



**CITY COUNCIL MEETING
MONDAY, JULY 1, 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 June 17, 2024 City Council meeting.
 - b. Approve a Class E Retail Alcohol license for Rashika LLC dba Jack & Jill, 115 E. Main Street.
 - c. Approve a Block Party application from Cindy Simon for August 17, 2024.
 - d. Approval of 2024 LL Pelling seal coat project pricing.
 - e. Approve Claims for July 1, 2024.
7. Presentations/Communications/Open Forum
 - Alliant Energy – Mike Wagner (Franchise fees)
 - Linn County REC – Isaiah Borel (Franchise fees)
8. Public Hearing/Non-Consent Agenda
 - a. **Resolution 2024-55** – Approving the Preliminary Plat of The Meadows Subdivision, Part 6, West Branch, Iowa. / Move to action.
 - b. **Resolution 2024-70** - Approving Pay Estimate Number 8 (Final) in the amount of \$17,216.58 to Lynch Excavating Inc. for the East Side Water Main Replacement Project. / Move to action.
 - c. **Resolution 2024-71** - Approve Invoice #34364 in the amount of \$382.50 to Impact7G for the Wapsi Creek Widening SRF Sponsored Project. / Move to action.
 - d. **Resolution 2024-72** – Establishing a new Capital Fund. / Move to action.
 - e. **Resolution 2024-73** – Dissolve Tax Increment Financing (TIF) District 504. / Move to action.
9. Discussion – West Branch Urban Renewal Amendment #7 items
10. City Administrator Report
11. City Attorney Report
12. City Engineer Report
13. City Staff Reports
14. Comments from Mayor and Council Members
15. Motion to adjourn.

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 • **Police Chief** Greg Hall •
Fire Chief Kevin Stoolman • **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**

**June 17, 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. Absent: Nick Goodweiler.
City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Public Works Director Matt Goodale, Police Chief Greg Hall, City Attorney Kevin Olson and City Engineer Dave Schechinger.
City Staff attending via Zoom: Finance Officer Heidi Van Auken, Deputy Clerk Jessica Brown and Library Director Jessie Shaffer.

APPROVE THE AGENDA

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

APPROVE CONSENT AGENDA

Approve minutes from the June 3, 2024 City Council meeting.
Approve a Special Class C Retail Alcohol (BW) 5-day license for the West Branch Firefighters Inc. (in conjunction with Hoover's Hometown Days 2024)
Approve the Monthly Financial Report for May 2024
** There will no Claims for June 17, 2024. (no action to be taken on this item)

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM - NONE

PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 2024-54 – Approving a Subdivider's Agreement with KLM Investments for The Meadows Subdivision, Part 6, West Branch, Iowa. / Move to action.

This item was previously tabled due Council requests for revisions to the lots to be used for single family dwellings and the future of Outlot A. The Developer was agreeable to the Council's requests and the changes are reflected in the revised Subdivider's Agreement.

Motion by Dean, second by Sexton to approve Resolution 2024-54. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Goodweiler. Motion carried.

Third 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.

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 17th day of June, 2024.

Read First Time: May 6, 2024

Read Second Time: May 20, 2024

Read Third Time: June 17, 2024

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

Motion by Sexton, second by Dean to approve the third reading of Ordinance 815. AYES: Sexton, Dean, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-59 - Setting the salary for an Appointed Official of the City of West Branch, Iowa for Fiscal Year 2025. / Move to action.

Motion by Dean, second by Sexton to approve Resolution 2024-59. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-60 – Approving the City of West Branch Employee Handbook dated July 1, 2024. / Move to action.

City Clerk Brick said that the handbook has been under review since 2017 and that many updates had been adopted over the past several years but incorporated into the document. All updates have now been added along with other employer legal compliance topics.

Motion by Dean, second by Sexton to approve Resolution 2024-60. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-61 – Approving Change Order #1 in the amount of \$18,500.00 for the Phase 2 Eastside Water Main Improvement Project. / Move to action.

Schechinger explained the details for Change Order #1 is for replacing an existing manhole with a new 48" manhole at the intersection of East Main Street and North 4th Street, due to a brick manhole structural defect.

Motion by Sexton, second by Dean to approve Resolution 2024-61. AYES: Sexton, Dean, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-62 – Approving Pay Estimate Number 2 in the amount of \$112, 526.84 to Midwest Underground Contractors Inc. for the Phase 2 Eastside Water Main Replacement Project. / Move to action.

Dean asked Schechinger how he thought the project was going and if the contractor was adhering to the timeline. Schechinger replied that the project is moving along and that the new water main has been installed on N. 4th Street and that the contractor was now working on E. Orange Street to connect to the new main on N. 6th St. Schechinger said the contractor is doing a good job with project and will move on to S. 2nd Street when E. Orange is complete.

Motion by Dean, second by Sexton to approve Resolution 2024-62. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-63 - Amending the Fiscal Year 2025 Pay Scale for Regular Full-Time Employees. / Move to action.

Kofoed said that in order to keep our pay scale competitive when hiring new employees, that the pay scale will move with inflation. The pay scale was increased 3.4% over last year's scale.

Motion by Dean, second by Horihan to approve Resolution 2024-63. AYES: Dean, Horihan, Stoolman, Sexton. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-64 – Approving the Annual Subscription Agreement with Tyler Technologies, Inc. in the amount of \$23,025.91. / Move to action.

Stoolman asked for an explanation of the difference between IT support and the service that Tyler Technologies provides. Brick explained that Tyler Technologies provides use of their software for the city's financial, payroll, utility billing and cemetery processing and that Tyler Tech provides the city support on their products and functions only. There were no other questions.

Motion by Dean, second by Sexton to approve Resolution 2024-64. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-65 - Approving the Annual Maintenance Agreement for Information Technology Support with Mainstay Systems of Iowa LLC. / Move to action.

Kofoed explained that Mainstay Systems of Iowa provides IT support for non-processing functions such as computer set up, network updates or issues, cyber security for all departments of the City.

Motion by Dean, second by Sexton to approve Resolution 2024-65. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-66 - Approving the Workers' Compensation Proposal with Iowa Municipalities Workers' Compensation Association (IMWCA) for Fiscal Year 2025. / Move to action.

Motion by Dean, second by Sexton to approve Resolution 2024-66. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-67 – Authorizing the Transfer of Funds. / Move to action.

Stoolman asked why the City transfers funds to the Library at the end of the fiscal year instead of at the beginning of the fiscal year. Van Auken explained that funds the City transfers is the budgeted amount for the current fiscal year and has been the practice for several years. Van Auken said the transfer occurs after the City receives the full fiscal year taxes from the County. Van Auken confirmed that this practice has made the library run in the red until the funds are transferred each June.

Motion by Dean, second by Sexton to approve Resolution 2024-67. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-68 - Approving Pay Estimate Number 19 in the amount of \$42,132.03 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.

Schechinger said the punch list was created and that the contractor has addressed most of the remaining items. Stoolman asked if there would be any funds left over from the project to have the road treated with tree sap as a dust control measure. Schechinger said that the City should consider treating the road to prolong filter life as the new facility was already collecting a lot of dust from the road. Kofoed said that the City wouldn't be able to use SRF funds for road treatment as the rules for that type of funding is pretty specific for its use. Kofoed said he look for other alternate funding sources.

Motion by Sexton, second by Horihan to approve Resolution 2024-68. AYES: Sexton, Horihan, Stoolman, Dean. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-69 – Waiving the right to review a final plat for the Tim Crew Minor Subdivision (with conditions). / Move to action.

Kofoed explained Crew's request to sell a portion of his property for farming purposes to a local farmer and that because the land in question is within the city limits, the City has the right to review the request. Kofoed said this matter was brought before the Planning & Zoning Commission in May where they requested Crew provide an easement be recorded with the county that would provide street frontage for the parcel remaining in the city limits should there be future development in that area.

Motion by Dean, second by Sexton to approve Resolution 2024-69. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.

Discussion Review fiscal year 2025 City Council Strategic Goals

Kofoed listed the City Councils top eight strategic goals for fiscal year 2024 and 2025 as a reminder of objectives he would be working on. 1) Completing Phase 2 Eastside Water Main Project, 2) Starting the Wapsi Creek Widening Project, 3) Public Works completing identifying lead service lines, 4) Planning for the reconstruction of Main Street and funding options, 5) Creating a 5 officer Police Department, 6) Hiring a full-time Parks & Recreation Director, 7) Pursue a 1% franchise fee on gas & electric service, and 8) Review the City’s financial sustainability for the next five years from the effects of HF718.

CITY ADMINISTRATOR REPORT

Kofoed invited the Council to attend the Iowa League of Cities Conference in September for those who have not yet attended one. Kofoed said he would like to know if anyone is interested and if not would like to extend the offer to city staff members. He also encouraged Council members to stop in the City Office to meet Jessica Brown, the city’s new utility billing/deputy clerk. Kofoed also informed the Council that the City did not get awarded grant funds for the reconstruction of Cedar-Johnson Road, so other funding options would need to be looked for.

CITY ATTORNEY REPORT

Olson said he and Schechinger met with Johnson County regarding the city taking full ownership of Cedar-Johnson Road. Olson said that he would expect the City to receive a deed to the road in the near future.

CITY ENGINEER REPORT

Schechinger said he is still awaiting on FEMA for their approval of the Wapsi Creek Widening project and that he should be hearing something by the end of the month. He said once that approval is obtained, the city will be able to put the project out for bid. He also reported that his firm is still doing some surveying of Cedar-Johnson Road to be able to give more accurate project expense numbers to the city’s financial advisor.

STAFF REPORTS

Police Chief Hall said he was actively searching for the city’s 5th police officer. He said this recent search netted 20 applicants and that testing would occur this weekend. Chief said his goal is to find the “best fit for West Branch”.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Horihan said he recently witnessed the West Branch police department arresting a group of individuals stealing alcohol from a local convenience store. Horihan said with the help of a few other local agencies working together, the West Branch PD successfully apprehended a few of the suspects. Horihan reiterated the importance of need for the department and said their quick response to the situation.

ADJOURNMENT

Motion to adjourn by Dean, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 7:56 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 1, 2024

AGENDA ITEM: Approve a Class E Retail Alcohol License for Rashika LLC dba Jack & Jill, 115 E. Main St., West Branch.

PREPARED BY: City Clerk, Leslie Brick
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DATE: June 25, 2024

BACKGROUND:

Approve a Class E Retail Alcohol License for Rashika LLC, dba Jack & Jill, 115 E. Main St., West Branch.

Renewal effective July 15, 2024 to July 14, 2025.



BLOCK PARTY PERMIT APPLICATION

A block party is defined as an event open to a specific/defined neighborhood or area; where no admission fee is charged for attendance; where alcoholic beverages are not sold or where no entrance fee or admission is charged for service of alcoholic beverages; where a street closure, if necessary, shall not exceed six (6) hours; where the use of portable restroom facilities is not necessary.

Any and all requests for temporary street closings require approval by the West Branch City Council.

Name: Cindy Simon

Address: 306 Ridge View Drive

City: West Branch State: IA Zip: 52358

Email: Cindysimon52@yahoo.com Home Phone: 941-224-1182

Business Phone: _____ Cell Phone: 941-224-1182

Street(s) requested to be temporarily closed for block party, including termination points:

301 - 302 Ridge View DR

306 - 305 Ridge View Dr

Between Orange St & Ridge View - Sullivan - Ridge View

(example: Main Street between N. 1st St. and N. 2nd St.)

Date(s) Requested for Block Party

Aug 17 2024

Alternate Date(s) Requested

Start Time of Block Party

5 PM

End Time of Block Party

10 PM

Will there be outdoor, live or amplified music? Y/N

If "yes", please be aware of noise provisions in West Branch Code of Ordinances, Chapter 40.03(2).

Have all neighbors within the enclosed area and/or impacted area been notified of the temporary street closure for the event? Y/N

City Barricade Requirements


A \$50 refundable deposit is required for the use of barricades. All block parties within the City of West Branch are required to use barricades provided by the City of West Branch. The West Branch Public Works Department will deliver barricades on the weekday prior to the block party at the address provided. Please return the barricades to the same address to be picked up the first work day following the block party. The barricade deposit shall be refunded at the sole discretion of the City of West Branch. Submit a check for \$50, made payable to the City of West Branch and mail it to: City of West Branch, PO Box 218, West Branch, IA 52358 or drop it off at the City Office at 110 N. Poplar Street, West Branch, IA.

I Agree:

I have been advised of the requirements for a Block Party Permit and agree to meet all requirements established by the City of West Branch. Furthermore, I understand that if all requirements are not met, the Block Party Permit can be cancelled by the City of West Branch at any time, including at the start of or during the event. In the event that an organization is the applicant, I hereby certify, that I have the legal authority to represent the applicant and/or the participants, and that I have read the above requirements, understand the provisions, and freely and voluntarily sign it. I further understand that the City Council of the City of West Branch had the authority to grant or deny for this event.

I further voluntarily assume all risk of loss, damage, or injury that may be sustained by me or my guests while participating in, traveling from, or observing any of the events that are part of the block party, and I hereby release the City of West Branch and all its offices, elected officials, employees, and other agents from any and all liability associated with the block party.

All picnic tables, inflatables, etc. must be placed on ONE side of the street within the approved temporary street closing area in the event that emergency vehicle access is needed.

Signature: 

Date: 6/21/2024

For Office Use Only:	
Date Application Received: <u>6/21/24</u>	City Council Meeting Date: <u>7/1/24</u>
City Council Action: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Date Applicant Notified: _____	
Date Public Works Notified: _____	Date WBPD Notified: _____
Date Wbfd Notified: _____	
Barricade Fee \$50.00 (refundable) Paid: _____	Date Refunded: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 1, 2024

AGENDA ITEM: 2024 LL Pelling seal coat project pricing

PREPARED BY: Public Works Director, Matt Goodale

DATE: June 25, 2024

BACKGROUND: This is a yearly request for the approval of the seal coat repairs needed for this season. Earlier this spring I worked with LL Pelling to find the areas requiring the most needed repairs. LL Pelling then measured and provided a quote for the areas we had discussed. It will be necessary to re-evaluate the needs when LL Pelling comes to do the work. At that time I will have them complete the streets or areas that need the most immediate attention.

The majority of this work is focused on the areas surrounding Phase 2 water main work since street replacements were not part of the project. Total repair costs are well over the amount we have budgeted so some of the listed areas will not be repaired this year. Seal coat quantity pricing was approved at an earlier council meeting.

PROPOSAL

City of West Branch
City Clerk
P.O. Box 218
West Branch, IA. 52358



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

Page 1

RE: 2024 Sealcoat Work

Description of Work:

Type A Work

A. Base repair and single seal coat consisting of:

Fine grade parking lot

Furnish water as required for compaction, reshape and recompact.

Furnish and apply single seal coat of MC-3000 asphalt

Furnish, spread and roll pea gravel.

Type B Work

B. Single seal coat consisting of:

Power broom streets

Furnish and apply single seal coat of MC-3000 asphalt

Furnish, spread and roll pea gravel.

NOTES:

1. Billing on final units completed.

2. Cold Mix Patching amount is an *estimated* quantity. Invoice will be on actual tons placed.

*Is this project tax exempt? Yes No . If you checked yes, please send the Iowa Construction Sales Tax Form with your signed proposal.

Authorized
Signature _____

Darrin Tippie

Note: This proposal may be withdrawn if not accepted within _____ days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

Signature _____ Date _____

Signature _____ Date _____

“Committed to Excellence since 1948”

PROPOSAL

City of West Branch
 City Clerk
 P.O. Box 218
 West Branch, IA. 52358

Matt 319-325-8213



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

Page 2

Street	From	To	L (ft)	W (ft)	TYPE OF WORK (SY)		Total	
					Type A	Type B		
Second St	Main St	Alley	A			-	\$ -	
			B	212	44		1,036	\$ 3,574.20
	Alley	Asphalt	A	15	28	47		\$ 218.55
			B	110	28		342	\$ 1,179.90
Green St	N Second St	N First St	A			-		\$ -
			B	217	22		530	\$ 1,828.50
	N First St	N Downey St	A			-		\$ -
			B	270	54		1,620	\$ 5,589.00
E College St	N First St	N Downey St	A			-		\$ -
			B	270	24		720	\$ 2,484.00
	N Fourth St	N Fifth St	A			-		\$ -
			B	360	28		1,120	\$ 3,864.00
E Orange St	N Fourth St	N Sixth St	A	780	24	2,080		\$ 9,672.00
			B	780	24		2,080	\$ 7,176.00
N Fifth St	Approach Orange St	At	A	18	35	70		\$ 325.50
			B	18	35		70	\$ 241.50
Lancaster Lane	Approach Orange St	At	A	20	35	78		\$ 362.70
			B	20	35		78	\$ 269.10

Summary of Work	Unit of Measure	Quantity	Unit Cost	Total
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Date: 4/11/2024

Authorized Signature

Darrin Tippie

Note: This proposal may be withdrawn if not accepted within _____ days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

Signature _____ Date _____

Signature _____ Date _____

“Committed to Excellence since 1948”

PROPOSAL

City of West Branch
 City Clerk
 P.O. Box 218
 West Branch, IA. 52358



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

Page 3

Street	From	To	L (ft)		W (ft)		TYPE OF WORK (SY)		Total
			Type A	Type B	Type A	Type B			
Water St	#423	#403	A	20	10	22		\$	102.30
			B	200	24		533	\$	1,838.85
			A			-		\$	-
			B				-	\$	-
			A			-		\$	-
			B				-	\$	-
			A			-		\$	-
			B				-	\$	-
			A			-		\$	-
			B				-	\$	-
			A			-		\$	-
			B				-	\$	-
			A			-		\$	-
			B				-	\$	-
			A			-		\$	-
			B				-	\$	-

Summary of Work	Unit of Measure	Quantity	Unit Cost	Total
Type A Work	Square Yd	2,297	\$ 4.65	\$ 10,681.05
Type B Work	Square Yd	8,129	\$ 3.45	\$ 28,045.05
Cold Mix Patching	per ton	15.00	\$ 285.00	\$ 4,275.00
3/4" Road Stone Base Material	per ton	430.00	\$ 25.00	\$ 10,750.00
				<u>\$ 53,751.10</u>

NOTES: Billing on final units completed.

Date: 4/11/2024

Authorized
Signature _____

Note: This proposal may be withdrawn if not accepted within _____ days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

Signature _____ Date _____

Signature _____ Date _____

“Committed to Excellence since 1948”



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 1, 2024

AGENDA ITEM: Claims for July 1, 2024

PREPARED BY: Heidi Van Auken, Finance Officer
--

DATE: June 27, 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**7/1/2024**

CEDAR CO. EMERGENCY MGMT.	2024-2025 EMA ASSESSMENT	12,545.00
EAST CENT INTERGOVT ASN.	DUES 7-1-23 TO 6-30-25	1,906.84
IMPACT7G	WIDENING WAPSI CREEK	382.50
IOWA LEAGUE OF CITIES	MEMBERSHIP DUES FY25	1,918.00
JOHNSON CO. EMERGENCY MGMT.	FY25 HAZMAT TEAM 28E AGREEMENT	75.00
LEXIPOL	POLICY MANUAL & TRAINING FY25	3,759.69
MAINSTAY SYSTEMS OF IOWA	IT SUPPORT	13,320.00
TYLER TECHNOLOGIES	ANNUAL SOFTWARE MAINTENANCE	23,025.91

TOTAL**56,932.94****PAYROLL-WAGES, TAXES, EMPLOYEE
BENEFITS (REGULAR & FIRE)****6/7/2024 AND 6/21/2024****142,372.59****PAID BETWEEN MEETINGS**

SISCO	HEALTH CLAIMS 6/24/2024	130.20
SISCO	HEALTH CLAIMS 6/17/2024	507.01
SISCO	HEALTH CLAIMS 6/3/2024	9.75
BOOMERANG	WW TREATMENT PAY ESTIMATE 19	42,132.03
METLIFE	INSURANCE	1,829.88
SISCO	INSURANCE	14,371.45
VARIOUS VENDORS	UB REFUNDS	77.65
IA ALCOHOLIC BEV DIVISION	FIRE DEPT HHTD ALCOHOL LICENSE	48.75
UMB BANK	GO BOND PAYMENTS	984,183.75
IOWA FINANCE AUTHORITY	SRF LOANS: WATER, SEWER	440,643.90
UMB BANK	BOND FEES 2013,2015,2016A, 2016B, 2017	1,250.00
AT & T MOBILITY	WIRELESS SERVICE	309.84
CITY OF WILTON	3RD/4TH BASEBALL FEE	50.00
FIDERLEIN, WYATT	UMPIRE-1 GAME	30.00
GUETZKO, LUKAS	UMPIRE-4 GAMES	120.00
ILLINOIS LIBRARY ASSOCIATION	SUMMER PROG SUPPLIES-LIBRARY	434.78
KAALBERG, BRILEY	UMPIRE-1 GAMES	30.00
KIESLER POLICE SUPPLY	HOLSTER-POLICE	275.00
LEAF CAPITAL FUNDING	COPIER LEASE-LIBRARY	142.02
OASIS ELECTRIC	LED LIGHTS-LIBRARY	249.60
PROTECT YOUTH SPORTS	BACKGROUND CHECKS-PW, P&R	679.50
QUILL	OFFICE SUPPLIES-CITY	97.35
STATE INDUSTRIAL PRODUCTS	STATE INDUSTRIAL PRODUCTS	250.38
UNIFORM DEN INC.	UNIFORMS-POLICE	710.65
WB COMMUNITY SCHOOLS	NEWSPAPER AD-LIBRARY	75.00
WEX BANK	VEHICLE FUEL	998.81
ALLIANT ENERGY	ALLIANT ENERGY	14,460.73
AMAZON.COM	SUPPLIES, VACUUM CHARGER-LIB	73.41
BOUND TREE MEDICAL	MED SUPPLIES-FIRE	553.60

CEDAR COUNTY COOPERATIVE	FUEL-PW	2,089.52
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	30.49
DON'S LOCK & SAFE	REKEY GUN SAFE-POLICE	200.00
FIDERLEIN, WYATT	UMPIRE-2 GAMES	60.00
GUETZKO, LUKAS	UMPIRE-6 GAMES	180.00
HOTSY CLEANING SYSTEMS	VEHICLE WASH SUPPLIES-PW	574.88
INTOXIMETERS	PBT TESTING	19.00
IOWA CITY PRESS-CITIZEN	SUBSCRIPTION 7/1/24-6/30/25	227.02
LIBRARICA	LICENSE RENEWAL	328.20
LINDE GAS & EQUIPMENT	OXYGEN REFILL TANKS-FIRE	265.65
OASIS ELECTRIC	INSTALL CAT COMM LINES-LIBRARY	285.69
PLASTIC RECYCLING OF IOWA	PICNIC TABLES-P&R	3,632.08
QC ANALYTICAL SERVICES	LAB ANALYSIS	986.00
RACOM CORPORATION	PORTABLE RADIO CHARGERS-FIRE	937.50
RIVER PRODUCTS COMPANY	ROCK FOR PARKING/ALLEYS	1,651.65
US BANK CORPORATE CARD	CREDIT CARD VARIOUS PURCHASES	1,577.75
WEST BRANCH REPAIRS	F142 SERVICE-FIRE	142.26
WEST BRANCH TIMES	LEGAL PUBLICATIONS	771.89
ACTION SEWER & SEPTIC	TELEWISE SEWER LINE	425.00
AMAZON.COM	SUMMER PROG SUPPLIES-LIBRARY	477.70
BAKER & TAYLOR	BOOKS	419.05
BEAVER HEATING AND AIR	AC MAINTENANCE-LIBRARY	200.00
BRIAN LUMPA	TREE REMOVAL & STUMP	845.00
CAPITAL ONE	VARIOUS ITEMS-LIBRARY	101.48
CASEYS GENERAL STORES	CASEY'S TIF REBATE #10	11,940.00
CEDAR COUNTY RECORDER	RECORDING FEES	21.00
CHAUNCEY BUTLER POST 514	4 FLAGS	134.00
CITY OF SOLON	SOFTBALL TOURNAMENT FEE	50.00
DOUGLAS INDUSTRIES	PICKELBALL NET-BERANEK	2,399.00
EMV HOLDINGS	EMV HOLDINGS TIF REBATE #6	7,500.00
HAWKINS	CHEMICALS	3,802.62
HI-LINE	SHOP SUPPLIES	124.90
INTOXIMETERS	PBT TESTER	259.50
IA LAW ENFORCEMENT ACADEMY	ACADEMY TRAINING-DORSEY	6,875.00
IOWA PRISON INDUSTRIES	UNIFORMS-POLICE	189.16
KANOPI	ON DEMAND VIDEO SERVICE	38.00
LINN COUNTY R.E.C.	STREET LIGHTS	305.30
LRS HOLDINGS	TRASH & RECYCLING MAY 2024	18,245.75
LYNCH'S PLUMBING	CLOGGED TOILET CUBBY-P&R	168.00
MEADOWS DEVELOPMENT	MEADOWS TIF REBATE #3	138,881.00
MENARDS	SHOP SUPPLIES-PW	168.56
MOPPY MO'S	JANITORIAL SERVICES	1,155.00
MPEC	VEHICLE MAINT SUPPLIES-PW	120.19
OFFICE OF AUDITOR OF STATE	AUDIT FY23 FILING FEE	425.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	494.85
PLUNKETT'S PEST CONTROL	PEST CONTROL-LIBRARY	50.00
ROOF, GERDES, ERLBACHER	AUDIT FY23 - FINAL	9,000.00

STATE HYGIENIC LAB	LAB ANALYSIS	76.50
U.S. POSTAL SERVICE	PO BOX ANNUAL RENTAL	74.00
UNIFORM DEN	UNIFORMS-POLICE	403.22
UNIVERSITY OF IOWA HEALTH	PHYSICALS-POLICE	223.00
VEENSTRA & KIMM	VARIOUS PROJECTS	50,154.42
WESTRUM LEAK DETECTION	2024 LEAK DETECTION SURVEY	1,700.00
AMAZON.COM	FIRE PANEL BATTERIES-LIBRARY	787.61
BAKER & TAYLOR	BOOKS	352.63
CEDAR CO SHERIFF'S OFFICE	PATROL RESERVES	9,082.50
GUETZKO, LUKAS	UMPIRE-2 GAMES	60.00
HY-VEE	DORSEY ILEA BASIC	2,596.84
JIMENEZ, LOGAN	SUMMER LIBRARY PROG PRESENTER	350.00
JOHNSON CONTROLS	HOOK DIALER FIRE PANEL-LIB	1,752.18
LRS HOLDINGS	GARBAGE STICKERS	285.00
LYNCH'S EXCAVATING	EASTSIDE WATER MAINS-FINAL PAYMENT	17,216.58
MIDWEST UNDERGROUND	EASTSIDE WATER MAINS PH2	112,526.84
OLSON, KEVIN D	LEGAL SERVICES JUNE 2024	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	950.18
PLAYSETPARTS.COM	BARANEK SWINGS	165.98
PLUNKETT'S PEST CONTROL	PEST CONTROL	110.14
QUILL	OFFICE & BLDG SUPPLIES-TH, CITY	446.61
SCOTT HULSE	CITY OFFICE WINDOW TINT	1,200.00
STEEN, CATHERINE	IASRO MILEAGE REIMBURSE-STEEN	169.51

TOTAL **1,925,683.42**

GRAND TOTAL EXPENDITURES **2,124,988.95**

FUND TOTALS

001 GENERAL FUND	187,804.66
022 CIVIC CENTER	587.10
031 LIBRARY	17,654.10
110 ROAD USE TAX	15,270.82
112 TRUST AND AGENCY	36,092.74
125 T I F	158,321.00
226 BONDING	985,433.75
321 WIDENING WAPSI CREEK	14,343.96
324 WW TREATMENT FACILITY	64,265.88
329 EASTSIDE WATER MAIN PH1	17,424.58
330 EASTSIDE WATER MAIN PH2	123,199.35
600 WATER FUND	34,128.52
603 WATER FUND	60,107.50
610 SEWER FUND	28,422.47
611 SEWER FUND SPECIAL	380,536.40
740 STORM WATER UTILITY	1,396.12

GRAND FUND TOTAL **2,124,988.95**

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	CEDAR COUNTY EMERGENCY MANAGEMENT LEXIPOL, LLC	2024-2025 EMA ASSESSMENT	6,272.50
			POLICY MANUAL & TRAINING F	3,759.69
			TOTAL:	10,032.19
FIRE OPERATION	GENERAL FUND	JOHNSON COUNTY EMERGENCY MANAGEMENT AG CEDAR COUNTY EMERGENCY MANAGEMENT	FY25 HAZMAT TEAM 28E AGREE	75.00
			2024-2025 EMA ASSESSMENT	6,272.50
			TOTAL:	6,347.50
CEMETERY	GENERAL FUND	TYLER TECHNOLOGIES	ANNUAL SOFTWARE MAINTENANC	1,171.64
			TOTAL:	1,171.64
CLERK & TREASURER	GENERAL FUND	EAST CENT INTERGOVT ASN. IOWA LEAGUE OF CITIES TYLER TECHNOLOGIES	DUES 7-1-23 TO 6-30-25	1,906.84
			MEMBERSHIP DUES FY25	1,918.00
			ANNUAL SOFTWARE MAINTENANC	5,068.84
			TOTAL:	8,893.68
LOCAL CABLE ACCESS	GENERAL FUND	MAINSTAY SYSTEMS OF IOWA LLC	IT SUPPORT-LIBRARY	4,560.00
			IT SUPPORT-ADMIN, PW, P&R	4,200.00
			IT SUPPORT-POLICE	4,080.00
			IT SUPPORT-FIRE	480.00
			TOTAL:	13,320.00
CAPITAL PROJECT	WIDENING WAPSI CRE	IMPACT7G INC	WIDENING WAPSI CREEK	382.50
			TOTAL:	382.50
WATER OPERATING	WATER FUND	TYLER TECHNOLOGIES	ANNUAL SOFTWARE MAINTENANC	8,392.72
			TOTAL:	8,392.72
SEWER OPERATING	SEWER FUND	TYLER TECHNOLOGIES	ANNUAL SOFTWARE MAINTENANC	8,392.71
			TOTAL:	8,392.71

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

001	GENERAL FUND	39,765.01
321	WIDENING WAPSI CREEK @ BE	382.50
600	WATER FUND	8,392.72
610	SEWER FUND	8,392.71

	GRAND TOTAL:	56,932.94

City of West Branch

Jan 1 to Dec 31 Usage	Franchise Fee	Estimated total annual franchise fee based on Jan. to Dec. 2022 usage
2022	Electric 1%	\$45,477.84
2022	Gas 1%	\$16,742.99
2023	Electric 1%	\$42,434.33
2023	Gas 1%	\$16,085.83
2022	Electric 1.5%	\$68,216.76
2022	Gas 1.5%	\$25,114.48
2023	Electric 1.5%	\$63,651.50
2023	Gas 1.5%	\$24,128.75
2022	Electric 2%	\$90,955.68
2022	Gas 2%	\$33,485.97
2023	Electric 2%	\$84,868.66
2023	Gas 2%	\$32,171.66
2022	Electric 2.5%	\$113,694.60
2022	Gas 2.5%	\$41,857.47
2023	Electric 2.5%	\$106,085.83
2023	Gas 2.5%	\$40,214.58
2022	Electric 3%	\$136,433.52
2022	Gas 3%	\$50,228.96
2023	Electric 3%	\$127,302.99
2023	Gas 3%	\$48,257.49
2022	Electric 3.5%	\$159,172.44
2022	Gas 3.5%	\$58,600.45
2023	Electric 3.5%	\$148,520.16
2023	Gas 3.5%	\$56,300.41

2022	Electric 4%	\$181,911.35
2022	Gas 4%	\$66,971.95
2023	Electric 4%	\$169,737.33
2023	Gas 4%	\$64,343.32
2022	Electric 4.5%	\$204,650.27
2022	Gas 4.5%	\$75,343.44
2023	Electric 4.5%	\$190,954.49
2023	Gas 4.5%	\$72,386.24
2022	Electric 5%	\$227,389.19
2022	Gas 5%	\$83,714.93
2023	Electric 5%	\$212,171.66
2023	Gas 5%	\$80,429.16
	Service	Average franchise fee cost to a typical residential Alliant Energy customer per 1% of franchise fee. This average reflects a customer's energy use and can fluctuate based on how much electricity and/or natural gas they use per month.
	Electric	\$1.50
	Gas	\$1.00

•LOST Distrubution: West Branch receives \$1.20 for every \$100 in Johnson County and \$10.87 for every \$100 in Cedar County. Electric renewal in 2026, gas in 2037



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 1, 2024

AGENDA ITEM: Resolution 2024-55 – Approving the Preliminary Plat of The Meadows Subdivision, Part 6, West Branch, Iowa.
--

PREPARED BY: City Clerk, Leslie Brick
--

DATE: June 19, 2024

SUMMARY:

The Developer of The Meadows, Part 6 has submitted a Preliminary Plat for the final phase of their subdivision. This parcel provides 19 residential lots zoned R-2 which allows for both single family and zero-lot dwellings. The Subdivider’s Agreement outlines specific requirements for the construction on each lot.

The subdivision will also extend West Orange Street to Cedar-Johnson Road to provide additional access to other areas of the city.

The Planning & Zoning Commission approved the preliminary plat at its regular meeting on May 28, 2024.

RESOLUTION 2024-55

**A RESOLUTION APPROVING THE PRELIMINARY PLAT OF THE MEADOWS
SUBDIVISION, PART 6, WEST BRANCH, IOWA.**

WHEREAS, the developer did file with the City Clerk of West Branch, a preliminary plat for The Meadows Subdivision, Part 6, West Branch, Iowa, which is legally described on Exhibit "A" attached hereto; and

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

WHEREAS, said preliminary plat of the aforementioned subdivision has been examined by the West Branch Planning and Zoning Commission; and

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

WHEREAS, after due deliberation, said Commission has recommended that the preliminary plat of the proposed subdivision, be accepted and approved.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the preliminary plat of The Meadows Subdivision, Part 6, West Branch, Iowa, be and the same is hereby approved.

Passed and approved this 1st day of July, 2024.

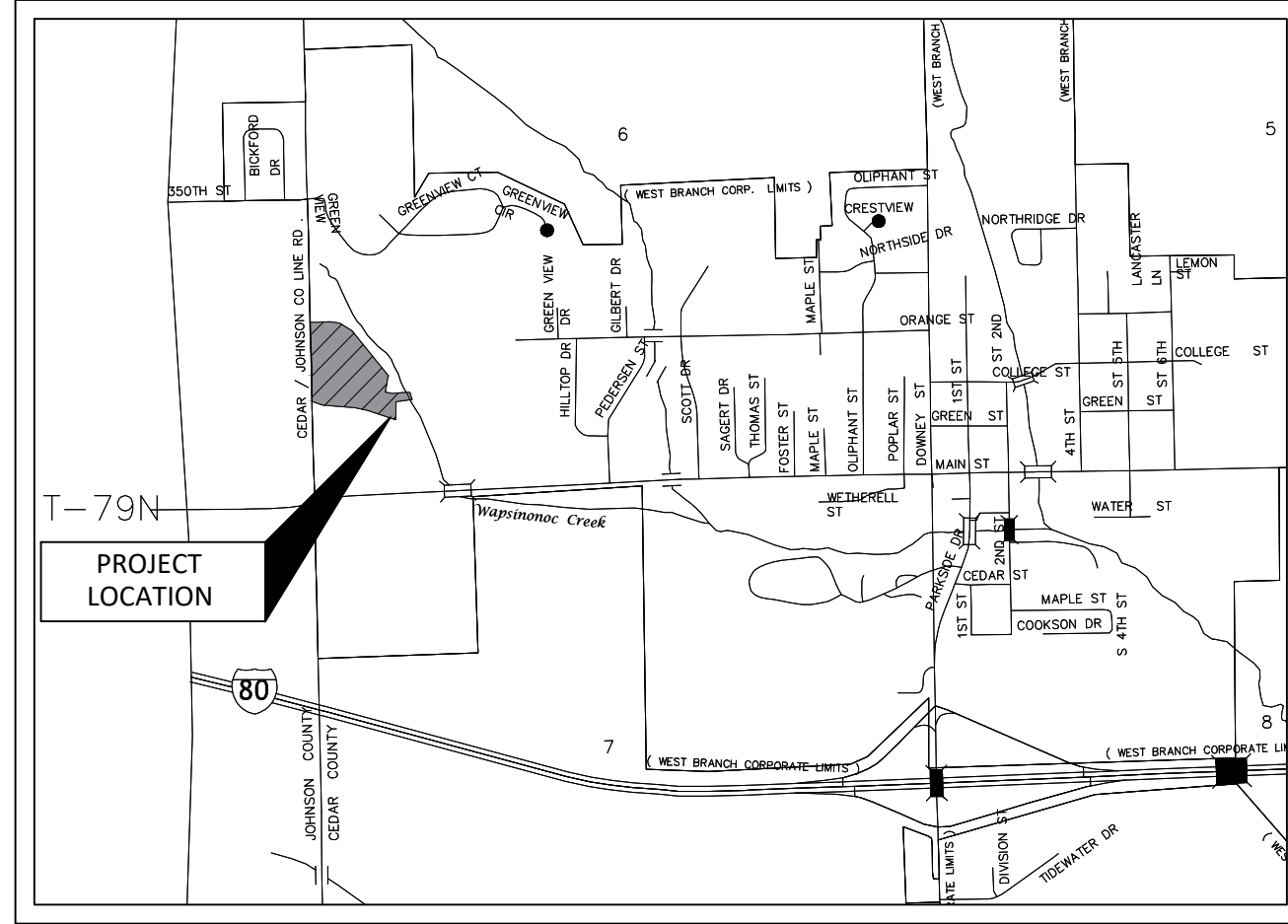
Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

PRELIMINARY PLAT MEADOWS PART 6 WEST BRANCH, IOWA

PROJECT VICINITY MAP:



APPLICANT INFORMATION

OWNER:
KLM INVESTMENTS, LLC.
P.O. BOX 698
WEST BRANCH, IA 52358

DEVELOPER:
KLM INVESTMENTS, LLC.
P.O. BOX 698
WEST BRANCH, IA 52358

ATTORNEY:
MICHAEL W. KENNEDY
920 S. DUBUQUE STREET
IOWA CITY, IA 52240

PREPARED BY:
AXIOM CONSULTANTS, LLC
300 S. CLINTON STREET, UNIT 200
IOWA CITY, IOWA 52240

NOTES:

- BASIS OF BEARINGS IS GPS MEASUREMENTS IN THE IOWA PLANE COORDINATE SYSTEM SOUTH ZONE NAD 83.
- THE SIZE AND LOCATION OF ALL PROPOSED UTILITIES SHOWN ON THE PLAT ARE SUBJECT TO MODIFICATION AND/OR CHANGE. THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS PLAT
- PROPOSED WATERLINE IS TO BE 8" PVC WATERMAIN.
- PROPOSED SANITARY SEWER IS TO BE 8" PVC SANITARY SEWER PIPE.
- WIDTHS OF PROPOSED STORM SEWER EASEMENTS ARE SUBJECT TO CHANGE AS A RESULT OF FINAL STORM SEWER DESIGN DEPTH.
- STREET LIGHTS TO BE SPACED AT APPROXIMATELY 200', AT INTERSECTIONS, AND AT CROSS-WALKS. FINAL LOCATIONS TO BE DETERMINED WITH CONSTRUCTION DOCUMENTS.
- SETBACKS FOR R-1 ARE 25' FOR FRONT, 25' FOR REAR, AND 8' FOR SIDE YARDS.
- SETBACKS FOR R-2 ARE 25' FOR FRONT, 25' FOR REAR, AND 8' FOR SIDE YARDS.
- LOT A TO BE DEDICATED TO THE CITY OF WEST BRANCH FOR STREET ROW.
- OUTLOT A TO BE DEDICATED TO THE CITY OF WEST BRANCH FOR STORMWATER MANAGEMENT.
- CEDAR JOHNSON ROAD ANTICIPATED TO BE IMPROVED PRIOR TO OR AS PART OF THE MEADOWS PART 6. STREET AND UTILITY CONNECTIONS BETWEEN W ORANGE STREET AND CEDAR JOHNSON ASSUMED AS PART OF DESIGN.
- INSTALLATION OF TRAIL BETWEEN MAIN STREET AND PRAIRIE VIEW LANE ANTICIPATED TO BE COMPLETED AS PART OF THE MEADOWS PART 6 OR FOLLOWING SUCH CONSTRUCTION. TRAIL ALIGNMENT ASSUMED TO RUN ALONG THE EAST SIDE OF DRAINAGEWAY BETWEEN MAIN STREET AND W ORANGE STREET, AND ALONG WEST SIDE OF DRAINAGEWAY BETWEEN W ORANGE STREET AND PRAIRIE VIEW LANE.
- LOTS 18 AND 19 TO HAVE DRIVEWAYS ACCESSING DIRECTLY ONTO CEDAR JOHNSON ROAD.
- GRADE OF LOTS 1, 2 AND 10 TO BE FILLED AND RAISED TO PLACE OUTSIDE OF THE EXISTING FLOODPLAIN. MINIMUM LOW OPENING TO BE DEFINED PRIOR TO FINAL PLAT AND BUILDING ON LOT. MODELING TO BE COORDINATED WITH IDNR TO ESTABLISH BASE FLOOD ELEVATION AND NEED FOR LOMA.
- SWPPP METHODS TO BE VERIFIED WITH CONSTRUCTION DOCUMENTS.
- SIDEWALK ALONG EAST SIDE OF CEDAR JOHNSON RD, WEST SIDE OF LOTS 9 AND 17-19 TO BE RESPONSIBILITY OF PROPERTY OWNER WHEN CEDAR JOHNSON ROAD IMPROVEMENTS ARE COMPLETED.

LEGAL DESCRIPTION

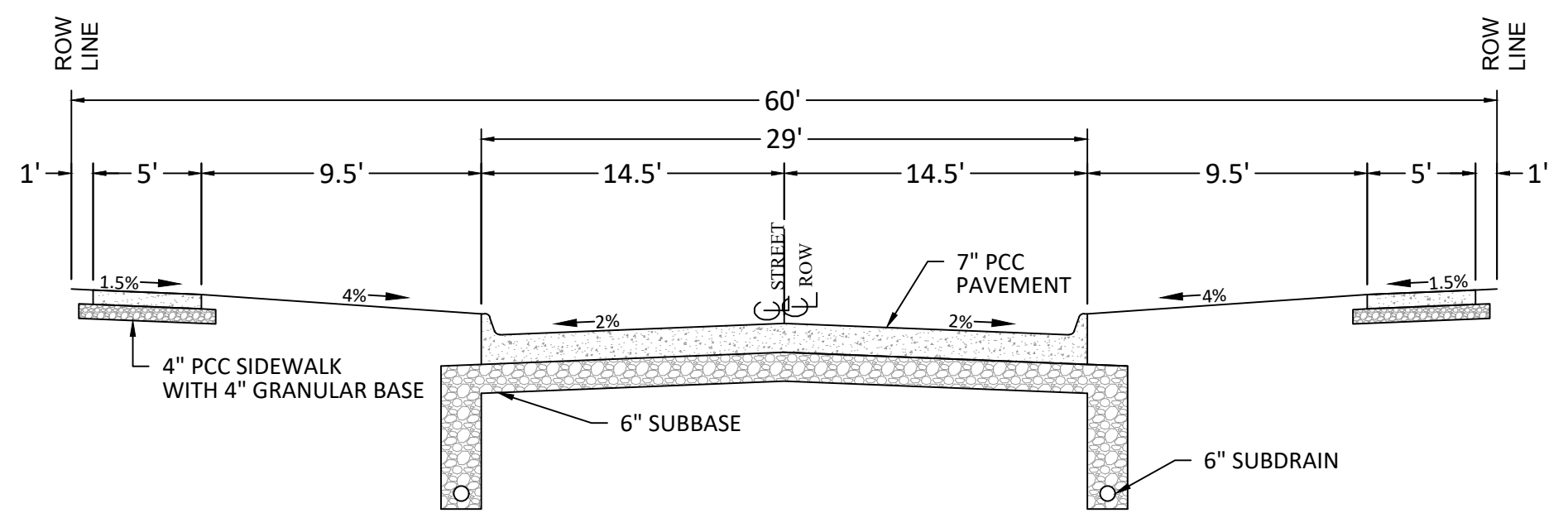
BEING PART OF AUDITOR'S PARCEL G IN BOOK I PAGE 103 IN THE NORTHWEST QUARTER (NW ¼) OF THE SOUTHWEST QUARTER (SW ¼) AND THE SOUTHWEST QUARTER (SW ¼) OF THE NORTHWEST QUARTER (NW ¼) OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 04 WEST OF THE 5TH/ P.M., CITY OF WEST BRANCH, CEDAR COUNTY, IOWA DESCRIBED AS

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.

KEY NOTES:

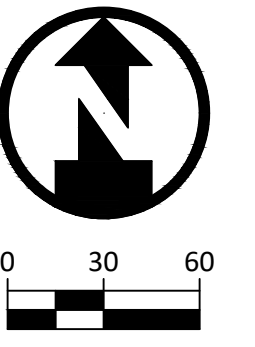
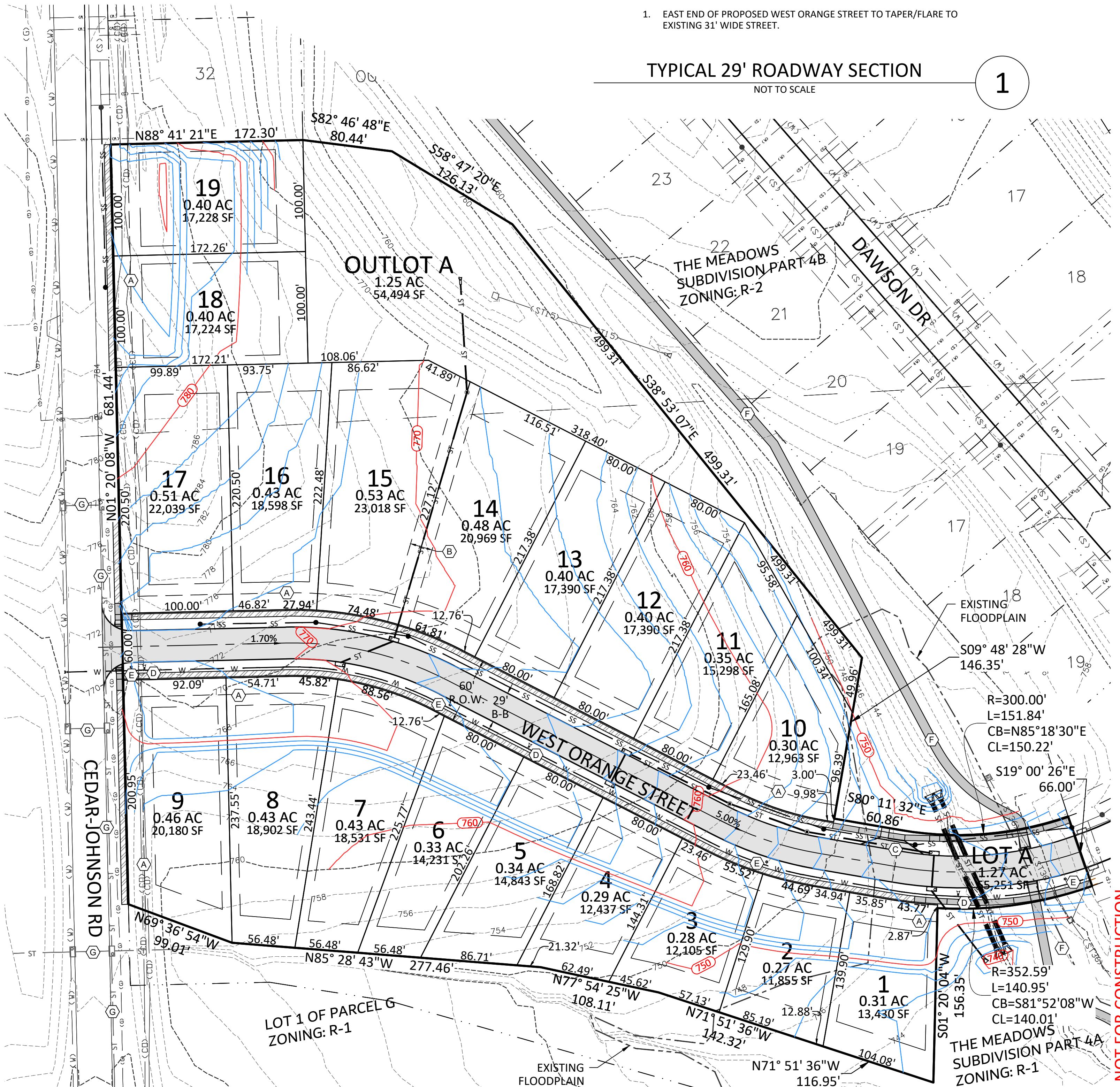
- (A) 10' PUBLIC UTILITY EASEMENT
- (B) 20' STORM SEWER EASEMENT
- (C) MAILBOX CLUSTER LOCATION AND PULL OFF LANE
- (D) PROPOSED FIRE HYDRANT
- (E) PROPOSED STREET LIGHT
- (F) FUTURE BIKE/PEDESTRIAN TRAIL
- (G) PROPOSED STORM SEWER TO BE CONSTRUCTED WITH CEDAR-JOHNSON ROAD IMPROVEMENTS



NOTE:

- EAST END OF PROPOSED WEST ORANGE STREET TO TAPER/FLARE TO EXISTING 31' WIDE STREET.

TYPICAL 29' ROADWAY SECTION
NOT TO SCALE



MEADOWS PART 6

WEST BRANCH, IA

KLM INVESTMENTS, LLC

ISSUED FOR

RESUBMITTAL 3

DATE	06-12-2024
DESCRIPTION	DATE
CITY REVIEW	03-06-2024
RESUBMITTAL 1	04-23-2024
RESUBMITTAL 2	05-16-2024

DESIGNED BY	JP
DETAILED BY	JP
CHECKED BY	BB
PROJECT NO.	220011
SHEET NAME	

PRELIMINARY PLAT

1 OF 1



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 1, 2024

AGENDA ITEM: **Resolution 2024-70** - Approve Pay Estimate Number 8 (Final) in the amount of \$17,216.58 to Lynch Excavating Inc. for the Eastside Water Main Replacement Project.

PREPARED BY: City Clerk, Leslie Brick

DATE: June 19, 2024

SUMMARY:

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

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

Pay Estimate Number	Amount	Resolution #	Date
1	\$41,325.00	2023-56	June 5, 2023
2	\$211,598.68	2023-81	August 7, 2023
3	\$307,409.74	2023-85	August 21, 2023
4	\$161,324.16	2023-103	September 18, 2023
5	\$188,436.37	2023-112	November 6, 2023
6	\$177,021.15	2023-128	November 20, 2023
7	<u>\$40,000.00</u>	2024-12	February 20, 2024
	\$1,127,115.10		

RESOLUTION 2024-70

RESOLUTION APPROVING PAY ESTIMATE NUMBER 8 (FINAL) IN THE AMOUNT OF \$17,216.58 TO LYNCH EXCAVATING INC. FOR THE EASTSIDE WATER MAIN REPLACEMENT PROJECT

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

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

WHEREAS, the City Council of West Branch previously approved Pay Estimate Number 1 through 7 in the amount of \$1,127,115.10 to Lynch Excavating, Inc. of West Branch, IA to date; and

WHEREAS, it is now necessary for the City Council to accept Pay Estimate Number 8 (final) in the amount of \$17,216.58 to Lynch Excavating, Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the West Branch, Iowa, that Pay Estimate Number 8 (final) in the amount of \$17,216.58 to Lynch Excavating, Inc. is approved.

Passed and approved this 1st day of July 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



PAY ESTIMATE NO. 8 (final)
EAST SIDE WATER MAIN REPLACEMENT
WEST BRANCH, IOWA

April 25, 2024

Lynch's Excavating, Inc.
1967 Baker Avenue
West Branch, IA 52358

Contract Amount \$1,077,243.70
Contract Date April 3, 2023
Pay Period Retainage

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

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.31	Combined Sidewalk Retaining Wall	SF	120	\$ 75.00	\$ 9,000.00	120	\$ 9,000.00
1.32	Type B Concrete Steps	EA	2	\$ 4,300.00	\$ 8,600.00	2	\$ 8,600.00
1.33	Reinforced Sidewalk, PCC, 6"	SY	34	\$ 125.00	\$ 4,250.00	34	\$ 4,250.00
1.34	Sidewalk, PCC, 6"	SY	39	\$ 100.00	\$ 3,900.00	68.9	\$ 6,890.00
1.35	Driveway, PCC, 6"	SY	546	\$ 70.00	\$ 38,220.00	538.2	\$ 37,674.00
1.36	Detectable Warning	SF	10	\$ 40.00	\$ 400.00	28	\$ 1,120.00
1.37	Water Main, Trenched, 6" PVC	LF	9	\$ 540.00	\$ 4,860.00	9	\$ 4,860.00
1.38	Water Main, Trenched, 8" PVC	LF	2,199	\$ 72.50	\$ 159,427.50	2,199	\$ 159,427.50
1.39	Water Main, Trenched, 6" DIP	LF	322	\$ 104.50	\$ 33,649.00	322	\$ 33,649.00
1.40	Water Main, Trenched, 8" DIP	LF	350	\$ 97.50	\$ 34,125.00	372	\$ 36,270.00
1.41	Water Main, Bored, 6" RJ PVC	LF	243	\$ 68.00	\$ 16,524.00	243	\$ 16,524.00
1.42	Trenched In Place Service	EA	31	\$ 2,610.00	\$ 80,910.00	31	\$ 80,910.00
1.43	Bored In-Place Service	EA	22	\$ 3,050.00	\$ 67,100.00	24	\$ 73,200.00
1.44	Valve, Gate, 6"	EA	6	\$ 1,800.00	\$ 10,800.00	11	\$ 19,800.00
1.45	Valve, Gate, 8"	EA	13	\$ 2,400.00	\$ 31,200.00	8	\$ 19,200.00
1.46	Flushing Device (Blowoff), 8"	EA	1	\$ 1,200.00	\$ 1,200.00		
1.47	Fire Hydrant Assembly	EA	5	\$ 7,000.00	\$ 35,000.00	6	\$ 42,000.00
1.48	Relocation of Existing Fire Hydrant	EA	2	\$ 2,000.00	\$ 4,000.00	2	\$ 4,000.00
1.49	Construction Survey	LS	1	\$ 26,992.00	\$ 26,992.00	1	\$ 26,992.00
1.50	Traffic Control	LS	1	\$ 17,000.00	\$ 17,000.00	1	\$ 17,000.00
1.51	Mobilization	LS	1	\$ 44,000.00	\$ 44,000.00	1	\$ 44,000.00
1.52	Seed+Fertilize (Urban)	LS	1	\$ 10,000.00	\$ 10,000.00	1	\$ 10,000.00
1.53	Saw Cutting Dust Control	LS	1	\$ 6,000.00	\$ 6,000.00	1	\$ 6,000.00
1.54	Removal of Step Footing	EA	1	\$ 850.00	\$ 850.00	1	\$ 850.00
Contract Price:					\$ 1,077,243.70		\$ 1,115,571.25

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

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 1,077,243.70	\$ 1,115,571.25
Approved Change Order (list each)	Change Order No. 1	\$ 4,835.00	\$ 4,835.00
	Change Order No. 2	\$ 870.00	\$ 870.00
	Change Order No. 3	\$ (1,497.00)	\$ (437.00)
	Change Order No. 4	\$ 23,492.43	\$ 23,492.43
	Revised Contract Price	\$ 1,104,944.13	\$ 1,144,331.68

Stored

Total Earned \$ 1,144,331.68

Retainage (5%)

Total Earned Less Retainage \$ 1,144,331.68

Total Previously Approved (list each)			
	Pay Estimate No. 1	\$ 41,401.00	
	Pay Estimate No. 2	\$ 211,522.68	
	Pay Estimate No. 3	\$ 307,409.74	
	Pay Estimate No. 4	\$ 161,324.16	
	Pay Estimate No. 5	\$ 188,436.37	
	Pay Estimate No. 6 (rev)	\$ 177,021.15	
	Pay Estimate No. 7	\$ 40,000.00	

Total Previously Approved \$ 1,127,115.10

Percent Complete 100%

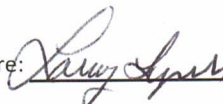
Amount Due This Request \$ 17,216.58

The amount \$17,216.58 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Lynch's Excavating, Inc.

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
West Branch, Iowa

Signature: 

Signature: 

Signature: _____

Name: Larry Lynch

Name: Eric Gould

Name: _____

Title: owner

Title: Engineer

Title: _____

Date: April 19 - 2024

Date: April 25, 2024

Date: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 1, 2024
AGENDA ITEM: Resolution 2024-71 - Approve Invoice #34364 in the amount of \$382.50 to Impact7G for the Wapsi Creek Widening SRF Sponsored Project.
PREPARED BY: City Clerk, Leslie Brick
DATE: June 20, 2024

SUMMARY:

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

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

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

Invoice	Amount	Purpose	Date
25942	\$20,782	Data collection	6/6/2022
26230	\$25,385	Data collection & planning & design	6/17/2022
25519	\$5,508	Data collection, design & funding mmgt.	6/24/2022
26665	\$9,768	Data collection & design	7/18/2022
26986	\$17,253	Data collection, design & funding mmgt.	8/19/2022
27315	\$4,802	Data collection, design & funding mmgt.	9/19/2022
27724	\$1,424	Data collection & design	11/7/2022
28474	\$6,456	Data collection, design & funding mmgt.	12/19/2022
28888	\$1,429	Funding mmgt & planning & design	2/6/2023
28265	\$1,267	Data collection, planning & design	2/21/2023
29216	\$7,056	Funding mmgt	2/21/2023
29478	\$5,210	Funding mmgt, planning & design	3/25/2023
29822	\$2,940	Funding mmgt	5/15/2023
31168	\$5,020	Funding mmgt	9/5/2023
31444	\$770.00	Funding mmgt	10/2/2023
33192	<u>\$4970.00</u>	Funding mmgt	2/20/2024
	\$120,040.00		

RESOLUTION 2024-71

A RESOLUTION APPROVING INVOICE #34364 IN THE AMOUNT OF \$382.50 TO IMPACT7G INC. FOR THE WAPSI CREEK WIDENING – SRF SPONSORED PROJECT

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

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

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

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

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

WHEREAS, it is now necessary to approve said invoice number 34364 in the amount of \$382.500.

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

Passed and approved this 1st day of July, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



Impact7G

8951 Windsor Parkway
Johnston, IA 50131
515.473.6256

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

Invoice number 34364
Date 06/12/2024

Project 22003 WEST BRANCH WAPSI CREEK
SRF SPONSORED PROJECT

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

Email Invoice to:
adam@westbranchiowa.org
accountspayable@westbranchiowa.org

Description	Contract Amount	Percent Complete	Prior Billed	Current Billed	Remaining Contract
Task 1 - Project & SRF Funding Management	29,400.00	95.80	28,071.25	92.50	1,236.25
Task 2 - Data Collection	64,400.00	100.00	64,400.00	0.00	0.00
Task 3 - Planning and Design	22,700.00	99.94	22,396.25	290.00	13.75
Task 4 - Public Outreach and Education	20,200.00	25.00	5,050.00	0.00	15,150.00
Total	136,700.00	88.00	119,917.50	382.50	16,400.00

Invoice total 382.50

Thank you for your business!



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 1, 2024

AGENDA ITEM: Resolution 2024-72 – Establishing a new Capital Fund.

PREPARED BY: Finance Officer, Heidi Van Auken
--

DATE: June 26, 2024

SUMMARY:

A new fund is required to be established for all capital projects. The new fund (331) will be used for the Cedar-Johnson Road Reconstruction Project scheduled to begin in Fiscal Year 2025.

RESOLUTION 2024-72

RESOLUTION ESTABLISHING A NEW CAPITAL FUND

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

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

Section 1. A Capital Project fund for Cedar-Johnson Road Reconstruction, (Fund 331) is hereby created.

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

Passed and approved this 1st day of July, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

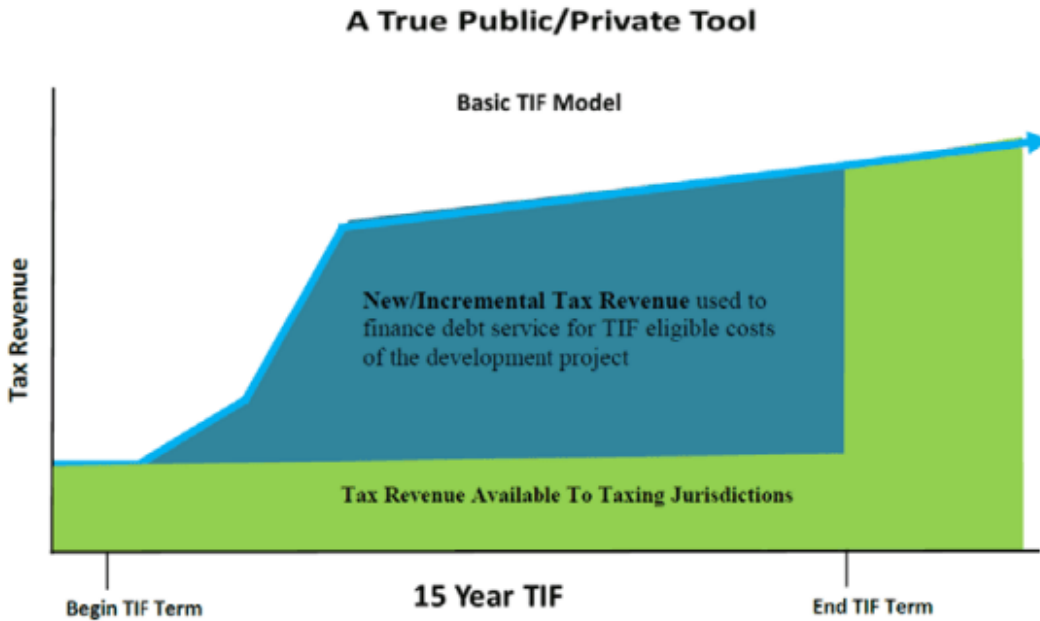


REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 1, 2024
AGENDA ITEM:	Resolution 2024-73 – Dissolve Tax Increment Financing (TIF) District 504.
PREPARED BY:	City Administrator, Adam Kofoed
DATE:	June 26, 2024

SUMMARY:

TIF District 504 was established to promote economic development to incentivize Proctor & Gamble to build a warehouse in 2002. Over the years, it has facilitated various projects, leading to increased property values and economic growth. The district has now met its goals, and the increment generated can be redistributed to other taxing jurisdictions.

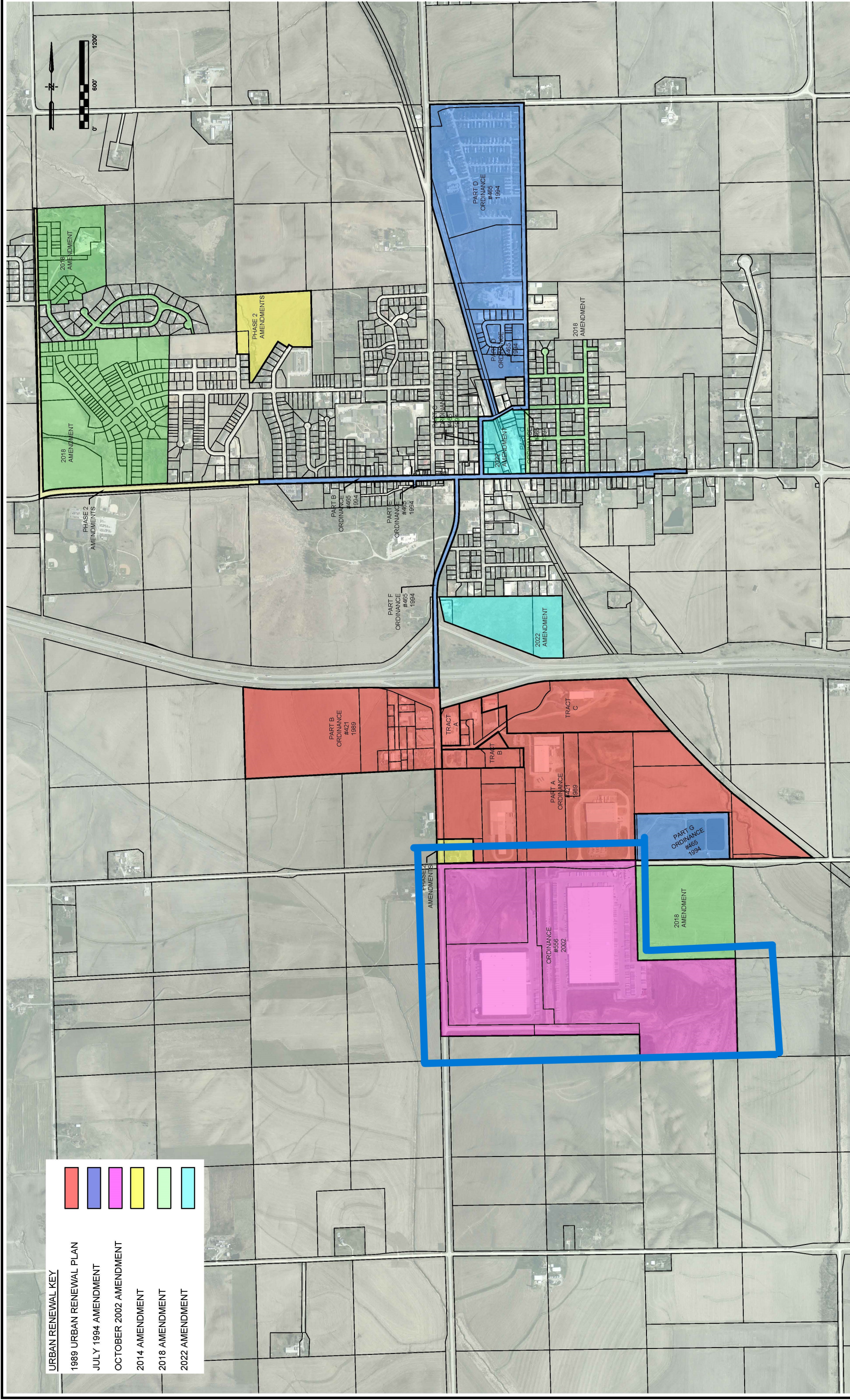
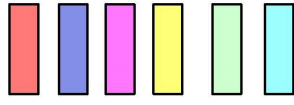


WHY DISSOLVE?

The graph illustrates the revenue comparison between the current TIF District 504 and a hypothetical new TIF district.

- The current district shows a steady increase in TIF revenue over the years due to incremental property value growth.
- A new district, starting at a higher base value, generates significantly less TIF revenue initially, as it takes time for property values to increase sufficiently to produce a meaningful increment.

- URBAN RENEWAL KEY**
- 1989 URBAN RENEWAL PLAN
 - JULY 1994 AMENDMENT
 - OCTOBER 2002 AMENDMENT
 - 2014 AMENDMENT
 - 2018 AMENDMENT
 - 2022 AMENDMENT



DATE

REVISIONS

SCALE	AS NOTED
DRAWN	LJB
CHECKED	LJB
APPROVED	DRS
DATE	10-20-2022
ISSUED FOR	REVIEW



URBAN RENEWAL BOUNDARY REVIEW
CITY OF WEST BRANCH, IOWA

2600 University Parkway, Suite 1 • CoraVillage, Iowa 52241
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WAITS)

1989 URBAN RENEWAL PLAN &
1994, 2002 & 2013 AMENDMENTS
2014, 2018 & 2022 AMENDMENTS

DWG. NO.

EX-01

PROJECT 388115

RESOLUTION 2024-73

A RESOLUTION TO DISSOLVE TAX INCREMENT FINANCING (TIF) DISTRICT 504

WHEREAS, the City of West Branch, Iowa established Tax Increment Financing (TIF) District 504 in accordance with the provisions of the Code of Iowa for the purpose of promoting economic development and financing public improvements; and

WHEREAS, TIF District 504 was created on November 4, 2002 through Ordinance No. 556, and has now reached its statutory maximum duration of twenty-one (21) fiscal years; and

WHEREAS, the expiration date of TIF District 504 is July 1, 2024 and

WHEREAS, there are no anticipated development plans within TIF District 504 that would justify the renewal or extension of the district; and

WHEREAS, the City Council of West Branch, Iowa, has determined that it is in the best interest of the City and its residents to dissolve TIF District 504 in accordance with state law and to release the incremental property tax revenues back to the respective taxing authorities.

Section 1. Dissolution of TIF District 504 - TIF District 504 is hereby dissolved effective immediately upon the passage of this resolution.

Section 2. Reallocation of Incremental Revenues - All incremental property tax revenues that would have been allocated to TIF District 504 shall hereafter be allocated to the respective taxing authorities in accordance with applicable law.

Section 3. Notification - The City Clerk is hereby directed to notify all affected taxing authorities, the County Auditor, and any other relevant entities of the dissolution of TIF District 504.

Section 4. Documentation: -The City Clerk is further directed to ensure that all necessary documentation is completed and filed with the appropriate state and county offices to effectuate the dissolution of TIF District 504.

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

Passed and approved this 1st day of July, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 1, 2024

AGENDA ITEM: Discussion – West Branch Urban Renewal Amendment #7 items

PREPARED BY: City Administrator, Adam Kofoed

DATE: June 25, 2024

SUMMARY:

The following items will need to be considered for the West Branch Urban Renewal Amendment #7:

Adding the West Branch Dental Office TIF

Adding Cedar-Johnson Road Reconstruction

Remove Dawson Plaza (Project #20 from Amendment #4)