



**CITY COUNCIL MEETING
MONDAY, MAY 20, 2024 - 7:00 P.M.
CITY COUNCIL CHAMBERS
110 N. POPLAR ST., 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 May 6, 2024 City Council meeting.
 - b. Approve a 5-day Class C Retail Alcohol license for The Down Under for June 8, 2024 (in conjunction with Kickoff to Summer) - pending DRAM
 - c. Approve a Class B Retail Alcohol License for Parkside Petroleum, LLC. 401 Parkside Dr., West Branch effective June 19, 2024.
 - d. Approve the Iowa Retail Cigarette/Tobacco/Nicotine/Vapor permits for FY25.
 - e. Approve the Monthly Financial Report for April 2024.
 - f. Approve Claims for May 20, 2024.
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. **Second Reading Ordinance 814** - Amending the Code of Ordinances of the City of West Branch, as previously amended, by changing water rates. / Move to action.
 - b. **Second Reading Ordinance 815** – Ordinance Re-zoning an approximate 9.83-acre parcel from R-1 Residential District to R-2 Residential District. / Move to action.
 - c. **Resolution 2024-50** – Amending the Employer Contribution amount for Health and Dental Insurance. / Move to action.
 - d. **Resolution 2024-51** – Amending the West Branch Employee Handbook regarding Overtime. / Move to action.
 - e. **Resolution 2024-52** – Approving Pay Estimate Number 18 in the amount of \$404,796.93 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.
 - f. **Resolution 2024-53** - Approving 28E Agreements between the City of West Branch, Iowa and the Boards of Trustees of Cass, Gower, Graham, Iowa, Scott and Springdale Townships for the purposes of fire protection and aid and assistance for other emergencies or disasters relating to life and property, or hazardous materials. / 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:** Nick Goodweiler, Jodee Stoolman, Tom Dean, Jerry Sexton, Mike Horihan
City Administrator Adam Kofoed • **City Clerk** Leslie Brick • **Finance Officer** Heidi Van Auken • **Fire Chief** Kevin Stoolman
• **Police Chief** Greg Hall • **Public Works Director** Matt Goodale • **Library Director** Jessica Schafer
Parks & Recreation Director Erin Laughlin

(The following is a synopsis of the minutes of the West Branch City Council meeting. A video recording is available for inspection at westbranchiowa.org. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

**City Council
Regular Meeting**

**May 6, 2024
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: Tom Dean, Jerry Sexton, Mike Horihan, Jodee Stoolman and Nick Goodweiler.

City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Public Works Director Matt Goodale, Police Chief Greg Hall, Parks & Recreation Director Erin Laughlin, City Attorney Kevin Olson and City Engineer Dave Schechinger.

City Staff attending via Zoom: Library Director Jessie Schafer and Finance Officer Heidi Van Auken.

APPROVE THE AGENDA

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

APPROVE CONSENT AGENDA

Approve minutes from the April 15, 2024 City Council meeting.

Approve a Class C Retail Alcohol (12-month) license with Outdoor Service privileges for Cedar’s Edge Golf Course Inc., 3 Ember Lane, West Branch - pending DRAM

Approve a Special Event Permit for Main Street West Branch for “Kickoff to Summer”.

Approve a 5-day Class C Retail Alcohol license for Hazelhasky LLC (dba Herb & Lou’s) for June 8, 2024 (in conjunction with Kickoff to Summer) - pending DRAM

Monthly Financial Report for March 2024.

Approve Claims for May 6, 2024.

EXPENDITURES	5/6/2024	
ACTION SEWER & SEPTIC SERVICE	N DOWNEY PLUGGED STORM SEWER	377.50
AMAZON.COM	PROGRAM & BLDG SUPPLIES	72.93
BARRETT, BENJAMIN	FIRE TRAINING REIMBURSEMENT	653.00
BRICK, LESLIE	MEALS, MILEAGE REIMBURSEMENT	283.04
DES MOINES STAM	NOTARY STAMP - VAN AUKEN	34.00
DOG WASTE DEPOT	DOG WASTE BAGS	709.95
DONAHUES CARPET CLEANING	CARPET CLEANING - LIBRARY	575.04
HEIDI VAN AUKEN	MILEAGE, MEAL REIMBURSEMENT	108.55
HI-LINE	SHOP SUPPLIES	118.14
HOLIDAY INN DM AIRPORT	IMFOA LODGING-BRICK, VAN AUKEN	712.32
HOLLYWOOD GRAPHICS	REVERSIBLE JERSEYS	749.00
IOWA ASSN. MUN. UTILITIES	QUARTERLY SAFETY TRAINING DUES	950.00
IA LAW ENFORCEMENT ACADEMY	MMPI--2 EVAL POLICE	50.00
IOWA ONE CALL	UTILITY LOCATION SERVICES	82.80
RECDESK LLC	ANNUAL SUBSCRIPTION	5,800.00
STATE INDUSTRIAL PRODUCTS	CHEMICALS	250.38
THE HOME DEPOT PRO	BLDG SUPPLIES-P&R	297.65
TYLER TECHNOLOGIES	AUTO METER READ FEE	321.50
UNIVERSITY OF IOWA HEALTH	DRUG TESTING-PW, POLICE	568.00
WB COMMUNITY SCHOOLS	YOUTH BASKETBALL GYM RENTAL	450.00
TOTAL		13,163.80
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	4/26/2024	48,181.86
PAID BETWEEN MEETINGS		
METLIFE	INSURANCE	1,341.59
SISCO	INSURANCE	11,193.73
SISCO	HEALTH & FLEX CLAIMS 4/29/2024	5,744.32
BOOMERANG	WW TREATMENT PAY ESTIMATE 17	519,910.77
AMAZON.COM	BOOKS	18.77
BAKER & TAYLOR	BOOKS	462.39
JOHN DEERE FINANCIAL	MISC. SUPPLIES FOR WATER	142.90

LYNCH'S EXCAVATING	WATER MAIN REPAIR-ORANGE ST.	4,570.80
MEDIACOM	CABLE SERVICE	41.90
PLUNKETT'S PEST CONTROL	PEST CONTROL-CITY, TOWN HALL	110.14
QUILL	OFFICE SUPPLIES	79.47
THE HOME DEPOT PRO	SOAP FOR PARK BATHROOMS	27.60
US BANK CORP. CARD	CREDIT CARD PURCHASES	1,909.10
VERIZON WIRELESS	VERIZON WIRELESS	412.70
VARIOUS VENDORS	UB REFUNDS	31.95
AMAZON.COM	DVDS - LIBRARY	99.19
BROWN'S WEST BRANCH	COOLANT - POLICE	41.20
CEDAR CO. SHERIFF'S OFFICE	PATROL RESERVES	4,375.00
CEDAR CO. COOPERATIVE	FUEL	2,455.70
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	30.49
GRIEBAHN INDUSTRIES	NAME PLATES - POLICE, P&R	46.00
HEIMAN FIRE EQUIPMENT	LIGHT	244.82
IA LAW ENFORCEMENT ACADEMY	MMPI--2 EVAL POLICE	150.00
OASIS ELECTRIC	REPLACE PHOTOCELL LIGHT-FIRE	131.30
PARKSIDE SERVICE	BRAKE REPAIR - 550 PW	323.58
PLAY IT AGAIN SPORTS	COACHES SCORE BOOK	6.99
WEST BRANCH REPAIRS	VEHICLE SERVICES - FIRE	303.40
WEST BRANCH TIMES	LEGAL PUBLICATIONS, JOB ADS	908.10
TOTAL		555,113.90
GRAND TOTAL EXPENDITURES		616,459.56

FUND TOTALS		
001 GENERAL FUND		38,703.90
022 CIVIC CENTER		55.07
031 LIBRARY		5,644.89
110 ROAD USE TAX		5,640.42
112 TRUST AND AGENCY		24,737.10
324 WW TREATMENT FACILITY		519,910.77
600 WATER FUND		12,681.69
610 SEWER FUND		8,188.32
740 STORM WATER UTILITY		897.40
GRAND FUND TOTAL		616,459.56

REVENUE-FISCAL YEAR 2024
FUND MARCH

001 GENERAL FUND		199,377.29
022 CIVIC CENTER		2,989.34
031 LIBRARY		851.25
036 TORT LIABILITY		9,450.81
110 ROAD USE TAX		20,457.61
112 TRUST & AGENCY		43,949.01
119 EMERGENCY TAX FUND		5,078.79
121 LOCAL OPTION SALES TAX		18,932.18
125 TIF		100,220.07
126 TIF LMI MEADOWS PT 4		506.00
226 DEBT SERVICE		40,574.12
300 CAPITAL IMPROVEMENT RESERVE		9,693.12
324 WW TREATMENT FACILITY		84,681.49
500 CEMETERY PERPETUAL FUND		300.00
501 KROUTH PRINCIPAL FUND		745.09
502 KROUTH INTEREST FUND		348.34
600 WATER FUND		64,964.16
610 SEWER FUND		86,109.40
740 STORM WATER UTILITY		5,902.69
TOTAL		695,130.76

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Lee Cassabaum, 316 Beranek Drive addressed the Council regarding his property and issues with drainage due to the condition of the street over time. Cassabaum said there has been a lot of history between him and the city over this subject. Cassabaum asked the Council to provide a clear offer on how to remedy the situation as

this has been going on over multiple years, multiple city administrators and city councils. Cassabaum said he just wants a fair deal from the city and to move on. City Attorney Olson explained some of the past proposed offers to Cassabaum to the current Council, and said a new offer should be prepared and presented to the property owners for consideration as city needs and budgetary conditions have changed over the years.

PUBLIC HEARING / NON-CONSENT AGENDA

Public Hearing – Amending the current budget for fiscal year ending June 30, 2024.

Laughlin opened the public hearing at 7:17 p.m. There were no public comments. Laughlin closed the public hearing at 7:18 p.m.

Public Hearing – Proposed Amendment to the West Branch Zoning Code (Rezoning request from The Meadows Part 6 – from R-1 to R-2).

Laughlin opened the public hearing at 7:18 p.m. Brad Larson, partner of KLM Investments along with Chris Kofoed explained that Part 6 is their final phase of their development. This last section is being proposed as R-2 residential (two-family) zoning. Larson stated that the recent sections developed were also re-zoned to R-2 because that is what's selling. Larson said that at the special April 22nd Planning & Zoning commission meeting, the commission recommended that a portion of the lots be reserved for single family dwellings as the city is in need of that type of housing. Based on that feedback, Larson presented the proposed layout for eleven (11) single family lots and eight (8) zero lot dwelling lots for the nineteen (19) lot subdivision. Larson said the commission also proposed a three-year time limit for single family homes to be built on the specified lots and after that time, the developer could market them as two-family lots. Sexton opposed that idea saying that if he was a potential homeowner and built a single-family home on one of the single-family lots and then later a two-family home was built next to him, he would be upset. Sexton thanked Larson and Kofoed for working with the city over the past fifteen years with helping grow the community that was "stagnant" prior to them spurring growth, but would like to remove the three-year time limit on the single-family lots. Olson said that the terms of the individual lots and what could be constructed on them would be included in the Developer's Agreement which he will begin to prepare as part of the preliminary plat approval process. There were no public comments. Laughlin closed the public hearing at 7:30 p.m.

Public Hearing – Proposal to dispose of an interest in real property generally referred to as Auditor's Parcel "O", West Branch, Iowa.

Laughlin opened the public hearing at 7:30 p.m. There were no public comments. Laughlin closed the public hearing at 7:31 p.m.

Second Reading of Ordinance 813 - Amending the Code of Ordinances of the City of West Branch, Iowa, by amending provisions pertaining to Floodplain Management (Chapter 160). / Move to action.

Motion by Dean, second by Sexton to approve the second reading of Ordinance 813. AYES: Dean, Sexton, Horihan, Stoolman, Goodweiler. NAYS: None. Motion carried.

Third Reading of Ordinance 813 - Amending the Code of Ordinances of the City of West Branch, Iowa, by amending provisions pertaining to Floodplain Management (Chapter 160). / Move to action.

ORDINANCE 813

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA, BY AMENDING PROVISIONS PERTAINING TO FLOODPLAIN MANAGEMENT

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

SECTION 1. The Code of Ordinances of the City of West Branch, Iowa, Chapter 160 Floodplain Regulations, Sections 160.01, 160.06, and 160.07 are amended by the following wording:

1. Amend CH 160.01 by incorporating the definition of a Factory-built Home:

FACTORY-BUILT HOME - Any structure, designed for residential use which is wholly or in substantial part, made, fabricated, formed or assembled in manufacturing facilities for installation or assembly and installation, on a building site. For the purpose of this Ordinance factory-built homes include mobile homes, manufactured homes, and modular homes; and also include "recreational vehicles" which are placed on a site for greater than 180 consecutive days and not fully licensed for and ready for highway use.

2. Amend CH 160.01 by incorporating the definition of a Factory-built Home or Subdivision:

FACTORY-BUILT HOME PARK OR SUBDIVISION - A parcel or contiguous parcels of land divided into two or more factory-built home lots for sale or lease.

3. Amend CH 160.06 (2) (B) by deleting the first line in its entirety and replace with the following:

All development within the Floodway District shall:

4. Amend CH 160.06 (2) (C) by deleting it in its entirety and replace with the following:

No development shall affect the capacity or conveyance of the channel or floodway of any tributary to the main stream, drainage ditch or any other drainage facility or system.

5. Amend CH 160.06 (2) (EC) by deleting it in its entirety and replace with the following:
Structures, if permitted, shall have a low flood damage potential and shall not be for human habitation.

6. Amend CH 160.07 (2) by incorporating the following provision:
Performance Standards

All development must be consistent with the need to minimize flood damage and meet the following applicable performance standards. Until a regulatory floodway is designated, no development may increase the Base Flood Elevation more than one (1) foot. The applicant will be responsible for providing the Department of Natural Resources with sufficient technical information to make such determination.

7. Amend CH 160.07 (2) (D) (3) by deleting it in its entirety and replace with the following provision:

New and substantially improved structures shall be constructed with electric meter, electrical service panel box, hot water heater, heating, air conditioning, ventilation equipment (including ductwork), and other similar machinery and equipment elevated (or in the case on non-residential structures, optionally floodproofed to) a minimum of one (1) foot above the base flood elevation.

8. Amend CH 160.07 (2) (D) by incorporating the following provision:

(4) New and substantially improved structures shall be constructed with plumbing, gas lines, water/gas meters and other similar service utilities either elevated (or in the case of non-residential structures, optionally floodproofed to) a minimum of one (1) foot above the base flood elevation or designed to be watertight and withstand inundation to such a level.

SECTION 2. REPEALER. All ordinance or parts thereof in conflict with the provisions of this ordinance are hereby repealed.

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

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved this 6th day of May, 2024.

First Reading: April 15, 2024
Second Reading: May 6, 2024
Third Reading: May 6, 2024

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

Motion by Dean, second by Sexton to approve the third reading of Ordinance 813. AYES: Dean, Sexton, Goodweiler, Horihan, Stoolman. NAYS: None. Motion carried.

First Reading Ordinance 814 - Amending the Code of Ordinances of the City of West Branch, as previously amended, by changing water rates. / Move to action.

The reason for the water increase is due to the Eastside Water Main Project-Phase 2. The city's financial advisor assisted the city in preparing the required percentage increase in order to repay the water revenue loan. Motion by Dean, second by Goodweiler to approve the first reading of Ordinance 814. AYES: Dean, Goodweiler, Stoolman, Sexton, Horihan. NAYS: None. Motion carried.

First Reading Ordinance 815 – Re-zoning an approximate 9.83-acre parcel from R-1 Residential District to R-2 Residential District. / Move to action.

Based on the public hearing discussion earlier in the meeting, City Attorney Olson said the City could include specific language in the Developer's Agreement regarding which lots could be used for zero lot and single-family home dwellings which would need to be adhered to by the Developer.

Motion by Sexton, second by Goodweiler to approve the first reading of Ordinance 815. AYES: Sexton, Goodweiler, Horihan, Stoolman. NAYS: Dean. Motion carried.

Resolution 2024-38 – Approving amending the current budget for the fiscal year ending June 30, 2024. / Move to action.

Van Auken stated that a budget amendment is a normal process for a city that is growing and doing projects. She explained the most significant reasons behind this year's budget amendment were for: public safety salaries, training and recruitment, worker's comp insurance, purchase of a new leaf vacuum, a mobility lift for Town Hall, bond payments, payment of partial self-funded health claims and purchase of new water meters and water reading software. Van Auken also explained that when the city receives funds from other sources such as grants or loans and expends those funds, if they were not originally budgeted, they would also need to

be included in the budget amendment. That was the case with the city receiving bond funds for the Phase 2 Eastside Water Main project. The Council had no further questions.

Motion by Dean, second by Goodweiler to approve Resolution 2024-38. AYES: Dean, Goodweiler, Sexton, Horihan, Stoolman. NAYS: None. Motion carried.

Resolution 2024-39 - Approving the disposal of the City's interest in Auditor's Parcel "O" to BBCO, LLC, subject to reservation of a water main easement. / Move to action.

There were no comments.

Motion by Dean, second by Goodweiler to approve Resolution 2024-39. AYES: Dean, Goodweiler, Stoolman, Horihan, Sexton. NAYS: None. Motion carried.

Resolution 2024-40 - Hiring Brad Longlett as a Full-Time Police Officer for the City of West Branch and setting the salary for Fiscal Year 2024/2025. / Move to action.

Chief Greg Hall introduced Officer Longlett and stated that he has known him for two decades and once worked for him in Durant. Hall said the city is fortunate to have an officer with his qualifications and experience. Hall said he will be good for West Branch.

Motion by Dean, second by Horihan to approve Resolution 2024-40. AYES: Dean, Horihan, Stoolman, Sexton, Goodweiler. NAYS: None. Motion carried.

Oath of Office – Police Officer Brad Longlett

Mayor Laughlin preformed the swearing in of Officer Longlett. Longlett thanked the Council for the opportunity and said that he would do everything to make them proud.

Resolution 2024-41 – Hiring Taylor Case as a Streets Maintenance worker for the City of West Branch, Iowa, and setting the salary for the position for Fiscal Year 2024/FY2025. / Move to action.

There was no discussion.

Motion by Dean, second by Horihan to approve Resolution 2024-41. AYES: Dean, Horihan, Goodweiler, Stoolman, Sexton. NAYS: None. Motion carried.

Resolution 2024-42 - Hiring Kobe Simon as a Streets Maintenance worker for the City of West Branch, Iowa, and setting the salary for the position for Fiscal Year 2024/2025. / Move to action.

There was no discussion.

Motion by Dean, second by Goodweiler to approve Resolution 2024-42. AYES: Dean, Goodweiler, Horihan, Sexton, Stoolman. NAYS: None. Motion carried.

Resolution 2024-43 - Allowing the consumption of alcohol on a public street within the City of West Branch, Iowa on Saturday June 8, 2024 on the 100 block of North Downey Street and street closure for a community event. / Move to action.

There was no discussion.

Motion by Goodweiler, second by Sexton to approve Resolution 2024-43. AYES: Goodweiler, Sexton, Stoolman, Horihan, Dean. NAYS: None. Motion carried.

Resolution 2024-44 – Approving the annual renewal rates with Wellmark Blue Cross Blue Shield through the Iowa Community Trust for health insurance. / Move to action.

Laughlin noted there was a slight increase to the premiums of 4.9% which is lower than past years.

Motion by Dean, second by Goodweiler to approve Resolution 2024-44. AYES: Dean, Goodweiler, Stoolman, Horihan, Sexton. NAYS: None. Motion carried.

Resolution 2024-45 – Approving the annual renewal rates with MetLife for Basic Life, AD&D, Short Term disability, Long Term disability, Dental and Vision insurance. / Move to action.

Kofoed said the city did get an increase in the ancillary benefits due to lack of participation in the last six months or due to employee turn-over. Kofoed said that now that the city is staffing back up, next year he hoped to see a decrease in premiums.

Motion by Dean, second by Goodweiler to approve Resolution 2024-45. AYES: Dean, Goodweiler, Horihan, Sexton, Stoolman. NAYS: None. Motion carried.

Resolution 2024-46 - Approving Reimbursement Request Number 4 in the amount of \$272,582.12 to Johnson County Treasurer for the Herbert Hoover Highway Roundabout Project. / Move to action.

City Engineer Schechinger said that this was the final pay request for the project. He said the final cost of the project was \$1,117,806.20, approximately \$185,000 over the original estimate due to the city's decision to extend the reconstruction of Cedar-Johnson Road north of the Meadows Part 3 to accommodate the new street for that development as well as core out costs associated with the unsuitable soil found during the project.

Motion by Sexton, second by Goodweiler to approve Resolution 2024-46. AYES: Sexton, Goodweiler, Horihan, Stoolman, Dean. NAYS: None. Motion carried.

Resolution 2024-47 – Accepting the public improvements constructed in association with the Eastside Water Main Replacement Project – Phase 1. / Move to action.

Schechinger said the project is now complete and has a five-year maintenance bond which allows the city to require the contractor to correct any issues found post construction. He said Councilperson Stoolman had sent a few photos of ground settling in some areas and that he and Goodale would inspect. Laughlin said he was very pleased with Lynch Excavating's work and that he felt the project went very smooth and hopes the next phase will go just as well.

Motion by Dean, second by Horihan to approve Resolution 2024-47. AYES: Dean, Horihan, Stoolman, Sexton, Goodweiler. NAYS: None. Motion carried.

Resolution 2024-48 – Approving Pay Estimate Number 1 in the amount of \$151,804.97 to Midwest Underground Contractors Inc. for the Phase 2 Eastside Water Main Replacement Project. / Move to action.

Schechinger stated that this pay estimate is for stored materials and vibration monitoring in order to start the project.

Motion by Dean, second by Horihan to approve Resolution 2024-48. AYES: Dean, Horihan, Goodweiler, Sexton, Stoolman. NAYS: None. Motion carried.

Resolution 2024-49 – Authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$1,116,000 Water Revenue Bonds, Series 2024. / Move to action.

There were no comments.

Motion by Sexton, second by Goodweiler to approve Resolution 2024-49. AYES: Sexton, Goodweiler, Horihan, Stoolman, Dean. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Kofoed announced that he, Laughlin and Sexton spoke with Congresswoman Miller-Meeks and pitched their case for Cedar-Johnson Road reconstruction. Kofoed said this is the second attempt at the grant opportunity. Kofoed reminded the Council that spring means "nuisance season" and he has been out through the community identifying areas that need property reminder for grass, repairs and junk removal.

CITY ATTORNEY REPORT – No report

CITY ENGINEER REPORT

Schechinger provided a few updates on current city projects. He said the Phase 2 Eastside Water Main project started last week and is moving along despite the weather. He reported that the Wastewater Treatment Facility is expecting to go "on-line" this week. Contractors are working on final grading and seeding as well. Schechinger said he is still waiting on the DNR to issue the necessary permits so that they can put the project out to bid for the Wapsi Creek Widening project. He added that he had met with Kofoed and Van Auken regarding Capital Improvement Planning (CIP) projects and will present the projects and costs at a future date.

STAFF REPORTS

Goodale reported on his departments various duties that were going on. He said that his two new employees started to work today along with annual hydrant flushing, the brush pile has been ground up and that the new brush pile has not yet been established or ready for residents to use.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Horihan said he is very happy with Chief Hall and Sergeant Steen’s recruitment efforts in hiring for the department despite the difficult police market.

Stoolman thanked the staff involved in making sure the detour was set up for semi traffic going to Cargill after a few semi’s tried going up N. 6th Street and not being able to navigate the residential streets. Stoolman also requested that West Orange Street to be monitored for speeding traffic.

Dean said he sent photos to Representative Bobby Kaufman of the interstate traffic that came through town during the past few weeks.

ADJOURNMENT

Motion to adjourn by Dean, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 8:15 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Approve a 5-day Class C Retail Alcohol license for The Down Under for June 8, 2024 (in conjunction with Kickoff to Summer)
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PREPARED BY: City Clerk, Leslie Brick
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DATE: May 13, 2024

BACKGROUND:

Approve a 5-day Class C Retail Alcohol License for The Down Under for Kickoff to Summer on Saturday, June 8, 2024, 5:00 p.m. to midnight.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Approve a Class B Retail Alcohol License for Parkside BP, 401 Parkside Drive, West Branch.
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PREPARED BY: City Clerk, Leslie Brick
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DATE: May 14, 2024

BACKGROUND:

Approve a Class B Retail Alcohol License for Parkside BP, 401 Parkside Drive, West Branch.

Renewal effective June 19, 2024 to June 18, 2025.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Approve the Iowa Retail Cigarette/Tobacco/Nicotine/Vapor permits for FY25

PREPARED BY: City Clerk, Leslie Brick
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DATE: May 14, 2024

BACKGROUND:

Approve permit renewals for the following businesses:

- Kum & Go LC dba Kum & Go #254 – 620 S. Downey St., West Branch
- Casey’s Marketing Company, dba Casey’s #3463 – 615 S. Downey St., West Branch
- Parkside Petroleum, LLC dba Parkside BP – 401 Parkside Dr., West Branch
- Rashika LLC dba Jack & Jill Store – 115 E Main St., West Branch

Renewals effective July 1, 2024 to June 30, 2025.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Monthly Financial Report for April 2024

PREPARED BY: Finance Officer, Heidi Van Auken
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DATE: May 14, 2024

SUMMARY:

Monthly Financial Report: This report includes revenue, investments, expenditures, and balances for the month of April 2024.

BANK TO BOOK RECONCILIATION			
4/30/2024			
BANK BALANCE @			
	CASH - FIDELITY BANK & TRUST		\$ 8,931,553.01
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND		\$ 34,590.60
	SUB TOTAL		\$ 8,966,143.61
ADD:	CD'S:	Bank/CD #	Maturity Date
	ENLOW BUILDING CD	LIBERTY SAVINGS-10447	5/2/2024 \$ 11,229.94
	CEMETERY PERPETUAL CARE	HILLS BANK-30282503	1/11/2024 \$ 101,641.81
	LIBRARY-HANSEN DONATION CD	GREENSTATE-1034 (Old 1029)	8/1/2024 \$ 59,319.25
	LIBRARY-KROUTH PRINCIPAL CD	GREENSTATE-1035 (Old 1030)	9/2/2024 \$ 54,637.71
	LIBRARY-KROUTH INTEREST CD	GREENSTATE-1036 (Old 1031)	9/2/2024 \$ 25,613.69
	GEN FUND-STREETScape-ACCIONA DONATION CD	GREENSTATE-1033 (Old 1028)	12/6/2024 \$ 7,467.06
	SAVINGS ACCOUNTS		
	GENERAL FUND SAVINGS	GREENSTATE-0001	\$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT	\$ 8,522.32
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT	\$ 16,353.25
	TOTAL CD'S & SAVINGS ACCOUNTS		\$ 284,790.03
	SUB TOTAL		\$ 9,250,933.64
PLUS	O/S DEPOSITS		\$ -
PLUS	ADJUSTMENTS		\$ -
LESS:	O/S CREDIT CARD		\$ -
LESS:	O/S CHECKS		\$ 10,328.11
	ENDING BOOK BALANCE		\$ 9,240,605.53
	NON-RECONCILIATION ITEM-CUBBY PARK CONCESSIONS		\$ 600.00

CLERK'S REPORT FOR THE MONTH OF APRIL 2024

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
GENERAL									
*(001) GENERAL OPERATING FUND	\$ 2,222,310.49	\$ 5.00	\$ 2,222,315.49	\$ 530,186.07		\$ 82,823.31			\$ 2,669,678.25
** FIRE APPARATUS RESERVE	\$ -	\$ -	\$ -						\$ -
POLICE APPARATUS RESERVE	\$ 88,178.95	\$ -	\$ 88,178.95						\$ 88,178.95
PARK & RECREATION RESERVE	\$ 17,340.39	\$ -	\$ 17,340.39						\$ 17,340.39
PUBLIC WORKS RESERVE	\$ 14,660.00	\$ -	\$ 14,660.00						\$ 14,660.00
CEMETERY BLDG/EQUIP INVESTMENT	\$ -	\$ -	\$ -						\$ -
SIGNS-ACCIONA DTN INVESTMENT	\$ -	\$ 7,467.06	\$ 7,467.06						\$ 7,467.06
PARK EQUIPMENT/RESERVE	\$ 13,000.00	\$ -	\$ 13,000.00						\$ 13,000.00
(022) CIVIC CENTER	\$ 50,054.64	\$ -	\$ 50,054.64	\$ 7,890.19		\$ 9,595.83			\$ 48,349.00
(027) MEMORIAL GARDEN PROJECT	\$ 414.00	\$ -	\$ 414.00						\$ 414.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ (80,683.88)	\$ 95,402.26	\$ 14,718.38	\$ 12,580.99		\$ 14,356.62			\$ 12,942.75
(036) TORT LIABILITY	\$ (23,775.52)	\$ -	\$ (23,775.52)	\$ 27,691.23					\$ 3,915.71
SPECIAL REVENUE									
(110) ROAD USE TAX	\$ 175,602.56	\$ -	\$ 175,602.56	\$ 28,701.80		\$ 12,464.82			\$ 191,839.54
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 401,110.78	\$ -	\$ 401,110.78	\$ 124,526.20		\$ 24,461.20			\$ 501,175.78
(119) EMERGENCY TAX FUND	\$ 33,999.87	\$ -	\$ 33,999.87	\$ 14,880.82					\$ 48,880.69
(121) LOCAL OPTION SALES TAX	\$ 592,925.47	\$ -	\$ 592,925.47	\$ 22,501.04					\$ 615,426.51
(125) TIF	\$ 480,672.92	\$ -	\$ 480,672.92	\$ 170,458.84					\$ 651,131.76
(126) TIF LMI MEADOWS PT 4	\$ 49,558.01	\$ -	\$ 49,558.01	\$ 33,983.21					\$ 83,541.22
(160) REVOLVING LOAN FUND	\$ 137,082.45	\$ -	\$ 137,082.45						\$ 137,082.45
DEBT SERVICE									
(226) DEBT SERVICE	\$ 419,213.99	\$ -	\$ 419,213.99	\$ 112,976.36					\$ 532,190.35
CAPITAL PROJECTS									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 180,548.83	\$ -	\$ 180,548.83	\$ 28,401.11					\$ 208,949.94
(302) ARPA NEU FUND	\$ (0.00)	\$ -	\$ (0.00)						\$ (0.00)
(304) W MAIN ST STORMWATER IMP	\$ 10,000.00	\$ -	\$ 10,000.00						\$ 10,000.00
(308) PARK IMP - PEDERSEN VALLEY	\$ 14,827.20	\$ -	\$ 14,827.20						\$ 14,827.20
(312) DOWNTOWN EAST REDEVELOPMENT	\$ 22,412.82	\$ -	\$ 22,412.82						\$ 22,412.82
(319) RELOCATION OF WATER & SEWER LINES	\$ (365,572.60)	\$ -	\$ (365,572.60)						\$ (365,572.60)
(321) WIDENING WAPSI CREEK @ BERANEK PARK	\$ 147,387.31	\$ -	\$ 147,387.31			\$ 28,864.96			\$ 118,522.35
(322) SPLASH PAD	\$ -	\$ -	\$ -						\$ -
(323) I-80 WEST, WATER MAIN RELOCATE	\$ (24,271.48)	\$ -	\$ (24,271.48)						\$ (24,271.48)
(324) WW TREATMT FAC IMP 2021	\$ (203,153.91)	\$ -	\$ (203,153.91)	\$ 817,509.75		\$ 534,355.84			\$ 80,000.00
(326) ROUNDABOUT MAIN & CEDAR	\$ 433,402.84	\$ -	\$ 433,402.84						\$ 433,402.84
(327) SPONSORED WATER QUALITY IMPE 2021	\$ (20,000.00)	\$ -	\$ (20,000.00)						\$ (20,000.00)
(329) EASTSIDE WATER MAINS PH1	\$ 337,756.28	\$ -	\$ 337,756.28						\$ 337,756.28
(330) EASTSIDE WATER MAINS PH2	\$ (60,317.55)	\$ -	\$ (60,317.55)			\$ 901.66			\$ (61,219.21)
PERMANENT									
(500) CEMETERY PERPETUAL FUND	\$ 33,990.60	\$ 100,437.36	\$ 134,427.96	\$ 1,804.45					\$ 136,232.41
(501) KROUTH PRINCIPAL FUND	\$ -	\$ 54,660.21	\$ 54,660.21						\$ 54,660.21
(502) KROUTH INTEREST FUND	\$ -	\$ 25,613.69	\$ 25,613.69						\$ 25,613.69
ENTERPRISE									
(600) WATER FUND	\$ 522,491.51	\$ -	\$ 522,491.51	\$ 54,068.13		\$ 54,632.25	\$ 5,147.29		\$ 516,780.10
(603) WATER SINKING FUND	\$ 49,839.19	\$ -	\$ 49,839.19	\$ -	\$ 5,147.29				\$ 54,986.48
(610) SEWER FUND	\$ 914,122.86	\$ -	\$ 914,122.86	\$ 71,902.09		\$ 17,667.97	\$ 42,904.31		\$ 925,452.67
(611) SEWER FUND SPECIAL	\$ 879,691.75	\$ -	\$ 879,691.75	\$ -	\$ 42,904.31				\$ 922,596.06
(614) WASTEWATER LIFT STATION	\$ -	\$ -	\$ -						\$ -
(740) STORM WATER UTILITY	\$ 207,114.49	\$ -	\$ 207,114.49	\$ 5,911.64		\$ 864.77			\$ 212,161.36
TOTAL	\$ 7,672,035.26	\$ 283,585.58	\$ 7,955,620.84	\$ 2,065,973.92	\$ 48,051.60	\$ 780,989.23	\$ 48,051.60	\$ -	\$ 9,240,605.53
O/S CHECKS			\$33,900.30						\$10,328.11
ADJUSTMENTS			\$0.00						\$0.00
O/S DEPOSIT			\$0.00						\$0.00
O/S CREDIT CARD			\$0.00						\$0.00
BANK STATEMENT BALANCE			\$7,989,521.14						\$9,250,933.64

CITY OF WEST BRANCH
 MTD TREASURERS REPORT
 AS OF: APRIL 30TH, 2024

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	2,362,961.89	530,186.07	82,823.31	2,810,324.65	0.00	0.00	2,810,324.65
011-POLICE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014-FIRE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
016-CEMETERY BLDG/EQUIP RES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
017-PARK & REC RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
018-PUBLIC WORKS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-CIVIC CENTER	50,054.64	7,890.19	9,595.83	48,349.00	0.00	0.00	48,349.00
026-SIGNS-ACCIONA DONATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
027-MEMORIAL GARDEN PROJECT	414.00	0.00	0.00	414.00	0.00	0.00	414.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	14,718.38	12,580.99	14,356.62	12,942.75	0.00	0.00	12,942.75
036-TORT LIABILITY	(23,775.52)	27,691.23	0.00	3,915.71	0.00	0.00	3,915.71
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	175,602.56	28,701.80	12,464.82	191,839.54	0.00	0.00	191,839.54
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	401,110.78	124,526.20	24,461.20	501,175.78	0.00	0.00	501,175.78
119-EMERGENCY TAX FUND	33,999.87	14,880.82	0.00	48,880.69	0.00	0.00	48,880.69
121-OPTION TAX	592,925.47	22,501.04	0.00	615,426.51	0.00	0.00	615,426.51
125-T I F	480,672.92	170,458.84	0.00	651,131.76	0.00	0.00	651,131.76
126-TIF LMI MEADOWS PT 4	49,558.01	33,983.21	0.00	83,541.22	0.00	0.00	83,541.22
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
225-TIF DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
226-GO DEBT SERVICE	419,213.99	112,976.36	0.00	532,190.35	0.00	0.00	532,190.35
300-CAPITAL IMPROV. RESERVE	180,548.83	28,401.11	0.00	208,949.94	0.00	0.00	208,949.94
301-REAP GRANT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
302-ARPA NEU FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
303-FIRE CAP PROJECT ADDITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
304-W MAIN ST STORMWATER IMP	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
305-MAIN ST CROSSINGS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
306-4TH ST IMPROVEMENTS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
307-MAIN ST INTERSECTION IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
308-PARK IMP - PEDERSEN VALLE	14,827.20	0.00	0.00	14,827.20	0.00	0.00	14,827.20
309-PHASE I PARK IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310-COLLEGE STREET BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
311-BERANEK PARKING IMPROVEME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
312-DOWNTOWN EAST REDEVELOPME	22,412.82	0.00	0.00	22,412.82	0.00	0.00	22,412.82
313-MAIN ST SIDEWALK-PHASE 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
314-N FIRST ST IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
315-MAIN ST WATER MAIN IMPROV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
316-I & I LINE/GROUT PH 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
317-ORANGE ST 4TH TO 5TH IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
318-COLLEGE ST & 2ND ST IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
319-RELOCATING WATER & SEWER	(365,572.60)	0.00	0.00	(365,572.60)	0.00	0.00	(365,572.60)
320-LIBRARY PARKING LOT IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
321-WIDENING WAPSI CREEK @ BE	147,387.31	0.00	28,864.96	118,522.35	0.00	0.00	118,522.35
322-SPLASH PAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323-I-80 WEST, WATER MAIN REL	(24,271.48)	0.00	0.00	(24,271.48)	0.00	0.00	(24,271.48)
324-WW TREATMT FAC IMP 2021	(203,153.91)	817,509.75	534,355.84	80,000.00	0.00	0.00	80,000.00
326-ROUNDABOUT MAIN & CEDAR-J	433,402.84	0.00	0.00	433,402.84	0.00	0.00	433,402.84
327-SPONS WATER QUAL IMP 2021	(20,000.00)	0.00	0.00	(20,000.00)	0.00	0.00	(20,000.00)

CITY OF WEST BRANCH
 MTD TREASURERS REPORT
 AS OF: APRIL 30TH, 2024

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
328-GREENVIEW WATER MAIN NLOO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
329-EASTSIDE WATER MAIN PH1	337,756.28	0.00	0.00	337,756.28	0.00	0.00	337,756.28
330-EASTSIDE WATER MAIN PH2	(60,317.55)	0.00	901.66	(61,219.21)	0.00	0.00	(61,219.21)
500-CEMETERY PERPETUAL FUND	134,427.96	1,804.45	0.00	136,232.41	0.00	0.00	136,232.41
501-KROUTH PRINCIPAL FUND	54,660.21	0.00	0.00	54,660.21	0.00	0.00	54,660.21
502-KROUTH INTEREST FUND	25,613.69	0.00	0.00	25,613.69	0.00	0.00	25,613.69
600-WATER FUND	522,491.51	54,068.13	59,779.54	516,780.10	0.00	0.00	516,780.10
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	49,839.19	5,147.29	0.00	54,986.48	0.00	0.00	54,986.48
610-SEWER FUND	914,122.86	71,902.09	60,572.28	925,452.67	0.00	0.00	925,452.67
611-SEWER FUND SPECIAL	879,691.75	42,904.31	0.00	922,596.06	0.00	0.00	922,596.06
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	207,114.49	5,911.64	864.77	212,161.36	0.00	0.00	212,161.36
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	7,955,620.84	2,114,025.52	829,040.83	9,240,605.53	0.00	0.00	9,240,605.53

*** END OF REPORT ***

CITY OF WEST BRANCH
 YTD TREASURERS REPORT
 AS OF: APRIL 30TH, 2024

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	1,927,106.54	1,924,562.90	1,041,344.79	2,810,324.65	0.00	0.00	2,810,324.65
011-POLICE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
014-FIRE APPARATUS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
016-CEMETERY BLDG/EQUIP RES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
017-PARK & REC RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
018-PUBLIC WORKS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-CIVIC CENTER	48,004.54	26,215.47	25,871.01	48,349.00	0.00	0.00	48,349.00
026-SIGNS-ACCIONA DONATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
027-MEMORIAL GARDEN PROJECT	414.00	0.00	0.00	414.00	0.00	0.00	414.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	140,264.18	36,041.99	163,363.42	12,942.75	0.00	0.00	12,942.75
036-TORT LIABILITY	19,354.65	81,147.15	96,586.09	3,915.71	0.00	0.00	3,915.71
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	143,232.45	285,826.07	237,218.98	191,839.54	0.00	0.00	191,839.54
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	337,376.69	378,371.19	214,572.10	501,175.78	0.00	0.00	501,175.78
119-EMERGENCY TAX FUND	5,268.84	43,611.85	0.00	48,880.69	0.00	0.00	48,880.69
121-OPTION TAX	354,223.23	261,203.28	0.00	615,426.51	0.00	0.00	615,426.51
125-T I F	107,755.95	568,935.81	25,560.00	651,131.76	0.00	0.00	651,131.76
126-TIF LMI MEADOWS PT 4	13,479.59	70,061.63	0.00	83,541.22	0.00	0.00	83,541.22
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
225-TIF DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
226-GO DEBT SERVICE	285,179.39	335,084.71	88,073.75	532,190.35	0.00	0.00	532,190.35
300-CAPITAL IMPROV. RESERVE	125,745.00	83,204.94	0.00	208,949.94	0.00	0.00	208,949.94
301-REAP GRANT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
302-ARPA NEU FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
303-FIRE CAP PROJECT ADDITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
304-W MAIN ST STORMWATER IMP	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
305-MAIN ST CROSSINGS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
306-4TH ST IMPROVEMENTS PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
307-MAIN ST INTERSECTION IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
308-PARK IMP - PEDERSEN VALLE	14,827.20	0.00	0.00	14,827.20	0.00	0.00	14,827.20
309-PHASE I PARK IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310-COLLEGE STREET BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
311-BERANEK PARKING IMPROVEME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
312-DOWNTOWN EAST REDEVELOPME	22,412.82	0.00	0.00	22,412.82	0.00	0.00	22,412.82
313-MAIN ST SIDEWALK-PHASE 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
314-N FIRST ST IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
315-MAIN ST WATER MAIN IMPROV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
316-I & I LINE/GROUT PH 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
317-ORANGE ST 4TH TO 5TH IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
318-COLLEGE ST & 2ND ST IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
319-RELOCATING WATER & SEWER	(413,188.80)	392,074.29	344,458.09	(365,572.60)	0.00	0.00	(365,572.60)
320-LIBRARY PARKING LOT IMPRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
321-WIDENING WAPSI CREEK @ BE	(8,983.52)	250,641.43	123,135.56	118,522.35	0.00	0.00	118,522.35
322-SPLASH PAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323-I-80 WEST, WATER MAIN REL	(24,271.48)	0.00	0.00	(24,271.48)	0.00	0.00	(24,271.48)
324-WW TREATMT FAC IMP 2021	80,000.00	3,190,768.73	3,190,768.73	80,000.00	0.00	0.00	80,000.00
326-ROUNDAABOUT MAIN & CEDAR-J	(51,236.09)	1,347,197.70	862,558.77	433,402.84	0.00	0.00	433,402.84
327-SPONS WATER QUAL IMP 2021	(20,000.00)	0.00	0.00	(20,000.00)	0.00	0.00	(20,000.00)

CITY OF WEST BRANCH
 YTD TREASURERS REPORT
 AS OF: APRIL 30TH, 2024

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
328-GREENVIEW WATER MAIN NLOO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
329-EASTSIDE WATER MAIN PH1	(39,352.46)	1,535,178.77	1,158,070.03	337,756.28	0.00	0.00	337,756.28
330-EASTSIDE WATER MAIN PH2	0.00	0.00	61,219.21	(61,219.21)	0.00	0.00	(61,219.21)
500-CEMETERY PERPETUAL FUND	131,922.36	4,310.05	0.00	136,232.41	0.00	0.00	136,232.41
501-KROUTH PRINCIPAL FUND	52,634.25	2,025.96	0.00	54,660.21	0.00	0.00	54,660.21
502-KROUTH INTEREST FUND	24,666.83	946.86	0.00	25,613.69	0.00	0.00	25,613.69
600-WATER FUND	327,497.42	685,581.09	496,298.41	516,780.10	0.00	0.00	516,780.10
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	5,173.58	51,472.90	1,660.00	54,986.48	0.00	0.00	54,986.48
610-SEWER FUND	724,784.24	851,308.77	650,640.34	925,452.67	0.00	0.00	925,452.67
611-SEWER FUND SPECIAL	550,682.88	429,043.10	57,129.92	922,596.06	0.00	0.00	922,596.06
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	183,444.34	59,349.52	30,632.50	212,161.36	0.00	0.00	212,161.36
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	5,215,601.07	12,894,166.16	8,869,161.70	9,240,605.53	0.00	0.00	9,240,605.53

*** END OF REPORT ***

PROGRAM EXPENDITURES FOR THE MONTH OF APRIL 2024

83.33%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
PUBLIC SAFETY					
POLICE DEPARTMENT					
GENERAL FUND	\$ 421,181.00	\$ 29,752.72	\$ 291,268.38	\$ 129,912.62	69.16%
TORT LIABILITY	\$ 19,122.00	\$ -	\$ 13,285.66	\$ 5,836.34	69.48%
TRUST & AGENCY	\$ 93,277.00	\$ 4,456.95	\$ 55,787.60	\$ 37,489.40	59.81%
FIRE DEPARTMENT					
GENERAL FUND	\$ 287,550.00	\$ 1,445.13	\$ 65,727.37	\$ 221,822.63	22.86%
TORT LIABILITY	\$ 35,668.00	\$ -	\$ 46,772.71	\$ (11,104.71)	131.13%
TRUST & AGENCY	\$ 41,303.00	\$ 1,703.46	\$ 17,814.25	\$ 23,488.75	43.13%
BUILDING INSPECTIONS				\$ -	#DIV/0!
GENERAL FUND	\$ 70,623.00	\$ 3,685.56	\$ 36,046.77	\$ 34,576.23	51.04%
TORT LIABILITY	\$ 200.00	\$ -	\$ 447.93	\$ (247.93)	223.97%
TRUST & AGENCY	\$ 17,850.00	\$ 963.38	\$ 9,590.54	\$ 8,259.46	53.73%
ANIMAL CONTROL	\$ 3,800.00	\$ -	\$ -	\$ 3,800.00	0.00%
TOTAL PUBLIC SAFETY	\$ 990,574.00	\$ 42,007.20	\$ 536,741.21	\$ 453,832.79	54.18%
PUBLIC WORKS					
ROADS & STREETS					
GENERAL FUND	\$ 43,000.00	\$ -	\$ 21,931.54	\$ 21,068.46	51.00%
TORT LIABILITY	\$ 18,022.00	\$ -	\$ 15,146.09	\$ 2,875.91	84.04%
ROAD USE TAX FUND	\$ 299,953.00	\$ 12,464.82	\$ 237,218.98	\$ 62,734.02	79.09%
TRUST & AGENCY	\$ 60,195.00	\$ 2,442.27	\$ 29,777.62	\$ 30,417.38	49.47%
STREET LIGHTING - GENERAL FUND	\$ 40,000.00	\$ 3,019.67	\$ 30,771.64	\$ 9,228.36	76.93%
SOLID WASTE - GENERAL FUND	\$ 275,218.00	\$ 18,142.00	\$ 197,324.57	\$ 77,893.43	71.70%
TOTAL PUBLIC WORKS	\$ 736,388.00	\$ 36,068.76	\$ 532,170.44	\$ 204,217.56	72.27%
TOTAL HEALTH & SOCIAL SERVICES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CULTURE & RECREATION					
LIBRARY					
GENERAL FUND	\$ 231,365.00	\$ 14,356.62	\$ 163,363.42	\$ 68,001.58	70.61%
TORT LIABILITY	\$ 5,260.00	\$ -	\$ 5,429.51	\$ (169.51)	103.22%
TRUST & AGENCY	\$ 42,841.00	\$ 3,119.92	\$ 38,553.79	\$ 4,287.21	89.99%
PARKS & RECREATION				\$ -	
GENERAL FUND	\$ 228,196.00	\$ 8,029.51	\$ 88,606.46	\$ 139,589.54	38.83%
TORT LIABILITY	\$ 6,863.00	\$ -	\$ 6,624.56	\$ 238.44	96.53%
TRUST & AGENCY	\$ 53,368.00	\$ 2,910.21	\$ 14,330.07	\$ 39,037.93	26.85%

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
CEMETERY					
GENERAL FUND	\$ 92,223.00	\$ 4,320.11	\$ 53,920.00	\$ 38,303.00	58.47%
TORT LIABILITY	\$ 3,094.00	\$ -	\$ 2,462.66	\$ 631.34	79.59%
TRUST & AGENCY	\$ 18,293.00	\$ 916.25	\$ 10,569.02	\$ 7,723.98	57.78%
CIVIC CENTER				\$ -	
GENERAL FUND	\$ 19,900.00	\$ 9,595.83	\$ 25,871.01	\$ (5,971.01)	130.01%
TRUST & AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
COMMUNITY & CULTURAL DEV. (HHTD)	\$ 32,050.00	\$ 21.42	\$ 27,977.42	\$ 4,072.58	87.29%
LOCAL CABLE ACCESS				\$ -	
GENERAL FUND	\$ 22,801.00	\$ 212.84	\$ 18,475.43	\$ 4,325.57	81.03%
TRUST & AGENCY	\$ 3,846.00	\$ -	\$ -	\$ 3,846.00	0.00%
TOTAL CULTURE & RECREATION	\$ 760,100.00	\$ 43,482.71	\$ 456,183.35	\$ 303,916.65	60.02%
COMMUNITY & ECONOMIC DEV.					
ECONOMIC DEVELOPMENT	\$ 91,500.00	\$ 1,126.73	\$ 36,296.69	\$ 55,203.31	39.67%
PLANNING & ZONING	\$ 20,000.00	\$ 65.00	\$ 10,455.71	\$ 9,544.29	52.28%
REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	
TIF DEBT SERVICE	\$ 183,881.00	\$ -	\$ 25,560.00	\$ 158,321.00	13.90%
TOTAL COMMUNITY & E.D.	\$ 295,381.00	\$ 1,191.73	\$ 72,312.40	\$ 223,068.60	24.48%
GENERAL GOVERNMENT					
MAYOR & COUNCIL					
GENERAL FUND	\$ 20,500.00	\$ 435.19	\$ 13,825.14	\$ 6,674.86	67.44%
TRUST & AGENCY	\$ 2,906.00	\$ 47.39	\$ 1,246.71	\$ 1,659.29	42.90%
CLERK & TREASURER					
GENERAL FUND	\$ 181,346.00	\$ 10,234.58	\$ 125,711.21	\$ 55,634.79	69.32%
TORT LIABILITY	\$ 6,792.00	\$ -	\$ 6,416.97	\$ 375.03	94.48%
TRUST & AGENCY	\$ 44,670.00	\$ 7,901.37	\$ 36,902.50	\$ 7,767.50	82.61%
LEGAL SERVICES	\$ 27,000.00	\$ 2,332.85	\$ 23,006.46	\$ 3,993.54	85.21%
TOTAL GENERAL GOVERNMENT	\$ 283,214.00	\$ 20,951.38	\$ 207,108.99	\$ 76,105.01	73.13%
GO DEBT SERVICE	\$ 930,769.00	\$ -	\$ 88,073.75	\$ 842,695.25	9.46%
CAPITAL PROJECTS					
ARPA FUNDED PROJECT	\$ 372,612.00	\$ -	\$ -	\$ 372,612.00	0.00%
RELOCATING WATER & SEWER LINES	\$ 658,100.00	\$ -	\$ 344,458.09	\$ 313,641.91	52.34%
WIDENING WAPSI CREEK @ BERANEK	\$ 1,000,000.00	\$ 28,864.96	\$ 123,135.56	\$ 876,864.44	12.31%
WW TREATMENT FACILITY IMP 2021	\$ 7,000,000.00	\$ 534,355.84	\$ 3,190,768.73	\$ 3,809,231.27	45.58%

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
ROUNDBOUT MAIN & CEDAR	\$ 1,100,000.00	\$ -	\$ 862,558.77	\$ 237,441.23	78.41%
EASTSIDE WATER MAINS PHASE 1	\$ 1,800,000.00	\$ -	\$ 1,158,070.03	\$ 641,929.97	64.34%
EASTSIDE WATER MAINS PHASE 2	\$ -	\$ 901.66	\$ 61,219.21	\$ (61,219.21)	#DIV/0!
TOTAL CAPITAL PROJECTS	\$ 11,930,712.00	\$ 564,122.46	\$ 5,740,210.39	\$ 6,190,501.61	48.11%
BUSINESS TYPE ACTIVITIES					
WATER FUND	\$ 475,028.00	\$ 54,632.25	\$ 444,825.51	\$ 30,202.49	93.64%
TRUST & AGENCY	\$ 28,597.00	\$ -	\$ -	\$ 28,597.00	
WATER SINKING FUND	\$ 61,768.00	\$ -	\$ 1,660.00	\$ 60,108.00	2.69%
SEWER FUND	\$ 318,560.00	\$ 17,667.97	\$ 221,597.24	\$ 96,962.76	69.56%
TRUST & AGENCY	\$ 23,652.00	\$ -	\$ -	\$ 23,652.00	
SEWER FUND SPECIAL	\$ 503,360.00	\$ -	\$ 57,129.92	\$ 446,230.08	11.35%
STORM WATER UTILITY	\$ 49,664.00	\$ 864.77	\$ 30,632.50	\$ 19,031.50	61.68%
TRUST & AGENCY	\$ 2,522.00	\$ -	\$ -	\$ 2,522.00	0.00%
TOTAL BUSINESS TYPE ACTIVITIES	\$ 1,463,151.00	\$ 73,164.99	\$ 755,845.17	\$ 707,305.83	51.66%
NON-DEPARTMENTAL TRANSFERS					
GENERAL FUND	\$ 199,791.00	\$ -	\$ -	\$ 199,791.00	0.00%
ROAD USE TAX	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TRUST AND AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
EMERGENCY TAX FUND	\$ 42,822.00	\$ -	\$ -	\$ 42,822.00	0.00%
LOCAL OPTION SALES TAX	\$ 238,200.00	\$ -	\$ -	\$ 238,200.00	0.00%
TIF	\$ 381,273.00	\$ -	\$ -	\$ 381,273.00	0.00%
WATER FUND	\$ 131,377.00	\$ 5,147.29	\$ 51,472.90	\$ 79,904.10	39.18%
SEWER FUND	\$ 584,395.00	\$ 42,904.31	\$ 429,043.10	\$ 155,351.90	73.42%
SEWER FUND SPECIAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!
STORM WATER UTILITY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL NON-DEPARMENTAL TRANSFERS	\$ 1,577,858.00	\$ 48,051.60	\$ 480,516.00	\$ 1,097,342.00	30.45%
TOTAL FOR ALL FUNCTIONS	\$ 18,968,147.00	\$ 829,040.83	\$ 8,869,161.70	\$ 10,098,985.30	46.76%

CITY OF WEST BRANCH
 EXPENDITURES BY ACTIVITY (UNAUDITED)
 AS OF: APRIL 30TH, 2024

001-GENERAL FUND

83.33% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	1,577,858.00	48,051.60	480,516.00	30.45	1,097,342.00
TOTAL PUBLIC SAFETY	990,574.00	42,007.20	536,741.21	54.18	453,832.79
TOTAL PUBLIC WORKS	736,388.00	36,068.76	532,170.44	72.27	204,217.56
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	760,100.00	43,482.71	456,183.35	60.02	303,916.65
TOTAL COMMUNITY & ECON DEVELOP	295,381.00	1,191.73	72,312.40	24.48	223,068.60
TOTAL GENERAL GOVERNMENT	283,214.00	20,951.38	207,108.99	73.13	76,105.01
TOTAL DEBT SERVICE	930,769.00	0.00	88,073.75	9.46	842,695.25
TOTAL CAPITAL PROJECTS	11,930,712.00	564,122.46	5,740,210.39	48.11	6,190,501.61
TOTAL BUSINESS TYPE/ENTERPRISE	1,463,151.00	73,164.99	755,845.17	51.66	707,305.83
TOTAL EXPENDITURES	18,968,147.00	829,040.83	8,869,161.70	46.76	10,098,985.30



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Claims for May 20, 2024

PREPARED BY: Heidi Van Auken, Finance Officer
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DATE: May 14, 2024

SUMMARY:

Claims Report: These are routine expenditures that include payroll, budget expenditures, and other financial items that relate to City Council approved items and/or other day-to-day operational disclosures.

EXPENDITURES**5/20/2024**

AMAZON.COM	BOOKS & DVDS-LIBRARY	87.12
BAKER & TAYLOR	BOOKS	176.60
BROWN'S WEST BRANCH	RAM TRUCK REPAIR-POLICE	468.50
BROWN'S WEST BRANCH FORD	NEW VEHICLE KEY	106.45
CEDAR COUNTY COOPERATIVE	FUEL-PW	841.53
CEDAR COUNTY RECORDER	RECORDING FEES	7.00
DES MOINES STAMP MFG	SELF-INKING STAMP-CLERK	53.00
DIRK WIENEKE	LAWN CARE-PARKS, TH, PW	3,840.00
FRED'S FEED & SUPPLY	FIELD SPRAY PAINT-P&R	414.00
FREEMAN CONSTRUCTION	COOKSON, 4TH WATER RECONNECT	948.50
HAWKINS INC.	CHEMICALS	3,389.08
HOLLYWOOD GRAPHICS	3/4 SOFTBALL SHIRTS-P&R	598.56
IOWA PRISON INDUSTRIES	UNIFORM-DORSEY	230.00
JOHNSON COUNTY TREASURER	ROUNDAABOUT REIMBURSEMENT 4	272,582.12
KANOPY	ON DEMAND VIDEO SERVICE	20.00
LRS HOLDINGS	TRASH, RECYCLING, STICKERS	18,463.75
MENARDS	FLOWER BEDS MULCH	291.99
MIDWEST UNDERGROUND CONTRACTORS	EASTSIDE WATER MAINS PH2	151,804.97
MOPPY MO'S	JANITORIAL SERVICES	1,032.50
OLSON, KEVIN D	LEGAL SERVICES-MAY 2024	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	378.83
PARKSIDE SERVICE	MOWER TIRE REPAIR-PW	83.85
PLUNKETT'S PEST CONTROL	PEST CONTROL	160.14
QC ANALYTICAL SERVICES	LAB ANALYSIS	684.00
QUILL CORP	OFFICE SUPPLIES-CITY	159.48
STATE HYGIENIC LAB	LAB ANALYSIS	64.50
SWANK MOTION PICTURES	SITE LICENSE-MOVIES	114.00
THE HOME DEPOT PRO	BLDG SUPPLIES-LIBRARY	56.74
TYLER TECHNOLOGIES	AUTO METER READ FEE	430.00
VEENSTRA & KIMM	VARIOUS PROJECTS	38,234.01
WEST BRANCH REPAIRS	REPLACE CAR BAFFLE-PD	449.95
WEST BRANCH TIMES	SUBSCRIPTION & PUBLICATIONS	1,455.82
TOTAL		499,126.99

**PAYROLL-WAGES, TAXES, EMPLOYEE
BENEFITS****5/10/2024****42,383.62****PAID BETWEEN MEETINGS**

ALLIANT ENERGY	ALLIANT ENERGY	12,249.47
AMAZON.COM	BLDG AND PROGRAM SUPPLIES	138.59
CAPITAL ONE	VARIOUS ITEMS LIBRARY	56.52
CROELL	TH SIDEWALK LIFT MATERIALS	267.00
LINN COUTY REC	STREET LIGHTS	286.32

LYNCH'S EXCAVATING	ROCK AND SINKHOLE BACKFILL	2,686.60
STATE INDUSTRIAL PRODUCTS	REPELLANT & CLEANING PRODUCTS	428.13
UNIFORM DEN	UNIFORMS-POLICE	1,385.05
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	781.67
AT&T MOBILITY	WIRELESS SERVICE	309.84
CEDAR COUNTY COOPERATIVE	FUEL-FIRE	935.95
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	73.98
LEAF CAPITAL FUNDING	COPIER LEASE-LIBRARY	142.02
MTI DISTRIBUTING	FINISH DRAG MAT KIT-P&R	749.58
PITNEY BOWES	POSTAGE METER INK	63.90
STATE INDUSTRIAL PRODUCTS	SHOP SUPPLIES-PW	219.46
WEX BANK	VEHICLE FUEL	1,485.19
VARIOUS VENDORS	UB REFUNDS	96.20
TOTAL		22,355.47
GRAND TOTAL EXPENDITURES		563,866.08
FUND TOTALS		
001 GENERAL FUND		58,589.08
022 CIVIC CENTER		1,013.83
031 LIBRARY		7,554.74
110 ROAD USE TAX		8,210.72
112 TRUST AND AGENCY		5,584.85
321 WIDENING WAPSI CREEK		8,631.50
324 WW TREATMENT FACILITY		24,100.17
326 ROUNDABOUT MAIN & CEDAR		272,582.12
330 EASTSIDE WATER MAINS PH2		154,364.31
600 WATER FUND		14,799.75
610 SEWER FUND		8,044.74
740 STORM WATER UTILITY		390.27
GRAND FUND TOTAL		563,866.08

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	IOWA PRISON INDUSTRIES	UNIFORM-DORSEY	230.00
		WEST BRANCH REPAIRS	REPLACE CAR BAFFLE-PD	449.95
		BROWN'S WEST BRANCH	RAM TRUCK REPAIR-POLICE	468.50
		BROWN'S WEST BRANCH FORD LLC	NEW VEHICLE KEY	106.45
		TOTAL:		1,254.90
PARK & RECREATION	GENERAL FUND	FRED'S FEED & SUPPLY LLC	FIELD SPRAY PAINT	414.00
		MENARDS	CONCRETE BASE ANCHORS-P&R	11.99
		HOLLYWOOD GRAPHICS	3/4 SOFTBALL SHIRTS-P&R	227.04
			3/4 BASEBALL SHIRTS-P&R	371.52
		DIRK WIENEKE	LAWN CARE-PARKS	3,230.00
			LAWN CARE-PARKS	355.00
		MOPPY MO'S LLC	CLEANING SERVICES-P&R	210.00
TOTAL:		4,819.55		
CEMETERY	GENERAL FUND	CEDAR COUNTY COOPERATIVE	FUEL-PW	841.53
			TOTAL:	841.53
CLERK & TREASURER	GENERAL FUND	QUILL CORP	OFFICE SUPPLIES-CITY	18.00
			OFFICE SUPPLIES-CITY	141.48
		PLUNKETT'S PEST CONTROL INC	PEST CONTROL-CITY OFFICE	55.07
		DES MOINES STAMP MFG CO	SELF-INKING STAMP-CLERK	53.00
		MOPPY MO'S LLC	CLEANING SERVICES-CITY	140.00
TOTAL:		407.55		
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL PUBLICATIONS	1,420.82
		CEDAR COUNTY RECORDER	RECORDING FEES	7.00
		OLSON, KEVIN D	LEGAL SERVICES-MAY 2024	1,500.00
		TOTAL:		2,927.82
SOLID WASTE	GENERAL FUND	LRS HOLDINGS, LLC	GARBAGE STICKERS	285.00
			TRASH & RECYCLING APRIL 20	18,178.75
			TOTAL:	18,463.75
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	LOT SITE PLAN REVIEW	880.00
			TIM CREW SUBDIVISION REVIE	220.00
			TOTAL:	1,100.00
TOWN HALL	CIVIC CENTER	PLUNKETT'S PEST CONTROL INC	PEST CONTROL-TOWN HALL	55.07
		DIRK WIENEKE	LAWN CARE-TH	80.00
		MOPPY MO'S LLC	CLEANING SERVICES-TH	245.00
		TOTAL:		380.07
LIBRARY	LIBRARY	OVERDRIVE INC	DIGITAL & AUDIO BOOKS	376.34
			DIGITAL & AUDIO BOOKS	2.49
		WEST BRANCH TIMES	SUBSCRIPTION - LIBRARY	35.00
		SWANK MOTION PICTURES INC	SITE LICENSE-MOVIES	114.00
		PLUNKETT'S PEST CONTROL INC	PEST CONTROL-LIBRARY	50.00
		BAKER & TAYLOR INC.	BOOKS	176.60
		THE HOME DEPOT PRO	BLDG SUPPLIES-LIBRARY	56.74
		KANOPY	ON DEMAND VIDEO SERVICE	20.00
		AMAZON.COM.CA.,INC.	BOOKS & DVDS-LIBRARY	87.12
		MOPPY MO'S LLC	JANITORIAL SERVICES-LIBRAR	437.50
		TOTAL:		1,355.79
		ROADS & STREETS	ROAD USE TAX	PARKSIDE SERVICE

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			SKID LOADER TIRE REPAIR	34.58
		MENARDS	FLOWER BEDS MULCH	280.00
		VEENSTRA & KIMM INC.	2024 CIP PLANNING	1,843.00
		DIRK WIENEKE	LAWN CARE-ROUNDAABOUT	175.00
			TOTAL:	2,381.85
CAPITAL PROJECT	WIDENING WAPSI CRE	VEENSTRA & KIMM INC.	CHANNEL WIDENING FLOOD IMP	8,631.50
			TOTAL:	8,631.50
CAPITAL PROJECT	WW TREATMT FAC IMP	VEENSTRA & KIMM INC.	WW TREATMENT FACILITY	9,120.00
			WW TREATMENT FACILITY	14,980.17
			TOTAL:	24,100.17
INVALID DEPARTMENT	ROUNDAABOUT MAIN &	JOHNSON COUNTY TREASURER	ROUNDAABOUT REIMBURSEMENT 4	272,582.12
			TOTAL:	272,582.12
CAPITAL PROJECT	EASTSIDE WATER MAI	VEENSTRA & KIMM INC.	EAST SIDE WATER MAINS PH2	343.45
			EAST SIDE WATER MAINS PH2	1,874.84
			EAST SIDE WATER MAINS PH2	101.05
			EAST SIDE WATER MAINS PH2	240.00
		MIDWEST UNDERGROUND CONTRACTORS INC.	EASTSIDE WATER MAINS PH2	151,804.97
			TOTAL:	154,364.31
WATER OPERATING	WATER FUND	STATE HYGIENIC LAB	LAB ANALYSIS	64.50
		TYLER TECHNOLOGIES	AUTO METER READ FEE	250.00
			AUTO METER READ FEE	180.00
		HAWKINS INC	CHEMICALS	3,389.08
		FREEMAN CONSTRUCTION INC.	COOKSON, 4TH WATER RECONNE	948.50
			TOTAL:	4,832.08
SEWER OPERATING	SEWER FUND	QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	684.00
			TOTAL:	684.00

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

001	GENERAL FUND	29,815.10
022	CIVIC CENTER	380.07
031	LIBRARY	1,355.79
110	ROAD USE TAX	2,381.85
321	WIDENING WAPSI CREEK @ BE	8,631.50
324	WW TREATMT FAC IMP 2021	24,100.17
326	ROUNDAABOUT MAIN & CEDAR-J	272,582.12
330	EASTSIDE WATER MAIN PH2	154,364.31
600	WATER FUND	4,832.08
610	SEWER FUND	684.00

GRAND TOTAL:		499,126.99



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Second Reading Ordinance 814 – Amending the Code of Ordinances of the City of West Branch, as previously amended, by Changing Water Rates.

PREPARED BY: City Administrator, Adam Kofoed

DATE: May 7, 2024

SUMMARY:

The City Council passed Ordinance 803 on June 19, 2023 which increased water rates to pay for the Eastside Water Main Replacement Project – Phase 1. (With this ordinance, the August 2023 increase was twenty-five (25) above the 2022 rate of \$7.79.)

<i>Rate effective August 1, 2023:</i>	<i>\$9.74 per 1000 gallons with 1,700 gallon minimum. (+ 25%)</i>
<i>Rate effective August 1, 2024:</i>	<i>\$9.93 per 1000 gallons with 1,700 gallon minimum. (+ 2%)</i>
<i>Rate effective August 1, 2025:</i>	<i>\$10.13 per 1000 gallons with 1,700 gallon minimum. (+ 2%)</i>
<i>Rate effective August 1, 2026:</i>	<i>\$10.33 per 1000 gallons with 1,700 gallon minimum. (+ 2%)</i>
<i>Rate effective August 1, 2027:</i>	<i>\$10.54 per 1000 gallons with 1,700 gallon minimum. (+ 2%)</i>

It has been determined by the City’s financial advisor, that water rates will need to increase again in order to repay the SRF loan for the projects and have been calculated as follows;

<i>Rate effective July 1, 2024:</i>	<i>\$10.71 per 1000 gallons with 1,700 gallon minimum. (+10%)</i>
<i>Rate effective July 1, 2025:</i>	<i>\$10.92 per 1000 gallons with 1,700 gallon minimum. (+2%)</i>
<i>Rate effective July 1, 2026:</i>	<i>\$11.14 per 1000 gallons with 1,700 gallon minimum. (+2%)</i>
<i>Rate effective July 1, 2027:</i>	<i>\$11.36 per 1000 gallons with 1,700 gallon minimum. (+2%)</i>

Phase 2 – Eastside Water Main Replacement Project was awarded to Midwest Underground Contractor’s in February 2024. The project commenced April 29, 2024 and is expected to be completed in the fall.

ORDINANCE 814

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 due to water infrastructure projects.

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

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

<i>Rate effective July 1, 2024:</i>	<i>\$10.71 per 1000 gallons with 1,700 gallon minimum.</i>
<i>Rate effective July 1, 2025:</i>	<i>\$10.92 per 1000 gallons with 1,700 gallon minimum.</i>
<i>Rate effective July 1, 2026</i>	<i>\$11.14 per 1000 gallons with 1,700 gallon minimum.</i>
<i>Rate effective July 1, 2027:</i>	<i>\$11.36 per 1000 gallons with 1,700 gallon minimum.</i>

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

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

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

Passed and approved this _____ day of _____, 2024.

First Reading: May 6, 2024
 Second Reading: May 20, 2024
 Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2024.

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Second Reading Ordinance 815 – Re-zoning an approximate 9.83-acre parcel from R-1 Residential District to R-2 Residential District.
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PREPARED BY: City Clerk, Leslie Brick
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DATE: May 7, 2024

SUMMARY:

The Developer of The Meadows, Part 6 has petitioned for the rezoning of an approximate 9.83 parcel from R-1 to R-2.

A public hearing was held at a special Planning & Zoning meeting on April 22, 2024 and at the May 6, 2024 City Council meeting.

Comments regarding the rezoning request were made and recorded by City Administrator Kofoed.

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5640, Coralville, Iowa 52241 (319)351-2277
Return to: City of West Branch, 110 N. Poplar Street, P.O. Box 218, West Branch, Iowa 52358 (319)643-5888

ORDINANCE 815

AN ORDINANCE RE-ZONING AN APPROXIMATE 9.83-ACRE PARCEL FROM R-1 RESIDENTIAL DISTRICT TO R-2 RESIDENTIAL DISTRICT.

WHEREAS, the Developer has petitioned the City of West Branch for a zoning district amendment for properties located in the Meadows Subdivisions, said parcel being legally described as:

BEING PART OF AUDITOR'S PARCEL G IN BOOK I PAGE 103 IN THE NORTHWEST QUARTER (NW ¼) OF THE SOUTHWEST QUARTER (SW ¼) AND THE SOUTHWEST QUARTER (SW ¼) OF THE NORTHWEST QUARTER (NW ¼) OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 04 WEST OF THE 5TH/ P.M., CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS BEGINNING AT THE SOUTHWEST CORNER OF LOT 32 OF THE CORRECTED PLAT FOR THE MEADOWS SUBDIVISION PART 4B AS RECORDED IN BOOK 1554, PAGE 326 OF THE CEDAR COUNTY RECORDER'S OFFICE, THENCE N88°41'21"E, 172.30 FEET TO THE SOUTH LINE OF OUTLOT B OF THE MEADOWS SUBDIVISION PART 4A AS RECORDED IN BOOK 1492, PAGE 39 OF THE CEDAR COUNTY RECORDER'S OFFICE; THENCE ALONG SAID SOUTH LINE S82°46'48"E, 80.44 FEET; THENCE ALONG SAID SOUTH LINE S58°47'20"E, 126.13 FEET; THENCE ALONG SAID SOUTH LINE S38°53'07"E, 499.31 FEET; THENCE ALONG SAID SOUTH LINE S09°48'28"W, 146.35 FEET; THENCE ALONG SAID SOUTH LINE S80°11'32"E, 60.86 FEET; THENCE 151.84 FEET ALONG SAID SOUTH LINE ON A 300.00 FOOT RADIUS CURVE CONCAVE NORTHERLY, (CHORD BEARING N85°18'30"E, 150.22 FEET) TO THE WEST LINE OF LOT A OF SAID PART 4A; THENCE ALONG SAID WEST LINE S19°00'26"E, 66.00 FEET TO THE NORTH LINE OF OUTLOT A OF SAID PART A; THENCE 140.95 FEET ALONG SAID NORTH LINE ON A 352.59 FOOT RADIUS CURVE CONCAVE NORTHERLY (CHORD BEARING S81°52'08"W, 140.01 FEET) THENCE ALONG SAID SOUTH LINE S01°20'05"W, 156.35 FEET; THENCE ALONG SAID NORTH LINE N71°51'36"W, 259.28 FEET; THENCE ALONG SAID NORTH LINE N77°54'25"W, 108.11 FEET; THENCE N85°28'43"W, 277.46 FEET; THENCE ALONG SAID NORTH LINE N69°36'54"W, 99.17 FEET; THENCE N01°19'23"W, 681.39 FEET TO THE POINT OF BEGINNING. DESCRIBED AREA CONTAINS 9.83 ACRES AND IS SUBJECT TO EASEMENTS AND OTHER RESTRICTIONS OF RECORD. ; and

WHEREAS, the Developer has requested that the Parcel be rezoned to be located in an R-2 Residential District, in place of an R-1 Residential District; and

WHEREAS, the West Branch Planning and Zoning Commission has recommended the City Council approve said rezoning request; and

WHEREAS, a public hearing has been held on said request pursuant to published notice thereof.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of West Branch, Iowa :

Section 1. That the zoning map for the City of West Branch is hereby amended to show the Parcel being located in a R-2 Residential District in place of R-1 Residential District.

Section 2. This ordinance shall be in full force and effect from and after its publication as by law provided.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. 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 this ordinance as a whole or any part, section, or provision thereof not adjudged invalid or unconstitutional.

Passed and approved this ____ day of _____, 2024.

Read First Time: May 6, 2024
Read Second Time: May 20, 2024
Read Third Time:

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2024.

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024
AGENDA ITEM: Resolution 2024-50 – Amending the Employer Contribution amount for Health and Dental Insurance
PREPARED BY: Adam Kofoed, City Administrator
DATE: May 14, 2024

SUMMARY:

In our 2022 employee wage study, we found the median small towns that West Branch competes with offer 90% employer contribution for family health insurance. Currently, the City of West Branch contributes 70% of the premiums for family medical and dental insurance and contributes 100% of the premiums for single coverage.

WHAT WILL IT COST?

For health and dental family premiums in FY25, it will cost the City an extra \$354.80 per employee, per month by paying 90% instead of 70%. Currently, we have 4 employees who have a family plan.

WHERE WILL THE MONEY COME FROM?

Health and dental premiums-along with partial self-funding claim payments-are paid from the Employee Benefits fund.

Employer/Employee contribution 90/10 proposed effective July 1, 2024 through June 30, 2025:

	<u>Employee monthly cost (0%)</u>	<u>Employer monthly cost (100%)</u>
Single Medical coverage	\$0.00	\$653.43
Single claims (estimate)	\$0.00	\$100.92
TPA fees	\$0.00	\$59.58
Single Dental coverage	<u>\$0.00</u>	<u>\$39.20</u>
	\$0.00	\$853.13
	<u>Employee monthly cost (10%)</u>	<u>Employer monthly cost (90%)</u>
Family Medical coverage	\$161.86	\$1456.73
Family claims (estimate)	\$26.35	\$237.19
TPA fees	\$0.00	\$59.58
Family Dental coverage	<u>\$11.30</u>	<u>\$101.70</u>
	\$199.51	\$1855.20

RESOLUTION 2024-50

A RESOLUTION AMENDING THE EMPLOYER CONTRIBUTION AMOUNT FOR HEALTH AND DENTAL INSURANCE

WHEREAS, the City (Employer) contributes toward the cost of health and dental insurance for all full-time employees of the City to make group insurance more affordable and is included in the total employee compensation package; and

WHEREAS, the City (Employer) currently pays one hundred (100) percent of the monthly health and dental premiums for employees electing single coverage and seventy (70) percent of the family coverage monthly premiums; and

WHEREAS, the Employee Benefits Levy is used to pay employee benefits for city employees and currently has a healthy fund balance; and

WHEREAS, the City Administrator recommends increasing the Employer contribution percentage for family coverage from seventy (70) to ninety (90) percent of the health and dental monthly premiums; and

WHEREAS, the City Administrator and/or Finance Officer will monitor the Employee Benefits Levy Fund annually and make recommendations to the City Council as needed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of West Branch, Iowa does hereby approve amending the Employer contribution for health and dental insurance monthly premiums from seventy (70) to ninety (90) percent effective July 1, 2024 which coincides with the health and dental benefits plan year.

Passed and approved this 20th day of May, 2024.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Resolution 2024-51 – Amending the West Branch Employee Handbook regarding Overtime.

PREPARED BY: Adam Kofoed, City Administrator

DATE: May 14, 2024

Background:

As per previous discussions with councils, I am proposing changes to the overtime calculation methods. Currently, we count not only regular work hours but also sick, bereavement, and vacation hours as hours worked for overtime calculations. In today's competitive labor market, our employees are undeniably our most valuable asset. Nonetheless, we must strike a balance between supporting our workforce and responsibly managing taxpayer dollars.

Proposal:

We revise our overtime calculation policy to align with the Fair Labor Standards Act (FLSA) standards and industry practices, which only consider holiday hours as hours worked for overtime calculations. This change will ensure consistency with legal requirements and best practices in the industry.

Rationale:

1. **FLSA and Industry Standards:** FLSA standards and industry norms consider only hours actually worked as eligible for overtime pay. This includes regular working hours and hours worked on holidays. Sick, bereavement, and vacation hours are not typically counted towards overtime calculations.
2. **Equal Stewardship:** As stewards of taxpayer funds, it is our responsibility to ensure that our policies are fair, efficient, and in compliance with legal standards. By aligning our overtime calculation policy with established standards, we demonstrate our commitment to responsible financial management.
3. **Employee Morale and Retention:** Implementing more staff-friendly policies, such as accurately counting overtime hours, is essential for improving employee morale and retention. Employees are more likely to feel valued and motivated when they perceive fairness in compensation practices.
4. **Council Has Shown Staff Support:** In our commitment to fairness, we have implemented initiatives such as merit pay and are adjusting family health insurance premiums to 90%, showcasing our dedication to recognizing the hard work of our employees.

RESOLUTION 2024-51

**A RESOLUTION AMENDING THE WEST BRANCH EMPLOYEE HANDBOOK
REGARDING OVERTIME**

WHEREAS, the City Council recognizes the importance of fair and equitable employment practices for all employees; and

WHEREAS, the current overtime calculation policy includes holiday, sick, and bereavement hours as part of the total hours worked, resulting in higher overtime payouts; and

WHEREAS, the City Council acknowledges the need to align the City's policies with industry standards to ensure fiscal responsibility and fairness to both employees and taxpayers; and

WHEREAS, the City Council aims to maintain a competitive edge in the labor market while prioritizing the financial sustainability of the City; and

WHEREAS, the City Council directs that the Employee Handbook's overtime policy be amended to: *Employees are not entitled to compensatory time, but rather shall earn overtime for all hours worked over forty (40) in a week. All overtime will be approved by the immediate supervisor or City Administrator and be paid in the applicable pay period. For the purposes of calculating overtime, holidays shall be counted as hours worked. Vacation, sick leave and bereavement shall not be counted as hours worked.*

BE IT FURTHER RESOLVED, that this amendment shall be communicated to all employees through the appropriate channels and incorporated into the West Branch Employee Handbook and that the City Administrator or their designee is authorized to implement this amendment and take any necessary administrative actions to ensure compliance with this resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of West Branch, Iowa does hereby approve the amended policy regarding overtime calculation to be effective on July 1, 2024.

Passed and approved this 20th day of May, 2024.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM: Resolution 2024-52- Approving Pay Estimate Number 18 in the amount of \$404,796.93 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project.
PREPARED BY: City Clerk, Leslie Brick
DATE: May 15, 2024

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	\$734,586.93	2023-110	October 16, 2023
13	\$517,877.30	2023-123	November 20, 2023
14	\$328,409.30	2023-133	December 18, 2023
15	\$127,157.50	2024-05	January 16, 2024
16	\$62,781.19	2024-13	February 20, 2024
17	<u>\$519,910.77</u>	2024-33	April 15, 2024
	\$7,880,475.67		



COMPARISON BETWEEN PAY ESTIMATE NOS. 17 & 18

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

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

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

	Description	Extended Price	Pay Est. No. 17 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 18 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	\$ 95,000.00		95%	\$ 95,000.00
1.3	Mobilization	\$ 230,000.00	\$ 218,500.00		95%	\$ 218,500.00
1.4	Toilets/Dumpster/Etc	\$ 5,200.00	\$ 4,940.08		95%	\$ 4,940.08
1.5	Testing	\$ 15,000.00	\$ 14,250.50		95%	\$ 14,250.50
1.6	Survey	\$ 40,000.00	\$ 40,000.00		100%	\$ 40,000.00
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	\$ 900,000.00	\$ 50,000.00	100%	\$ 950,000.00
2.10	Buried Piping Labor	\$ 475,000.00	\$ 445,000.00	\$ 30,000.00	100%	\$ 475,000.00
2.11	Wire Fence	\$ 35,000.00	\$ 33,250.00	\$ 1,750.00	100%	\$ 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	\$ 57,000.00		95%	\$ 57,000.00
3.1	Reinforcing Materials	\$ 180,000.00	\$ 180,000.00		100%	\$ 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	\$ 39,500.00		99%	\$ 39,500.00
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	\$ 60,000.00		100%	\$ 60,000.00
3.11	SAGR Control #1 Materials	\$ 30,000.00	\$ 30,000.00		100%	\$ 30,000.00
3.12	SAGR Control #2 Labor	\$ 40,000.00	\$ 40,000.00		100%	\$ 40,000.00
3.13	SAGR Control #2 Materials	\$ 20,000.00	\$ 20,000.00		100%	\$ 20,000.00
3.14	SAGR Control #3 Labor	\$ 60,000.00	\$ 60,000.00		100%	\$ 60,000.00
3.15	SAGR Control #3 Materials	\$ 30,000.00	\$ 30,000.00		100%	\$ 30,000.00
3.16	SAGR control #4 Labor	\$ 40,000.00	\$ 40,000.00		100%	\$ 40,000.00
3.17	SAGR control #4 Materials	\$ 20,000.00	\$ 20,000.00		100%	\$ 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	\$ 15,000.00		100%	\$ 15,000.00

	Description	Extended Price	Pay Est. No. 17 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 18 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	\$ 45,000.00		90%	\$ 45,000.00
5.3	Handrail Labor & Materials	\$ 45,000.00		\$ 35,000.00	78%	\$ 35,000.00
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	\$ 15,000.00		100%	\$ 15,000.00
6.4	Sampler Building Labor	\$ 20,000.00	\$ 20,000.00		100%	\$ 20,000.00
6.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
7.1	UV Building Insulation	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
7.2	Sampler Building Insulation	\$ 2,000.00	\$ 2,000.00		100%	\$ 2,000.00
7.3	UV Building Metal Roof Panels L&M	\$ 20,000.00	\$ 20,000.00		100%	\$ 20,000.00
7.4	Samp. Bldg Metal Roof Panels L&M	\$ 10,000.00	\$ 10,000.00		100%	\$ 10,000.00
7.5	UV Building Metal Wall Panels L&M	\$ 10,000.00	\$ 9,500.00	\$ 500.00	100%	\$ 10,000.00
7.6	Samp. Bldg Metal Wall Panels L&M	\$ 7,500.00	\$ 7,500.00		100%	\$ 7,500.00
7.7	Gutters & Downspouts L&M	\$ 3,000.00	\$ 3,000.00		100%	\$ 3,000.00
7.8	Joint Sealants Labor & Materials	\$ 7,500.00	\$ 2,250.00	\$ 2,750.00	67%	\$ 5,000.00
7.9	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
8.1	Steel Doors, Frames & Hdwe Mat'ls	\$ 20,000.00	\$ 15,000.00	\$ 5,000.00	100%	\$ 20,000.00
8.2	Steel Doors Frames & Hdwe Labor	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00	100%	\$ 5,000.00
8.3	Coiling /Overhead Door L&M	\$ 25,000.00	\$ 24,000.00	\$ 1,000.00	100%	\$ 25,000.00
8.4	Access Hatches Labor & Materials	\$ 2,500.00	\$ 2,500.00		100%	\$ 2,500.00
8.5	Glazing	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
8.6	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
9.1	Painting Labor & Materials	\$ 25,000.00	\$ 22,500.00		90%	\$ 22,500.00
9.2	Gypsum Board Labor & Materials	\$ 35,000.00	\$ 35,000.00		100%	\$ 35,000.00
9.3	Submittals	\$ 1,000.00	\$ 1,000.00		100%	\$ 1,000.00
10.1	Fire Extinguisher	\$ 300.00				
11.1	Sluice Gates Installation	\$ 80,000.00	\$ 80,000.00		100%	\$ 80,000.00
11.2	Sluice Gates Materials	\$ 200,000.00	\$ 200,000.00		100%	\$ 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	\$ 400,000.00		100%	\$ 400,000.00
11.8	Secondary SAGR Aggregate L&M	\$ 400,000.00	\$ 400,000.00		100%	\$ 400,000.00
11.9	Mulch Labor & Materials	\$ 60,000.00	\$ 60,000.00		100%	\$ 60,000.00
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	\$ 50,000.00		100%	\$ 50,000.00
11.12	Inter SAGR Piping Labor	\$ 100,000.00	\$ 100,000.00		100%	\$ 100,000.00
11.13	Nexom Blower/Aeration Equip. Mat'ls	\$ 738,000.00	\$ 738,000.00		100%	\$ 738,000.00
11.14	Blower/Aeration Equipment Labor	\$ 250,000.00	\$ 225,000.00	\$ 20,000.00	98%	\$ 245,000.00
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	\$ 6,000.00	\$ 6,000.00	100%	\$ 12,000.00
11.17	UV Equipment Materials	\$ 225,000.00		\$ 220,000.00	98%	\$ 220,000.00
11.18	UV Equipment Labor	\$ 92,000.00		\$ 92,000.00	100%	\$ 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	\$ 35,000.00	90%	\$ 45,000.00
11.21	Pumps Labor	\$ 10,000.00	\$ 2,500.00	\$ 6,500.00	90%	\$ 9,000.00
11.22	Submittals UV/NEXOM/ sampler	\$ 15,000.00	\$ 15,000.00		100%	\$ 15,000.00

	Description	Extended Price	Pay Est. No. 17 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 18 Total Completed
12.1	Laboratory Casework Materials	\$ 20,000.00		\$ 20,000.00	100%	\$ 20,000.00
12.2	Laboratory Casework Labor	\$ 5,000.00		\$ 5,000.00	100%	\$ 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	\$ 275,000.00		100%	\$ 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	\$ 6,250.00	100%	\$ 25,000.00
14.2	Hoists Equipment Labor	\$ 5,000.00	\$ 4,000.00	\$ 1,000.00	100%	\$ 5,000.00
14.3	Submittals	\$ 1,000.00	\$ 1,000.00		100%	\$ 1,000.00
15.1	HVAC Materials	\$ 75,000.00	\$ 45,804.00	\$ 27,196.00	97%	\$ 73,000.00
15.2	HVAC Labor	\$ 9,000.00	\$ 6,750.00	\$ 1,800.00	95%	\$ 8,550.00
15.3	Plumbing Materials	\$ 50,000.00	\$ 45,000.00	\$ 3,000.00	96%	\$ 48,000.00
15.4	Plumbing Labor	\$ 15,000.00	\$ 13,500.00	\$ 750.00	95%	\$ 14,250.00
15.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
16.1	Generator & Transfer Switch Material	\$ 65,000.00	\$ 65,000.00		100%	\$ 65,000.00
16.2	Generator & Transfer Switch Labor	\$ 45,000.00	\$ 36,000.00	\$ 4,000.00	89%	\$ 40,000.00
16.3	Electrical Materials	\$ 115,000.00	\$ 91,998.50	\$ 20,001.50	97%	\$ 112,000.00
16.4	Electrical Labor	\$ 65,000.00	\$ 39,000.00	\$ 24,000.00	97%	\$ 63,000.00
16.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
17.1	Process Control & Instrument L&M	\$ 160,000.00	\$ 56,000.00	\$ 88,000.00	90%	\$ 144,000.00
17.2	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
Contract Price:		\$ 8,837,000.00	\$ 7,987,643.08	\$ 707,747.50	98%	\$ 8,695,390.58

MATERIALS STORED SUMMARY				
	Description	# of Units	Pay Est. 17	Pay Est. 18
2.9	Buried Pipe (Schimberg)	LS	\$ 50,000.00	\$ -
5.3	Handrail Materials (Platform & Stairs)	LS	\$ 12,458.73	\$ -
8.1	Doors & Door Hardware	LS	\$ 5,000.00	\$ -
11.17	Trojan UV Equipment	LS	\$ 173,251.25	\$ -
12.1	Cabinetry	LS	\$ 7,559.00	\$ -
15.1	Fan	1	\$ 356.00	\$ -
15.1	Split System	1	\$ 10,795.00	\$ -
15.1	Dehumidifier	1	\$ 3,485.00	\$ -
15.1	Grilles	LS	\$ 280.00	\$ -
16.3	Electrical Equipment	LS	\$ 18,460.49	\$ -
			Total	\$ -

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 8,837,000.00	Pay Est. 18
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	\$ 8,721,339.58

Stored \$ -

Total Earned \$ 8,721,339.58

Retainage (5%) \$ 436,066.98

Total Earned Less Retainage \$ 8,285,272.60

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	
	Pay Estimate No. 13	\$ 517,877.30	
	Pay Estimate No. 14	\$ 328,409.30	
	Pay Estimate No. 15	\$ 127,157.50	
	Pay Estimate No. 16	\$ 62,781.19	
	Pay Estimate No. 17	\$ 519,910.77	

Total Previously Approved \$ 7,880,475.67

Percent Complete 98%

Amount Due This Request \$ 404,796.93

The amount \$404,796.93 is recommended for approval for payment in accordance with the terms of the contract.

RESOLUTION 2024-52

A RESOLUTION APPROVING PAY ESTIMATE NUMBER 18 IN THE AMOUNT OF \$404,796.93 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 17 in the amount of \$7,880,475.67 to Boomerang Corp. of Anamosa, IA to date; and

WHEREAS, it is now necessary for the City Council to accept Pay Estimate Number 18 in the amount of \$404,796.93.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, that Pay Estimate Number 18 in the amount of \$404,796.93 to Boomerang Corp. of Anamosa, IA is approved.

Passed and approved this 20th day of May, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000 // 888.241.8001
www.v-k.net

May 13, 2024

PAY ESTIMATE NO. 18
WASTEWATER TREATMENT FACILITY IMPROVEMENTS
WEST BRANCH, IOWA

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

Contract Amount \$8,837,000.00
Contract Date March 7, 2022
Pay Period April 1, 2024 - April 30, 2024

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	95%	\$ 95,000.00
1.3	Mobilization	LS	XXXXX	XXXXX	\$ 230,000.00	95%	\$ 218,500.00
1.4	Toilets/Dumpster/Etc	LS	XXXXX	XXXXX	\$ 5,200.00	95%	\$ 4,940.08
1.5	Testing	LS	XXXXX	XXXXX	\$ 15,000.00	95%	\$ 14,250.50
1.6	Survey	LS	XXXXX	XXXXX	\$ 40,000.00	100%	\$ 40,000.00
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	100%	\$ 950,000.00
2.10	Buried Piping Labor	LS	XXXXX	XXXXX	\$ 475,000.00	100%	\$ 475,000.00
2.11	Wire Fence	LS	XXXXX	XXXXX	\$ 35,000.00	100%	\$ 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	95%	\$ 57,000.00
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	99%	\$ 39,500.00
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	90%	\$ 45,000.00
5.3	Handrail Labor & Materials	LS	XXXXX	XXXXX	\$ 45,000.00	78%	\$ 35,000.00
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	100%	\$ 15,000.00
6.4	Sampler Building Labor	LS	XXXXX	XXXXX	\$ 20,000.00	100%	\$ 20,000.00
6.5	Submittals	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 5,000.00
7.1	UV Building Insulation	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 5,000.00
7.2	Sampler Building Insulation	LS	XXXXX	XXXXX	\$ 2,000.00	100%	\$ 2,000.00
7.3	UV Building Metal Roof Panels L&M	LS	XXXXX	XXXXX	\$ 20,000.00	100%	\$ 20,000.00
7.4	Samp. Bldg Metal Roof Panels L&M	LS	XXXXX	XXXXX	\$ 10,000.00	100%	\$ 10,000.00
7.5	UV Building Metal Wall Panels L&M	LS	XXXXX	XXXXX	\$ 10,000.00	100%	\$ 10,000.00
7.6	Samp. Bldg Metal Wall Panels L&M	LS	XXXXX	XXXXX	\$ 7,500.00	100%	\$ 7,500.00
7.7	Gutters & Downspouts L&M	LS	XXXXX	XXXXX	\$ 3,000.00	100%	\$ 3,000.00
7.8	Joint Sealants Labor & Materials	LS	XXXXX	XXXXX	\$ 7,500.00	67%	\$ 5,000.00
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	100%	\$ 20,000.00
8.2	Steel Doors Frames & Hdwe Labor	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 5,000.00
8.3	Coiling /Overhead Door L&M	LS	XXXXX	XXXXX	\$ 25,000.00	100%	\$ 25,000.00
8.4	Access Hatches Labor & Materials	LS	XXXXX	XXXXX	\$ 2,500.00	100%	\$ 2,500.00
8.5	Glazing	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 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	90%	\$ 22,500.00
9.2	Gypsum Board Labor & Materials	LS	XXXXX	XXXXX	\$ 35,000.00	100%	\$ 35,000.00
9.3	Submittals	LS	XXXXX	XXXXX	\$ 1,000.00	100%	\$ 1,000.00
10.1	Fire Extinguisher	LS	XXXXX	XXXXX	\$ 300.00		
11.1	Sluice Gates Installation	LS	XXXXX	XXXXX	\$ 80,000.00	100%	\$ 80,000.00
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	100%	\$ 60,000.00
11.10	Fine grade for Liners L&M	LS	XXXXX	XXXXX	\$ 60,000.00	100%	\$ 60,000.00
11.11	Inter SAGR piping Materials	LS	XXXXX	XXXXX	\$ 50,000.00	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	100%	\$ 738,000.00
11.14	Blower/Aeration Equipment Labor	LS	XXXXX	XXXXX	\$ 250,000.00	98%	\$ 245,000.00
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	100%	\$ 12,000.00
11.17	UV Equipment Materials	LS	XXXXX	XXXXX	\$ 225,000.00	98%	\$ 220,000.00
11.18	UV Equipment Labor	LS	XXXXX	XXXXX	\$ 92,000.00	100%	\$ 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	90%	\$ 45,000.00
11.21	Pumps Labor	LS	XXXXX	XXXXX	\$ 10,000.00	90%	\$ 9,000.00
11.22	Submittals UV/NEXOM/ sampler	LS	XXXXX	XXXXX	\$ 15,000.00	100%	\$ 15,000.00

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
12.1	Laboratory Casework Materials	LS	XXXXX	XXXXX	\$ 20,000.00	100%	\$ 20,000.00
12.2	Laboratory Casework Labor	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 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	100%	\$ 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	100%	\$ 25,000.00
14.2	Hoists Equipment Labor	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 5,000.00
14.3	Submittals	LS	XXXXX	XXXXX	\$ 1,000.00	100%	\$ 1,000.00
15.1	HVAC Materials	LS	XXXXX	XXXXX	\$ 75,000.00	97%	\$ 73,000.00
15.2	HVAC Labor	LS	XXXXX	XXXXX	\$ 9,000.00	95%	\$ 8,550.00
15.3	Plumbing Materials	LS	XXXXX	XXXXX	\$ 50,000.00	96%	\$ 48,000.00
15.4	Plumbing Labor	LS	XXXXX	XXXXX	\$ 15,000.00	95%	\$ 14,250.00
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	100%	\$ 65,000.00
16.2	Generator & Transfer Switch Labor	LS	XXXXX	XXXXX	\$ 45,000.00	89%	\$ 40,000.00
16.3	Electrical Materials	LS	XXXXX	XXXXX	\$ 115,000.00	97%	\$ 112,000.00
16.4	Electrical Labor	LS	XXXXX	XXXXX	\$ 65,000.00	97%	\$ 63,000.00
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	90%	\$ 144,000.00
17.2	Submittals	LS	XXXXX	XXXXX	\$ 5,000.00	100%	\$ 5,000.00
Contract Price:					\$ 8,837,000.00		\$ 8,695,390.58

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

SUMMARY

		Total Approved	Total Completed
Contract Price		\$ 8,837,000.00	\$ 8,695,390.58
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	\$ 8,721,339.58

Stored \$ -
 Total Earned \$ 8,721,339.58
 Retainage (5%) \$ 436,066.98
 Total Earned Less Retainage \$ 8,285,272.60

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	
	Pay Estimate No. 13	\$ 517,877.30	
	Pay Estimate No. 14	\$ 328,409.30	
	Pay Estimate No. 15	\$ 127,157.50	
	Pay Estimate No. 16	\$ 62,781.19	
	Pay Estimate No. 17	\$ 519,910.77	

Total Previously Approved \$ 7,880,475.67

Percent Complete 98%

Amount Due This Request \$ 404,796.93

The amount \$404,796.93 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:

Recommended By:

Approved By:

Boomerang Corp.

Veenstra & Kimm, Inc.

West Branch, Iowa

Signature: 

Signature: 

Signature: _____

Name: Jeni Haas

Name: Emily Linebaugh

Name: _____

Title: VP

Title: Engineer

Title: _____

Date: 5/14/24

Date: May 13, 2024

Date: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 20, 2024

AGENDA ITEM:	Resolution 2024-53 - Approving 28E Agreements between the City of West Branch, Iowa and the Boards of Trustees of Cass, Gower, Graham, Iowa, Scott and Springdale Townships for the purposes of fire protection and aid and assistance for other emergencies or disasters relating to life and property, or hazardous materials.
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PREPARED BY:	City Clerk, Leslie Brick
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DATE:	May 15, 2024
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SUMMARY:

The West Branch Fire Department annually approves a 28E Agreement with the surrounding townships to provide fire protection, aid and assistance for other emergencies and disasters relating to life, property and hazardous materials.

The financial provisions of the Agreement for the townships are as follows for FY25 (July 1, 2024- June 30, 2025)

Cass Township	\$5,815.00
Gower Township	\$36,365.00
Graham Township	\$20,229.00
Iowa Township	\$10,020.00
Scott Township	\$85,324.00
Springdale Township	\$36,348.00

RESOLUTION 2024-53

RESOLUTION APPROVING 28E AGREEMENTS BETWEEN THE CITY OF WEST BRANCH, IOWA AND THE BOARDS OF TRUSTEES OF CASS, GOWER, GRAHAM, IOWA, SCOTT AND SPRINGDALE TOWNSHIPS FOR THE PURPOSES OF FIRE PROTECTION AND AID AND ASSISTANCE FOR OTHER EMERGENCIES OR DISASTERS RELATING TO LIFE AND PROPERTY, OR HAZARDOUS MATERIALS.

WHEREAS, it is in the best interest of the City of West Branch and Cass, Gower, Graham, Iowa, Scott and Springdale Townships to have a joint agreement for the purpose of providing fire protection and aid and assistance for other emergencies or disasters relating to life and property, or hazardous materials; and

WHEREAS, the City Council finds it in the best interest of the residents of West Branch to have updated agreements in place to provide these services to the various townships; and

WHEREAS, it is now necessary to approve said agreements.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the aforementioned 28E Agreements are hereby approved. Further, the Mayor is directed to execute the agreements on behalf of the City.

Passed and approved this 20th day of May, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk