivision without constructing or installing the Municipal Improvements or the Subdivider fails to construct sidewalks required in Section 4 hereof, the City shall have the right to install and construct said Municipal Improvements or sidewalks. Subdivider acknowledges and agrees that all lots in the subdivision are specifically benefited by the Municipal Improvements so that the cost of the installation shall be a lien and charge against all of the lots in the subdivision. The cost of Municipal Improvements need not meet the requirements of notice, benefit or value as provided by the law of the State of Iowa for assessing such improvements. The cost of installing the sidewalks shall be a lien and charge only against the lot or lots abutting or in front of which sidewalks are installed. It is further provided that this requirement to construct the Municipal Improvements and/or sidewalks is and shall remain a lien against the lots in the subdivision from the date of execution of this Agreement until properly released, as hereinafter provided. The lien created by this Agreement shall, however, be subordinate to any mortgage lien provided as collateral for Subdivider's construction financing.

7. Releases. City agrees that when the Municipal Improvements have been installed to the satisfaction of the City, it will, within five (5) business days following Subdivider's request, issue to the Subdivider for recording in the office of the County Recorder of Cedar County, Iowa, good and sufficient release to the lots in said subdivision so that this Agreement will not constitute a cloud upon the title of the lots in said subdivision. A separate sidewalk lien release shall be issued where appropriate.

8. Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and bind the successors and assigns of the respective parties hereto and all covenants shall be deemed to apply to and run with the land and with the title to the land.

DATED this 25 day of October, 2023.

**Advantage Development, Inc.**

By:   
Chad A. Keune, President & Secretary

**City of West Branch, Iowa**

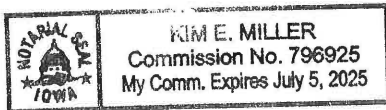
By: \_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Leslie Brick, City Clerk

STATE OF IOWA, COUNTY OF Johnson :

On this 25 day of October, 2023, this document was executed by Chad A. Keune, as President and Secretary of Advantage Development, Inc.



  
Notary Public – State of Iowa

STATE OF IOWA, CEDAR COUNTY, ss:

This instrument was acknowledged before me on this \_\_\_\_\_ day of October, 2023, by Roger Laughlin and Leslie Brick, as Mayor and City Clerk, respectively, of the City of West Branch, Iowa.

\_\_\_\_\_  
Notary Public – State of Iowa



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-116</b> - Approving the Final Plat of The Meadows Subdivision, Part Three, West Branch, Iowa.
---------------------	--

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

<b>DATE:</b>	November 15, 2023
--------------	-------------------

### SUMMARY:

The Meadows Part Three, owned by Advantage Development Inc. consists of four lots zoned RB-1 (Residence-Business District) on Meadows Place.

Planning & Zoning approved the final plat at a special meeting on October 24, 2023. On November 15<sup>th</sup>, the City Engineer inspected the public improvements and prepared an escrow amount for remaining items to be completed by the developer.



Prepared by: Kevin D. Olson, 1400 5<sup>th</sup> Street, Coralville, Iowa 52241 (319) 351-2277  
Return to: City of West Branch, 110 Poplar Street, PO Box 218, West Branch, Iowa 52358 (319) 643-5888

## **RESOLUTION 2023-116**

### **RESOLUTION APPROVING THE FINAL PLAT OF THE MEADOWS SUBDIVISION, PART THREE, WEST BRANCH, IOWA.**

**WHEREAS**, the developer did file with the City Clerk of West Branch, a final plat for The Meadows Subdivision, Part Three, West Branch, Iowa; and

**WHEREAS**, the legal description for said Subdivision is as follows: See Exhibit “A” attached hereto; and

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of West Branch, Iowa, that the final platting of The Meadows Subdivision, Part Three, West Branch, Iowa, be and the same is hereby approved.

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

Passed and approved this 20<sup>th</sup> day of November, 2023.

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Leslie Brick, City Clerk

FINAL PLAT  
THE MEADOWS SUBDIVISION - PART THREE  
WEST BRANCH, CEDAR COUNTY, IOWA  
SHEET 1 OF 2

FOR COUNTY RECORDER'S USE

LOCATION:	SUBDIVIDER:
LOT 1 OF PARCEL "G", LOCATED IN THE SOUTHWEST FRACTIONAL QUARTER OF THE SOUTHWEST FRACTIONAL QUARTER OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 4 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, WEST BRANCH, CEDAR COUNTY, IOWA	ADVANTAGE DEVELOPMENT INC 2881 INDEPENDENCE ROAD IOWA CITY, IOWA 52240
	SUBDIVIDER'S ATTORNEY:
LAND SURVEYOR:	KIRSTEN H. FREY 327 2ND STREET, SUITE 300 CORALVILLE, IOWA 52241
RICHARD R. NOWOTNY P.L.S MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 PHONE: 319-351-8282	PROPRIETOR OR OWNER:
	ADVANTAGE DEVELOPMENT INC 2881 INDEPENDENCE ROAD IOWA CITY, IOWA 52240
DATE OF SURVEY:	DOCUMENT RETURN INFORMATION:
03-23-2023	ATTORNEY

EASEMENT IDENTIFICATION TABLE	
LABEL	DESCRIPTION
①	15.00 FOOT PUBLIC UTILITY EASEMENT
②	20.00 FOOT PUBLIC UTILITY EASEMENT
③	20.00 FOOT PUBLIC UTILITY, STORM SEWER, AND DRAINAGE EASEMENT
④	20.00 FOOT SANITARY SEWER EASEMENT (CENTERED)
⑤	25.00 FOOT STORM SEWER AND DRAINAGE EASEMENT
⑥	20.00 FOOT WIDE STORM SEWER AND DRAINAGE EASEMENT (CENTERED)
⑦	STORM SEWER AND DRAINAGE EASEMENT

EXHIBIT A

LEGEND AND NOTES

▲

●

○

—

—

—

—

—

—

—

—

(R)

(M)

C22-1

— CONGRESSIONAL CORNER, FOUND

— PROPERTY CORNER(S), FOUND (as noted)

— PROPERTY CORNERS SET  
(5/8" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS" )

— PROPERTY &/or BOUNDARY LINES

— CONGRESSIONAL SECTION LINES

— RIGHT-OF-WAY LINES

— CENTER LINES

— LOT LINES, INTERNAL

— LOT LINES, PLATTED OR BY DEED

— EASEMENT LINES, WIDTH & PURPOSE NOTED

— EXISTING EASEMENT LINES, PURPOSE NOTED

— RECORDED DIMENSIONS

— MEASURED DIMENSIONS

— CURVE SEGMENT NUMBER

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS  
ERROR OF CLOSURE IS LESS THAN 1 FOOT IN 10,000 FEET

DESCRIPTION - THE MEADOWS SUBDIVISION - PART THREE

LOT 1 OF PARCEL "G", LOCATED IN THE FRACTIONAL SOUTHWEST QUARTER OF THE FRACTIONAL SOUTHWEST QUARTER OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 4 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, WEST BRANCH, IOWA, IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN BOOK L AT PAGE 171 OF THE RECORDS OF THE CEDAR COUNTY RECORDER'S OFFICE. SAID LOT 1 OF PARCEL "G" CONTAINS 10.63 ACRES, AND IS SUBJECT TO EASEMENTS AND RESTRICTION OF RECORD.

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

LICENSED PROFESSIONAL LAND SURVEYOR

RICHARD R. NOWOTNY  
17916

IOWA

SEAL

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

\_\_\_\_\_ 20\_\_\_\_

RICHARD R. NOWOTNY  
P.L.S. Iowa Lic. No. 17916  
My license renewal date is December 31, 20\_\_\_\_.

Pages or sheets covered by this seal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public, in and for the State of Iowa.

WEST BRANCH  
CEDAR COUNTY  
IOWA

MMS CONSULTANTS, INC.

Date: 07-31-2023

Designed by: RLA  
Field Book No.: 1354

Drawn by: RLW  
Scale: 1"=100'

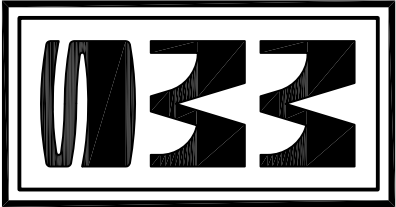
Checked by: RRN  
Sheet No.: 1

Project No.: IC 6992-395  
of: 2

FINAL PLAT  
THE MEADOWS  
SUBDIVISION  
PART THREE

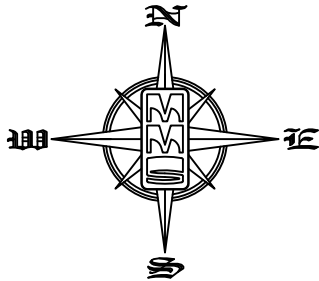
Date: 08-01-23  
Revision: PER RRN REVIEW - RLW

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



FINAL PLAT  
THE MEADOWS SUBDIVISION - PART THREE  
WEST BRANCH, CEDAR COUNTY, IOWA

SHEET 2 OF 2



FOR COUNTY RECORDER'S USE

FOUND PROPERTY MONUMENTATION TABLE	
LABEL	DESCRIPTION
(A)	FOUND 1"Ø PIPE W/ LS CAP 19828
(B)	FOUND 5/8" REBAR W/ YELLOW PLASTIC LS CAP 17916

0 10 25 50 75 100  
GRAPHIC SCALE IN FEET  
1"=100'

LOT "A" CONTAINS 0.86 ACRE, AND IS TO BE  
DEDICATED TO THE CITY OF WEST BRANCH FOR  
PUBLIC RIGHT-OF-WAY FOR MEADOWS PLACE

LEGEND AND NOTES

- CONGRESSIONAL CORNER, FOUND
- PROPERTY CORNER(S), FOUND (as noted)
- PROPERTY CORNERS SET  
(5/8" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS" )
- PROPERTY &/or BOUNDARY LINES
- CONGRESSIONAL SECTION LINES
- RIGHT-OF-WAY LINES
- CENTER LINES
- LOT LINES, INTERNAL
- LOT LINES, PLATTED OR BY DEED
- EASEMENT LINES, WIDTH & PURPOSE NOTED
- EXISTING EASEMENT LINES, PURPOSE NOTED
- RECORDED DIMENSIONS
- MEASURED DIMENSIONS
- CURVE SEGMENT NUMBER

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS  
ERROR OF CLOSURE IS LESS THAN 1 FOOT IN 10,000 FEET

AUDITOR PARCEL "G"

IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN BOOK "I" AT PAGE 103 OF THE RECORDS OF  
THE CEDAR COUNTY RECORDER'S OFFICE.

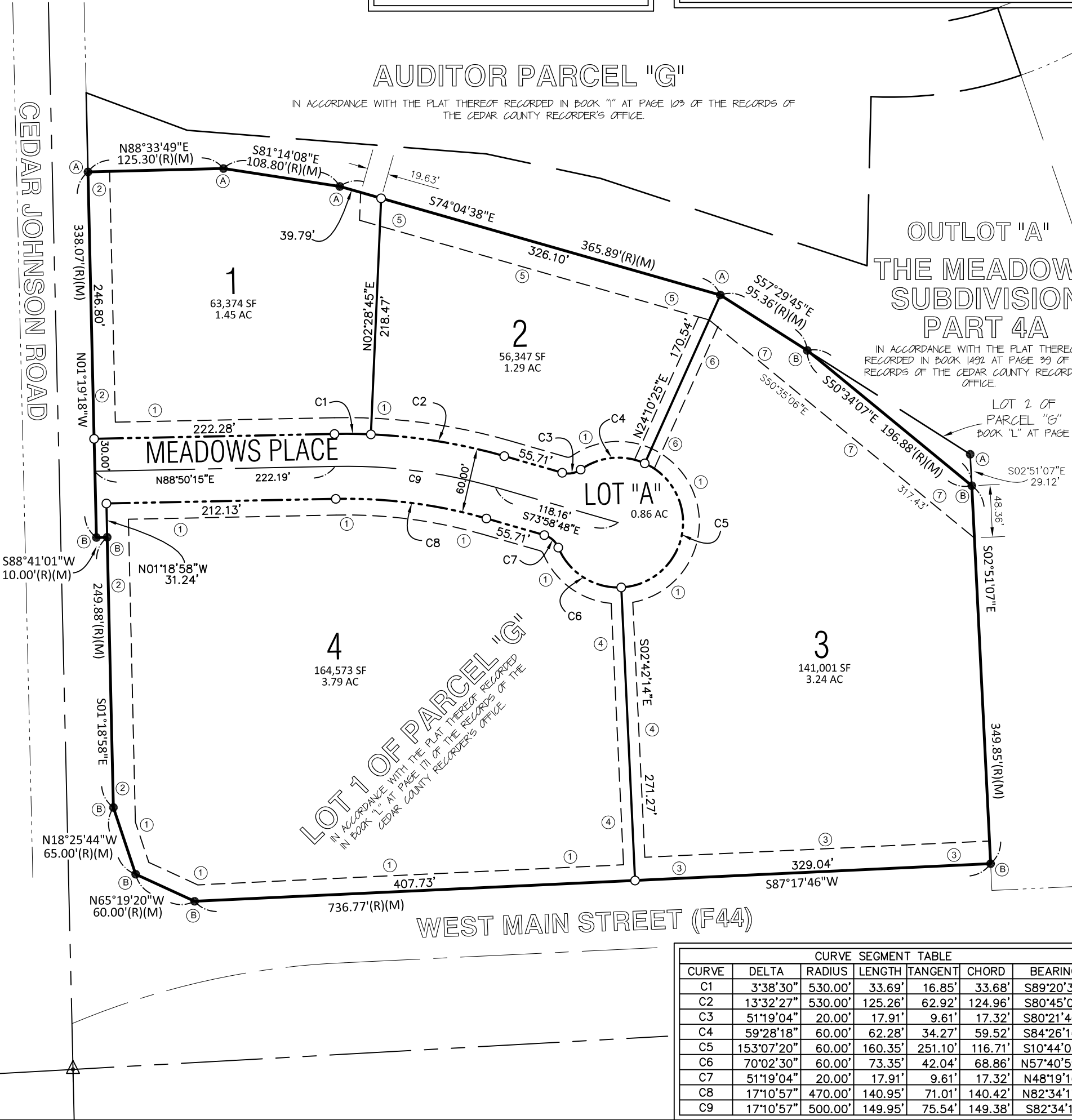
OUTLOT "A"

THE MEADOWS  
SUBDIVISION  
PART 4A

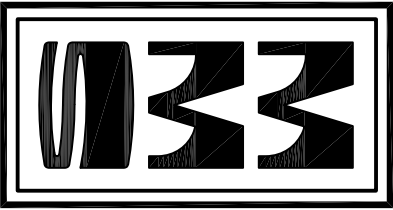
IN ACCORDANCE WITH THE PLAT THEREOF  
RECORDED IN BOOK 1492 AT PAGE 39 OF THE  
RECORDS OF THE CEDAR COUNTY RECORDER'S  
OFFICE.

LOT 2 OF  
PARCEL "G"  
BOOK "L" AT PAGE 171

LOT 2 OF  
PARCEL "G"  
BOOK "L" AT PAGE 171



CURVE SEGMENT TABLE						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
C1	3°38'30"	530.00'	33.69'	16.85'	33.68'	S89°20'30"E
C2	13°32'27"	530.00'	125.26'	62.92'	124.96'	S80°45'02"E
C3	51°19'04"	20.00'	17.91'	9.61'	17.32'	S80°21'40"W
C4	59°28'18"	60.00'	62.28'	34.27'	59.52'	S84°26'16"W
C5	153°07'20"	60.00'	160.35'	251.10'	116.71'	S10°44'05"W
C6	70°02'30"	60.00'	73.35'	42.04'	68.86'	N57°40'59"W
C7	51°19'04"	20.00'	17.91'	9.61'	17.32'	N48°19'16"W
C8	17°10'57"	470.00'	140.95'	71.01'	140.42'	N82°34'17"W
C9	17°10'57"	500.00'	149.95'	75.54'	149.38'	S82°34'17"E



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

Date: 08-01-23  
Revision: PER RRN REVIEW - RLW

FINAL PLAT

THE MEADOWS  
SUBDIVISION  
PART THREE

WEST BRANCH  
CEDAR COUNTY  
IOWA

MMS CONSULTANTS, INC.

Date:

07-31-2023

Designed by:

RLA Field Book No: 1354

Drawn by:

RLW Scale: 1"=100'

Checked by:

RRN Sheet No: 2

Project No:

IC 6992-395 of: 2



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-117</b> –Approving the submission of the City of West Branch FY23 Annual Urban Renewal Report.
---------------------	---

<b>PREPARED BY:</b>	Heidi Van Auken, Finance Officer
---------------------	----------------------------------

<b>DATE:</b>	November 16, 2023
--------------	-------------------

### SUMMARY:

Iowa Code sections 331.403(3), 357H.9(2), and 384.22(2), as amended by House File 2460 requires that all cities, counties, and Rural Improvement Zones with active Urban Renewal Areas provide specified information concerning active Urban Renewal Areas and any associated Tax Increment Financing Districts.

This is the FY23 Annual Urban Renewal Report for the City of West Branch.

**RESOLUTION 2023-117**

**RESOLUTION APPROVING THE SUBMISSION OF THE CITY OF WEST BRANCH  
FY23 ANNUAL URBAN RENEWAL REPORT**

BE IT RESOLVED by the City Council of the City of West Branch, Cedar County, Iowa, that the fiscal year 2023 Annual Urban Renewal Report be approved and forwarded to the Iowa Department of Management.

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

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk

Annual Urban Renewal Report, Fiscal Year 2022 - 2023

Levy Authority Summary

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

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

TIF Debt Outstanding: 3,035,255

TIF Sp. Rev. Fund Cash Balance as of 07-01-2022: 51,273 0 Amount of 07-01-2022 Cash Balance Restricted for LMI

TIF Revenue:	600,020
TIF Sp. Revenue Fund Interest:	3,147
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	603,167
Rebate Expenditures:	73,469
Non-Rebate Expenditures:	459,734
Returned to County Treasurer:	0
Total Expenditures:	533,203

TIF Sp. Rev. Fund Cash Balance as of 06-30-2023: 121,237 13,480 Amount of 06-30-2023 Cash Balance Restricted for LMI

Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 2,380,815

# ♣ Annual Urban Renewal Report, Fiscal Year 2022 - 2023

## Urban Renewal Area Data Collection

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

UR Area Creation Date: 11/1989

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

Tax Districts within this Urban Renewal Area	Base No.	Increment No.	Increment Value Used
SPRINGDALE TWP/WEST BRANCH SCH/W BR (ORIG 1988)UR TIF INCREM	160093	160094	0
WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM	160103	160104	0
WEST BRANCH CITY AG/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM	160105	160106	0
WEST BRANCH CITY/WEST BRANCH SCH/W BR (ORIG 1988) UR TIF INCREM	160107	160108	2,533,940
WEST BRANCH CITY/WEST BRANCH SCH/W BR (AMEND 1993) UR TIF INCREM	160109	160110	2,376,022
WEST BRANCH CITY/WEST BRANCH SCH/W BR (Amend 2002) UR TIF INCREM	160147	160148	11,660,751
WEST BRANCH CITY/WEST BRANCH SCH/CASEY/TIF INCREM	160195	160196	1,303,180
WEST BRANCH CITY/WEST BRANCH SCH/(AMEND 2019) UR /TIF INCREMENT	160199	160200	2,820,795
WEST BRANCH CITY/WEST BRANCH SCH/EMV/TIF INCREMENT	160201	160202	911,350
WEST BRANCH CITY AG/WEST BRANCH SCH/TIF INCREMENT	160203	160204	0

## Urban Renewal Area Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	138,680	18,656,270	67,266,530	12,776,660	0	-7,408	100,617,312	0	100,617,312
Taxable	123,483	10,098,674	60,539,877	11,498,994	0	-7,408	83,392,565	0	83,392,565
Homestead Credits									60

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2022:** **51,273** **0** **Amount of 07-01-2022 Cash Balance Restricted for LMI**

TIF Revenue: 600,020  
 TIF Sp. Revenue Fund Interest: 3,147  
 Property Tax Replacement Claims 0  
 Asset Sales & Loan Repayments: 0  
**Total Revenue: 603,167**

Rebate Expenditures: 73,469  
 Non-Rebate Expenditures: 459,734  
 Returned to County Treasurer: 0  
**Total Expenditures: 533,203**

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2023:** **121,237** **13,480** **Amount of 06-30-2023 Cash Balance Restricted for LMI**

## Projects For WEST BRANCH URBAN RENEWAL

### Water Tower #2

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

### Casey's Marketing Co

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

### Acciona

Description:	Legal Fees and Administrative Costs
Classification:	Administrative expenses
Physically Complete:	Yes
Payments Complete:	Yes

### Downtown East Redevelopment

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

### Cubby Park Improvement

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

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

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

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

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

### KLM Meadows Part 4

Description:	TIF Rebate Agreement
Classification:	Roads, Bridges & Utilities



Physically Complete:	Yes
Payments Complete:	No

## EMV Event Center

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

## Main St Turn Ln Project

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

## Dawson Plaza Project

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

## Advantage Development

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

## Advantage Rentals-BP Gas

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

## BBCO LLC

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

## Wapsi Creek Cleanup

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

## Cedar Johnson Roundabout

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

Payments Complete:	No
--------------------	----

**East Side Water Mains Phase 1**

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

## Debts/Obligations For WEST BRANCH URBAN RENEWAL

### Water Tower #2

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	37,987
Interest:	0
Total:	37,987
Annual Appropriation?:	No
Date Incurred:	06/02/2005
FY of Last Payment:	2023

### Casey's Marketing Co

Debt/Obligation Type:	Rebates
Principal:	476,842
Interest:	0
Total:	476,842
Annual Appropriation?:	Yes
Date Incurred:	05/18/2015
FY of Last Payment:	2038

### Acciona- Judgement Settlement

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	99,089
Interest:	3,221
Total:	102,310
Annual Appropriation?:	No
Date Incurred:	05/04/2014
FY of Last Payment:	2023

### Downtown Reinvestment 2016B

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	210,000
Interest:	12,925
Total:	222,925
Annual Appropriation?:	No
Date Incurred:	06/27/2016
FY of Last Payment:	2026

### Park Improvement 2016A

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	153,900
Interest:	10,716
Total:	164,616
Annual Appropriation?:	No
Date Incurred:	06/27/2016
FY of Last Payment:	2028

### Cubby Park Imp Series 2017

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,270,000
Interest:	230,575

Total:	1,500,575
Annual Appropriation?:	No
Date Incurred:	12/05/2017
FY of Last Payment:	2032

## EMV Event Center Rebate

Debt/Obligation Type:	Rebates
Principal:	135,000
Interest:	0
Total:	135,000
Annual Appropriation?:	Yes
Date Incurred:	04/01/2019
FY of Last Payment:	2031

## Meadows Pt 4 Developer Rebate

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

## 326 Cedar Johnson Roundabout

Debt/Obligation Type:	Internal Loans
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	No
Date Incurred:	11/01/2021
FY of Last Payment:	2023

## 329 East Side Water Mains Ph1

Debt/Obligation Type:	Internal Loans
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	No
Date Incurred:	11/01/2021
FY of Last Payment:	2023

## Non-Rebates For WEST BRANCH URBAN RENEWAL

TIF Expenditure Amount:	37,987
Tied To Debt:	Water Tower #2
Tied To Project:	Water Tower #2

TIF Expenditure Amount:	102,310
Tied To Debt:	Acciona- Judgement Settlement
Tied To Project:	Acciona

TIF Expenditure Amount:	27,159
Tied To Debt:	Park Improvement 2016A
Tied To Project:	Cubby Park Improvement

TIF Expenditure Amount:	54,950
Tied To Debt:	Downtown Reinvestment 2016B
Tied To Project:	Downtown East Redevelopment

TIF Expenditure Amount:	147,328
Tied To Debt:	Cubby Park Imp Series 2017
Tied To Project:	Cubby Park Improvement

TIF Expenditure Amount:	45,000
Tied To Debt:	326 Cedar Johnson Roundabout
Tied To Project:	Cedar Johnson Roundabout

TIF Expenditure Amount:	45,000
Tied To Debt:	329 East Side Water Mains Ph1
Tied To Project:	East Side Water Mains Phase 1

## Rebates For WEST BRANCH URBAN RENEWAL

### 615 SO DOWNEY ST

TIF Expenditure Amount:	25,950
Rebate Paid To:	CASEY'S GENERAL STORES
Tied To Debt:	Casey's Marketing Co
Tied To Project:	Casey's Marketing Co
Projected Final FY of Rebate:	2038

### 2 EMBER LANE

TIF Expenditure Amount:	15,000
Rebate Paid To:	EMV HOLDINGS
Tied To Debt:	EMV Event Center Rebate
Tied To Project:	EMV Event Center
Projected Final FY of Rebate:	2030

### PO Box 698

TIF Expenditure Amount:	32,519
Rebate Paid To:	MEADOWS DEVELOPMENT INC
Tied To Debt:	Meadows Pt 4 Developer Rebate
Tied To Project:	KLM Meadows Part 4
Projected Final FY of Rebate:	2035

## Jobs For WEST BRANCH URBAN RENEWAL

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

Income Housing For WEST BRANCH URBAN RENEWAL

Amount of FY 2023 expenditures that provide or aid in the provision of public improvements related to housing and residential development:	0
Lots for low and moderate income housing:	0
Construction of low and moderate income housing:	0
Grants, credits or other direct assistance to low and moderate income families:	0
Payments to a low and moderate income housing fund established by the municipality, including matching funds for any state or federal moneys used for such purposes:	0
Other low and moderate income housing assistance:	0



## ♣ Annual Urban Renewal Report, Fiscal Year 2022 - 2023

### TIF Taxing District Data Collection

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

	UR Designation
Slum	No
Blighted	No
Economic Development	12/1989

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	81,540	0	1,875,910	189,500	0	0	2,146,950	0	2,146,950
Taxable	72,604	0	1,688,319	170,550	0	0	1,931,473	0	1,931,473
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	566,189	1,580,761	0	1,580,761	30,700

FY 2023 TIF Revenue Received: 0

### TIF Taxing District Data Collection

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

	UR Designation
Slum	No
Blighted	No
Economic Development	12/1989

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	57,140	0	0	0	0	0	57,140	0	57,140
Taxable	50,879	0	0	0	0	0	50,879	0	50,879
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	96,406	0	0	0	0

FY 2023 TIF Revenue Received: 0

## ♣ Annual Urban Renewal Report, Fiscal Year 2022 - 2023

### TIF Taxing District Data Collection

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

UR Designation	
Slum	No
Blighted	No
Economic Development	08/1994

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

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

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	9,215	0	0	0	0

FY 2023 TIF Revenue Received: 0

### TIF Taxing District Data Collection

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

UR Designation	
Slum	No
Blighted	No
Economic Development	12/1989

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	10,573,030	3,353,990	0	0	13,927,020	0	13,927,020
Taxable	0	0	9,515,727	3,018,591	0	0	12,534,318	0	12,534,318
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	2,423,638	11,503,382	2,533,940	8,969,442	249,691

FY 2023 TIF Revenue Received: 70,342

## ♣ Annual Urban Renewal Report, Fiscal Year 2022 - 2023

### TIF Taxing District Data Collection

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

UR Designation	
Slum	No
Blighted	No
Economic Development	08/1994

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	14,081,460	1,124,260	1,134,210	0	-7,408	18,119,102	0	18,119,102
Taxable	0	7,622,318	1,011,834	1,020,789	0	-7,408	10,786,478	0	10,786,478
Homestead Credits									51

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	2,761,105	10,786,478	2,376,022	8,410,456	234,130

FY 2023 TIF Revenue Received: 65,898

### TIF Taxing District Data Collection

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

UR Designation	
Slum	No
Blighted	No
Economic Development	11/2002

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	50,719,440	8,098,960	0	0	58,818,400	0	58,818,400
Taxable	0	0	45,647,496	7,289,064	0	0	52,936,560	0	52,936,560
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	43,410	52,936,560	11,660,751	41,275,809	1,149,036

FY 2023 TIF Revenue Received: 323,700

## ♣ Annual Urban Renewal Report, Fiscal Year 2022 - 2023

### TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)  
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)  
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/CASEY/TIF INCREM  
 TIF Taxing District Inc. Number: 160196  
 TIF Taxing District Base Year: 2016  
 FY TIF Revenue First Received: 0  
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,556,340	0	0	0	1,556,340	0	1,556,340
Taxable	0	0	1,400,706	0	0	0	1,400,706	0	1,400,706
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	253,160	1,303,180	1,303,180	0	0

FY 2023 TIF Revenue Received: 36,176

### TIF Taxing District Data Collection

Local Government Name: WEST BRANCH (16G142)  
 Urban Renewal Area: WEST BRANCH URBAN RENEWAL (16006)  
 TIF Taxing District Name: WEST BRANCH CITY/WEST BRANCH SCH/(AMEND 2019) UR /TIF INCREMENT  
 TIF Taxing District Inc. Number: 160200  
 TIF Taxing District Base Year: 2019  
 FY TIF Revenue First Received: 0  
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	4,574,810	382,710	0	0	0	4,957,520	0	4,957,520
Taxable	0	2,476,356	344,439	0	0	0	2,820,795	0	2,820,795
Homestead Credits									9

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	64,010	2,820,795	2,820,795	0	0

FY 2023 TIF Revenue Received: 78,533

## ♣ Annual Urban Renewal Report, Fiscal Year 2022 - 2023

### TIF Taxing District Data Collection

Local Government Name:	WEST BRANCH (16G142)
Urban Renewal Area:	WEST BRANCH URBAN RENEWAL (16006)
TIF Taxing District Name:	WEST BRANCH CITY/WEST BRANCH SCH/EMV/TIF INCREMENT
TIF Taxing District Inc. Number:	160202
TIF Taxing District Base Year:	2019
FY TIF Revenue First Received:	0
Subject to a Statutory end date?	No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,034,840	0	0	0	1,034,840	0	1,034,840
Taxable	0	0	931,356	0	0	0	931,356	0	931,356
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	123,490	911,350	911,350	0	0

FY 2023 TIF Revenue Received: 25,371

### TIF Taxing District Data Collection

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

UR Designation	
Slum	No
Blighted	No
Economic Development	No

### TIF Taxing District Value by Class - 1/1/2021 for FY 2023

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

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2023	17,520	0	0	0	0

FY 2023 TIF Revenue Received: 0



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-118</b> – Approving the submission of the City of West Branch FY23 Annual Financial Report to the State Auditor’s Office.
---------------------	--

<b>PREPARED BY:</b>	Finance Officer, Heidi Van Auken
---------------------	----------------------------------

<b>DATE:</b>	November 14, 2023
--------------	-------------------

### SUMMARY:

Annual Finance Report (AFR): Per Iowa Code section 384.22 – all cities are required to submit the AFR to the Auditor of State by December 1st of each year.

This report provides a summary for the preceding fiscal year, FY23, of all collections and receipts, all accounts due the city, and all expenditures, the current public debt of the city, and the legal debt limit of the city for the current fiscal year.

**RESOLUTION 2023-118**

**RESOLUTION APPROVING THE SUBMISSION OF THE CITY OF WEST  
BRANCH FY23 ANNUAL FINANCIAL REPORT TO THE STATE AUDITOR'S  
OFFICE**

**BE IT RESOLVED** by the City Council of the City of West Branch, Cedar County, Iowa, that the FY23 Annual Financial Report be approved and forwarded to the Iowa State Auditor's Office.

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

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Leslie Brick, City Clerk

STATE OF IOWA  2023  FINANCIAL REPORT  FISCAL YEAR ENDED  JUNE 30, 2023  CITY OF WEST BRANCH, IOWA  DUE: December 1, 2023	
	16201600800000
	CITY OF WEST BRANCH
	PO Box 218
	WEST BRANCH IA 52358-0218
	POPULATION: 2509

**NOTE** - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS				
	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
<b>Revenues and Other Financing Sources</b>				
Taxes Levied on Property	2,038,311		2,038,311	2,043,736
Less: Uncollected Property Taxes-Levy Year	0		0	0
<b>Net Current Property Taxes</b>	2,038,311		2,038,311	2,043,736
Delinquent Property Taxes	0		0	0
TIF Revenues	600,020		600,020	599,780
Other City Taxes	392,910	0	392,910	317,179
Licenses and Permits	82,903	0	82,903	86,518
Use of Money and Property	31,758	10,162	41,920	11,500
Intergovernmental	832,317	0	832,317	1,979,867
Charges for Fees and Service	282,088	1,599,626	1,881,714	1,779,834
Special Assessments	0	0	0	0
Miscellaneous	170,160	225	170,385	31,000
Other Financing Sources	4,885,127	0	4,885,127	10,500,000
Transfers In	856,733	6,793	863,526	1,056,639
<b>Total Revenues and Other Sources</b>	10,172,327	1,616,806	11,789,133	18,406,053
<b>Expenditures and Other Financing Uses</b>				
Public Safety	1,523,246		1,523,246	1,689,440
Public Works	636,400		636,400	746,260
Health and Social Services	0		0	0
Culture and Recreation	692,004		692,004	779,170
Community and Economic Development	148,214		148,214	186,996
General Government	248,145		248,145	270,129
Debt Service	1,011,567		1,011,567	1,012,099
Capital Projects	5,847,171		5,847,171	7,535,612
<b>Total Governmental Activities Expenditures</b>	10,106,747	0	10,106,747	12,219,706
BUSINESS TYPE ACTIVITIES		1,000,756	1,000,756	8,260,297
<b>Total All Expenditures</b>	10,106,747	1,000,756	11,107,503	20,480,003
Other Financing Uses	0	0	0	
Transfers Out	734,825	128,701	863,526	1,056,639
<b>Total All Expenditures/and Other Financing Uses</b>	10,841,572	1,129,457	11,971,029	21,536,642
<b>Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses</b>	-669,245	487,349	-181,896	-3,130,589
Beginning Fund Balance July 1, 2022	4,093,264	1,304,272	5,397,536	6,018,325
Ending Fund Balance June 30, 2023	3,424,019	1,791,621	5,215,640	2,887,736

**NOTE** - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2023	Amount	Indebtedness at June 30, 2023	Amount
General Obligation Debt	4,075,000	Other Long-Term Debt	11,765
Revenue Debt	5,417,142	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	13,413,950

CERTIFICATION			
The forgoing report is correct to the best of my knowledge and belief			
			<b>Publication</b> 11/16/2023
			Phone Number
			Date Signed
Signature of Mayor or other City official (Name and Title)			
PLEASE PUBLISH THIS PAGE ONLY			



## REVENUE P2

CITY OF WEST BRANCH

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2023

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
<b>Section A - Taxes</b>	1										1
<b>Taxes levied on property</b>	2	1,330,979	364,853		283,114	59,365		2,038,311		2,038,311	2
Less: Uncollected Property Taxes - Levy Year	3							0		0	3
Net Current Property Taxes	4	1,330,979	364,853		283,114	59,365	0	2,038,311		2,038,311	4
Delinquent Property Taxes	5							0		0	5
<b>Total Property Tax</b>	6	1,330,979	364,853		283,114	59,365	0	2,038,311		2,038,311	6
<b>TIF Revenues</b>	7			600,020				600,020		600,020	7
<b>Other City Taxes</b>											
Utility Tax Replacement Excise Taxes	8	10,779	2,964		2,009	481		16,233		16,233	8
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9	17,942						17,942		17,942	9
Parimutuel Wager Tax	10							0		0	10
Gaming Wager Tax	11							0		0	11
Mobile Home Tax	12	8,036	2,145		1,497	357		12,035		12,035	12
Hotel / Motel Tax	13	40,110						40,110		40,110	13
Other Local Option Taxes	14		306,590					306,590		306,590	14
<b>Total Other City Taxes</b>	15	76,867	311,699		3,506	838	0	392,910	0	392,910	15
<b>Section B - Licenses and Permits</b>	16	82,903						82,903		82,903	16
<b>Section C - Use of Money and Property</b>	17										17
Interest	18	13,510		3,147	3,718		4,138	24,513	10,162	34,675	18
Rents and Royalties	19	7,245						7,245		7,245	19
Other Miscellaneous Use of Money and Property	20							0		0	20
	21							0		0	21
<b>Total Use of Money and Property</b>	22	20,755	0	3,147	3,718	0	4,138	31,758	10,162	41,920	22
<b>Section D - Intergovernmental</b>	24										24
<b>Federal Grants and Reimbursements</b>	26										26
Federal Grants	27					186,306		186,306		186,306	27
Community Development Block Grants	28							0		0	28
Housing and Urban Development	29							0		0	29
Public Assistance Grants	30							0		0	30
Payment in Lieu of Taxes	31							0		0	31
	32							0		0	32
<b>Total Federal Grants and Reimbursements</b>	33	0	0		0	186,306	0	186,306	0	186,306	33

## REVENUE P3

CITY OF WEST BRANCH

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2023

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
<b>Section D - Intergovernmental - Continued</b>	41										41
<b>State Shared Revenues</b>	43										43
Road Use Taxes	44		345,267					345,267		345,267	44
<b>Other state grants and reimbursements</b>	48										48
State grants	49	2,807						2,807		2,807	49
Iowa Department of Transportation	50							0		0	50
Iowa Department of Natural Resources	51							0		0	51
Iowa Economic Development Authority	52							0		0	52
CEBA grants	53							0		0	53
Commercial & Industrial Replacement Claim	54	52,627	14,453		11,183	2,348		80,611		80,611	54
	55							0		0	55
	56							0		0	56
	57							0		0	57
	58							0		0	58
	59							0		0	59
<b>Total State</b>	60	55,434	359,720	0	11,183	2,348	0	428,685	0	428,685	60
<b>Local Grants and Reimbursements</b>											
County Contributions	63	26,088						26,088		26,088	63
Library Service	64							0		0	64
Township Contributions	65	191,238						191,238		191,238	65
Fire/EMT Service	66							0		0	66
	67							0		0	67
	68							0		0	68
	69							0		0	69
<b>Total Local Grants and Reimbursements</b>	70	217,326	0	0	0	0	0	217,326	0	217,326	70
<b>Total Intergovernmental (Sum of lines 33, 60, and 70)</b>	71	272,760	359,720	0	11,183	188,654	0	832,317	0	832,317	71
<b>Section E -Charges for Fees and Service</b>	72										72
Water	73							0	632,988	632,988	73
Sewer	74							0	899,470	899,470	74
Electric	75							0		0	75
Gas	76							0		0	76
Parking	77							0		0	77
Airport	78							0		0	78
Landfill/garbage	79	208,316						208,316		208,316	79
Hospital	80							0		0	80

## REVENUE P4

CITY OF

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
<b>Section E - Charges for Fees and Service - Continued</b>	81										81
Transit	82							0		0	82
Cable TV	83							0		0	83
Internet	84							0		0	84
Telephone	85							0		0	85
Housing Authority	86							0		0	86
Storm Water	87							0	67,168	67,168	87
Other:	88										88
Nursing Home	89							0		0	89
Police Service Fees	90	27,185						27,185		27,185	90
Prisoner Care	91							0		0	91
Fire Service Charges	92	946						946		946	92
Ambulance Charges	93							0		0	93
Sidewalk Street Repair Charges	94							0		0	94
Housing and Urban Renewal Charges	95							0		0	95
River Port and Terminal Fees	96							0		0	96
Public Scales	97							0		0	97
Cemetery Charges	98	10,440						10,440		10,440	98
Library Charges	99	1,129						1,129		1,129	99
Park, Recreation, and Cultural Charges	100	19,090						19,090		19,090	100
Animal Control Charges	101							0		0	101
	102	14,982						14,982		14,982	102
	103							0		0	103
<b>Total Charges for Service</b>	104	282,088	0	0	0	0	0	282,088	1,599,626	1,881,714	104
<b>Section F - Special Assesments</b>	106							0		0	106
<b>Section G - Miscellaneous</b>	107										107
Contributions	108	72,871						72,871		72,871	108
Deposits and Sales/Fuel Tax Refunds	109							0		0	109
Sale of Property and Merchandise	110	23,222					2,460	25,682		25,682	110
Fines	111	847						847		847	111
Internal Service Charges	112							0		0	112
	113							0		0	113
Solid Waste and Yard Stickers	114	529						529		529	114
Misc Revenue Escrow	115	3,445						3,445		3,445	115
Vendor/Insurance Reimbursements	116	41,097						41,097		41,097	116
Restitution for Vandalism	117	789						789		789	117
Employee Flex Spending Deposit	118	496	6,338					6,834	225	7,059	118
Self-Funded Deductions	119		18,066					18,066		18,066	119
<b>Total Miscellaneous</b>	120	143,296	24,404	0	0	0	2,460	170,160	225	170,385	120

## REVENUE P5

CITY OF

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
<b>Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)</b>	121	2,209,648	1,060,676	603,167	301,521	248,857	6,598	4,430,467	1,610,013	6,040,480	121
<b>Section H - Other Financing Sources</b>	123										123
Proceeds of capital asset sales	124							0		0	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125					4,885,127		4,885,127		4,885,127	125
Proceeds of anticipatory warrants or other short-term debt	126							0		0	126
Regular transfers in and interfund loans	127	40,986			356,011			396,997	6,793	403,790	127
Internal TIF loans and transfers in	128				369,736	90,000		459,736		459,736	128
	129							0		0	129
	130							0		0	130
<b>Total Other Financing Sources</b>	131	40,986	0	0	725,747	4,975,127	0	5,741,860	6,793	5,748,653	131
<b>Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)</b>	132	2,250,634	1,060,676	603,167	1,027,268	5,223,984	6,598	10,172,327	1,616,806	11,789,133	132
<b>Beginning Fund Balance July 1, 2022</b>	134	2,538,749	711,997	51,274	269,478	319,140	202,626	4,093,264	1,304,272	5,397,536	134
<b>Total Revenues and Other Financing Sources (Sum of lines 132 and 134)</b>	136	4,789,383	1,772,673	654,441	1,296,746	5,543,124	209,224	14,265,591	2,921,078	17,186,669	136

## EXPENDITURES P6

CITY OF WEST BRANCH

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2023

NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Section A - Public Safety</b>	1										1
Police Department/Crime Prevention	2	397,311	70,673					467,984		467,984	2
Jail	3							0		0	3
Emergency Management	4							0		0	4
Flood control	5							0		0	5
Fire Department	6	987,948	19,175					1,007,123		1,007,123	6
Ambulance	7							0		0	7
Building Inspections	8	38,612	9,494					48,106		48,106	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10	33						33		33	10
Other Public Safety	11							0		0	11
	12							0		0	12
	13							0		0	13
<b>Total Public Safety</b>	14	1,423,904	99,342		0	0	0	1,523,246		1,523,246	14
<b>Section B - Public Works</b>	15										15
Roads, Bridges, Sidewalks	16	84,721	278,486					363,207		363,207	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18	36,237						36,237		36,237	18
Traffic Control Safety	19							0		0	19
Snow Removal	20		12,769					12,769		12,769	20
Highway Engineering	21							0		0	21
Street Cleaning	22							0		0	22
Airport (if not an enterprise)	23							0		0	23
Garbage (if not an enterprise)	24	224,187						224,187		224,187	24
Other Public Works	25							0		0	25
	26							0		0	26
	27							0		0	27
<b>Total Public Works</b>	28	345,145	291,255		0	0	0	636,400		636,400	28
<b>Section C - Health and Social Services</b>	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36							0		0	36
	37							0		0	37
	38							0		0	38
<b>Total Health and Social Services</b>	39	0	0		0	0	0	0		0	39
<b>Section D - Culture and Recreation</b>	40										40
Library Services	41	246,746	38,247					284,993		284,993	41
Museum, Band, Theater	42							0		0	42
Parks	43	202,217	36,551					238,768		238,768	43
Recreation	44							0		0	44
Cemetery	45	70,105	11,801					81,906		81,906	45
Community Center, Zoo, Marina, and Auditorium	46	14,010						14,010		14,010	46
Other Culture and Recreation	47	55,539						55,539		55,539	47
Local Cable Access	48	14,934	1,854					16,788		16,788	48
	49							0		0	49
<b>Total Culture and Recreation</b>	50	603,551	88,453		0	0	0	692,004		692,004	50

## EXPENDITURES P7

CITY OF

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

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Section E - Community and Economic Development</b>	51										51
Community beautification	52							0		0	52
Economic development	53	62,383						62,383		62,383	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55	12,362						12,362		12,362	55
Other community and economic development	56							0		0	56
TIF Rebates	57			73,469				73,469		73,469	57
	58							0		0	58
<b>Total Community and Economic Development</b>	59	74,745	0	73,469	0	0	0	148,214		148,214	59
<b>Section F - General Government</b>	60										60
Mayor, Council and City Manager	61	15,329	1,369					16,698		16,698	61
Clerk, Treasurer, Financial Administration	62	159,535	39,981					199,516		199,516	62
Elections	63							0		0	63
Legal Services and City Attorney	64	26,291						26,291		26,291	64
City Hall and General Buildings	65							0		0	65
Tort Liability	66	5,640						5,640		5,640	66
Other General Government	67							0		0	67
	68							0		0	68
	69							0		0	69
<b>Total General Government</b>	70	206,795	41,350		0	0	0	248,145		248,145	70
<b>Section G - Debt Service</b>	71				1,011,567			1,011,567		1,011,567	71
	72							0		0	72
	73							0		0	73
<b>Total Debt Service</b>	74	0	0	0	1,011,567	0	0	1,011,567		1,011,567	74
<b>Section H - Regular Capital Projects - Specify</b>	75										75
(319, 323) I80 Utility Relocate, (321) Wapsi, (324) WW Fac, (329) East Side Mains	76					5,248,218		5,248,218		5,248,218	76
(302) ARPA Funds for WW Facility (324)	77					372,611		372,611		372,611	77
<b>Subtotal Regular Capital Projects</b>	78	0	0		0	5,620,829	0	5,620,829		5,620,829	78
<b>TIF Capital Projects - Specify</b>	79										79
(312) Downtown East Redevelopment	80					151,500		151,500		151,500	80
(326) Roundabout Main & Cedar	81					74,842		74,842		74,842	81
<b>Subtotal TIF Capital Projects</b>	82	0	0		0	226,342	0	226,342		226,342	82
<b>Total Capital Projects</b>	83	0	0		0	5,847,171	0	5,847,171		5,847,171	83
<b>Total Governmental Activities Expenditures</b>	84	2,654,140	520,400	73,469	1,011,567	5,847,171	0	10,106,747		10,106,747	84
<b>(Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)</b>	85										85

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

## EXPENDITURES P8

CITY OF

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

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Section I - Business Type Activities</b>	87										87
Water - Current Operation	88								382,806	382,806	88
Capital Outlay	89									0	89
Debt Service	90								60,950	60,950	90
Sewer and Sewage Disposal - Current Operation	91								194,680	194,680	91
Capital Outlay	92									0	92
Debt Service	93								342,962	342,962	93
Electric - Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility - Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking - Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport - Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105									0	105
Landfill/Garbage - Current operation	106									0	106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital - Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit - Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet - Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority - Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water - Current Operation	120								18,640	18,640	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type - Current Operation	123									0	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds - Specify	126										126
Employee Flex Spending Expense	127								718	718	127
	128									0	128
<b>Total Business Type Activities</b>	129								1,000,756	1,000,756	129

## EXPENDITURES P9

CITY OF WEST BRANCH

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2023 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Subtotal Expenditures (Sum of lines 84 and 129)</b>	130	2,654,140	520,400	73,469	1,011,567	5,847,171	0	10,106,747	1,000,756	11,107,503	130
<b>Section J - Other Financing Uses Including Transfers Out</b>	131										131
Regular transfers out	132		275,089					275,089	128,701	403,790	132
Internal TIF loans/repayments and transfers out	133			459,736				459,736		459,736	133
	134							0		0	134
<b>Total Other Financing Uses</b>	135	0	275,089	459,736	0	0	0	734,825	128,701	863,526	135
<b>Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)</b>	136	2,654,140	795,489	533,205	1,011,567	5,847,171	0	10,841,572	1,129,457	11,971,029	136
	137										137
<b>Ending fund balance June 30, :</b>	138										138
<b>Governmental:</b>	139										139
<b>Nonspendable</b>	140						209,224	209,224		209,224	140
<b>Restricted</b>	141	208,137	977,184	121,236	285,179	-304,047		1,287,689		1,287,689	141
<b>Committed</b>	142							0		0	142
<b>Assigned</b>	143	140,387						140,387		140,387	143
<b>Unassigned</b>	144	1,786,719						1,786,719		1,786,719	144
<b>Total Governmental</b>	145	2,135,243	977,184	121,236	285,179	-304,047	209,224	3,424,019		3,424,019	145
<b>Proprietary</b>	146								1,791,621	1,791,621	146
<b>Total Ending Fund Balance June 30,</b>	147	2,135,243	977,184	121,236	285,179	-304,047	209,224	3,424,019	1,791,621	5,215,640	147
<b>Total Requirements (Sum of lines 136 and 147)</b>	148	4,789,383	1,772,673	654,441	1,296,746	5,543,124	209,224	14,265,591	2,921,078	17,186,669	148



## OTHER P10

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

Purpose	Amount paid to other local governments	Purpose	Amount paid to State
Correction		Highways	
Health		All other	
Highways			
Transit Subsidies			
Libraries			
Police protection			
Sewerage			
Sanitation			
All other			

## Part IV

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

YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID	Amount
Total Salaries and Wages Paid	1,148,889

## Part V Debt Outstanding, Issued, and Retired

Transit subsidies

## A. Long-Term Debt

Debt During the Fiscal Year			Debt Outstanding JUNE 30, 2023						
Purpose	Line	Debt Outstanding JULY 1, 2022	Issued	Retired	General Obligation	TIF Revenue	Revenue	Other	Interest Paid This Year
Water Utility	1.	235,000		56,000			179,000		4,362
Sewer Utility	2.		5,523,142	285,000			5,238,142		50,716
Electric Utility	3.								
Gas Utility	4.								
Transit-Bus	5.								
Industrial Revenue	6.								
Mortgage Revenue	7.								
TIF Revenue	8.								
Other Purposes / Miscellaneous	9.	1,305	15,630	3,865				11,765	
GO	10.	4,959,000		884,000	4,075,000				124,975
Parking	11.								
Airport	12.								
Stormwater	13.								
Section 108	14.								
<b>Total Long-Term</b>		5,195,305	5,538,772	1,228,865	4,075,000	0	5,417,142	11,765	180,053

## B. Short-Term Debt Amount

Outstanding as of July 1, 2022	
Outstanding as of JUNE 30, 2023	

DEBT LIMITATION FOR GENERAL OBLIGATIONS		Amount	
Part VI	Actual valuation -- January 1, 2021	268,279,015	x.0.5 = \$ 13,413,950.75

## Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2023

Type of asset	Amount				
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)	All other Funds (d)	Total (e)
				5,244,032	5,244,032
If you budget on a NON-GAAP CASH BASIS, the amount in the Total above SHOULD EQUAL the above summed amounts on the sheet All Funds P1: Ending fund balance, column C PLUS the amounts in the shaded Note area.					

Notes & Remarks

REMARKS

-



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-119</b> – Considering the issue of whether Acciona Windpower North America, LLC. should be rebated a portion of Tax Increment Revenues.
---------------------	--

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

<b>DATE:</b>	November 14, 2023
--------------	-------------------

### SUMMARY:

On January 2, 2008, the City of West Branch and Acciona Windpower North America, LLC entered into an Agreement titled Amended Tax Increment Development Agreement by and between the City of West Branch, Iowa and Acciona Windpower North America, L.L.C.

Prior to December 1<sup>st</sup> of each year during the term of the Agreement, the City Council shall consider the issue of obligating for appropriation to the funding of the payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year.

## RESOLUTION 2023-119

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

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

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

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

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

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

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

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

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

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b> Resolution 2023-120 – Approve Certain Annual Appropriation Payments Pursuant to Various Development Agreements.
---

<b>PREPARED BY:</b> City Clerk, Leslie Brick
--

<b>DATE:</b> November 14, 2023
--------------------------------

### SUMMARY:

The City has entered into various development agreements with certain Developer's to provide Tax Increment Rebates. Prior to December 1<sup>st</sup> of each year, the City Council must approve the annual appropriations.

The following Rebate Agreements are due for consideration:

1. Casey's Agreement – appropriation of 100% of incremental tax revenues collected
2. EMV Agreement – appropriation of the lesser of 70% of the incremental tax revenues received by the City, up to a maximum amount of \$15,000.00 per year.
3. Meadows Part Four Agreement – appropriation of 70% of incremental tax revenues received by City.
4. Meadows Part Four Agreement – LMI 33.32%
5. Advantage Rentals Agreement – appropriation of 70% of incremental tax revenues received by the City.

## RESOLUTION 2023-120

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

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

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

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

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

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

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

**WHEREAS**, the City and Advantage Rentals, LLC, entered into a Development Agreement that was recorded in Book 1647 at Page 327, Records of the Cedar County Recorder's Office (the "Advantage Rentals Agreement"); and

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

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

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

1. Casey's Agreement – appropriation of 100% of incremental tax revenues collected
2. EMV Agreement – appropriation of the lesser of 70% of the incremental tax revenues received by the City, up to a maximum amount of \$15,000.00 per year.
3. Meadows Part Four Agreement – appropriation of 70% of incremental tax revenues received by City.
4. Meadows Part Four Agreement – LMI 33.32%
5. Advantage Rentals Agreement – appropriation of 70% of incremental tax revenues received by the City.

**Passed and approved this 20<sup>th</sup> day of November, 2023.**

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-121</b> - Directing the Finance Officer to Certify Tax Increment Financing Debt to the Cedar County Auditor.
---------------------	---

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

<b>DATE:</b>	November 15, 2023
--------------	-------------------

### SUMMARY:

The City is required to certify its tax increment financing debt to be collected to the Cedar County Auditor no later than December 1<sup>st</sup> of each calendar year.

The Finance Officer and the city's financial advisor have prepared the certification of tax increment financing **(new)** debt to be collected in Fiscal Year 2025 in the amount of \$1,802,000 as follows:

- 1) New Interfund Loan: Hoover Roundabout Payment to Johnson County- (\$150,000)
- 2) Advantage Rentals, LLC: Rebate - 70% of available tax increment revenues Year 1 (\$9,500)
- 3) 2023 Bond – portion attributable to TIF HHH Roundabout - (\$1,642,500)

**RESOLUTION 2023-121**

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

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

**WHEREAS**, the City and its financial advisor have prepared said certification of tax increment financing debt to be collected in Fiscal Year 2025, said amounts are shown on Exhibit “A” attached hereto; and

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

**NOW, THEREFORE**, It Is Resolved by the Council of the City of West Branch, Iowa, that Exhibit “A” attached to this Resolution constitutes the tax increment financing debt to be certified for collection by the Cedar County Auditor for Fiscal Year 2025. Further, the Finance Officer is hereby directed file a copy of this Resolution, along with the tax increment financing debt to the Cedar County Auditor, as required by law.

Passed and approved this 20<sup>th</sup> day of November, 2023.

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk



**CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS  
CERTIFICATION TO COUNTY AUDITOR****Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested  
Use One Certification Per Urban Renewal Area**City: West Branch County: CedarUrban Renewal Area Name: West Branch Urban RenewalUrban Renewal Area Number: 16006 (Use five-digit Area Number Assigned by the County Auditor)

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

Urban Renewal Area Indebtedness Not Previously Certified\*: \$ **1,802,000**

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

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

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

Notes/Additional Information:

New Interfund Loan: Hoover Roundabout Payment to Johnson County- 150,000Advantage Rentals, LLC: Rebate - 70% of available tax increment revenues Year 1 -9,5002023 Bond: Portion attributable to TIF (Roundabout) - 1,642,500

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Official\_\_\_\_\_  
Telephone

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

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. Interfund Loan - Project 326 Roundabout Payment to Johnson County for Hoover Roundabout		150,000
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2. Advantage Rentals, LLC Rebate Agreement: 70% of available TIF Revenues, 10 years. Annual Appropriation Year 1		9,500
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
3. 2023 Bond Portion attributable to TIF (Roundabout) Matures in 2034		1,642,500
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
4.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

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

**Total For City TIF Form 1.1 Page 1: 1,802,000**

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

**SPECIFIC DOLLAR REQUEST FOR AVAILABLE TIF INCREMENT TAX FOR NEXT FISCAL YEAR****CERTIFICATION TO COUNTY AUDITOR**

Due To County Auditor By December 1 Prior To The Fiscal Year

Where Less Than The Legally Available TIF Increment Tax Is Requested

Use One Certification Per Urban Renewal Area

City: West Branch County: CedarUrban Renewal Area Name: West Branch Urban RenewalUrban Renewal Area Number: 16006 (Use five-digit Area Number Assigned by the County Auditor)

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

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

Specific Instructions To County Auditor For Administering The Request That This Urban Renewal Area Generate Less Than The Maximum Available TIF Increment Tax:	Amount Requested:
The City requests the following FY 2025 TIF Revenues	
GO 2016A Bonds	27,719
GO 2016B Bonds	57,750
GO 2017 Bonds	147,253
GO 2023 Bonds	142,000
Casey's Rebate Agreement (502-001)	30,000
EMV Holdings Rebate Agreement (505-001)	18,000
KLM Investments-Meadows Development Pt 4 Rebate Agreement (505)	127,798
KLM Investments-Meadows Development Pt 4 LMI	63,860
Advantage Rentals, LLC Rebate Agreement - Annual Appropriation Yr. 1	9,500
Interfund Loan - Payment to Johnson County for Roundabout Project	150,000

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Signature of Authorized Official \_\_\_\_\_ Telephone \_\_\_\_\_



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b> Resolution 2023-122 – Establishing a new Capital Fund.
--

<b>PREPARED BY:</b> Finance Officer, Heidi Van Auken
--

<b>DATE:</b> November 14, 2023
--------------------------------

### SUMMARY:

A new fund is required to be established for all capital projects. The new fund (330) will be used for the Eastside Water Main Improvement Project – Phase 2 scheduled to begin in 2024.

**RESOLUTION 2023-122**

**RESOLUTION ESTABLISHING A NEW CAPITAL FUND**

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

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

Section 1. A Capital Project fund for the Eastside Water Main Improvements – Phase 2 (Fund 330) is hereby created.

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

**Passed and approved this 20th day of November, 2023.**

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-123</b> - Approving Pay Estimate Number 13 in the amount of \$517,877.30 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project.
---------------------	--

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

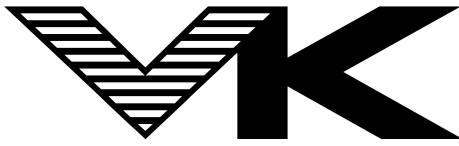
<b>DATE:</b>	November 13, 2023
--------------	-------------------

### 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	\$476,187.40	2023-76	July 17, 2023
11	\$282,084.55	2023-97	September 5, 2023
12	<u>\$734,586.93</u>	2023-110	October 16, 2023
	\$6,324,339.61		

**VEENSTRA & KIMM INC.**2600 University Parkway, Suite 1  
Coralville, Iowa 52241319.466.1000 // 888.241.8001  
www.v-k.net**COMPARISON BETWEEN PAY ESTIMATE NOS. 12 & 13****WASTEWATER TREATMENT FACILITY IMPROVEMENTS  
WEST BRANCH, IOWA**Boomerang Corp.  
P.O. Box 227  
Anamosa, Iowa 52205Contract Amount \$8,837,000.00  
Contract Date March 7, 2022

	Description	Extended Price	Pay Est. No. 12 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 13 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	\$ 80,000.00	\$ 5,000.00	80%	\$ 85,000.00
1.3	Mobilization	\$ 230,000.00	\$ 184,000.00	\$ 11,500.00	80%	\$ 195,500.00
1.4	Toilets/Dumpster/Etc	\$ 5,200.00	\$ 4,160.08	\$ 260.00	80%	\$ 4,420.08
1.5	Testing	\$ 15,000.00	\$ 13,500.50		90%	\$ 13,500.50
1.6	Survey	\$ 40,000.00	\$ 36,000.00		90%	\$ 36,000.00
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	\$ 665,684.36	\$ 189,335.00	70%	\$ 855,019.36
2.10	Buried Piping Labor	\$ 475,000.00	\$ 380,000.00	\$ 47,500.00	80%	\$ 427,500.00
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	\$ 135,681.00	\$ 44,319.00	75%	\$ 180,000.00
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	\$ 3,000.00	95%	\$ 60,000.00
3.11	SAGR Control #1 Materials	\$ 30,000.00	\$ 28,500.00	\$ 1,500.00	95%	\$ 30,000.00
3.12	SAGR Control #2 Labor	\$ 40,000.00	\$ 38,000.00	\$ 2,000.00	95%	\$ 40,000.00
3.13	SAGR Control #2 Materials	\$ 20,000.00	\$ 19,000.00	\$ 1,000.00	95%	\$ 20,000.00
3.14	SAGR Control #3 Labor	\$ 60,000.00	\$ 40,000.00	\$ 20,000.00	67%	\$ 60,000.00
3.15	SAGR Control #3 Materials	\$ 30,000.00	\$ 18,000.00	\$ 12,000.00	60%	\$ 30,000.00
3.16	SAGR control #4 Labor	\$ 40,000.00	\$ 33,000.00	\$ 7,000.00	83%	\$ 40,000.00
3.17	SAGR control #4 Materials	\$ 20,000.00	\$ 16,500.00	\$ 3,500.00	83%	\$ 20,000.00
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	\$ 3,750.00	75%	\$ 15,000.00

	Description	Extended Price	Pay Est. No. 12 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 13 Total Completed
4.1	Masonry Materials	\$ 50,000.00	\$ 50,000.00		100%	\$ 50,000.00
4.2	Masonry Labor	\$ 100,000.00	\$ 100,000.00		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	\$ 65,000.00		100%	\$ 65,000.00
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	\$ 8,596.00	7%	\$ 10,001.00
8.2	Steel Doors Frames & Hdwe Labor	\$ 5,000.00	\$ 500.00	\$ 2,000.00	10%	\$ 2,500.00
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	\$ 20,000.00	70%	\$ 76,000.00
11.2	Sluice Gates Materials	\$ 200,000.00	\$ 118,500.00	\$ 81,500.00	59%	\$ 200,000.00
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	\$ 75,000.00		100%	\$ 75,000.00
11.6	Secondary SAGR Walls Labor	\$ 75,000.00	\$ 75,000.00		100%	\$ 75,000.00
11.7	Primary SAGR Aggregate L&M	\$ 400,000.00	\$ 300,000.00	\$ 100,000.00	75%	\$ 400,000.00
11.8	Secondary SAGR Aggregate L&M	\$ 400,000.00	\$ 300,000.00	\$ 100,000.00	75%	\$ 400,000.00
11.9	Mulch Labor & Materials	\$ 60,000.00	\$ 9,000.00	\$ 21,000.00	15%	\$ 30,000.00
11.10	Fine grade for Liners L&M	\$ 60,000.00	\$ 60,000.00		100%	\$ 60,000.00
11.11	Inter SAGR piping Materials	\$ 50,000.00	\$ 15,000.00	\$ 35,000.00	30%	\$ 50,000.00
11.12	Inter SAGR Piping Labor	\$ 100,000.00	\$ 30,000.00	\$ 70,000.00	30%	\$ 100,000.00
11.13	Nexom Blower/Aeration Equip. Mat'ls	\$ 738,000.00	\$ 397,703.00	\$ 158,297.00	54%	\$ 556,000.00
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. 12 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 13 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
<b>Contract Price:</b>		<b>\$ 8,837,000.00</b>	<b>\$ 5,743,605.44</b>	<b>\$ 948,057.00</b>	<b>76%</b>	<b>\$ 6,691,662.44</b>

MATERIALS STORED SUMMARY				
	Description	# of Units	Pay Est. 12	Pay Est. 13
2.9	Buried Pipe (Schimberg)	LS	\$ 284,315.64	\$ 94,980.64
3.1	Reinforcing Materials (CMI)	LS	\$ 24,110.00	\$ -
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	\$ 9,999.00
8.3	Overhead Doors	LS	\$ 21,275.00	\$ 21,275.00
11.2	Sluice Gates	LS	\$ 24,000.00	\$ -
11.13	Nexom Blower & Aeration Equipment Materials	LS	\$ 258,297.00	\$ 100,000.00
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
<b>Total</b>				<b>\$ 484,722.15</b>

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 8,837,000.00	Pay Est. 13
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	\$ 6,717,611.44

Stored \$ 484,722.15

Total Earned \$ 7,202,333.59

Retainage (5%) \$ 360,116.68

Total Earned Less Retainage \$ 6,842,216.91

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	
	Pay Estimate No. 11	\$ 282,084.55	
	Pay Estimate No. 12	\$ 734,586.93	

Total Previously Approved \$ 6,324,339.61

Percent Complete 76%

**Amount Due This Request \$ 517,877.30**

The amount \$517,877.30 is recommended for approval for payment in accordance with the terms of the contract.

## **RESOLUTION 2023-123**

### **A RESOLUTION APPROVING PAY ESTIMATE NUMBER 13 IN THE AMOUNT OF \$517,877.30 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 Estimates Number 1 through 12 in the amount of \$6,324,339.61 to Boomerang Corp. of Anamosa, IA to date; and

**WHEREAS**, it is now necessary for the City Council to accept Pay Estimate Number 13 in the amount of \$517,877.30.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of West Branch, that Pay Estimate Number 13 in the amount of \$517,877.30 to Boomerang Corp. of Anamosa, IA is approved.

**Passed and approved this 20th day of November, 2023.**

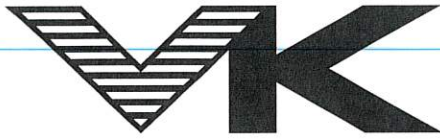
---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk

**VEENSTRA & KIMM INC.**2600 University Parkway, Suite 1  
Coralville, Iowa 52241319.466.1000 // 888.241.8001  
www.v-k.net

November 13, 2023

**PAY ESTIMATE NO. 13**  
**WASTEWATER TREATMENT FACILITY IMPROVEMENTS**  
**WEST BRANCH, IOWA**Boomerang Corp.  
P.O. Box 227  
Anamosa, Iowa 52205Contract Amount \$8,837,000.00  
Contract Date March 7, 2022  
Pay Period September 21, 2023 - October 31, 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	85%	\$ 85,000.00
1.3	Mobilization	LS	xxxxx	xxxxx	\$ 230,000.00	85%	\$ 195,500.00
1.4	Toilets/Dumpster/Etc	LS	xxxxx	xxxxx	\$ 5,200.00	85%	\$ 4,420.08
1.5	Testing	LS	xxxxx	xxxxx	\$ 15,000.00	90%	\$ 13,500.50
1.6	Survey	LS	xxxxx	xxxxx	\$ 40,000.00	90%	\$ 36,000.00
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	90%	\$ 855,019.36
2.10	Buried Piping Labor	LS	xxxxx	xxxxx	\$ 475,000.00	90%	\$ 427,500.00
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	100%	\$ 180,000.00
3.2	Reinforcing Submittals	LS	xxxxx	xxxxx	\$ 3,000.00	100%	\$ 3,000.00
3.3	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	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 Building 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	100%	\$ 60,000.00
3.11	SAGR Control #1 Materials	LS	xxxxx	xxxxx	\$ 30,000.00	100%	\$ 30,000.00
3.12	SAGR Control #2 Labor	LS	xxxxx	xxxxx	\$ 40,000.00	100%	\$ 40,000.00
3.13	SAGR Control #2 Materials	LS	xxxxx	xxxxx	\$ 20,000.00	100%	\$ 20,000.00
3.14	SAGR Control #3 Labor	LS	xxxxx	xxxxx	\$ 60,000.00	100%	\$ 60,000.00
3.15	SAGR Control #3 Materials	LS	xxxxx	xxxxx	\$ 30,000.00	100%	\$ 30,000.00
3.16	SAGR control #4 Labor	LS	xxxxx	xxxxx	\$ 40,000.00	100%	\$ 40,000.00
3.17	SAGR control #4 Materials	LS	xxxxx	xxxxx	\$ 20,000.00	100%	\$ 20,000.00
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	100%	\$ 15,000.00



	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
4.1	Masonry Materials	LS	xxxxx	xxxxx	\$ 50,000.00	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	100%	\$ 65,000.00
5.2	Grating Materials & Labor	LS	xxxxx	xxxxx	\$ 50,000.00		
5.3	Handrail Labor & Materials	LS	xxxxx	xxxxx	\$ 45,000.00		
5.4	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
6.1	UV Building Materials	LS	xxxxx	xxxxx	\$ 25,000.00	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	50%	\$ 10,001.00
8.2	Steel Doors Frames & Hdwe Labor	LS	xxxxx	xxxxx	\$ 5,000.00	50%	\$ 2,500.00
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	95%	\$ 76,000.00
11.2	Sluice Gates Materials	LS	xxxxx	xxxxx	\$ 200,000.00	100%	\$ 200,000.00
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	100%	\$ 400,000.00
11.8	Secondary SAGR Aggregate L&M	LS	xxxxx	xxxxx	\$ 400,000.00	100%	\$ 400,000.00
11.9	Mulch Labor & Materials	LS	xxxxx	xxxxx	\$ 60,000.00	50%	\$ 30,000.00
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	100%	\$ 50,000.00
11.12	Inter SAGR Piping Labor	LS	xxxxx	xxxxx	\$ 100,000.00	100%	\$ 100,000.00
11.13	Nexom Blower/Aeration Equip. Mat'ls	LS	xxxxx	xxxxx	\$ 738,000.00	75%	\$ 556,000.00
11.14	Blower/Aeration Equipment Labor	LS	xxxxx	xxxxx	\$ 250,000.00	60%	\$ 150,000.00
11.15	Nexom Blower/Aeration Downpaym't	LS	xxxxx	xxxxx	\$ 82,000.00	100%	\$ 82,000.00
11.16	Sampler Labor & Materials	LS	xxxxx	xxxxx	\$ 12,000.00		
11.17	UV Equipment Materials	LS	xxxxx	xxxxx	\$ 225,000.00		
11.18	UV Equipment Labor	LS	xxxxx	xxxxx	\$ 92,000.00		
11.19	UV Equipment Down payment	LS	xxxxx	xxxxx	\$ 25,000.00	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		\$ 6,691,662.44

MATERIALS STORED SUMMARY				
	Description	# of Units	Unit Price	Extended Cost
2.9	Buried Pipe (Schimberg)	LS	\$ 94,980.64	\$ 94,980.64
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	\$ 9,999.00	\$ 9,999.00
8.3	Overhead Doors	LS	\$ 21,275.00	\$ 21,275.00
11.13	Nexom Blower	LS	\$ 100,000.00	\$ 100,000.00
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				\$ 484,722.15

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 8,837,000.00	\$ 6,691,662.44
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	\$ 6,717,611.44

Stored \$ 484,722.15

Total Earned \$ 7,202,333.59

Retainage (5%) \$ 360,116.68

Total Earned Less Retainage \$ 6,842,216.91

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	
	Pay Estimate No. 11	\$ 282,084.55	
	Pay Estimate No. 12	\$ 734,586.93	

Total Previously Approved \$ 6,324,339.61

Percent Complete 76%

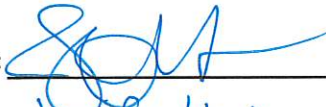
Amount Due This Request \$ 517,877.30

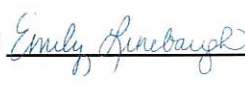
The amount \$517,877.30 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:  
Boomerang Corp.

Recommended By:  
Veenstra & Kimm, Inc.

Approved By:  
West Branch, Iowa

Signature:   
Name: Jennifer Haas  
Title: VP  
Date: 11/14/23

Signature:   
Name: Emily Linebaugh  
Title: Engineer  
Date: November 13, 2023

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-124</b> - Approving Financial Support of Hoover's Hometown Day 2024 in the amount of \$10,000.
---------------------	---

<b>PREPARED BY:</b>	City Clerk, Leslie Brick
---------------------	--------------------------

<b>DATE:</b>	November 14, 2023
--------------	-------------------

### SUMMARY:

During the June 19, 2023 City Council meeting, an agenda item was discussed regarding the Hoover's Hometown Days Committee transition. In this discussion, Mayor Laughlin asked the Council to consider giving the new committee an "initial ten thousand dollar start up donation" from the FY24 budget to help with Hoover's Hometown Days 2024.

Under the direction of Main Street West Branch Executive Director Jessi Simon, a new Hoover's Hometown Days committee has been established for next year's event. Simon is now asking the City to donate ten thousand dollars toward the 2024 event.



**RESOLUTION 2023-124**

**APPROVING FINANCIAL SUPPORT OF HOOVER’S HOMETOWN DAYS 2024 IN  
THE AMOUNT OF \$10,000**

**WHEREAS**, the City of West Branch promotes annual celebrations to bring its residents together, build community, and support its local businesses; and

**WHEREAS**, Hoover’s Hometown Days is the largest annual event occurring in West Branch each August with family friendly entertainment, food and small business vendors, a parade, kids’ activities and live musical performances; and

**WHEREAS**, West Branch Main Street has taken the lead facilitator role for the 2024 event and has requested a financial commitment from the City for the 2024 event; and

**WHEREAS**, the West Branch City Council made a verbal financial commitment to support the groups effort in continuing the event for 2024.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Branch, Cedar County, Iowa, that the aforementioned financial contribution of \$10,000 be made to Main Street West Branch for the purposes so stated and is hereby accepted and approved.

**Passed and approved this 20th day of November, 2023.**

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-125</b> Appointing Zachary Murdock as a Part-Time Officer and setting the salary for FY24.
---------------------	---

<b>PREPARED BY:</b>	John K. Hanna, Chief of Police
---------------------	--------------------------------

<b>DATE:</b>	November 15, 2023
--------------	-------------------

### BACKGROUND:

I recommend appointing Zachary Murdock as a Part-time Officer. Mr. Murdock previously served as a full-time Officer with the West Branch Police Department, and recently resigned his full-time position for personal reasons. Mr. Murdock is interested in helping the Department in a part-time capacity.

## RESOLUTION 2023-125

### **A RESOLUTION APPOINTING ZACHARY MURDOCK AS A PART-TIME POLICE OFFICER FOR THE CITY OF WEST BRANCH, IOWA AND SETTING THE SALARY FOR THE POSITION FOR FISCAL YEAR 2024.**

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

Section 1. That the City of West Branch, Iowa will hire Zachary Murdock as a part-time police officer.

Section 2. The following person and position named shall be paid the hourly wage indicated and the City Clerk is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the Council:

Position	Name	Wage	Basic Hours
PT Police Officer	Zachary Murdock	\$32.00/hour	20/week

SECTION 3. The above named employee is subject to the City of West Branch Personnel Policies and Procedures applicable to their department.

SECTION 4. This resolution will be effective upon final passage of the City Council.

SECTION 5. The hourly wage established in this resolution shall be effective upon final passage of the City Council.

Passed and Approved this 20th day of November, 2023.

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Leslie Brick, City Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b> Resolution 2023-126 – Approving a Salary Adjustment for certain appointed officers.
---

<b>PREPARED BY:</b> John K. Hanna, Chief of Police
--

<b>DATE:</b> November 15, 2023
--------------------------------

### BACKGROUND:

I recommend increasing the part-time Officer wage to \$32.00/hr. This increase applies to the following part-time Officers:

Alex Koch  
Timothy Horihan  
Zachary Murdock

## **RESOLUTION 2023-126**

### **A RESOLUTION APPROVING A SALARY ADJUSTMENT FOR CERTAIN APPOINTED OFFICERS.**

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

Section 1. That the City of West Branch, Iowa will adjust the part-time police officer salaries.

Section 2. The following person(s) and position named shall be paid the hourly wage indicated and the City Clerk is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the Council:

Position	Name	Wage	Basic Hours
PT Police Officer	Alex Koch	\$32.00/hour	20/week
PT Police Officer	Timothy Horihan	\$32.00/hour	20/week
PT Police Officer	Zachary Murdock	\$32.00/hour	20/week

SECTION 3. The above named employee(s) are subject to the City of West Branch Personnel Policies and Procedures applicable to their department.

SECTION 4. This resolution will be effective upon final passage of the City Council.

SECTION 5. The hourly wage established in this resolution shall be effective upon final passage of the City Council.

Passed and Approved this 20th day of November, 2023.

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Leslie Brick, City Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b>	<b>Resolution 2023-127</b> - Approving Change Order Number 4 in the amount \$23,492.43 for the Eastside Water Main Improvement Project.
---------------------	---

<b>PREPARED BY:</b>	Leslie Brick, City Clerk
---------------------	--------------------------

<b>DATE:</b>	November 16, 2023
--------------	-------------------

### SUMMARY:

The details for Change Order 4 on the Eastside Water Main Improvements Project are listed on Exhibit A.

**RESOLUTION 2023-127**

**A RESOLUTION APPROVING CHANGE ORDER #4 IN THE AMOUNT OF \$23,492.43  
FOR THE EASTSIDE WATER MAIN IMPROVEMENT PROJECT.**

**WHEREAS**, Lynch Excavating, Inc., of West Branch, Iowa was awarded the construction contract for the Eastside Water Main Replacement Project (the “Project”) by the West Branch City Council through the passage of Resolution 2023-29 on April 3, 2023 in the amount of \$1,077,243.70; and

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

**WHEREAS**, Change Order #4 makes modifications to the project (See Exhibit A); and

**WHEREAS**, it is now necessary to approve Change Order #4 which increases the contract amount by \$23,492.43.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of West Branch, that Change Order #4 in the amount of \$23,492.43 for the Eastside Water Main Improvement Project is approved.

**Passed and approved this 20th day of November, 2023.**

---

Roger Laughlin, Mayor

ATTEST:

---

Leslie Brick, City Clerk



November 15, 2023

**VEENSTRA & KIMM INC.**

2600 University Parkway, Suite 1  
Coralville, Iowa 52241

319.466.1000 // 888.241.8001  
www.v-k.net

CHANGE ORDER NO. 4

**EASTSIDE WATER MAIN IMPROVEMENTS  
WEST BRANCH, IOWA**

Change Order No. 4 is for the following modifications to the project:

1. Additional labor, equipment and materials for slope protection to combat erosion due to step grade along Main Street hill side.  
915.4 SY @ \$3.15/SY \$ 2,883.51
2. Additional labor, equipment and materials to lower the water main. Cookson Drive water main was located at 3 feet deep and required to be lowered to complete connection with proposed water main and to protect existing water main from freezing.  
65 LF @ \$138.50/LF \$ 9,002.50
3. Additional labor, equipment and materials to reroute the water service for 329 South 1<sup>st</sup> Street which was not correctly located and required additional work to separate it from shared service with 209 Cookson Drive. LS \$ 1,289.46
4. Additional labor, equipment and materials to separate shared service with 329 South 1<sup>st</sup> Street. LS \$ 1,289.46
5. Additional labor, equipment and materials to reroute the water service for 328 South 1<sup>st</sup> Street which was not correctly located and required additional work to connect the house to the new water main. LS \$ 2,054.50
6. Additional labor, equipment and materials to live tap new 6" main and connect existing 6" main for Mercy Clinic backup. LS \$ 10,322.00
7. Delete service from Bid Item No. 1.42. -1 Ea. @ \$2,610/Ea. \$ (2,610.00)
8. Delete quantities from Bid Item No. 1.39 -322 LF @ \$104.50/LF \$ (33,649.00)
9. Add 6" PVC water main 353 LF @ \$90/LF \$ 31,770.00

V&K Job No. 368299

BUILDING RELATIONSHIPS **ENGINEERING SOLUTIONS**




10. Additional labor, equipment, and materials to abandon two copper water services along 1<sup>st</sup> Street connected to the old 4" water main.

LS \$ 1,140.00


Total: \$ 23,492.43

Change Order No. 4 increases the contract amount by \$ 23,492.43.

**LYNCH'S EXCAVATING, INC.**

By   
Title owner  
Date November 15, 2023

**VEENSTRA & KIMM, INC.**

By   
Title Project Engineer  
Date November 15, 2023

**CITY OF WEST BRANCH, IOWA**

By \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

**ATTEST:**

By \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> November 20, 2023
--

<b>AGENDA ITEM:</b> Resolution 2023-128 - Approve Pay Estimate Number 6 in the amount of \$177,927.45 to Lynch Excavating Inc. for the Eastside Water Main Replacement Project.
---

<b>PREPARED BY:</b> City Clerk, Leslie Brick
--

<b>DATE:</b> November 16, 2023
--------------------------------

### SUMMARY:

Lynch Excavating, Inc., of West Branch, Iowa was awarded the construction contract for the Eastside Water Main Replacement Project by the West Branch City Council through the passage of Resolution 2023-29 on April 3, 2023 in the amount of \$1,077,243.70.

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

Pay Estimate Number	Amount	Resolution #	Date
1	\$41,325.00	2023-56	June 5, 2023
2	\$211,598.68	2023-81	August 7, 2023
3	\$307,409.74	2023-85	August 21, 2023
4	\$161,324.16	2023-103	September 18, 2023
5	<u>\$188,436.37</u>	2023-112	November 6, 2023
	\$910,093.95		

**RESOLUTION 2023-128**

**RESOLUTION APPROVING PAY ESTIMATE NUMBER 6 IN THE AMOUNT OF  
\$177,927.45 TO LYNCH EXCAVATING INC. FOR THE EASTSIDE WATER MAIN  
REPLACEMENT PROJECT**

**WHEREAS**, Lynch Excavating, Inc., of West Branch, Iowa was awarded the construction contract for the Eastside Water Main Replacement Project (the “Project”) by the West Branch City Council through the passage of Resolution 2023-29 on April 3, 2023 in the amount of \$1,077,243.70; and

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

**WHEREAS**, the City Council of West Branch previously approved Pay Estimate Number 1 through 5 in the amount of \$910,093.95 to Lynch Excavating, Inc. of West Branch, IA to date; and

**WHEREAS**, it is now necessary for the City Council to accept Pay Estimate Number 6 in the amount of \$177,927.45 to Lynch Excavating, Inc.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the West Branch, Iowa, that Pay Estimate Number 6 in the amount of \$177,927.45 to Lynch Excavating, Inc. is approved.

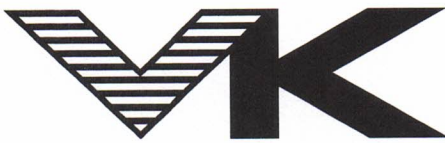
\* \* \* \* \*

**PASSED AND APPROVED this 20th day of November 2023.**

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Leslie Brick, City Clerk

**PAY ESTIMATE NO. 6**  
**EAST SIDE WATER MAIN REPLACEMENT**  
**WEST BRANCH, IOWA**

November 15, 2023

Lynch's Excavating, Inc.  
1967 Baker Avenue  
West Branch, IA 52358Contract Amount \$1,077,243.70  
Contract Date April 3, 2023  
Pay Period Oct. 13, 2023 - Nov. 14, 2023**BID ITEMS**

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.1	Clear + Grubb	UNIT	879.6	\$ 24.75	\$ 21,770.10	879.6	\$ 21,770.10
1.2	Special Backfill Material	CY	445	\$ 42.00	\$ 18,690.00		
1.3	Subgrd Stbl. Mtrl, PolyGrid TX-160	SY	1,334	\$ 3.85	\$ 5,135.90	604	\$ 2,325.40
1.4	Excavation, CI 13, Rdwy+Borrow	CY	237	\$ 22.00	\$ 5,214.00	603.6	\$ 13,279.20
1.5	Excav, CI 10 Rdwy&Borrow, Furnish	CY	116	\$ 18.50	\$ 2,146.00		
1.6	Excavation, CI 10 Rdwy & Borrow	CY	47	\$ 17.50	\$ 822.50		
1.7	Excavation, CI 10, Core-Out	CY	432	\$ 18.50	\$ 7,992.00	164	\$ 3,034.00
1.8	Topsoil, Furn+Spread	CY	40	\$ 48.00	\$ 1,920.00	218	\$ 10,464.00
1.9	Topsoil, Strip, Salvage+Spread	CY	1,186	\$ 14.00	\$ 16,604.00	927	\$ 12,978.00
1.10	Modified Subbase	CY	431	\$ 60.00	\$ 25,860.00	846.3	\$ 50,778.00
1.11	CI A, Road Stone	CY	38	\$ 45.85	\$ 1,742.30	33	\$ 1,513.05
1.12	Rmvl of Pav't	SY	1,186	\$ 22.00	\$ 26,092.00	1,326	\$ 29,177.94
1.13	Rmvl of Paved Driveway	SY	445	\$ 22.00	\$ 9,790.00	628.2	\$ 13,820.40
1.14	Rmvl of Sidewalk	SY	74	\$ 22.00	\$ 1,628.00	102.9	\$ 2,263.80
1.15	Rmvl of Intake + Utility Access	EA	9	\$ 500.00	\$ 4,500.00	9	\$ 4,500.00
1.16	Disconnect & Rmvl of Water Main	LF	141	\$ 123.00	\$ 17,343.00	120	\$ 14,760.00
1.17	Rmvl of Water Valve	EA	5	\$ 3,450.00	\$ 17,250.00	5	\$ 17,250.00
1.18	Rmv Storm SWR Pipe Le 36"	LF	936	\$ 8.50	\$ 7,956.00	939	\$ 7,981.50
1.19	Rmv & Reinstall of Mailbox	EA	13	\$ 125.00	\$ 1,625.00	16	\$ 2,000.00
1.20	Rmv & Reinstall Signs	EA	9	\$ 125.00	\$ 1,125.00	9	\$ 1,125.00
1.21	Std/S-F PCC Pav't, CI A CI 3, 7"	SY	2,007	\$ 61.20	\$ 122,828.40	2,220	\$ 135,882.36
1.22	Manhole, Storm SWR, SW-401, 48"	EA	1	\$ 3,200.00	\$ 3,200.00	1	\$ 3,200.00
1.23	Intake, SW-501	EA	2	\$ 3,500.00	\$ 7,000.00	3	\$ 10,500.00
1.24	Intake, SW-505	EA	3	\$ 6,000.00	\$ 18,000.00	2	\$ 12,000.00
1.25	Intake SW-511	EA	1	\$ 3,200.00	\$ 3,200.00	1	\$ 3,200.00
1.26	ST SWR G-Main, Trench HDPE, 4"	LF	11	\$ 62.00	\$ 682.00	11	\$ 682.00
1.27	ST SWR G-Main, Trench, RCP, 12"	LF	589	\$ 80.00	\$ 47,120.00	589	\$ 47,120.00
1.28	ST SWR G-Main, Trench, RCP, 36"	LF	53	\$ 260.00	\$ 13,780.00	60	\$ 15,600.00
1.29	Subdrain, Longtdal, (Shoulder) 6in.	LF	530	\$ 23.00	\$ 12,190.00	440	\$ 10,120.00
1.30	Connect to Existing Storm	EA	3	\$ 2,010.00	\$ 6,030.00	3	\$ 6,030.00



	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.31	Combined Sidewalk Retaining Wall	SF	120	\$ 75.00	\$ 9,000.00	120	\$ 9,000.00
1.32	Type B Concrete Steps	EA	2	\$ 4,300.00	\$ 8,600.00	2	\$ 8,600.00
1.33	Reinforced Sidewalk, PCC, 6"	SY	34	\$ 125.00	\$ 4,250.00	34	\$ 4,250.00
1.34	Sidewalk, PCC, 6"	SY	39	\$ 100.00	\$ 3,900.00	68.9	\$ 6,890.00
1.35	Driveway, PCC, 6"	SY	546	\$ 70.00	\$ 38,220.00	538.2	\$ 37,674.00
1.36	Detectable Warning	SF	10	\$ 40.00	\$ 400.00	28	\$ 1,120.00
1.37	Water Main, Trenched, 6" PVC	LF	9	\$ 540.00	\$ 4,860.00	9	\$ 4,860.00
1.38	Water Main, Trenched, 8" PVC	LF	2,199	\$ 72.50	\$ 159,427.50	2,199	\$ 159,427.50
1.39	Water Main, Trenched, 6" DIP	LF	322	\$ 104.50	\$ 33,649.00	322	\$ 33,649.00
1.40	Water Main, Trenched, 8" DIP	LF	350	\$ 97.50	\$ 34,125.00	296	\$ 28,860.00
1.41	Water Main, Bored, 6" RJ PVC	LF	243	\$ 68.00	\$ 16,524.00	243	\$ 16,524.00
1.42	Trenched In Place Service	EA	31	\$ 2,610.00	\$ 80,910.00	31	\$ 80,910.00
1.43	Bored In-Place Service	EA	22	\$ 3,050.00	\$ 67,100.00	24	\$ 73,200.00
1.44	Valve, Gate, 6"	EA	6	\$ 1,800.00	\$ 10,800.00	11	\$ 19,800.00
1.45	Valve, Gate, 8"	EA	13	\$ 2,400.00	\$ 31,200.00	8	\$ 19,200.00
1.46	Flushing Device (Blowoff), 8"	EA	1	\$ 1,200.00	\$ 1,200.00		
1.47	Fire Hydrant Assembly	EA	5	\$ 7,000.00	\$ 35,000.00	6	\$ 42,000.00
1.48	Relocation of Existing Fire Hydrant	EA	2	\$ 2,000.00	\$ 4,000.00	2	\$ 4,000.00
1.49	Construction Survey	LS	1	\$ 26,992.00	\$ 26,992.00	1	\$ 26,992.00
1.50	Traffic Control	LS	1	\$ 17,000.00	\$ 17,000.00	1	\$ 17,000.00
1.51	Mobilization	LS	1	\$ 44,000.00	\$ 44,000.00	1	\$ 44,000.00
1.52	Seed+Fertilize (Urban)	LS	1	\$ 10,000.00	\$ 10,000.00	1	\$ 10,000.00
1.53	Saw Cutting Dust Control	LS	1	\$ 6,000.00	\$ 6,000.00	1	\$ 6,000.00
1.54	Removal of Step Footing	EA	1	\$ 850.00	\$ 850.00	1	\$ 850.00
Contract Price:					\$ 1,077,243.70		\$ 1,108,161.25

MATERIALS STORED SUMMARY				
	Description	# of Units	Unit Price	Extended Cost
Total				\$ -

## SUMMARY

		Total Approved	Total Completed
Contract Price		\$ 1,077,243.70	\$ 1,108,161.25
Approved Change Order (list each)	Change Order No. 1	\$ 4,835.00	\$ 4,835.00
	Change Order No. 2	\$ 870.00	\$ 870.00
	Change Order No. 3	\$ (1,497.00)	\$ 7,927.00
	Change Order No. 4	\$ 23,492.43	\$ 23,492.43
	Revised Contract Price	\$ 1,104,944.13	\$ 1,145,285.68

Stored

Total Earned \$ 1,145,285.68

Retainage (5%) \$ 57,264.28

Total Earned Less Retainage \$ 1,088,021.40

Total Previously Approved (list each)	Pay Estimate No. 1	\$ 41,401.00	
	Pay Estimate No. 2	\$ 211,522.68	
	Pay Estimate No. 3	\$ 307,409.74	
	Pay Estimate No. 4	\$ 161,324.16	
	Pay Estimate No. 5	\$ 188,436.37	

Total Previously Approved \$ 910,093.95

Percent Complete 100%

**Amount Due This Request \$ 177,927.45**

The amount \$177,927.45 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:  
Lynch's Excavating, Inc.

Recommended By:  
Veenstra & Kimm, Inc.

Approved By:  
West Branch, Iowa

Signature: 

Name: Garrett Lynch

Title: owner

Date: November 15, 2023

Signature: 

Name: Eric Gould

Title: Engineer

Date: November 15, 2023

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_