



**CITY COUNCIL MEETING  
MONDAY, SEPTEMBER 16, 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 September 3, 2024 City Council meeting.
  - b. Approve a Special Event permit for The Down Under for Saturday, October 5, 2024 and expanded Outdoor Service Area for the event.
  - c. Approve the June & July Monthly Financial Report.
  - d. Approve Claims for September 16, 2024.
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
  - a. **Resolution 2024-97** - Setting a date for Consultation and a date for a Public Hearing on the proposed Amendment No. 7 to the Amended and Restated West Branch Urban Renewal Plan. / Move to action.
  - b. **Resolution 2024-98** – Approving a salary adjustment for Police Chief Greg Hall. / Move to action.
  - c. **Resolution 2024-99** - Approving a salary adjustment for Andrew (Drew) Finnegan. / Move to action.
  - d. **Resolution 2024-100** – Approving a salary adjustment for Parks & Recreation Director Erin Laughlin. / Move to action.
  - e. **Resolution 2024-101** - Approving Pay Estimate Number 5 in the amount of \$114,796.72 to Midwest Underground Contractors Inc. for the Phase 2 Eastside Water Main Replacement Project. / Move to action.
  - f. **Resolution 2024- 102** – Approving an insurance proposal with Provident Fire Plus, Iowa Municipal Insurance Ltd. / Move to action.
  - g. **Resolution 2024- 103** – Approving a resolution amending the employee handbook to update the West Branch Police Department hours worked before overtime begins. / Move to action.
9. Discussion – Finalize Franchise Revenue Purpose Statement.
10. Discussion – West Branch Police Department residency requirement.
11. Discussion – Over-time exemption for Public Safety employees.
12. Discussion – Proposal to temporarily hold building permits for Main Street addresses
13. City Administrator Report
14. City Attorney Report
15. City Engineer Report
16. City Staff Reports
17. Comments from Mayor and Council Members
18. Motion to adjourn.

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**Mayor:** Roger Laughlin • **Council Members:** Jodee Stoolman, Tom Dean, Jerry Sexton, Mike Horihan, Colton Miller  
**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**

**September 3, 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 Tom Dean, Jerry Sexton, Mike Horihan, Jodee Stoolman and Colton Miller were present.

City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Deputy Clerk Jessica Brown, Police Chief Greg Hall, Sergeant Cathy Steen, Public Works Director Matt Goodale, Parks & Recreation Director Erin Laughlin, and City Engineer Dave Schechinger. Staff attending via Zoom: Finance Officer Heidi Van Auken and Library Director Jessie Shaffer.

**APPROVE THE AGENDA**

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

**APPROVE CONSENT AGENDA**

Approve minutes from the August 19, 2024 City Council meeting.

Approve West Branch Fire Department appointment.

Approve a Special Event permit for the Iowa City High X Country West Branch Run on Saturday, October 5, 2024.

Approve a Special Event permit for Fall Fest, sponsored by Main Street West Branch for Friday, October 11 and Saturday, October 12, 2024.

Approve Claims for September 3, 2024.

EXPENDITURES	9/3/2024	
AMAZON.COM	VARIOUS ITEMS	483.35
BAKER & TAYLOR	BOOKS	567.38
CEDAR COUNTY COOPERATIVE	FUEL-MOWERS PW	861.48
DES MOINES PUBLIC LIBRARY	INTERLIBRARY LOAN REPLACEMENT	23.00
DORSEY, RYAN	ILEA TRAINING MILEAGE REIMBURSEMENT	1,013.04
DRISCOLL, MEGAN	SUMMER CAMP FEE REFUND	30.00
HOTSY CLEANING SYSTEMS	POWER WASHER SOAP	445.50
IOWA DEPARTMENT OF JUSTICE	DV PREVENT TRAINING-STEEN	175.00
KIRKWOOD COMM. COLLEGE	BLS PROVIDER FEES-POLICE	36.00
LYNCH'S PLUMBING	CUBBY IRRIGATION VALVE	948.80
MENARDS	CUBBY BATHROOM DRYWALL	150.14
QC ANALYTICAL SERVICES	LAB ANALYSIS	1,362.00
STATE INDUSTRIAL PRODUCTS	CHEMICALS	250.38
THE HOME DEPOT PRO	BLDG SUPPLIES-PARKS	121.61
THOMAS HEATING & AIR	BLOWER MOTOR SERVICE-TH	433.00
VEENSTRA & KIMM	VARIOUS PROJECTS	42,759.76
TOTAL		49,660.44
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	8/30/2024	54,304.20
PAID BETWEEN MEETINGS		
IA DNR	NPDES FEE FY25	210.00
JOHN DEERE FINANCIAL	WEED SPRAY, BALL MOUNTS-PW	259.94
QUILL	OFFICE SUPPLIES-POLICE	41.02
STATE HYGIENIC LAB	LAB ANALYSIS	250.38
US BANK CORP. CARD	CREDIT CARD PURCHASES	2,145.63
VARIOUS VENDORS	UB REFUNDS	48.22
METLIFE	INSURANCE	2,416.59
SISCO	INSURANCE	21,316.16
VARIOUS VENDORS	UB REFUNDS	1.25
ALLIANT ENERGY	ALLIANT ENERGY	17,503.96
ICAP	FY25 INSURANCE PREMIUM	80,531.00

JOHNSON CONTROLS	FIRE ALARM INSPECTION & MONITORING	1,049.49
LINN COUNTY REC	STREET LIGHTS	304.80
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE-LIBRARY	143.60
ARNOLD MOTOR SUPPLY	OIL DRI-FIRE	225.36
CJ COOPER & ASSOCIATES	FIRE DEPT DRUG TESTING	371.35
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	74.23
FELD FIRE EQUIPMENT	AIR COMPRESSOR SERVICE-FIRE	1,046.00
HEIMAN FIRE EQUIPMENT	UNIFORMS-FIRE	1,038.00
LINDE GAS & EQUIPMENT	AIR TANKS RENTAL-FIRE	64.35
OMNISITE	SEWER WIRELESS ALARMS SERVICE	245.8
PAPAS TRUCK & TRAILER REPAIR	191 SERVICE-FIRE	1,111.79
PARKSIDE SERVICE	MOWER TIRES-PW	772.92
QUILL	OFFICE SUPPLIES-CITY	9.34
RIVER PRODUCTS COMPANY	ROCK FOR RESURFACING	491.63
TOTAL		131,672.81
GRAND TOTAL EXPENDITURES		235,637.45

FUND TOTALS		
001 GENERAL FUND		42,756.36
022 CIVIC CENTER		1,068.68
031 LIBRARY		6,861.54
036 TORT LIABILITY		58,143.40
110 ROAD USE TAX		6,289.34
112 TRUST AND AGENCY		24,300.71
321 WIDENING WAPSI CREEK		6,595.41
324 WW TREATMENT FACILITY		6,840.00
330 EASTSIDE WATER MAIN PH2		15,166.25
331 CEDAR JOHNSON RD RECON		13,898.32
600 WATER FUND		24,545.79
610 SEWER FUND		28,546.86
740 STORM WATER UTILITY		624.79
GRAND FUND TOTAL		235,637.45

The Council had no comments.

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

## **PRESENTATIONS / COMMUNICATIONS / OPEN FORUM - NONE**

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

Resolution 2024-94 Approve the Site Plan for Lot 4, The Meadows Part 3, West Branch. / Move to action.

Laughlin questioned if the sidewalk shown on the site plan would connect to the roundabout. The Developer confirmed that the portion of the sidewalk in question has already been installed and the site plan shows the two sidewalks connecting. Kofoed added that the site plan was previously approved by Planning & Zoning and that a few updates were made per the State Fire Marshall which are reflected on this latest submission. Horihan asked how many dwelling units the assisted living center would have. Developer, Chad Kuene stated that there will be forty-three units and that some would be available for lease.

Motion by Dean, second by Sexton to approve Resolution 2024-94. AYES: Dean, Sexton, Horihan, Stoolman, Miller. NAYS: None. Motion carried.

Resolution 2024-95 - Approving Change Order #2 in the amount of \$983.00 for the Phase 2 Eastside Water Main Improvement Project. / Move to action.

Kofoed explained that the original plan was to replace a portion of the driveway at St. Bernadette's Church with concrete, which was the cheaper option. But due to the driveway abutting a chip and seal street, asphalt was determined to be the best option and is the reason for the change order.

Motion by Sexton, second by Horihan to approve Resolution 2024-95. AYES: Sexton, Horihan, Dean, Miller, Stoolman. NAYS: None. Motion carried.

Resolution 2024-96 - Approve Invoice #34740 in the amount of \$2852.50 to Impact7G for the Wapsi Creek Widening SRF Sponsored Project. / Move to action.

Sexton questioned what type of public outreach activities were involved for project. Schechinger explained that as a requirement of the forgivable SRF loan, Impact7G is required to inform the public of the project and how SRF funds are being used. Kofoed added that Impact7G will be attending the upcoming dog fair at Beranek Park and will be handing out literature and dog waste bags as part of the public outreach. Kofoed said that there will also be a public meeting at some point.

Motion by Dean, second by Sexton to approve Resolution 2024-96. AYES: Dean, Sexton, Stoolman, Miller, Horihan. NAYS: Dean. Motion carried.

Discussion – Update on proposed economic development overlay district.

Kofoed said the Historic Preservation Commission, Main Street West Branch (MSWB) and Planning & Zoning have all discussed the proposed overlay district and agree that one should be developed and have tentatively agreed on the location for the district. MSWB has identified Main Street as an area for future economic development and would like to see compatibility with what is already there.

Laughlin asked Kofoed to explain the “purpose and reason” behind creating an overlay district. Kofoed said that he receives calls on a regular basis from developers and prospective businesses showing interest in West Branch. Kofoed said currently the city has no “protections” in place for Main Street with the current zoning regulations and what happens there other than in the downtown historic district area.

Miller asked if this new overlay district would affect the Heritage Hill project which is a planned unit development that the city already had an agreement with the property owners. Kofoed said current projects would be “grandfathered” and there would be no effect on the Heritage Hill project.

Laughlin asked Kofoed what the next steps would be to complete this initiative. Kofoed said that both commissions and MSWB will be discussing the topic again at their next regularly scheduled meetings and that the more tedious process will be to determine and agree on what will be allowed in the overlay district from building structures, materials use, and type of businesses to maintain the look and feel that West Branch is trying to attract and maintain. Kofoed said more information will be shared in October.

### **CITY ADMINISTRATOR REPORT**

Kofoed asked the Council to schedule a work session for Monday, September 30<sup>th</sup> for meeting with the city’s financial advisor and prepare the for upcoming Capital Improvement Plan. Kofoed said he also made initial contacts with trash vendors who have expressed interest in servicing the city, but that responses are not due back to the city until mid-December. Kofoed also said that a few Developer Agreements will be coming to the Council in October but that first the Council will need to amend the Urban Renewal Plan and hold a public hearing.

### **CITY ATTORNEY REPORT - Absent**

### **CITY ENGINEER REPORT**

Schechinger noted that Boomerang is still working on punch list items to finish the project. He also said that progress is being made on the Phase 2 Eastside Water Main Project, however some services have been difficult to find on North 4<sup>th</sup> Street.

### **STAFF REPORTS**

Parks & Rec Director Laughlin reported that youth fall sports are starting next week with flag football, volleyball, soccer and girls running group. Laughlin also mentioned that the adult softball league which is new this year has six teams and is going very well.

Police Chief Hall addressed the council and asked them to consider removing the current 8-mile residency requirement for the police department. He said removing the requirement will help with officer retention and future recruitment efforts. Hall added that many of the surrounding communities have eliminated their residency requirement due to issues with retention and recruitment and he feels that West Branch needs to

change with the times or will suffer the same issues going forward. Hall said police officers need to be able to leave “the office” (meaning the city) when off duty for their well-being. Living in the town you work should be a choice, not a requirement for their line of work. He said the department is now fully staffed with five police officers and that he is pleased with his “team”. With the five officers, on-call time has now been all but eliminated so the need for a residency requirement is not necessary. Hall said he takes a squad car home since he is always on-call, and that Steen also takes a squad car home because she lives locally but the remaining two cars will stay in town. Horihan (former police chief) agreed that residency requirements do affect recruitment efforts and is supportive of Chief Hall’s recommendation. Horihan went on to praise Hall with his relationship building with Cedar County and has done an excellent job with recruiting a new department. Dean also was supportive with Hall’s recommendation and agreed to look at the requirement again. Miller asked to play devil’s advocate and questioned “no requirement”. He asked what would happen if someone lived out of state or if bad weather or illness would prevent an officer from showing up for duty. Miller was hesitant to agree to total removal, but rather extending the mileage requirement. Hall said he would work with City Administrator Kofoed to come up with some agreeable terms for the Council to consider in the near future.

**COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Dean said he forwarded another video of I-80 traffic coming through town on Saturday morning due to an accident to Representative Kaufman and that he had not yet received a response. Sexton asked if those videos should be sent to IDOT instead. Horihan thanked staff for the signage placed at the crosswalk on West Main Street by the middle and high school. He said the signage will improve safety.

**ADJOURNMENT**

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 7:46 p.m.

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Roger Laughlin, Mayor

ATTEST:

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Leslie Brick, City Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	September 16, 2024
<b>AGENDA ITEM:</b>	Approve a Special Event permit for The Down Under for Saturday, October 5, 2024 with an expanded Outdoor Service Area.
<b>PREPARED BY:</b>	Leslie Brick, City Clerk
<b>DATE:</b>	September 10, 2024

### BACKGROUND:

The Special Event permit has been submitted by Mike Jones, owner of The Down Under, 102 W. Main St. This event is for an outdoor tailgate party on Saturday, October 5, 2024. The event is open to the public.

The Down Under has an agreement in place with the City (via Resolution 2023-92) to use a portion of the sidewalk adjacent to his business for an outdoor service area.

Mr. Jones has requested to extend his outdoor service area for this event into the grassy area of Heritage Square (up to the brick walkway) and north to approximately 5 feet from the gazebo.

Staff has reviewed the application and recommend approval on the following conditions:

- 1) Mr. Jones will need to amend his outdoor service area with the Iowa Alcohol Beverage Division and update his DRAM insurance.
- 2) Additional fencing will be required (as noted on the diagram provided) for the extended service area.
- 3) Alcohol consumption is not permitted in Heritage Square except for in designated area. ***Note: the extended outdoor service area is permitted for this event only. Future requests will need City Council approval.***
- 4) Trash – event organizers are responsible for disposing of all trash and ensuring that Heritage Square is cleaned-up when done.
- 5) Wetherell Street and S. Downey Street must remain open at all times for vehicular traffic.



### Special Event Permit Application

Event Title/Name: Pink Flamingo/ Tailgate party

Event Organization: The Downunder Phone: \_\_\_\_\_

Organization Address: 102 W Main St Tax ID #: 42-5578650

City: West Branch State: IA

Event Website: \_\_\_\_\_ Event Email: mikejonesappraisals@gmail.com

Event Coordinator Name and Title: Mike Jones Owner

Event Coordinator Email: mikejonesappraisals@gmail.com

Event Coordinator Cell Number: \_\_\_\_\_

Event Coordinator Address: 102 W Mai St West Branch Ia

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

City: West Branch

Description of Event: Outdoor Tailgate Party For An Iowa Football game.

Requested Location(s) -All city facilities will also need to be reserved using the online Facility Reservation system. If there is a request to shut down a street, a traffic control plan including detour route drawing needs to be submitted and requires City Council approval.

Event set up will begin: (date, day of the week and time)	Event will begin: (date, day of the week, and time)	Event will end: (date, day of the week, and time)	Removal and clean-up will be completed: (date, day of the week, and time)
<u>11 am Sat October 5th</u>	<u>Noon October 5th</u>	<u>h10 pm October 5t</u>	<u>Sunday October 6th Noon</u>

Maximum Number of Participants: 50 Maximum Number of Vehicles: 1

Will there be an admission fee? No What is the admission fee? \_\_\_\_\_

Will food be sold? Yes Organizers are responsible for making sure vendors have secured the appropriate permits.

Will alcohol be permitted or sold? Yes Organizers are responsible for insuring all permits have been obtained and all laws and regulations are followed.

Has all approval from non-city agencies (such as NPS, Johnson County, Cedar County, WBCSD) been granted?



Please list other agencies involved.     No    

Traffic Control Plan (please attach diagram):     N/A    

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Public Notification Plan: N/A

Amplified Sound/Noise Plan: N/A

Site Plan/Race Course Map (please attach diagram): N/A

Security Plan: N/A

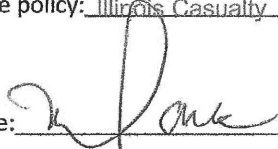
Restoration Plan: N/A

Trash Management Plan: N/A

Restroom Plan: N/A

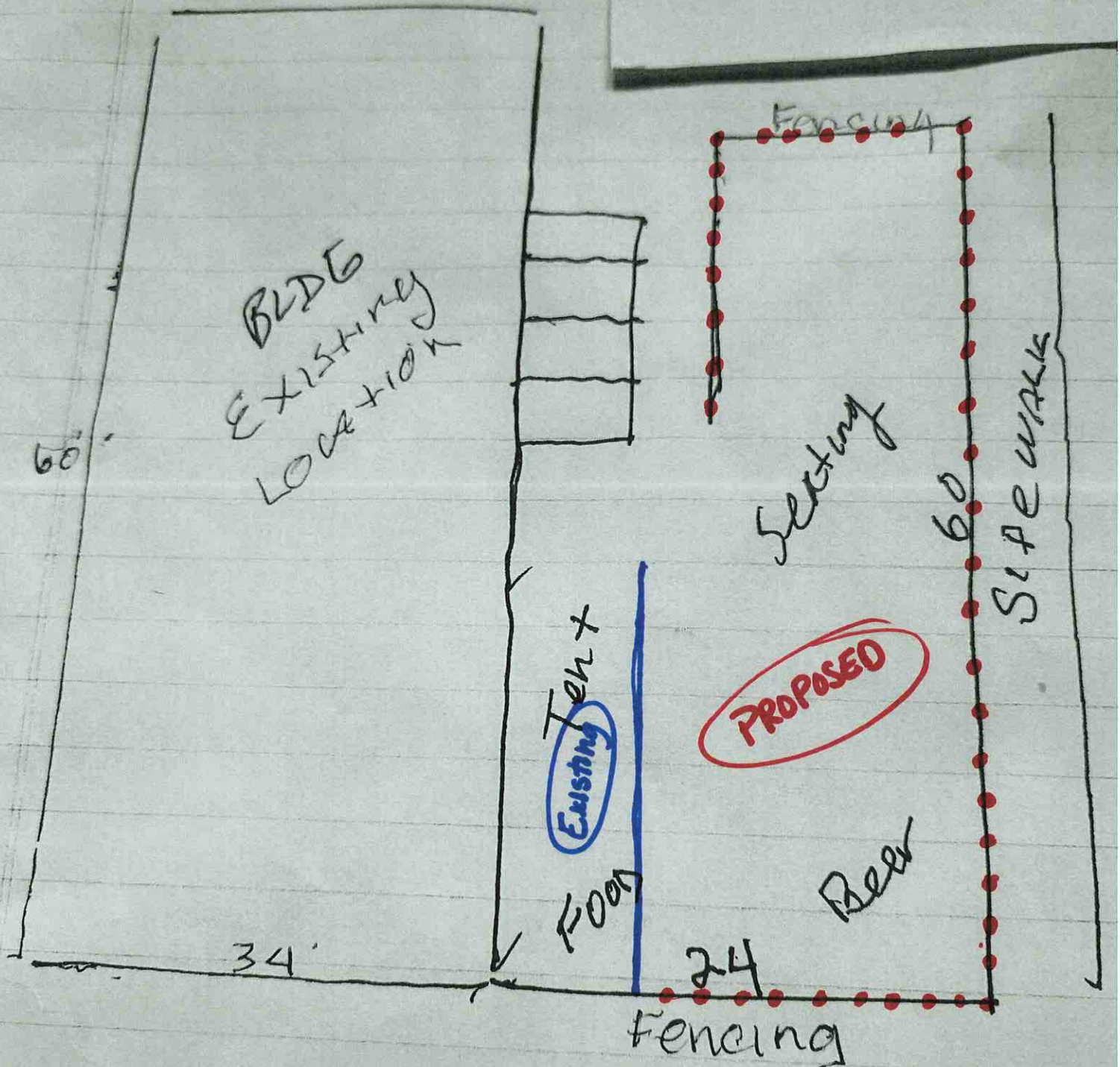
Signs/Banner Plan: N/A

Insurance policy: Illinois Casualty

Signature:  Date: 8/23/24

**\*\*\*\*By signing this form, you agree that you have read the attached guidelines and will comply with each as stated.**

**Return completed form to: West Branch City Office, PO Box 218 or 110 N. Poplar St., West Branch, IA 52358 or email to [cityclerk@westbranchiowa.org](mailto:cityclerk@westbranchiowa.org)**



BLDG  
EXISTING  
LOCATION

60'

34'

Existing Tent

Fence

PROPOSED

Setting

Beer

24'

Fencing

60'

SIDE WALK

Is Electrical At



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
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<b>AGENDA ITEM:</b> June & July Monthly Financial Reports
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<b>PREPARED BY:</b> Heidi Van Auken, Finance Officer
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<b>DATE:</b> September 10, 2024
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### SUMMARY:

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

BANK TO BOOK RECONCILIATION			
6/30/2024			
BANK BALANCE @			
	CASH - FIDELITY BANK & TRUST		\$ 7,281,595.19
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND		\$ 34,890.60
	<b>SUB TOTAL</b>		<b>\$ 7,316,485.79</b>
ADD:	CD'S:	Bank/CD #	Maturity Date
	ENLOW BUILDING CD	LIBERTY SAVINGS-10447	5/2/2024 \$ 11,353.56
	CEMETERY PERPETUAL CARE	HILLS BANK-30282503	1/11/2024 \$ 101,641.81
	LIBRARY-HANSEN DONATION CD	GREENSTATE-1034 (Old 1029)	8/1/2024 \$ 60,120.82
	LIBRARY-KROUTH PRINCIPAL CD	GREENSTATE-1035 (Old 1030)	9/2/2024 \$ 55,391.01
	LIBRARY-KROUTH INTEREST CD	GREENSTATE-1036 (Old 1031)	9/2/2024 \$ 25,966.83
	GEN FUND-STREETScape-ACCIONA DONATION CD	GREENSTATE-1033 (Old 1028)	12/6/2024 \$ 7,554.93
	SAVINGS ACCOUNTS		
	GENERAL FUND SAVINGS	GREENSTATE-0001	\$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT	\$ 8,523.39
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT	\$ 16,355.29
	<b>TOTAL CD'S &amp; SAVINGS ACCOUNTS</b>		<b>\$ 286,912.64</b>
	<b>SUB TOTAL</b>		<b>\$ 7,603,398.43</b>
PLUS	O/S DEPOSITS		\$ -
PLUS	ADJUSTMENTS		\$ -
LESS:	O/S CREDIT CARD		\$ -
LESS:	O/S CHECKS		\$ 53,024.19
	<b>ENDING BOOK BALANCE</b>		<b>\$ 7,550,374.24</b>
	NON-RECONCILIATION ITEM-CUBBY PARK CONCESSIONS		\$ 600.00

**CLERK'S REPORT FOR THE MONTH OF JUNE 2024**

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING		TRANSFER		TRANSFER	NET CHANGE	CLERK'S
			BALANCE	RECEIPTS	IN	DISBURSED	OUT	LIABILITIES	
<b>GENERAL</b>									
* (001) GENERAL OPERATING FUND	\$ 2,659,176.33	\$ 5.00	\$ 2,659,181.33	\$ 75,156.97	\$ 42,822.00	\$ 363,631.69	\$ 84,811.50		\$ 2,328,717.11
** FIRE APPARATUS RESERVE	\$ -	\$ -	\$ -	\$ -	\$ 44,811.50				\$ 44,811.50
POLICE APPARATUS RESERVE	\$ 88,178.95	\$ -	\$ 88,178.95		\$ 35,000.00				\$ 123,178.95
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	\$ 87.87					\$ 7,554.93
PARK EQUIPMENT/RESERVE	\$ 13,000.00	\$ -	\$ 13,000.00		\$ 5,000.00				\$ 18,000.00
(022) CIVIC CENTER	\$ 48,042.35	\$ -	\$ 48,042.35	\$ 520.10		\$ 587.10			\$ 47,975.35
(027) MEMORIAL GARDEN PROJECT	\$ 414.00	\$ -	\$ 414.00						\$ 414.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ (95,614.32)	\$ 95,525.88	\$ (88.44)	\$ 200,816.13		\$ 19,249.32			\$ 181,478.37
(036) TORT LIABILITY	\$ 5,101.93	\$ -	\$ 5,101.93	\$ 335.47					\$ 5,437.40
<b>SPECIAL REVENUE</b>									
(110) ROAD USE TAX	\$ 202,508.36	\$ -	\$ 202,508.36	\$ 40,004.00		\$ 16,414.36			\$ 226,098.00
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 487,349.32	\$ -	\$ 487,349.32	\$ 3,723.75		\$ 27,372.06			\$ 463,701.01
(119) EMERGENCY TAX FUND	\$ 49,518.16	\$ -	\$ 49,518.16	\$ 180.22		\$ -	\$ 42,822.00		\$ 6,876.38
(121) LOCAL OPTION SALES TAX	\$ 644,268.52	\$ -	\$ 644,268.52	\$ 20,986.94		\$ -	\$ 238,200.00		\$ 427,055.46
(125) TIF	\$ 666,682.61	\$ -	\$ 666,682.61	\$ 316.35		\$ 158,321.00	\$ 421,573.00		\$ 87,104.96
(126) TIF LMI MEADOWS PT 4	\$ 83,541.22	\$ -	\$ 83,541.22	\$ 1.03					\$ 83,542.25
(160) REVOLVING LOAN FUND	\$ 137,082.45	\$ -	\$ 137,082.45	\$ -					\$ 137,082.45
<b>DEBT SERVICE</b>									
(226) DEBT SERVICE	\$ (446,399.78)	\$ -	\$ (446,399.78)	\$ 1,116.61	\$ 728,464.00	\$ 1,250.00			\$ 281,930.83
<b>CAPITAL PROJECTS</b>									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 210,166.57	\$ -	\$ 210,166.57	\$ 344.06					\$ 210,510.63
(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	\$ -	\$ 150,000.00				\$ 172,412.82
(319) RELOCATION OF WATER & SEWER LINES	\$ (365,572.60)	\$ -	\$ (365,572.60)						\$ (365,572.60)
(321) WIDENING WAPSI CREEK @ BERANEK PARK	\$ 109,890.85	\$ -	\$ 109,890.85			\$ 17,199.96			\$ 92,690.89
(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	\$ (348,897.10)	\$ -	\$ (348,897.10)	\$ 493,162.98		\$ 81,545.43			\$ 62,720.45
(326) ROUNDABOUT MAIN & CEDAR	\$ 160,820.72	\$ -	\$ 160,820.72						\$ 160,820.72
(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			\$ 17,424.58			\$ 320,331.70
(330) EASTSIDE WATER MAINS PH2	\$ (215,583.52)	\$ -	\$ (215,583.52)	\$ 343,782.87		\$ 137,292.77			\$ (9,093.42)
<b>PERMANENT</b>									
(500) CEMETERY PERPETUAL FUND	\$ 34,590.60	\$ 101,641.81	\$ 136,232.41	\$ 300.00					\$ 136,532.41
(501) KROUTH PRINCIPAL FUND	\$ -	\$ 54,660.21	\$ 54,660.21	\$ 755.34					\$ 55,415.55
(502) KROUTH INTEREST FUND	\$ -	\$ 25,613.69	\$ 25,613.69	\$ 353.14					\$ 25,966.83
<b>ENTERPRISE</b>									
(600) WATER FUND	\$ 552,439.89	\$ -	\$ 552,439.89	\$ 67,799.54		\$ 28,482.83	\$ 154,360.08		\$ 437,396.52
(603) WATER SINKING FUND	\$ 60,133.77	\$ -	\$ 60,133.77	\$ -	\$ 5,212.08	\$ 60,107.50			\$ 5,238.35
(610) SEWER FUND	\$ 956,456.12	\$ -	\$ 956,456.12	\$ 89,453.73		\$ 21,238.19	\$ 112,447.31		\$ 912,224.35
(611) SEWER FUND SPECIAL	\$ 965,500.37	\$ -	\$ 965,500.37	\$ -	\$ 42,904.31	\$ 380,536.40			\$ 627,868.28
(614) WASTEWATER LIFT STATION	\$ -	\$ -	\$ -						\$ -
(740) STORM WATER UTILITY	\$ 216,682.68	\$ -	\$ 216,682.68	\$ 5,908.50		\$ 1,295.48			\$ 221,295.70
<b>TOTAL</b>	<b>\$ 7,252,303.66</b>	<b>\$ 284,913.65</b>	<b>\$ 7,537,217.31</b>	<b>\$ 1,345,105.60</b>	<b>\$ 1,054,213.89</b>	<b>\$ 1,331,948.67</b>	<b>\$ 1,054,213.89</b>	<b>\$ -</b>	<b>\$ 7,550,374.24</b>
O/S CHECKS			\$ 2,926.65						\$ 53,024.19
ADJUSTMENTS			\$ 0.00						\$ 0.00
O/S DEPOSIT			\$ 0.00						\$ 0.00
O/S CREDIT CARD			\$ 0.00						\$ 0.00
<b>BANK STATEMENT BALANCE</b>			<b>\$ 7,540,143.96</b>						<b>\$ 7,603,398.43</b>

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	2,799,827.73	118,066.84	363,631.69	2,554,262.88	0.00	0.00	2,554,262.88
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	48,042.35	520.10	587.10	47,975.35	0.00	0.00	47,975.35
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	( 88.44)	200,816.13	19,249.32	181,478.37	0.00	0.00	181,478.37
036-TORT LIABILITY	5,101.93	335.47	0.00	5,437.40	0.00	0.00	5,437.40
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	202,508.36	40,004.00	16,414.36	226,098.00	0.00	0.00	226,098.00
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	487,349.32	3,723.75	27,372.06	463,701.01	0.00	0.00	463,701.01
119-EMERGENCY TAX FUND	49,518.16	180.22	42,822.00	6,876.38	0.00	0.00	6,876.38
121-OPTION TAX	644,268.52	20,986.94	238,200.00	427,055.46	0.00	0.00	427,055.46
125-T I F	666,682.61	316.35	579,894.00	87,104.96	0.00	0.00	87,104.96
126-TIF LMI MEADOWS PT 4	83,541.22	1.03	0.00	83,542.25	0.00	0.00	83,542.25
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	( 446,399.78)	729,580.61	1,250.00	281,930.83	0.00	0.00	281,930.83
300-CAPITAL IMPROV. RESERVE	210,166.57	344.06	0.00	210,510.63	0.00	0.00	210,510.63
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	150,000.00	0.00	172,412.82	0.00	0.00	172,412.82
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	109,890.85	0.00	17,199.96	92,690.89	0.00	0.00	92,690.89
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	( 348,897.10)	493,162.98	81,545.43	62,720.45	0.00	0.00	62,720.45
326-ROUNDABOUT MAIN & CEDAR-J	160,820.72	0.00	0.00	160,820.72	0.00	0.00	160,820.72
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: JUNE 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	17,424.58	320,331.70	0.00	0.00	320,331.70
330-EASTSIDE WATER MAIN PH2	( 215,583.52)	343,782.87	137,292.77	( 9,093.42)	0.00	0.00	( 9,093.42)
331-CEDAR JOHNSON RD RECONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-CEMETERY PERPETUAL FUND	136,232.41	300.00	0.00	136,532.41	0.00	0.00	136,532.41
501-KROUTH PRINCIPAL FUND	54,660.21	755.34	0.00	55,415.55	0.00	0.00	55,415.55
502-KROUTH INTEREST FUND	25,613.69	353.14	0.00	25,966.83	0.00	0.00	25,966.83
600-WATER FUND	552,439.89	67,799.54	182,842.91	437,396.52	0.00	0.00	437,396.52
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	60,133.77	5,212.08	60,107.50	5,238.35	0.00	0.00	5,238.35
610-SEWER FUND	956,456.12	89,453.73	133,685.50	912,224.35	0.00	0.00	912,224.35
611-SEWER FUND SPECIAL	965,500.37	42,904.31	380,536.40	627,868.28	0.00	0.00	627,868.28
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	216,682.68	5,908.50	1,295.48	221,295.70	0.00	0.00	221,295.70
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>	<b>7,537,217.31</b>	<b>2,314,507.99</b>	<b>2,301,351.06</b>	<b>7,550,374.24</b>	<b>0.00</b>	<b>0.00</b>	<b>7,550,374.24</b>

\*\*\* END OF REPORT \*\*\*

CITY OF WEST BRANCH  
 YTD TREASURERS REPORT  
 AS OF: JUNE 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	2,123,608.38	1,496,452.04	2,554,262.88	0.00	0.00	2,554,262.88
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	27,532.75	27,561.94	47,975.35	0.00	0.00	47,975.35
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	237,229.22	196,015.03	181,478.37	0.00	0.00	181,478.37
036-TORT LIABILITY	19,354.65	82,668.84	96,586.09	5,437.40	0.00	0.00	5,437.40
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	354,402.76	271,537.21	226,098.00	0.00	0.00	226,098.00
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	389,681.56	263,357.24	463,701.01	0.00	0.00	463,701.01
119-EMERGENCY TAX FUND	5,268.84	44,429.54	42,822.00	6,876.38	0.00	0.00	6,876.38
121-OPTION TAX	354,223.23	311,032.23	238,200.00	427,055.46	0.00	0.00	427,055.46
125-T I F	107,755.95	584,803.01	605,454.00	87,104.96	0.00	0.00	87,104.96
126-TIF LMI MEADOWS PT 4	13,479.59	70,062.66	0.00	83,542.25	0.00	0.00	83,542.25
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	1,070,258.94	1,073,507.50	281,930.83	0.00	0.00	281,930.83
300-CAPITAL IMPROV. RESERVE	125,745.00	84,765.63	0.00	210,510.63	0.00	0.00	210,510.63
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	150,000.00	0.00	172,412.82	0.00	0.00	172,412.82
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	148,967.02	92,690.89	0.00	0.00	92,690.89
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	3,683,931.71	3,701,211.26	62,720.45	0.00	0.00	62,720.45
326-ROUNDAABOUT MAIN & CEDAR-J	( 51,236.09)	1,347,197.70	1,135,140.89	160,820.72	0.00	0.00	160,820.72
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: JUNE 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	1,175,494.61	320,331.70	0.00	0.00	320,331.70
330-EASTSIDE WATER MAIN PH2	0.00	343,782.87	352,876.29	( 9,093.42)	0.00	0.00	( 9,093.42)
331-CEDAR JOHNSON RD RECONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-CEMETERY PERPETUAL FUND	131,922.36	4,610.05	0.00	136,532.41	0.00	0.00	136,532.41
501-KROUTH PRINCIPAL FUND	52,634.25	2,781.30	0.00	55,415.55	0.00	0.00	55,415.55
502-KROUTH INTEREST FUND	24,666.83	1,300.00	0.00	25,966.83	0.00	0.00	25,966.83
600-WATER FUND	327,497.42	819,844.29	709,945.19	437,396.52	0.00	0.00	437,396.52
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	61,832.27	61,767.50	5,238.35	0.00	0.00	5,238.35
610-SEWER FUND	724,784.24	1,032,280.20	844,840.09	912,224.35	0.00	0.00	912,224.35
611-SEWER FUND SPECIAL	550,682.88	514,851.72	437,666.32	627,868.28	0.00	0.00	627,868.28
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	71,258.02	33,406.66	221,295.70	0.00	0.00	221,295.70
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>	<b>5,215,601.07</b>	<b>15,592,040.14</b>	<b>13,257,266.97</b>	<b>7,550,374.24</b>	<b>0.00</b>	<b>0.00</b>	<b>7,550,374.24</b>

\*\*\* END OF REPORT \*\*\*

PROGRAM EXPENDITURES FOR THE MONTH OF JUNE 2024

100.00%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
<b>PUBLIC SAFETY</b>					
<b>POLICE DEPARTMENT</b>					
GENERAL FUND	\$ 489,504.00	\$ 60,571.40	\$ 376,881.68	\$ 112,622.32	76.99%
TORT LIABILITY	\$ 19,122.00	\$ -	\$ 13,285.66	\$ 5,836.34	69.48%
TRUST & AGENCY	\$ 97,777.00	\$ 9,037.89	\$ 69,046.45	\$ 28,730.55	70.62%
<b>FIRE DEPARTMENT</b>					
GENERAL FUND	\$ 287,550.00	\$ 31,107.05	\$ 99,249.59	\$ 188,300.41	34.52%
TORT LIABILITY	\$ 46,968.00	\$ -	\$ 46,772.71	\$ 195.29	99.58%
TRUST & AGENCY	\$ 41,303.00	\$ 3,922.50	\$ 26,176.61	\$ 15,126.39	63.38%
<b>BUILDING INSPECTIONS</b>				\$ -	#DIV/0!
GENERAL FUND	\$ 70,623.00	\$ 3,760.04	\$ 42,764.11	\$ 27,858.89	60.55%
TORT LIABILITY	\$ 500.00	\$ -	\$ 447.93	\$ 52.07	89.59%
TRUST & AGENCY	\$ 17,850.00	\$ 1,092.57	\$ 11,532.98	\$ 6,317.02	64.61%
ANIMAL CONTROL	\$ 3,800.00	\$ -	\$ -	\$ 3,800.00	0.00%
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 1,074,997.00</b>	<b>\$ 109,491.45</b>	<b>\$ 686,157.72</b>	<b>\$ 388,839.28</b>	<b>63.83%</b>
<b>PUBLIC WORKS</b>					
<b>ROADS &amp; STREETS</b>					
GENERAL FUND	\$ 59,000.00	\$ 845.00	\$ 22,776.54	\$ 36,223.46	38.60%
TORT LIABILITY	\$ 18,022.00	\$ -	\$ 15,146.09	\$ 2,875.91	84.04%
ROAD USE TAX FUND	\$ 315,953.00	\$ 16,414.36	\$ 271,537.21	\$ 44,415.79	85.94%
TRUST & AGENCY	\$ 60,195.00	\$ 3,194.10	\$ 35,664.22	\$ 24,530.78	59.25%
STREET LIGHTING - GENERAL FUND	\$ 40,000.00	\$ 3,437.71	\$ 37,228.60	\$ 2,771.40	93.07%
SOLID WASTE - GENERAL FUND	\$ 275,218.00	\$ 19,710.75	\$ 235,499.07	\$ 39,718.93	85.57%
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 768,388.00</b>	<b>\$ 43,601.92</b>	<b>\$ 617,851.73</b>	<b>\$ 150,536.27</b>	<b>80.41%</b>
<b>TOTAL HEALTH &amp; SOCIAL SERVICES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>CULTURE &amp; RECREATION</b>					
<b>LIBRARY</b>					
GENERAL FUND	\$ 231,365.00	\$ 19,249.32	\$ 196,015.03	\$ 35,349.97	84.72%
TORT LIABILITY	\$ 5,560.00	\$ -	\$ 5,429.51	\$ 130.49	97.65%
TRUST & AGENCY	\$ 48,341.00	\$ 3,251.91	\$ 44,936.40	\$ 3,404.60	92.96%
<b>PARKS &amp; RECREATION</b>				\$ -	
GENERAL FUND	\$ 228,196.00	\$ 16,283.76	\$ 126,791.66	\$ 101,404.34	55.56%
TORT LIABILITY	\$ 6,863.00	\$ -	\$ 6,624.56	\$ 238.44	96.53%
TRUST & AGENCY	\$ 53,368.00	\$ 2,447.60	\$ 19,061.71	\$ 34,306.29	35.72%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
CEMETERY					
GENERAL FUND	\$ 92,223.00	\$ 5,197.80	\$ 63,068.05	\$ 29,154.95	68.39%
TORT LIABILITY	\$ 3,094.00	\$ -	\$ 2,462.66	\$ 631.34	79.59%
TRUST & AGENCY	\$ 18,293.00	\$ 1,142.53	\$ 12,678.86	\$ 5,614.14	69.31%
CIVIC CENTER				\$ -	
GENERAL FUND	\$ 32,900.00	\$ 587.10	\$ 27,561.94	\$ 5,338.06	83.77%
TRUST & AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
COMMUNITY & CULTURAL DEV. (HHTD)	\$ 32,050.00	\$ 157.17	\$ 28,155.57	\$ 3,894.43	87.85%
LOCAL CABLE ACCESS				\$ -	
GENERAL FUND	\$ 22,801.00	\$ 147.90	\$ 18,901.13	\$ 3,899.87	82.90%
TRUST & AGENCY	\$ 3,846.00	\$ -	\$ -	\$ 3,846.00	0.00%
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>\$ 778,900.00</b>	<b>\$ 48,465.09</b>	<b>\$ 551,687.08</b>	<b>\$ 227,212.92</b>	<b>70.83%</b>
<b>COMMUNITY &amp; ECONOMIC DEV.</b>					
ECONOMIC DEVELOPMENT	\$ 91,500.00	\$ -	\$ 36,296.69	\$ 55,203.31	39.67%
PLANNING & ZONING	\$ 20,000.00	\$ 1,447.00	\$ 13,002.71	\$ 6,997.29	65.01%
REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	
TIF DEBT SERVICE	\$ 183,881.00	\$ 158,321.00	\$ 183,881.00	\$ -	100.00%
<b>TOTAL COMMUNITY &amp; E.D.</b>	<b>\$ 295,381.00</b>	<b>\$ 159,768.00</b>	<b>\$ 233,180.40</b>	<b>\$ 62,200.60</b>	<b>78.94%</b>
<b>GENERAL GOVERNMENT</b>					
MAYOR & COUNCIL					
GENERAL FUND	\$ 20,500.00	\$ 435.19	\$ 14,695.52	\$ 5,804.48	71.69%
TRUST & AGENCY	\$ 2,906.00	\$ 47.39	\$ 1,341.49	\$ 1,564.51	46.16%
CLERK & TREASURER					
GENERAL FUND	\$ 181,346.00	\$ 18,447.03	\$ 153,122.95	\$ 28,223.05	84.44%
TORT LIABILITY	\$ 6,792.00	\$ -	\$ 6,416.97	\$ 375.03	94.48%
TRUST & AGENCY	\$ 44,670.00	\$ 3,235.57	\$ 42,918.52	\$ 1,751.48	96.08%
LEGAL SERVICES	\$ 27,000.00	\$ 2,292.89	\$ 28,227.17	\$ (1,227.17)	104.55%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$ 283,214.00</b>	<b>\$ 24,458.07</b>	<b>\$ 246,722.62</b>	<b>\$ 36,491.38</b>	<b>87.12%</b>
<b>GO DEBT SERVICE</b>	<b>\$ 1,075,309.00</b>	<b>\$ 1,250.00</b>	<b>\$ 1,073,507.50</b>	<b>\$ 1,801.50</b>	<b>99.83%</b>
<b>CAPITAL PROJECTS</b>					
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	\$ 17,199.96	\$ 148,967.02	\$ 851,032.98	14.90%
WW TREATMENT FACILITY IMP 2021	\$ 7,000,000.00	\$ 81,545.43	\$ 3,701,211.26	\$ 3,298,788.74	52.87%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
ROUNDBOUT MAIN & CEDAR	\$ 1,100,000.00	\$ -	\$ 1,135,140.89	\$ (35,140.89)	103.19%
EASTSIDE WATER MAINS PHASE 1	\$ 1,800,000.00	\$ 17,424.58	\$ 1,175,494.61	\$ 624,505.39	65.31%
EASTSIDE WATER MAINS PHASE 2	\$ 860,318.00	\$ 137,292.77	\$ 352,876.29	\$ 507,441.71	41.02%
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 12,791,030.00</b>	<b>\$ 253,462.74</b>	<b>\$ 6,858,148.16</b>	<b>\$ 5,932,881.84</b>	<b>53.62%</b>
<b>BUSINESS TYPE ACTIVITIES</b>					
WATER FUND	\$ 590,028.00	\$ 28,482.83	\$ 498,964.92	\$ 91,063.08	84.57%
TRUST & AGENCY	\$ 28,597.00	\$ -	\$ -	\$ 28,597.00	
WATER SINKING FUND	\$ 61,768.00	\$ 60,107.50	\$ 61,767.50	\$ 0.50	100.00%
SEWER FUND	\$ 341,560.00	\$ 21,238.19	\$ 260,445.37	\$ 81,114.63	76.25%
TRUST & AGENCY	\$ 23,652.00	\$ -	\$ -	\$ 23,652.00	
SEWER FUND SPECIAL	\$ 503,360.00	\$ 380,536.40	\$ 437,666.32	\$ 65,693.68	86.95%
STORM WATER UTILITY	\$ 49,664.00	\$ 1,295.48	\$ 33,406.66	\$ 16,257.34	67.27%
TRUST & AGENCY	\$ 2,522.00	\$ -	\$ -	\$ 2,522.00	0.00%
<b>TOTAL BUSINESS TYPE ACTIVITIES</b>	<b>\$ 1,601,151.00</b>	<b>\$ 491,660.40</b>	<b>\$ 1,292,250.77</b>	<b>\$ 308,900.23</b>	<b>80.71%</b>
<b>NON-DEPARTMENTAL TRANSFERS</b>					
GENERAL FUND	\$ 199,791.00	\$ 199,791.00	\$ 199,791.00	\$ -	100.00%
ROAD USE TAX	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TRUST AND AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
EMERGENCY TAX FUND	\$ 42,822.00	\$ 42,822.00	\$ 42,822.00	\$ -	100.00%
LOCAL OPTION SALES TAX	\$ 238,200.00	\$ 238,200.00	\$ 238,200.00	\$ -	100.00%
TIF	\$ 421,573.00	\$ 421,573.00	\$ 421,573.00	\$ -	100.00%
WATER FUND	\$ 210,982.00	\$ 154,360.08	\$ 210,980.27	\$ 1.73	100.00%
SEWER FUND	\$ 584,395.00	\$ 112,447.31	\$ 584,394.72	\$ 0.28	100.00%
SEWER FUND SPECIAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!
STORM WATER UTILITY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL NON-DEPARTMENTAL TRANSFERS</b>	<b>\$ 1,697,763.00</b>	<b>\$ 1,169,193.39</b>	<b>\$ 1,697,760.99</b>	<b>\$ 2.01</b>	<b>100.00%</b>
<b>TOTAL FOR ALL FUNCTIONS</b>	<b>\$ 20,366,133.00</b>	<b>\$ 2,301,351.06</b>	<b>\$ 13,257,266.97</b>	<b>\$ 7,108,866.03</b>	<b>65.09%</b>

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

001-GENERAL FUND

100.00% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	1,697,763.00	1,169,193.39	1,697,760.99	100.00	2.01
TOTAL PUBLIC SAFETY	1,074,997.00	109,491.45	686,157.72	63.83	388,839.28
TOTAL PUBLIC WORKS	768,388.00	43,601.92	617,851.73	80.41	150,536.27
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	778,900.00	48,465.09	551,687.08	70.83	227,212.92
TOTAL COMMUNITY & ECON DEVELOP	295,381.00	159,768.00	233,180.40	78.94	62,200.60
TOTAL GENERAL GOVERNMENT	283,214.00	24,458.07	246,722.62	87.12	36,491.38
TOTAL DEBT SERVICE	1,075,309.00	1,250.00	1,073,507.50	99.83	1,801.50
TOTAL CAPITAL PROJECTS	12,791,030.00	253,462.74	6,858,148.16	53.62	5,932,881.84
TOTAL BUSINESS TYPE/ENTERPRISE	1,601,151.00	491,660.40	1,292,250.77	80.71	308,900.23
<b>TOTAL EXPENDITURES</b>	<b>20,366,133.00</b>	<b>2,301,351.06</b>	<b>13,257,266.97</b>	<b>65.09</b>	<b>7,108,866.03</b>

<b>BANK TO BOOK RECONCILIATION</b>			
<b>7/31/2024</b>			
<b>BANK BALANCE @</b>			
	CASH - FIDELITY BANK & TRUST		\$ 7,033,479.77
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND		\$ 35,190.60
	<b>SUB TOTAL</b>		<b>\$ 7,068,670.37</b>
<b>ADD:</b>	<b>CD'S:</b>	<b>Bank/CD #</b>	<b>Maturity Date</b>
	ENLOW BUILDING CD	LIBERTY SAVINGS-10447	5/2/2024 \$ 11,353.56
	CEMETERY PERPETUAL CARE	HILLS BANK-30282503	1/11/2024 \$ 102,860.71
	LIBRARY-HANSEN DONATION CD	GREENSTATE-1034 (Old 1029)	8/1/2024 \$ 60,120.82
	LIBRARY-KROUTH PRINCIPAL CD	GREENSTATE-1035 (Old 1030)	9/2/2024 \$ 55,391.01
	LIBRARY-KROUTH INTEREST CD	GREENSTATE-1036 (Old 1031)	9/2/2024 \$ 25,966.83
	GEN FUND-STREETSCAPE-ACCIONA DONATION CD	GREENSTATE-1033 (Old 1028)	12/6/2024 \$ 7,554.93
	<b>SAVINGS ACCOUNTS</b>		
	GENERAL FUND SAVINGS	GREENSTATE-0001	\$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT	\$ 8,523.39
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT	\$ 16,355.29
	<b>TOTAL CD'S &amp; SAVINGS ACCOUNTS</b>		
			<b>\$ 288,131.54</b>
	<b>SUB TOTAL</b>		
			<b>\$ 7,356,801.91</b>
PLUS	O/S DEPOSITS		\$ -
PLUS	ADJUSTMENTS		\$ -
LESS:	O/S CREDIT CARD		\$ -
LESS:	O/S CHECKS		\$ 11,271.32
	<b>ENDING BOOK BALANCE</b>		
			<b>\$ 7,345,530.59</b>
	NON-RECONCILIATION ITEM-CUBBY PARK CONCESSIONS		\$ 600.00

**CLERK'S REPORT FOR THE MONTH OF JULY 2024**

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
<b>GENERAL</b>									
*(001) GENERAL OPERATING FUND	\$ 2,328,712.11	\$ 5.00	\$ 2,328,717.11	\$ 53,619.03		\$ 155,969.60			\$ 2,226,366.54
** FIRE APPARATUS RESERVE	\$ 44,811.50	\$ -	\$ 44,811.50						\$ 44,811.50
POLICE APPARATUS RESERVE	\$ 123,178.95	\$ -	\$ 123,178.95						\$ 123,178.95
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	\$ -	\$ 7,554.93	\$ 7,554.93						\$ 7,554.93
PARK EQUIPMENT/RESERVE	\$ 18,000.00	\$ -	\$ 18,000.00						\$ 18,000.00
(022) CIVIC CENTER	\$ 47,975.35	\$ -	\$ 47,975.35	\$ 774.32		\$ 1,102.22			\$ 47,647.45
(027) MEMORIAL GARDEN PROJECT	\$ 414.00	\$ -	\$ 414.00						\$ 414.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ 85,149.85	\$ 96,328.52	\$ 181,478.37	\$ 525.15		\$ 13,387.77			\$ 168,615.75
(036) TORT LIABILITY	\$ 5,437.40	\$ -	\$ 5,437.40	\$ 202.11					\$ 5,639.51
<b>SPECIAL REVENUE</b>									
(110) ROAD USE TAX	\$ 226,098.00	\$ -	\$ 226,098.00	\$ 28,548.45		\$ 16,873.36			\$ 237,773.09
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 463,701.01	\$ -	\$ 463,701.01	\$ 3,498.42		\$ 35,681.50			\$ 431,517.93
(119) EMERGENCY TAX FUND	\$ 6,876.38	\$ -	\$ 6,876.38	\$ 108.64					\$ 6,985.02
(121) LOCAL OPTION SALES TAX	\$ 427,055.46	\$ -	\$ 427,055.46	\$ 27,894.90					\$ 454,950.36
(125) TIF	\$ 87,104.96	\$ -	\$ 87,104.96	\$ 76.32					\$ 87,181.28
(126) TIF LMI MEADOWS PT 4	\$ 83,542.25	\$ -	\$ 83,542.25						\$ 83,542.25
(160) REVOLVING LOAN FUND	\$ 137,082.45	\$ -	\$ 137,082.45						\$ 137,082.45
<b>DEBT SERVICE</b>									
(226) DEBT SERVICE	\$ 281,930.83	\$ -	\$ 281,930.83	\$ 970.73					\$ 282,901.56
<b>CAPITAL PROJECTS</b>									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 210,510.63	\$ -	\$ 210,510.63	\$ 207.39					\$ 210,718.02
(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	\$ 172,412.82	\$ -	\$ 172,412.82						\$ 172,412.82
(319) RELOCATION OF WATER & SEWER LINES	\$ (365,572.60)	\$ -	\$ (365,572.60)						\$ (365,572.60)
(321) WIDENING WAPSI CREEK @ BERANEK PARK	\$ 92,690.89	\$ -	\$ 92,690.89			\$ 6,882.50			\$ 85,808.39
(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	\$ 62,720.45	\$ -	\$ 62,720.45			\$ 68,266.92			\$ (5,546.47)
(326) ROUNDABOUT MAIN & CEDAR	\$ 160,820.72	\$ -	\$ 160,820.72			\$ 4,320.00			\$ 156,500.72
(327) SPONSORED WATER QUALITY IMPE 2021	\$ (20,000.00)	\$ -	\$ (20,000.00)						\$ (20,000.00)
(329) EASTSIDE WATER MAINS PH1	\$ 320,331.70	\$ -	\$ 320,331.70						\$ 320,331.70
(330) EASTSIDE WATER MAINS PH2	\$ (9,093.42)	\$ -	\$ (9,093.42)						\$ (9,093.42)
(331) CEDAR JOHNSON RD RECONSTRUCT	\$ -	\$ -	\$ -			\$ 30,556.72			\$ (30,556.72)
<b>PERMANENT</b>									
(500) CEMETERY PERPETUAL FUND	\$ 34,890.60	\$ 101,641.81	\$ 136,532.41	\$ 1,518.90					\$ 138,051.31
(501) KROUTH PRINCIPAL FUND	\$ (0.00)	\$ 55,415.55	\$ 55,415.55						\$ 55,415.55
(502) KROUTH INTEREST FUND	\$ (0.00)	\$ 25,966.83	\$ 25,966.83						\$ 25,966.83
<b>ENTERPRISE</b>									
(600) WATER FUND	\$ 437,396.52	\$ -	\$ 437,396.52	\$ 74,404.31		\$ 125,447.85	\$ 10,817.65		\$ 375,535.33
(603) WATER SINKING FUND	\$ 5,238.35	\$ -	\$ 5,238.35	\$ -	\$ 10,817.65				\$ 16,056.00
(610) SEWER FUND	\$ 912,224.35	\$ -	\$ 912,224.35	\$ 88,568.48		\$ 32,177.20	\$ 53,438.47		\$ 915,177.16
(611) SEWER FUND SPECIAL	\$ 627,868.28	\$ -	\$ 627,868.28	\$ -	\$ 53,438.47				\$ 681,306.75
(614) WASTEWATER LIFT STATION	\$ -	\$ -	\$ -						\$ -
(740) STORM WATER UTILITY	\$ 221,295.70	\$ -	\$ 221,295.70	\$ 5,954.25		\$ 1,049.41			\$ 226,200.54
<b>TOTAL</b>	<b>\$ 7,263,461.60</b>	<b>\$ 286,912.64</b>	<b>\$ 7,550,374.24</b>	<b>\$ 286,871.40</b>	<b>\$ 64,256.12</b>	<b>\$ 491,715.05</b>	<b>\$ 64,256.12</b>	<b>\$ -</b>	<b>\$ 7,345,530.59</b>
O/S CHECKS			\$53,024.19						\$11,271.32
ADJUSTMENTS			\$0.00						\$0.00
O/S DEPOSIT			\$0.00						\$0.00
O/S CREDIT CARD			\$0.00						\$0.00
<b>BANK STATEMENT BALANCE</b>			<b>\$7,603,398.43</b>						<b>\$7,356,801.91</b>

CITY OF WEST BRANCH  
 MTD TREASURERS REPORT  
 AS OF: JULY 31ST, 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	2,554,262.88	53,619.03	155,969.60	2,451,912.31	0.00	0.00	2,451,912.31
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	47,975.35	774.32	1,102.22	47,647.45	0.00	0.00	47,647.45
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	181,478.37	525.15	13,387.77	168,615.75	0.00	0.00	168,615.75
036-TORT LIABILITY	5,437.40	202.11	0.00	5,639.51	0.00	0.00	5,639.51
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	226,098.00	28,548.45	16,873.36	237,773.09	0.00	0.00	237,773.09
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	463,701.01	3,498.42	35,681.50	431,517.93	0.00	0.00	431,517.93
119-EMERGENCY TAX FUND	6,876.38	108.64	0.00	6,985.02	0.00	0.00	6,985.02
121-OPTION TAX	427,055.46	27,894.90	0.00	454,950.36	0.00	0.00	454,950.36
125-T I F	87,104.96	76.32	0.00	87,181.28	0.00	0.00	87,181.28
126-TIF LMI MEADOWS PT 4	83,542.25	0.00	0.00	83,542.25	0.00	0.00	83,542.25
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	281,930.83	970.73	0.00	282,901.56	0.00	0.00	282,901.56
300-CAPITAL IMPROV. RESERVE	210,510.63	207.39	0.00	210,718.02	0.00	0.00	210,718.02
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	172,412.82	0.00	0.00	172,412.82	0.00	0.00	172,412.82
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	92,690.89	0.00	6,882.50	85,808.39	0.00	0.00	85,808.39
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	62,720.45	0.00	68,266.92	( 5,546.47)	0.00	0.00	( 5,546.47)
326-ROUNDAABOUT MAIN & CEDAR-J	160,820.72	0.00	4,320.00	156,500.72	0.00	0.00	156,500.72
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: JULY 31ST, 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	320,331.70	0.00	0.00	320,331.70	0.00	0.00	320,331.70
330-EASTSIDE WATER MAIN PH2	( 9,093.42)	0.00	0.00	( 9,093.42)	0.00	0.00	( 9,093.42)
331-CEDAR JOHNSON RD RECONS	0.00	0.00	30,556.72	( 30,556.72)	0.00	0.00	( 30,556.72)
500-CEMETERY PERPETUAL FUND	136,532.41	1,518.90	0.00	138,051.31	0.00	0.00	138,051.31
501-KROUTH PRINCIPAL FUND	55,415.55	0.00	0.00	55,415.55	0.00	0.00	55,415.55
502-KROUTH INTEREST FUND	25,966.83	0.00	0.00	25,966.83	0.00	0.00	25,966.83
600-WATER FUND	437,396.52	74,404.31	136,265.50	375,535.33	0.00	0.00	375,535.33
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	5,238.35	10,817.65	0.00	16,056.00	0.00	0.00	16,056.00
610-SEWER FUND	912,224.35	88,568.48	85,615.67	915,177.16	0.00	0.00	915,177.16
611-SEWER FUND SPECIAL	627,868.28	53,438.47	0.00	681,306.75	0.00	0.00	681,306.75
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	221,295.70	5,954.25	1,049.41	226,200.54	0.00	0.00	226,200.54
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>	<b>7,550,374.24</b>	<b>351,127.52</b>	<b>555,971.17</b>	<b>7,345,530.59</b>	<b>0.00</b>	<b>0.00</b>	<b>7,345,530.59</b>

\*\*\* END OF REPORT \*\*\*

CITY OF WEST BRANCH  
 YTD TREASURERS REPORT  
 AS OF: JULY 31ST, 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	2,554,262.88	53,619.03	155,969.60	2,451,912.31	0.00	0.00	2,451,912.31
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	47,975.35	774.32	1,102.22	47,647.45	0.00	0.00	47,647.45
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	181,478.37	525.15	13,387.77	168,615.75	0.00	0.00	168,615.75
036-TORT LIABILITY	5,437.40	202.11	0.00	5,639.51	0.00	0.00	5,639.51
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	226,098.00	28,548.45	16,873.36	237,773.09	0.00	0.00	237,773.09
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	463,701.01	3,498.42	35,681.50	431,517.93	0.00	0.00	431,517.93
119-EMERGENCY TAX FUND	6,876.38	108.64	0.00	6,985.02	0.00	0.00	6,985.02
121-OPTION TAX	427,055.46	27,894.90	0.00	454,950.36	0.00	0.00	454,950.36
125-T I F	87,104.96	76.32	0.00	87,181.28	0.00	0.00	87,181.28
126-TIF LMI MEADOWS PT 4	83,542.25	0.00	0.00	83,542.25	0.00	0.00	83,542.25
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	281,930.83	970.73	0.00	282,901.56	0.00	0.00	282,901.56
300-CAPITAL IMPROV. RESERVE	210,510.63	207.39	0.00	210,718.02	0.00	0.00	210,718.02
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	172,412.82	0.00	0.00	172,412.82	0.00	0.00	172,412.82
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	92,690.89	0.00	6,882.50	85,808.39	0.00	0.00	85,808.39
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	62,720.45	0.00	68,266.92	( 5,546.47)	0.00	0.00	( 5,546.47)
326-ROUNDAABOUT MAIN & CEDAR-J	160,820.72	0.00	4,320.00	156,500.72	0.00	0.00	156,500.72
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: JULY 31ST, 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	320,331.70	0.00	0.00	320,331.70	0.00	0.00	320,331.70
330-EASTSIDE WATER MAIN PH2	( 9,093.42)	0.00	0.00	( 9,093.42)	0.00	0.00	( 9,093.42)
331-CEDAR JOHNSON RD RECONS	0.00	0.00	30,556.72	( 30,556.72)	0.00	0.00	( 30,556.72)
500-CEMETERY PERPETUAL FUND	136,532.41	1,518.90	0.00	138,051.31	0.00	0.00	138,051.31
501-KROUTH PRINCIPAL FUND	55,415.55	0.00	0.00	55,415.55	0.00	0.00	55,415.55
502-KROUTH INTEREST FUND	25,966.83	0.00	0.00	25,966.83	0.00	0.00	25,966.83
600-WATER FUND	437,396.52	74,404.31	136,265.50	375,535.33	0.00	0.00	375,535.33
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	5,238.35	10,817.65	0.00	16,056.00	0.00	0.00	16,056.00
610-SEWER FUND	912,224.35	88,568.48	85,615.67	915,177.16	0.00	0.00	915,177.16
611-SEWER FUND SPECIAL	627,868.28	53,438.47	0.00	681,306.75	0.00	0.00	681,306.75
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	221,295.70	5,954.25	1,049.41	226,200.54	0.00	0.00	226,200.54
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>	<b>7,550,374.24</b>	<b>351,127.52</b>	<b>555,971.17</b>	<b>7,345,530.59</b>	<b>0.00</b>	<b>0.00</b>	<b>7,345,530.59</b>

\*\*\* END OF REPORT \*\*\*

**PROGRAM EXPENDITURES FOR THE MONTH OF JULY 2024**

8.33%

<b>FUNCTIONS</b>	<b>BUDGET</b>	<b>MTD EXP</b>	<b>YTD EXP</b>	<b>REMAINING</b>	<b>PERCENT</b>
	<b>EXP</b>			<b>BALANCE</b>	<b>OF EXPENSES</b>
<b>PUBLIC SAFETY</b>					
<b>POLICE DEPARTMENT</b>					
GENERAL FUND	\$ 740,370.00	\$ 46,133.55	\$ 46,133.55	\$ 694,236.45	6.23%
TORT LIABILITY	\$ 13,659.00	\$ -	\$ -	\$ 13,659.00	0.00%
TRUST & AGENCY	\$ 146,830.00	\$ 11,677.77	\$ 11,677.77	\$ 135,152.23	7.95%
<b>FIRE DEPARTMENT</b>					
GENERAL FUND	\$ 284,250.00	\$ 9,032.73	\$ 9,032.73	\$ 275,217.27	3.18%
TORT LIABILITY	\$ 22,000.00	\$ -	\$ -	\$ 22,000.00	0.00%
TRUST & AGENCY	\$ 67,901.00	\$ 5,323.97	\$ 5,323.97	\$ 62,577.03	7.84%
<b>BUILDING INSPECTIONS</b>				\$ -	#DIV/0!
GENERAL FUND	\$ 52,990.00	\$ 3,357.26	\$ 3,357.26	\$ 49,632.74	6.34%
TRUST & AGENCY	\$ 12,387.00	\$ 1,122.26	\$ 1,122.26	\$ 11,264.74	9.06%
<b>ANIMAL CONTROL</b>	\$ 4,050.00	\$ -	\$ -	\$ 4,050.00	0.00%
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 1,344,437.00</b>	<b>\$ 76,647.54</b>	<b>\$ 76,647.54</b>	<b>\$ 1,267,789.46</b>	<b>5.70%</b>
<b>PUBLIC WORKS</b>					
<b>ROADS &amp; STREETS</b>					
GENERAL FUND	\$ 43,250.00	\$ -	\$ -	\$ 43,250.00	0.00%
TORT LIABILITY	\$ 17,181.00	\$ -	\$ -	\$ 17,181.00	0.00%
ROAD USE TAX FUND	\$ 325,174.00	\$ 16,873.36	\$ 16,873.36	\$ 308,300.64	5.19%
TRUST & AGENCY	\$ 67,038.00	\$ 5,208.90	\$ 5,208.90	\$ 61,829.10	7.77%
STREET LIGHTING - GENERAL FUND	\$ 41,000.00	\$ 2,494.21	\$ 2,494.21	\$ 38,505.79	6.08%
SOLID WASTE - GENERAL FUND	\$ 297,028.00	\$ 33,965.32	\$ 33,965.32	\$ 263,062.68	11.44%
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 790,671.00</b>	<b>\$ 58,541.79</b>	<b>\$ 58,541.79</b>	<b>\$ 732,129.21</b>	<b>7.40%</b>
<b>TOTAL HEALTH &amp; SOCIAL SERVICES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>CULTURE &amp; RECREATION</b>					
<b>LIBRARY</b>					
GENERAL FUND	\$ 201,215.00	\$ 13,387.77	\$ 13,387.77	\$ 187,827.23	6.65%
TORT LIABILITY	\$ 5,040.00	\$ -	\$ -	\$ 5,040.00	0.00%
TRUST & AGENCY	\$ 41,151.00	\$ 3,372.89	\$ 3,372.89	\$ 37,778.11	8.20%
<b>PARKS &amp; RECREATION</b>				\$ -	
GENERAL FUND	\$ 235,033.00	\$ 15,556.39	\$ 15,556.39	\$ 219,476.61	6.62%
TORT LIABILITY	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
TRUST & AGENCY	\$ 32,744.00	\$ 2,898.71	\$ 2,898.71	\$ 29,845.29	8.85%
<b>CEMETERY</b>					

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
GENERAL FUND	\$ 93,458.00	\$ 6,587.16	\$ 6,587.16	\$ 86,870.84	7.05%
TORT LIABILITY	\$ 1,547.00	\$ -	\$ -	\$ 1,547.00	0.00%
TRUST & AGENCY	\$ 27,881.00	\$ 1,565.60	\$ 1,565.60	\$ 26,315.40	5.62%
CIVIC CENTER				\$ -	
GENERAL FUND	\$ 20,900.00	\$ 1,102.22	\$ 1,102.22	\$ 19,797.78	5.27%
TRUST & AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
COMMUNITY & CULTURAL DEV.	\$ 12,500.00	\$ 20.75	\$ 20.75	\$ 12,479.25	0.17%
LOCAL CABLE ACCESS				\$ -	
GENERAL FUND	\$ 24,395.00	\$ 13,532.85	\$ 13,532.85	\$ 10,862.15	55.47%
HISTORIC PRESERVATION	\$ 750.00	\$ -	\$ -	\$ 750.00	0.00%
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>\$ 701,614.00</b>	<b>\$ 58,024.34</b>	<b>\$ 58,024.34</b>	<b>\$ 643,589.66</b>	<b>8.27%</b>
<b>COMMUNITY &amp; ECONOMIC DEV.</b>					
ECONOMIC DEVELOPMENT	\$ 40,500.00	\$ 110.00	\$ 110.00	\$ 40,390.00	0.27%
PLANNING & ZONING	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	
TIF DEBT SERVICE	\$ 154,887.00	\$ -	\$ -	\$ 154,887.00	0.00%
<b>TOTAL COMMUNITY &amp; E.D.</b>	<b>\$ 215,387.00</b>	<b>\$ 110.00</b>	<b>\$ 110.00</b>	<b>\$ 215,277.00</b>	<b>0.05%</b>
<b>GENERAL GOVERNMENT</b>					
MAYOR & COUNCIL					
GENERAL FUND	\$ 21,500.00	\$ 435.19	\$ 435.19	\$ 21,064.81	2.02%
TRUST & AGENCY	\$ 2,906.00	\$ 47.39	\$ 47.39	\$ 2,858.61	1.63%
CLERK & TREASURER					
GENERAL FUND	\$ 202,420.00	\$ 22,045.48	\$ 22,045.48	\$ 180,374.52	10.89%
TORT LIABILITY	\$ 5,785.00	\$ -	\$ -	\$ 5,785.00	0.00%
TRUST & AGENCY	\$ 48,187.00	\$ 4,464.01	\$ 4,464.01	\$ 43,722.99	9.26%
LEGAL SERVICES	\$ 27,000.00	\$ 2,698.71	\$ 2,698.71	\$ 24,301.29	10.00%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$ 307,798.00</b>	<b>\$ 29,690.78</b>	<b>\$ 29,690.78</b>	<b>\$ 278,107.22</b>	<b>9.65%</b>
<b>GO DEBT SERVICE</b>	<b>\$ 1,326,991.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,326,991.00</b>	<b>0.00%</b>
<b>CAPITAL PROJECTS</b>					
(308) PARK IMPROVEMENTS	\$ 14,827.00	\$ -	\$ -	\$ 14,827.00	0.00%
(321) WIDENING WAPSI CREEK	\$ 800,000.00	\$ 6,882.50	\$ 6,882.50	\$ 793,117.50	0.86%
(324) WW TREATMENT FACILITY 2021	\$ 1,100,000.00	\$ 68,266.92	\$ 68,266.92	\$ 1,031,733.08	6.21%
(324) ROUNDABOUT MAIN & CEDAR	\$ -	\$ 4,320.00	\$ 4,320.00	\$ (4,320.00)	#DIV/0!
(330) EASTSIDE WATER MAINS PHASE 2	\$ 1,200,000.00	\$ -	\$ -	\$ 1,200,000.00	0.00%

<b>FUNCTIONS</b>	<b>BUDGET EXP</b>	<b>MTD EXP</b>	<b>YTD EXP</b>	<b>REMAINING BALANCE</b>	<b>PERCENT OF EXPENSES</b>
(331) CEDAR JOHNSON RD RECON	\$ -	\$ 30,556.72	\$ 30,556.72	\$ (30,556.72)	#DIV/0!
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 3,114,827.00</b>	<b>\$ 110,026.14</b>	<b>\$ 110,026.14</b>	<b>\$ 3,004,800.86</b>	<b>3.53%</b>
<b>BUSINESS TYPE ACTIVITIES</b>					
WATER FUND	\$ 561,244.00	\$ 125,447.85	\$ 125,447.85	\$ 435,796.15	22.35%
WATER SINKING FUND	\$ 62,870.00	\$ -	\$ -	\$ 62,870.00	0.00%
SEWER FUND	\$ 417,142.00	\$ 32,177.20	\$ 32,177.20	\$ 384,964.80	7.71%
SEWER FUND SPECIAL	\$ 641,261.00	\$ -	\$ -	\$ 641,261.00	0.00%
STORM WATER UTILITY	\$ 42,326.00	\$ 1,049.41	\$ 1,049.41	\$ 41,276.59	2.48%
<b>TOTAL BUSINESS TYPE ACTIVITIES</b>	<b>\$ 1,724,843.00</b>	<b>\$ 158,674.46</b>	<b>\$ 158,674.46</b>	<b>\$ 1,566,168.54</b>	<b>9.20%</b>
<b>NON-DEPARTMENTAL TRANSFERS</b>					
GENERAL FUND	\$ 188,877.00	\$ -	\$ -	\$ 188,877.00	0.00%
ROAD USE TAX	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TRUST AND AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
EMERGENCY TAX FUND	\$ -	\$ -	\$ -	\$ -	#DIV/0!
LOCAL OPTION SALES TAX	\$ 238,863.00	\$ -	\$ -	\$ 238,863.00	0.00%
TIF	\$ 514,722.00	\$ -	\$ -	\$ 514,722.00	0.00%
WATER FUND	\$ 208,288.00	\$ 10,817.65	\$ 10,817.65	\$ 197,470.35	5.19%
SEWER FUND	\$ 710,805.00	\$ 53,438.47	\$ 53,438.47	\$ 657,366.53	7.52%
SEWER FUND SPECIAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!
STORM WATER UTILITY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL NON-DEPARMENTAL TRANSFERS</b>	<b>\$ 1,861,555.00</b>	<b>\$ 64,256.12</b>	<b>\$ 64,256.12</b>	<b>\$ 1,797,298.88</b>	<b>3.45%</b>
<b>TOTAL FOR ALL FUNCTIONS</b>	<b>\$ 11,388,123.00</b>	<b>\$ 555,971.17</b>	<b>\$ 555,971.17</b>	<b>\$ 10,832,151.83</b>	<b>4.88%</b>

CITY OF WEST BRANCH  
 EXPENDITURES BY ACTIVITY (UNAUDITED)  
 AS OF: JULY 31ST, 2024

001-GENERAL FUND

08.33% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	1,861,555.00	64,256.12	64,256.12	3.45	1,797,298.88
TOTAL PUBLIC SAFETY	1,344,437.00	76,647.54	76,647.54	5.70	1,267,789.46
TOTAL PUBLIC WORKS	790,671.00	58,541.79	58,541.79	7.40	732,129.21
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	701,614.00	58,024.34	58,024.34	8.27	643,589.66
TOTAL COMMUNITY & ECON DEVELOP	215,387.00	110.00	110.00	0.05	215,277.00
TOTAL GENERAL GOVERNMENT	307,798.00	29,690.78	29,690.78	9.65	278,107.22
TOTAL DEBT SERVICE	1,326,991.00	0.00	0.00	0.00	1,326,991.00
TOTAL CAPITAL PROJECTS	3,114,827.00	110,026.14	110,026.14	3.53	3,004,800.86
TOTAL BUSINESS TYPE/ENTERPRISE	1,724,843.00	158,674.46	158,674.46	9.20	1,566,168.54
<b>TOTAL EXPENDITURES</b>	<b>11,388,123.00</b>	<b>555,971.17</b>	<b>555,971.17</b>	<b>4.88</b>	<b>10,832,151.83</b>



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
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<b>AGENDA ITEM:</b> Claims for September 16, 2024
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<b>PREPARED BY:</b> Heidi Van Auken, Finance Officer
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<b>DATE:</b> September 11, 2024
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### SUMMARY:

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



**EXPENDITURES****9/16/2024**

ALL AMERICAN CONCRETE	CONCRETE REPAIRS	17,056.00
AMAZON.COM	SUPPLIES-CITY & P&R	253.86
BAKER & TAYLOR	BOOKS	188.20
BREEDLOVE SPORTING GOODS	SLOW PITCH BALLS	136.00
BROWN'S WEST BRANCH	VEHICLE SERVICE-POLICE	129.62
BROWN'S WEST BRANCH FORD	VEHICLE SERVICE-POLICE	86.74
CEDAR CO SHERIFF'S OFFICE	PATROL RESERVES	2,765.00
CEDAR COUNTY RECORDER	RECORDING FEES	28.00
DIRK WIENEKE	CUBBY FIELD MAINTENANCE	1,800.00
EAST CENT INTERGOVT ASN.	KEEP IA BEAUTIFUL MATCH	1,000.00
ELITE HOLDING COMPANY	YOUTH VBALL SHIRTS	329.00
GRIEBAHN INDUSTRIES	WALL MOUNT HOLDERS-CITY	34.00
HAWKINS	CHEMICALS	3,307.28
HOLLYWOOD GRAPHICS	LHLM SHIRTS-P&R	372.12
IMWCA	IMWCA FY25 INSTALLMENT 3	2,747.00
IA DEPT OF PUBLIC SAFETY	WARRANTS & ARTICLES SYSTEM	1,200.00
JJ NICHTING COMPANY	DITCH MOWER PARTS	812.19
KANOPI	ON DEMAND VIDEO SERVICE	28.00
LRS HOLDINGS	TRASH & RECYCLING AUG 2024	18,446.00
LYNCH'S EXCAVATING	INTAKE REPLACEMENTS	24,495.00
MOPPY MO'S	CLEANING SERVICES	892.50
MUNICIPAL SUPPLY	METER REPLACEMENT	275.70
OVERDRIVE	DIGITAL & AUDIO BOOKS	339.97
PIP PRINTING & MARKETING	BUSINESS CARDS-POLICE	245.04
PROTECT YOUTH SPORTS	COACH BACKGROUND CHECKS-P&R	108.00
PYRAMID SERVICES	MOWER PARTS	121.26
SCHINDLER-HUBBLE, DANA	TOWN HALL FEE REFUND	100.00
SINCLAIR TRACTOR	MOWER PARTS	556.85
THE HOME DEPOT PRO	PAPER TOWELS-TH	138.31
TYLER TECHNOLOGIES	AUTO METER READ PROJECT FEE	60.00
<b>TOTAL</b>		<b>78,051.64</b>

**PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS****9/13/2024****62,652.73****PAID BETWEEN MEETINGS**

SISCO	HEALTH CLAIMS 9/9/2024	232.61
AMAZON.COM	DVD, BLDG SUPPLIES	39.16
AT&T MOBILITY	WIRELESS SERVICE	259.96
IMPACT 7G	WIDENING WAPSI CREEK	2,852.50
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,536.70
WEX BANK	VEHICLE FUEL	2,141.14
SISCO	HEALTH CLAIMS 9/3/2024	8.36

VARIOUS VENDORS	UB REFUNDS	233.25
FIDELITY BANK & TRUST	DEPOSIT BOOK PURCHASE	60.08
ELITE HOLDING	UNIFORMS-PW	2,175.50
IMPACT 7G	WIDENING WAPSI CREEK	5,753.67
KNOX COMPANY	KNOX BOXES-HERITAGE & PARKSIDE	2,635.00
LEAF CAPITAL FUNDING	COPIER LEASE-CITY OFFICE	396.00
MEDIACOM	CABLE SERVICE	41.90
MIDWEST UNDERGROUND CONTRACTORS	EASTSIDE WATER MAINS PH2	78,679.00
PITNEY BOWES GLOBAL FINANCIAL	POSTAGE METER LEASE	77.37
STERICYCLE	SHREDDING SERVICES	161.17
TYLER TECH	AUTO METER READ PROJECT FEE	60.00
VERIZON WIRELESS	VERIZON WIRELESS	454.31
WEST BRANCH TIMES	LEGAL PUBLICATIONS	500.01
<b>TOTAL</b>		<b>98,297.69</b>
<b>GRAND TOTAL EXPENDITURES</b>		<b>239,002.06</b>
<b>FUND TOTALS</b>		
001 GENERAL FUND		63,664.15
022 CIVIC CENTER		323.54
031 LIBRARY		4,974.80
110 ROAD USE TAX		23,819.80
112 TRUST AND AGENCY		13,574.62
321 WIDENING WAPSI CREEK		8,606.17
330 EASTSIDE WATER MAIN PH2		78,679.00
600 WATER FUND		12,318.35
610 SEWER FUND		8,015.77
740 STORM WATER UTILITY		<u>25,025.86</u>
<b>GRAND FUND TOTAL</b>		<b>239,002.06</b>

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	CEDAR CO SHERIFF'S OFFICE PIP PRINTING & MARKETING SERVICES BROWN'S WEST BRANCH IOWA DEPARTMENT OF PUBLIC SAFETY BROWN'S WEST BRANCH FORD LLC MOPPY MO'S LLC	PATROL RESERVES	2,765.00
			BUSINESS CARDS-POLICE	245.04
			VEHICLE SERVICE-POLICE	129.62
			WARRANTS & ARTICLES SYSTEM	1,200.00
			VEHICLE SERVICE-POLICE	86.74
			CLEANING SERVICES-POLICE	17.50
			TOTAL:	4,443.90
PARK & RECREATION	GENERAL FUND	HOLLYWOOD GRAPHICS ELITE HOLDING COMPANY DIRK WIENEKE AMAZON.COM.CA., INC. PROTECT YOUTH SPORTS MOPPY MO'S LLC BREEDLOVE SPORTING GOODS	LHLM SHIRTS-P&R	372.12
			YOUTH VBALL SHIRTS	329.00
			CUBBY FIELD MAINTENANCE	1,800.00
			SUPPLIES-CITY & P&R	221.69
			COACH BACKGROUND CHECKS-P&	108.00
			CLEANING SERVICES-CITY TH	175.00
			SLOW PITCH BALLS	136.00
			TOTAL:	3,141.81
CEMETERY	GENERAL FUND	PYRAMID SERVICES INC. SINCLAIR TRACTOR	MOWER PARTS	121.26
			MOWER PARTS	556.85
			TOTAL:	678.11
ECONOMIC DEVELOPMENT	GENERAL FUND	EAST CENT INTERGOVT ASN.	KEEP IA BEAUTIFUL MATCH	1,000.00
			TOTAL:	1,000.00
MAYOR AND COUNCIL	GENERAL FUND	AMAZON.COM.CA., INC.	SUPPLIES-CITY & P&R	23.98
			TOTAL:	23.98
CLERK & TREASURER	GENERAL FUND	THE HOME DEPOT PRO GRIEBAHN INDUSTRIES INC AMAZON.COM.CA., INC. MOPPY MO'S LLC	BLDG SUPPLIES-CITY	89.77
			WALL MOUNT HOLDERS-CITY	34.00
			SUPPLIES-CITY & P&R	8.19
			CLEANING SERVICES-CITY TH	175.00
			TOTAL:	306.96
LEGAL SERVICES	GENERAL FUND	CEDAR COUNTY RECORDER	RECORDING FEES	28.00
			TOTAL:	28.00
SOLID WASTE	GENERAL FUND	LRS HOLDINGS, LLC	TRASH & RECYCLING AUG 2024	18,446.00
			TOTAL:	18,446.00
TOWN HALL	CIVIC CENTER	THE HOME DEPOT PRO MOPPY MO'S LLC SCHINDLER-HUBBLE, DANA	PAPER TOWELS-TH	48.54
			CLEANING SERVICES-CITY TH	175.00
			TOWN HALL FEE REFUND	100.00
			TOTAL:	323.54
LIBRARY	LIBRARY	OVERDRIVE INC  BAKER & TAYLOR INC. KANOPY MOPPY MO'S LLC	DIGITAL & AUDIO BOOKS	337.48
			DIGITAL & AUDIO BOOKS	2.49
			BOOKS	188.20
			ON DEMAND VIDEO SERVICE	28.00
			JANITORIAL SERVICES-LIBRAR	350.00
			TOTAL:	906.17
ROADS & STREETS	ROAD USE TAX	ALL AMERICAN CONCRETE INC JJ NICHTING COMPANY	CONCRETE REPAIRS	17,056.00
			DITCH MOWER PARTS	372.11
			DITCH MOWER PARTS/LABOR	440.08
			TOTAL:	17,868.19

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATIONS	TRUST AND AGENCY	IMWCA	WORK COMP - POLICE	582.74
			TOTAL:	582.74
FIRE OPERATION	TRUST AND AGENCY	IMWCA	WORK COMP - FIRE	1,395.52
			TOTAL:	1,395.52
BUILDING INSPECTIONS	TRUST AND AGENCY	IMWCA	WORK COMP - BLDG INSPECT	19.71
			TOTAL:	19.71
ROADS & STREETS	TRUST AND AGENCY	IMWCA	WORK COMP - STREETS	439.28
			TOTAL:	439.28
LIBRARY	TRUST AND AGENCY	IMWCA	WORK COMP - LIBRARY	18.40
			TOTAL:	18.40
PARK & RECREATION	TRUST AND AGENCY	IMWCA	WORK COMP - PARK & REC	111.96
			TOTAL:	111.96
CEMETERY	TRUST AND AGENCY	IMWCA	WORK COMP - CEMETERY	44.79
			TOTAL:	44.79
CLERK & TREASURER	TRUST AND AGENCY	IMWCA	WORK COMP - ADMIN	40.42
			TOTAL:	40.42
WATER OPERATING	WATER FUND	MUNICIPAL SUPPLY INC.	METER REPLACEMENT	275.70
		TYLER TECHNOLOGIES	AUTO METER READ PROJECT FE	60.00
		HAWKINS INC	CHEMICALS	3,307.28
		IMWCA	WORK COMP - WATER	72.43
			TOTAL:	3,715.41
SEWER OPERATING	SEWER FUND	IMWCA	WORK COMP - SEWER	21.75
			TOTAL:	21.75
STORM WATER UTILITY	STORM WATER UTILIT	LYNCH'S EXCAVATING INC	INTAKE REPLACEMENTS	24,495.00
			TOTAL:	24,495.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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===== FUND TOTALS =====		
001	GENERAL FUND	28,068.76
022	CIVIC CENTER	323.54
031	LIBRARY	906.17
110	ROAD USE TAX	17,868.19
112	TRUST AND AGENCY	2,652.82
600	WATER FUND	3,715.41
610	SEWER FUND	21.75
740	STORM WATER UTILITY	24,495.00
----- GRAND TOTAL: -----		78,051.64
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TOTAL PAGES: 3



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
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<b>AGENDA ITEM:</b> <b>Resolution 2024-97</b> - Setting a date for Consultation and a date for a Public Hearing on the proposed Amendment No. 7 to the Amended and Restated West Branch Urban Renewal Plan.
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<b>PREPARED BY:</b> Adam Kofoed, City Administrator
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<b>DATE:</b> September 10, 2024
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### SUMMARY:

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

The following projects are being proposed to be added to the Amended and Restated Urban Renewal Plan:

- #28 West Branch Dental Office TIF Rebate
- #29 Cedar-Johnson Road Reconstruction

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

**RESOLUTION 2024-97**

**RESOLUTION SETTING A DATE FOR CONSULTATION AND A DATE FOR A PUBLIC HEARING ON THE PROPOSED AMENDMENT NO. 7 TO THE AMENDED AND RESTATED WEST BRANCH URBAN RENEWAL PLAN.**

**WHEREAS**, the City Council of the City of West Branch has heretofore deemed it necessary and desirable to prepare Amendment No. 7 to the Amended and Restated West Branch Urban Renewal Plan, said Amended and Restated West Branch Urban Renewal Plan being approved in May, 2016, by the West Branch City Council; and

**WHEREAS**, the City Attorney has prepared said Amendment No. 7 to the Amended and Restated West Branch Urban Renewal Plan; and

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

**NOW, THEREFORE**, the City Council of the City of West Branch, Cedar County, Iowa, hereby set a consultation date for **Monday, September 30, 2024 at 2:00 p.m.** in the Council Chambers at City Hall. Further, the City Clerk is directed that said Notice of Consultation be sent to the affected taxing entities, along with a proposed copy of the Amended and Restated West Branch Urban Renewal Plan.

**BE IT FURTHER RESOLVED**, that the City Council shall hold a **public hearing at 7:00 p.m. on Monday, October 7, 2024** on the proposed Amendment No. 7 to the Amended and Restated West Branch Urban Renewal Plan. Further, the City Clerk is directed to publish notice of said public hearing as required by law.

**Passed and approved this 16<sup>th</sup> day of September, 2024.**

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Roger Laughlin, Mayor

ATTEST:

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Leslie Brick, City Clerk

**NOTICE OF PUBLIC HEARING  
ON THE PROPOSED AMENDMENT NO. 7 TO THE  
AMENDED AND RESTATED WEST BRANCH URBAN RENEWAL  
PLAN**

PLEASE BE ADVISED that the City Council of the City of West Branch has heretofore, by Resolution, set a date for a public hearing on the adoption of the Amendment No. 7 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area.

PLEASE BE ALSO ADVISED that a **public hearing** on said proposed Amendment will be held at **7:00 p.m. on Monday, October 7, 2024** in the Council Chambers at City Hall, 110 N. Poplar Street, West Branch, Iowa 52358. At that time, the City Council will receive comments for or against said Amendment. In addition, written comments can be forwarded to the City Clerk at the above address.





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
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<b>AGENDA ITEM:</b> <b>Resolution 2024-98</b> - Approving a salary adjustment for Police Chief Greg Hall. / Move to action.
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<b>PREPARED BY:</b> Adam Kofoed, City Administrator
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<b>DATE:</b> September 10, 2024
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### SUMMARY:

After six months, the West Branch Police Chief may receive a raise after a successful completion of an orientation period.

After observing Chief Hall's years of service, he has a total of 13 years of direct law enforcement experience for Jones County, Tipton, Durant, West Branch, and University of Iowa. The West Branch Council should follow Resolution No. 2024-129 which equates each year of direct service is counted as one year of service.

The Police Chief ten year rate salary is \$93,600.

FY 25 West Branch PD Wage Scale Matrix									
Job Classification	Start	Certification							
Non Certified	\$62,400.00	\$66,560.00							
			Certified Experience Only						
			1 Year	2 Years	3 Years	5 Years	7 Years	10 Years	20 Years
Police Officer			\$69,017	\$71,474	\$73,931	\$76,388	\$78,845	\$81,302	
Police Sergeant					\$76,000	\$79,500	\$81,000	\$84,500	\$86,000
Police Chief							\$86,000	\$93,600	\$98,600

The values above should be adjusted annually for COLA. The FY26 table values can be adjusted by changing the COLA value.

The year value is given for total years of paid law enforcement service, and is laterally transferrable from another agency.

For example, if an Officer is hired and they have 15 years of law enforcement experience they could be started in the 10 year position on the mat

Pay is given each new fiscal year not on actual anniversary dates



**RESOLUTION 2024-98**

**A RESOLUTION APPROVING A SALARY ADJUSTMENT FOR  
POLICE CHIEF GREG HALL**

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

Section 1. The Employment Offer for Greg Hall (dated February 14, 2024), states that Chief Hall shall earn a pay increase for successfully completing the six-month orientation period.

Section 2. Chief Hall completed his six-month orientation period on September 4, 2024.

Section 3. The following person and position named shall be paid the annual wage indicated below and the City Clerk/Finance Officer is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the Council:

Position	Name	Current Wage	New Wage
Police Chief	Greg Hall	\$88,000 annually	\$93,600 annually

SECTION 4. The salary increase will go into effect on September 16, 2024.

Passed and approved this 16th day of September, 2024.

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

ATTEST:

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



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
-----------------------------------------

<b>AGENDA ITEM:</b> <b>Resolution 2024-99</b> - Approving a salary adjustment for Andrew (Drew) Finnegan. / Move to action.
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<b>PREPARED BY:</b> Adam Kofoed, City Administrator
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<b>DATE:</b> September 10, 2024
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### SUMMARY:

Per the West Branch Employee Handbook dated July 2024, Section III titled “Employment” (15. Compensation), Public Works employees are eligible to receive pay increases for successfully completing certain water and sewer certifications.

Drew Finnegan has now earned his Grade II Water Treatment certification and is eligible for a \$0.75 per hour pay increase. This pay increase goes into effect on the first payroll after completion.

**RESOLUTION 2024-99**

**A RESOLUTION APPROVING A SALARY ADJUSTMENT FOR ANDREW (DREW) FINNEGAN.**

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

Section 1. The City of West Branch Employee Handbook (dated July 2024), states that Public Works employees shall earn a pay increase for successfully completing a Grade II Water Treatment certification.

Section 2. Drew Finnegan successfully completed the Grade II Water Treatment certification on September 4, 2024.

Section 3. The following person and position named shall be paid the hourly wage indicated below and the City Clerk/Finance Officer is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the Council:

Position	Name	Current Wage	New Wage
Water/Wastewater Operator	Drew Finnegan	\$29.27/hr	\$30.02/hr

SECTION 4. The salary increase will go into effect on September 16, 2024.

Passed and approved this 16th day of September, 2024.

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

ATTEST:

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



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	September 16, 2024
<b>AGENDA ITEM:</b>	<b>Resolution 2024-100</b> - Approving a salary adjustment for Parks and Recreation Director Erin Laughlin. / Move to action.
<b>PREPARED BY:</b>	Adam Kofoed, City Administrator
<b>DATE:</b>	September 10, 2024

### SUMMARY:

Effective July 1, 2024, the salary threshold will increase to the equivalent of an annual salary of \$43,888 and increase to \$58,656 on Jan. 1, 2025. To learn more about the salary changes you may review this sheet from the Department of Labor.

<https://www.dol.gov/agencies/whd/overtime/rulemaking>

Although it is outside the normal procedures to authorize a pay increase after a six-month review, except for the Police Chief and City Administrator, The City of West Branch must follow federal labor laws.

The mandatory increase on this staff sheet, is not a reflection of the staff member's evaluation which has been exceptional. It is to be transparent to the public and explain the exception to employees.

The Parks and Recreation Director will be paid \$58,700.

**RESOLUTION 2024-100**

**A RESOLUTION APPROVING A SALARY ADJUSTMENT FOR  
PARKS & RECREATION DIRECTOR ERIN LAUGHLIN**

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

Section 1. The Department of Labor (Department) is updating and revising the regulations issued under the Fair Labor Standards Act implementing the exemptions from minimum wage and overtime pay requirements for executive, administrative, professional, outside sales, and computer employees.

Section 2. Specifically, the Department is setting the standard salary level at the 35th percentile of weekly earnings of full-time salaried workers in the lowest-wage Census Region (\$1,128 per week or \$58,656 annually for a full-year worker).

Section 3. The following person and position named shall be paid the annual wage indicated below and the City Clerk/Finance Officer is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the Council:

<u>Position</u>	<u>Name</u>	<u>Current Wage</u>	<u>New Wage</u>
Parks & Rec Director	Erin Laughlin	\$51,750 annually	\$58,700 annually

SECTION 4. The salary increase will go into effect on September 16, 2024.

Passed and approved this 16th day of September, 2024.

\_\_\_\_\_  
Tom Dean, Mayor Pro Tem

ATTEST:

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





## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
-----------------------------------------

<b>AGENDA ITEM:</b> <b>Resolution 2024-101</b> - Approving Pay Estimate Number 5 in the amount of \$114,796.72 to Midwest Underground Contractors Inc. for the Phase 2 Eastside Water Main Replacement Project.
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<b>PREPARED BY:</b> City Clerk, Leslie Brick
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<b>DATE:</b> September 9, 2024
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### SUMMARY:

Midwest Underground Contractors Inc., of Walford, Iowa was awarded the construction contract for the Eastside Water Main Replacement Project by the West Branch City Council through the passage of Resolution 2024-11 on February 20, 2024 in the amount of \$840,277.00.

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

Pay Estimate Number	Amount	Resolution #	Date
1	\$151,804.97	2024-48	May 6, 2024
2	\$112,526.84	2024-62	June 17, 2024
3	\$82,852.75	2024-89	August 5, 2024
4	<u>\$78,679.00</u>	2024-92	August 19, 2024
	\$425,863.56		

**RESOLUTION 2024-101**

**RESOLUTION APPROVING PAY ESTIMATE NUMBER 5 IN THE AMOUNT OF \$114,796.72 TO MIDWEST UNDERGROUND CONTRACTORS INC. FOR THE PHASE 2 EASTSIDE WATER MAIN REPLACEMENT PROJECT.**

**WHEREAS**, Midwest Underground Contractors Inc., of Walford, 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 2024-11 on February 20, 2024 in the amount of \$840,277.00; and

**WHEREAS**, Midwest Underground Contractors, 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 4 in the amount of \$425,863.56 to Midwest Underground Contractors, Inc. of Walford, Iowa to date; and

**WHEREAS**, it is now necessary for the City Council to accept Pay Estimate Number 5 in the amount of \$114,796.72 to Midwest Underground Contractors, Inc.

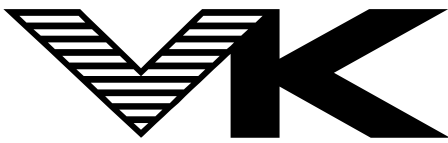
**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the West Branch, Iowa, that Pay Estimate Number 5 in the amount of \$114,796.72 to Midwest Underground Contractors, Inc. is approved.

**Passed and approved this 16th day of September, 2024.**

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

ATTEST:

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



September 6, 2024

**PAY ESTIMATE NO. 5**  
**PHASE 2 EAST SIDE WATER MAIN REPLACEMENT**  
**WEST BRANCH, IOWA**

Midwest Underground Contractors, Inc.  
3000 Highway 151 E  
Walford, IA 52351

Contract Amount \$840,277.00  
Contract Date February 20, 2024  
Pay Period Aug 8, 2024 - Sept 6, 2024

BID ITEMS							
	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
2.1	Clear + Grubb	Unit	448	\$ 22.00	\$ 9,856.00		\$ -
2.2	Special Back Fill Material	CY	350	\$ 50.00	\$ 17,500.00		\$ -
2.3	Subgrd Stbl Mtrl, PlymGrid TX-160	SY	1,120	\$ 4.00	\$ 4,480.00		\$ -
2.4	Excavation, CI 13, Rdwy + Borrow	CY	43	\$ 16.00	\$ 688.00		\$ -
2.5	Excav, CI 10, Unstbl Mtrl, Core-Out	CY	350	\$ 16.00	\$ 5,600.00		\$ -
2.6	Topsoil, Furn + Spread	CY	100	\$ 42.00	\$ 4,200.00	40	\$ 1,680.00
2.7	Topsoil, Strip, Salvage + Spread	CY	100	\$ 22.00	\$ 2,200.00		\$ -
2.8	Modified Subbase	CY	178	\$ 45.00	\$ 8,010.00	62.4	\$ 2,887.00
2.9	Rmvl of Pav't	SY	648	\$ 12.00	\$ 7,776.00	418.14	\$ 5,017.68
2.10	Rmvl of Sidewalk	SY	4	\$ 12.00	\$ 48.00	2	\$ 24.00
2.11	Disconnect & Rmvl of Water Main	LF	230	\$ 25.00	\$ 5,750.00	230	\$ 5,750.00
2.12	Rmvl of Water Valve	Ea	7	\$ 750.00	\$ 5,250.00	6	\$ 4,500.00
2.13	Rmv Storm SWR Pipe LE 36"	LF	97	\$ 30.00	\$ 2,910.00	28	\$ 840.00
2.14	Std/S-F PCC Pav't, CI A CI 3, 7"	SY	254	\$ 100.00	\$ 25,400.00	51.78	\$ 5,178.00
2.15	Std/S-F PCC Pav't, CI A CI 3, 10"	SY	394	\$ 105.00	\$ 41,370.00	408	\$ 42,840.00
2.16	St SWR G-Main, Trnch, CMP ,15"	LF	88	\$ 58.00	\$ 5,104.00		\$ -
2.17	St SWR G-Main, Trnch, CMP, 21"	LF	8	\$ 130.00	\$ 1,040.00		\$ -
2.18	Connect to Existing Storm	Ea	1	\$ 1,200.00	\$ 1,200.00		\$ -
2.19	Driveway, PCC, 6"	SY	41	\$ 100.00	\$ 4,100.00		\$ -
2.20	Sidewalk, PCC, 6"	SY	4	\$ 120.00	\$ 480.00		\$ -
2.21	WM, Bored, Certalok, 6"	LF	2,056	\$ 60.00	\$ 123,360.00	1,962	\$ 117,720.00
2.22	WM, Trenched, DR-18 C900, 6"	LF	20	\$ 40.00	\$ 800.00	99	\$ 3,960.00
2.23	WM, Bored, DIP, 6", Nitrile Gaskets	LF	1,380	\$ 98.00	\$ 135,240.00	991	\$ 97,118.00
2.24	WM, Trenched, DR-18 C900, 8"	LF	73	\$ 55.00	\$ 4,015.00	227.88	\$ 12,533.40
2.25	WM, Bored, DIP, 8", Nitrile Gaskets	LF	222	\$ 150.00	\$ 33,300.00		\$ -
2.26	WM, Trenched, DR-18 C900, 12"	LF	20	\$ 85.00	\$ 1,700.00	28	\$ 2,380.00
2.27	WM, Trenched, DIP, 12", Nitrile Ga	LF	6	\$ 350.00	\$ 2,100.00	8	\$ 2,800.00
2.28	Trenched in Place Service	Ea	25	\$ 1,500.00	\$ 37,500.00	11	\$ 16,500.00
2.29	Bored in-Place Service	Ea	38	\$ 1,900.00	\$ 72,200.00	14	\$ 26,600.00
2.30	Valve, Gate, 6"	Ea	14	\$ 2,100.00	\$ 29,400.00	12	\$ 25,200.00
2.31	Valve, Gate, 8"	Ea	2	\$ 2,800.00	\$ 5,600.00	1	\$ 2,800.00
2.32	Valve, Gate, 12"	Ea	2	\$ 4,700.00	\$ 9,400.00	1	\$ 4,700.00
2.33	Flushing Device (Blowoff), 6"	Ea	4	\$ 1,750.00	\$ 7,000.00	3	\$ 5,250.00
2.34	Fire Hydrant Assembly, WM-201	Ea	4	\$ 7,000.00	\$ 28,000.00	4	\$ 28,000.00
2.35	Construction Survey	LS	1	\$ 18,000.00	\$ 18,000.00	0.75	\$ 13,500.00
2.36	Traffic Control	LS	1	\$ 4,700.00	\$ 4,700.00	0.75	\$ 3,500.00

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
2.37	Mobilization	LS	1	\$ 55,000.00	\$ 55,000.00	0.75	\$ 41,250.00
2.38	Turf Reinforcement Mat (TRM)	Sq	50	\$ 90.00	\$ 4,500.00	10.7	\$ 963.00
2.39	Seed + Fertilize (Urban)	LS	1	\$ 17,500.00	\$ 17,500.00	0.25	\$ 4,375.00
2.40	Saw Cutting Dust Control	LS	1	\$ 3,000.00	\$ 3,000.00	0.5	\$ 1,500.00
2.41	Vibration Monitoring	LS	1	\$ 95,000.00	\$ 95,000.00	0.75	\$ 71,250.00
<b>Contract Price:</b>					<b>\$ 840,277.00</b>		<b>\$ 550,616.08</b>

### MATERIALS STORED SUMMARY

	Description	# of Units	Unit Price	Extended Cost
2.21	WM, Bored, Certalok, 6"	0	\$ 40.00	
2.23	WM, Bored, DIP, 6", Nitrile Gaskets	0	\$ 98.00	
2.24	WM, Trenched, DR-18 C900, 8"	0	\$ 55.00	
2.25	WM, Bored, DIP, 8", Nitrile Gaskets	0	\$ 150.00	
2.26	WM, Trenched, DR-18 C900, 12"	0	\$ 85.00	
2.27	WM, Trenched, DIP, 12", Nitrile Gaskets	0	\$ 350.00	
2.30	Valve, Gate, 6"	0	\$ 2,100.00	
2.31	Valve, Gate, 8"	0	\$ 2,800.00	
2.32	Valve, Gate, 12"	0	\$ 4,700.00	
<b>Total</b>				\$ -

<b>SUMMARY</b>			
		<b>Total Approved</b>	<b>Total Completed</b>
Contract Price		\$ 840,277.00	\$ 550,616.08
Approved Change Order (list each)	Change Order No. 1	\$ 18,500.00	\$ 18,500.00
	Revised Contract Price	\$ 858,777.00	\$ 569,116.08

Stored \$ -  
 Total Earned \$ 569,116.08  
 Retainage (5%) \$ 28,455.80  
**Total Earned Less Retainage \$ 540,660.28**

Total Previously Approved (list each)	Pay Estimate No. 1	\$ 151,804.97	
	Pay Estimate No. 2	\$ 112,526.84	
	Pay Estimate No. 3	\$ 82,852.75	
	Pay Estimate No. 4	\$ 78,679.00	

Total Previously Approved \$ 425,863.56

Percent Complete 66%

**Amount Due This Request \$ 114,796.72**

The amount \$114,796.72 is recommended for approval for payment in accordance with the terms of the contract.

**Prepared By:**  
Midwest Underground Contractors, Inc.

**Recommended By:**  
Veenstra & Kimm, Inc.

**Approved By:**  
West Branch, Iowa

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

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

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

Name: Justin Lopata

Name: Eric Gould

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

Title: President

Title: Engineer

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

Date: September 9, 2024

Date: September 6, 2024

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



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
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<b>AGENDA ITEM:</b> <b>Resolution 2024-102</b> – Approving an insurance proposal with Provident Fire Plus, Iowa Municipal Insurance Ltd.
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<b>PREPARED BY:</b> Finance Officer, Heidi Van Auken
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<b>DATE:</b> September 11, 2024
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### SUMMARY:

This insurance proposal is for the West Branch Fire Department and West Branch Firefighters Inc. also known as Fire Pak insurance.

***Please Note:***

***Premiums will increase upon the purchase of the new fire truck scheduled to arrive in October 2024.***

**RESOLUTION 2024-102**

**RESOLUTION APPROVING AN INSURANCE PROPOSAL WITH PROVIDENT FIRE PLUS, IOWA MUNICIPAL INSURANCE LTD.**

**WHEREAS**, the West Branch Fire Department and West Branch Firefighters Inc., received an insurance renewal quote from the Iowa Municipal Insurance LTD; and

**WHEREAS**, after reviewing the insurance renewal quote and recommendation by the West Branch Fire Chief, the City Council has decided to accept it and continue membership with Iowa Municipal Insurance Ltd., effective October 1, 2024.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Branch, Iowa, that the insurance proposal with Provident Fire Plus and Iowa Municipal Insurance is hereby approved.

**Passed and approved this 16th day of September, 2024.**

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Roger Laughlin, Mayor

ATTEST:

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Leslie Brick, City Clerk



**INSURANCE PROPOSAL  
PREPARED FOR:**

**West Branch Municipal Fire Department and West Branch Firefighters, Inc.**

**PROPOSED EFFECTIVE DATE:**

**10/1/2024 - 10/1/2025**

**PRESENTED BY:**

**Iowa Municipal Insurance Ltd**

**PROGRAM MANAGER**

[www.providentfireplus.com](http://www.providentfireplus.com)

Allied Public Risk, LLC

National Producer Number: 17536322

Provident Agency, Inc.

National Producer Number: 2007953

(800) 447- 0360

[info@providentfireplus.com](mailto:info@providentfireplus.com)

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## PREMIUM SUMMARY

**NOTE:** This proposal is prepared from information supplied to us on the application submitted by your insurance broker. It may or may not contain all terms requested on the application. It also may contain inadvertent errors. This proposal does not amend, or otherwise affect or alter, the provisions of coverage on the policy. It is not a representation that coverage does or does not exist for any particular claim or loss under any such policy. Coverage depends on the applicable provisions of the issued policy, the facts and circumstances involved in the claim and any applicable law. Specimen policies are available from your insurance broker.

SECTION	COVERAGE		PREMIUM
1	PROPERTY	\$	951.00
2	INLAND MARINE (EMERGENCY SERVICES EQUIPMENT)	\$	6,620.00
3	COMMERCIAL CRIME (Including Faithful Performance, if granted)	\$	629.00
4	COMMERCIAL GENERAL LIABILITY (Including Professional Healthcare Liability, if granted)	\$	2,423.00
5	PUBLIC OFFICIALS & MANAGEMENT LIABILITY (Including Wrongful Acts, Employment Practices, Employee Benefits, if granted)	\$	730.00
6	BUSINESS AUTO (Including Primary Member Auto Liability and Physical Damage, if granted)	\$	7,691.00
7	COMMERCIAL EXCESS LIABILITY (Including Commercial General Liability, Professional Healthcare Liability, Wrongful Acts, Employment Practices, Employee Benefits, Business Auto, and Employers Liability, if granted)	\$	3,750.00
	<b>Total Annual Premium</b> (excludes state-imposed taxes, surcharges, and fees)	\$	22,794.00
	<b>Terrorism Premium</b>	\$	Included at No Charge
	<b>Risk Management Services Fee</b>	\$	100.00
	<b>State-Imposed Taxes, Surcharges, &amp; Fees</b>	\$	N/A
	<b>TOTAL AMOUNT DUE*</b>	\$	22,894.00

\*Payment is due in accordance with the producer agreement.

### NOTES:

Quote subject to receiving the following signed documents, which are all **due at binding**: Request to bind.

**Terrorism automatically included for no additional premium.**

INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.  
EFFECTIVE DATE: 10/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.  
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



## Section 1. PROPERTY (Included in the proposal? Yes)

**CARRIER:** Munich Re Specialty Insurance affiliate company  
A+ XV (Excellent) A.M. Best Rating

**FORM:** Proprietary

### LIMITS

Real Property (See SOV)	\$0
Personal Property (See SOV)	\$100,000
Loss of Income:	\$250,000
Extra Expense:	\$250,000
Equipment Breakdown:	\$100,000
Earthquake (Each Occurrence):	Excluded
Flood Zone Low/Moderate [N/A]: (Each Occurrence):	Excluded
Flood Zone High [N/A]: (Each Occurrence)	Excluded

### DEDUCTIBLES

Property Deductible (per occurrence)	\$500	Flood Zone High (\$) Deductible (per occurrence)	N/A
Equipment Breakdown Deductible (per occurrence)	\$500	Wind/Hail <sup>1</sup> \$ Deductible (per occurrence / per premises)	N/A
Earthquake (\$) Deductible (per occurrence)	N/A	Wind/Hail <sup>1</sup> % Deductible (per occurrence / (reference form for applicability))	N/A
Earthquake (%) Deductible (per occurrence)	N/A		
Flood Zone Low/Moderate (\$) Deductible (per occurrence)	N/A		

**COINSURANCE (Does not apply to GRC valuations): N/A**

### POLICY HIGHLIGHTS:

- ◆ Broad Definition of Covered Property
- ◆ Option for Special Property Floater
- ◆ Glass Deductible Waiver

### VALUATION:

- ◆ Replacement Cost (Non Fire/EMS Locations): Real Property & Business Personal Property
- ◆ Guaranteed Replacement Cost (Fire/EMS Locations only): Real Property & Business Personal Property (All Buildings subject to Property Valuation)
- ◆ Replacement Cost: Commandeered Property
- ◆ Actual Loss Sustained: Loss of Income & Extra Expense (12 months or the Limits listed above, whichever is less)
- ◆ Optional Extended Loss of Income (12 months Actual Loss Sustained or \$1,000,000, whichever is less).

**INSURED:** West Branch Municipal Fire Department and West Branch Firefighters, Inc.  
**EFFECTIVE DATE:** 10/1/2024

**DISCLAIMER:** Actual coverage is subject to the language of the policies as issued.  
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



**PROPERTY SUBLIMITS**

Coverage	Limit
Accounts Receivable	\$500,000
Arson, Theft, or Vandalism Information Reward	\$25,000
Building Glass – Tenant	Lesser of replacement cost or amount liable under contract
Claim Expense	\$20,000
Commandeered Property (RC + loss of use)	For the time you officially use the commandeered property + reasonable return time.
Damage to Building from Theft	\$100,000
Debris Removal Expenses	50% + \$100,000
Fine Arts	\$50,000 (appraised) \$25,000 (not appraised – subject to \$1,500/Item max)
Fire Department Charges	\$25,000
Fire Extinguishing Equipment Recharge Costs	“Necessary and reasonable” (per policy)
Limited Coverage for Fungus, Wet Rot or Dry Rot	\$25,000
Lock Replacement	\$25,000
Newly Acquired or Under Construction Real Property (Coverage A) and Related Personal Property (Coverage B)	Coverage A: \$2,500,000 Coverage B: \$500,000
Non-owned Detached Trailers	\$50,000
<b>Ordinance Coverage:</b>	
Coverage A: Undamaged Real Property	Coverage A: Limit of Insurance (applicable to that item)
Coverage B: Demolition	Coverage B and Coverage C:
Coverage C: Increased Cost	Greater of 100% of direct physical loss or \$1,000,000
Outdoor Property	\$150,000
Personal Effects	\$25,000
Pollution Remediation Expense	\$100,000 (covered cause of loss) \$250,000 (specified cause of loss)
Preservation of Property	Included
Real Property or Personal Property in Transit or Off-Premises	\$100,000
Software	\$500,000
Spoilage Due to Off Premises Electric Service Interruption	\$50,000
Utility Services – Direct Damage	\$100,000
Trees, Shrubs, Plants and Lawns (max \$1,000 any one item)	\$25,000
Valuable Papers and Records	\$500,000
Water Contamination Notification Expense	\$25,000 (annual aggregate)
Water Sewer Backup	\$25,000

**NOTES:**

Premium is calculated from application's property schedule. (Please review property schedule for coverage and limit accuracy).  
 \*All Coverage for Flood and Earthquake are EXCLUDED.\*

INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.  
 EFFECTIVE DATE: 10/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.  
 Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



## Section 2. INLAND MARINE (Included in the proposal? Yes)

**CARRIER:** Munich Re Specialty Insurance affiliate company  
A+ XV (Excellent) A.M. Best Rating

**FORM:** Proprietary

### LIMITS

Coverage A: Blanket Tools and Equipment: (Unscheduled, Maximum \$10,000 any one item)	\$25,000
Coverage B: Mobile Equipment (Scheduled):	\$83,414
Coverage C: Blanket Emergency Services Equipment:	Guaranteed Replacement Cost

**COVERAGE EXTENSIONS** – Adds or extends the coverage under Section I – Coverages. Unless stated otherwise in the policy, a) each extension is limited to direct physical loss or damage cause by or resulting from a covered cause of loss; b) the limits in each extension are in addition to the limits applicable in Section I – Coverages; and c) All other applicable terms and conditions of the coverage form apply to each extension. (\*\*whichever comes first)

- |                                                                                                                                          |                                                                                                                           |
|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>1. Debris Removal Expenses</b> (whichever is greater)                                                                                 | 25% of direct physical loss or \$5,000                                                                                    |
| <b>2. Employee Tools</b> (no deductible applies)                                                                                         | Max \$25,000 (per occurrence)                                                                                             |
| <b>3. Emergency Services and Law Enforcement Personal Effects</b><br>(Coverage C extension, no deductible applies)                       | Replacement Cost                                                                                                          |
| <b>4. Rented or Borrowed Equipment</b>                                                                                                   |                                                                                                                           |
| · Coverage A: Blanket Tools and Equipment <u>and</u><br>Coverage C: Blanket Emergency Services Equipment<br>(\$1,000 deductible applies) | **Replacement Cost or \$10,000 (per occurrence)                                                                           |
| · Coverage B: Scheduled Equipment<br>(Extended to equipment not owned by you. \$1,000 deductible applies)                                | **Actual Cash Value or \$100,000 (per occurrence)                                                                         |
| <b>5. Newly Acquired Scheduled Equipment</b> (Coverage B extension)                                                                      | 30 days on Replacement Cost Basis<br>(not to exceed the purchase price)                                                   |
| <b>6. Personal Watercraft and Watercraft</b> (Coverage A & C extension only)                                                             | **Replacement Cost or \$25,000 (per occurrence)                                                                           |
| <b>7. Rental Reimbursement for Scheduled Equipment</b><br>(Coverage B extension, no deductible applies)                                  | Max \$10,000 (per occurrence)                                                                                             |
| <b>8. Unmanned Aircraft</b> (\$500 deductible applies)                                                                                   | Max \$25,000 (per occurrence)                                                                                             |
| <b>9. Fire Department Charges</b> (no deductible applies)                                                                                | Max \$1,000 (per occurrence)                                                                                              |
| <b>10. Fire Extinguishing Recharge Costs</b> (no deductible applies)                                                                     | Necessary and reasonable costs<br>(extinguishing equipment must be for the protection<br>of your inland marine equipment) |

### DEDUCTIBLES

<b>Coverage A:</b> Blanket Tools and Equipment:	\$500
<b>Coverage B:</b> Scheduled Equipment:	\$500
<b>Coverage C:</b> Blanket Emergency Services Equipment:	\$500

INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.  
EFFECTIVE DATE: 10/1/2024

**DISCLAIMER:** Actual coverage is subject to the language of the policies as issued.  
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



**POLICY HIGHLIGHTS:**

- ◆ Blanket Coverages: "Tools and Equipment" and "Emergency Services Equipment"
- ◆ Emergency Services Organizations Inland Marine Enhancement Endorsement
- ◆ Emergency Services and Law Enforcement Personal Effects Coverage
- ◆ Expanded Coverage for Newly Acquired Scheduled Equipment
- ◆ Expanded Coverage for Personal Watercraft and Watercraft
- ◆ Coverage Extension Added for Member Theft
- ◆ Rental Reimbursement for Scheduled Equipment

**VALUATION:**

- ◆ Coverage A: Blanket Tools and Equipment: Replacement Cost
- ◆ Coverage B: Scheduled Equipment: Replacement Cost or Actual Cash Value
- ◆ Coverage C: Blanket Emergency Services Equipment: Guaranteed Replacement Cost

**NOTES:**

**INSURED:** West Branch Municipal Fire Department and West Branch Firefighters, Inc.  
**EFFECTIVE DATE:** 10/1/2024

**DISCLAIMER:** Actual coverage is subject to the language of the policies as issued.  
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



**Section 3. COMMERCIAL CRIME (Included in the proposal? Yes)**

**CARRIER:** Munich Re Specialty Insurance affiliate company  
A+ XV (Excellent) A.M. Best Rating

**FORM:** Proprietary

**LIMITS**

Coverage Group	Employee Theft	Forgery or Alteration	Theft of Money & Securities	Robbery or Safe Burglary	Outside the Premises	Computer and Funds Transfer Fraud	Money Orders/ Counterfeit Money
4	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

**DEDUCTIBLE**

\$500 each claim

**POLICY HIGHLIGHTS:**

- Separate Limits Apply to Each Coverage
- Broad Definition of Employee
- Faithful Performance of Duty

**NOTES:**



**Section 4. COMMERCIAL GENERAL LIABILITY (Included in the proposal? Yes)**

**CARRIER:** Munich Re Specialty Insurance affiliate company  
A+ XV (Excellent) A.M. Best Rating

**FORM:** Proprietary

**LIMITS**

General Aggregate	\$10,000,000
Products & Completed Operations Aggregate	\$10,000,000
Each Occurrence or Medical Incident	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
Damage to Premises Rented to You	\$1,000,000
Medical Payments	\$10,000
Line of Duty Reimbursement – Accidental Death Benefit (Each Employee/Volunteer)	\$10,000

**DEDUCTIBLE**

\$0 (each occurrence)

**SELECTED OPTIONAL COVERAGES WITH SEPARATE LIMITS**

Abuse or Molestation Liability Coverage (Each Act / Aggregate)	\$	Excluded
<ul style="list-style-type: none"> <li>• Occurrence or Claims-Made?</li> <li>• Abuse or Molestation Retroactive Date</li> <li>• Special Supplementary Payment Limit</li> </ul>		N/A N/A N/A

**SELECTED OPTIONAL COVERAGES**

Liquor Liability

**POLICY HIGHLIGHTS:**

- ◆ Duty to Defend w/ Defense Costs In Addition to Limits
- ◆ Broad Definition of Insured
- ◆ Pollution & Asbestos Liability Exceptions Unique to ESO
- ◆ Professional Healthcare Liability
- ◆ Host Liquor Liability
- ◆ Owned & Non-owned Watercraft
- ◆ Contractual Liability
- ◆ Blanket Additional Insured
- ◆ Non-auditable

**NOTES:**

- \*LIQUORE LIABILITY IS INCLUDED\*
- \*CITY OPERATIONS IS EXCLUDED\*
- FORM FR GL 00028 00 – EXCLUSION DESIGNATE OPERATIONS

**INSURED:** West Branch Municipal Fire Department and West Branch Firefighters, Inc.  
**EFFECTIVE DATE:** 10/1/2024

**DISCLAIMER:** Actual coverage is subject to the language of the policies as issued.  
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



**INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.**  
**EFFECTIVE DATE: 10/1/2024**

**DISCLAIMER:** Actual coverage is subject to the language of the policies as issued.  
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.





## SPECIAL COVERAGES

**Professional Health Care Liability:** We will pay those sums that the insured becomes legally obligated to pay as damages because of injury arising out of a medical incident, which includes any act, error or omission by the insured in the rendering of or failure to render professional healthcare services.

**Damage to Property:** We will pay for property damage to personal property belonging to anyone receiving service from any insured during any emergency service activity because of loss by theft, physical damage or disappearance of such property during the period when volunteers or employees of the insured arrive on the scene or while they are rendering service to others and ending when they either leave the scene, complete their service, or transfer care of a transported patient to others.

**Asbestos:** Coverage is provided for bodily injury or property damage arising from or the costs of abatement, removal or disposal of asbestos released as a result of emergency service activity or training operations away from premises which are either owned by, rented to, or occupied by any insured.

**Pollution:** Coverage is provided for bodily injury or property damage which occurs or takes place as a result of your operations and arises out of the following:

- ◆ Emergency operations conducted away from premises owned by or rented to you or any fire department, hazardous materials unit, first aid squad, ambulance squad or rescue squad qualifying as an insured under this coverage form;
- ◆ Training operations;
- ◆ Water runoff from the cleaning of equipment used in emergency operations;
- ◆ Urgent response for the protection of property, human life, health or safety conducted away from premises owned by or rented to or regularly occupied by you;
- ◆ Smoke drift from controlled or prescribed burning that has been authorized and permitted by the respective regulatory agency; or
- ◆ Fuels, lubricants or other operating fluids needed to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of mobile equipment or its parts.

**Who is Insured:** Coverage is extended to Scheduled Named Insureds comprising individuals, spouses, partnerships, joint ventures, corporations, trusts, limited liability companies, public entities, operating authorities, boards, commissions, districts, governmental units, nonprofit entities, and other organizations. Insureds also include: elected or appointed officials; employees or volunteer workers; real estate managers; temporary custodians; legal representatives; medical directors; mutual aid agreements; Good Samaritans; owners of commandeered equipment; blanket additional insureds; and newly acquired or formed entities.



## KEY DEFINITIONS

**Emergency Operations:** Emergency operations means actions:

- ◆ Which are urgent responses for protection of property, human life, health or safety; and
- ◆ Which result from the performing or attempting to perform firefighting services, hazardous materials unit services, first aid, ambulance or rescue squad services, or related services, including the stabilizing or securing of an emergency scene; and
- ◆ Which are sanctioned or authorized by the chief or other senior officer or other officially authorized individual, committee, board or counsel of the fire department, hazardous materials unit, or first aid, ambulance or rescue squad qualifying as an insured.

**Medical Incident:** Medical incident means any act, error or omission in the rendering of or failure to render professional health care services by the insured or by anyone for whose professional health care services the insured is legally responsible. Any act, error or omission, together with all related acts, errors or omissions in the provision of "professional healthcare services" to any one person, shall be considered one medical incident.

**Professional Healthcare Services:** Professional healthcare services means:

- ◆ Providing Medical or nursing services;
- ◆ Providing professional services provided of any other healthcare professional including emergency medical technicians and paramedics;
- ◆ Furnishing or dispensing of drugs, or medical, surgical or dental supplies appliances;
- ◆ Handling of patients:
- ◆ From the place where they are accepted for movement into or onto the means of transport, during transport, and from the means of transport to the place where they are finally delivered;
- ◆ Dispatching of, including the failure or refusal to dispatch, personnel to provide any of the above services;
- ◆ Serving on, or carrying out the orders of, a healthcare accreditation board or similar professional board or committee; and
- ◆ Establishing medical protocol, creating medical training curricula, providing medical training, conducting medical quality assurance programs and carrying out similar duties.

**Training Operations:** Training operations means activities used to prepare, train, or instruct members of a fire department, hazardous materials unit, or a first aid, ambulance or rescue squad in accepted and recognized emergency procedures, including municipal, state and federal standards.



**Section 5. PUBLIC OFFICIALS & MANAGEMENT LIABILITY**  
 (Included in the proposal? Yes)

**CARRIER:** Munich Re Specialty Insurance affiliate company  
 A+ XV (Excellent) A.M. Best Rating

**FORM:** Occurrence  
 Defense Costs Outside the Limits of Liability

**LIMITS**

<b>Coverage A: Wrongful Acts</b>	\$1,000,000	Each Wrongful Act or Offense
- Employment Practices	Excluded	
- Employee Benefit Plans	Excluded	
<b>Coverage B: Injunctive Relief</b>	\$5,000	Each Action
<b>Aggregate Limit</b>	\$10,000,000	Coverage A & B Combined
<b>HIPAA Fines and Penalties Coverage</b>	\$100,000	Per Claim
<b>Wage and Hour Laws – Defense Expenses</b>	Excluded	Per Claim

<b>WRONGFUL ACTS DEDUCTIBLE</b>	<b>EMPLOYMENT PRACTICES DEDUCTIBLE</b>
\$1,000 (each Wrongful Act or Offense)	N/A (each Wrongful Act or Offense)
<b>WRONGFUL ACTS RETROACTIVE DATE (CLAIMS-MADE)</b>	<b>EMPLOYMENT PRACTICES RETROACTIVE DATE (CLAIMS-MADE)</b>
N/A	N/A
<b>EMPLOYEE BENEFITS LIABILITY RETROACTIVE DATE (CLAIMS-MADE)</b>	
N/A	

**POLICY HIGHLIGHTS:**

- ◆ Duty To Defend
- ◆ Broad Definition of Named Insured
- ◆ Outside Directorship (not restricted to nonprofit entities only)
- ◆ Nonauditable

**NOTES:**

**\*CITY OPERATIONS IS EXCLUDED\***

- FORM FR PO 00012 00 – DESIGNATE OPERATIONS EXCLUSION FORM

**INSURED:** West Branch Municipal Fire Department and West Branch Firefighters, Inc.  
**EFFECTIVE DATE:** 10/1/2024

**DISCLAIMER:** Actual coverage is subject to the language of the policies as issued.  
 Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



**CYBER SUITE COVERAGE (Included in the proposal? No)**

*Annual Aggregate Limits	Deductible	Forensic Review Legal Review Regulatory Fines & Penalties PCI Fines & Penalties **Loss of Business	Public Relations		Cyber Extortion Misdirected Payment Fraud Computer Fraud
			Data Compromise Response Expenses	Computer Attack	
N/A	N/A	N/A	N/A	N/A	N/A

Each option includes Identity Recovery Coverage: N/A

The MRSI Cyber Suite consists of a variety of first and third-party cyber exposure coverages, namely:

- ▶ **Coverage 1: Data Compromise Response Expenses (“DC RE”)**: Provides coverage for specified expenses arising from a Personal Data Compromise involving Personally Identifiable Information of Affected Individuals. Affected Individuals may be customers, clients, members, owners, directors or employees of the insured entity.
- ▶ **Coverage 2: Computer Attack (“CA”)**: Provides coverage for specified expenses arising from a computer attack on the computer system.
- ▶ **Coverage 3: Cyber Extortion (“CE”)**: Coverage is provided for the cost of a professional firm hired by the insured to investigate and negotiate a cyber extortion threat – a credible threat or series of threats to launch a potential denial of service attack against an insured. Discovery of the attack must occur during the policy period.
- ▶ **Coverage 4: Misdirected Payment Fraud (“MPF”)**: A first party coverage that provides coverage for funds lost by the insured as the result of a criminal deception of the insured or the insured’s financial institution to induce the insured or the financial institution to send money or divert a payment to a fraudulent destination.
- ▶ **Coverage 5: Computer Fraud (“CF”)**: Coverage is provided for funds lost by the insured as a result of an unauthorized party that gains access to the insured’s computer system and uses that access to enter or alter data causing money to be sent to a fraudulent destination.
- ▶ **Coverage 6: Data Compromise Liability (“DCL”)**: Supplements the program by providing coverage for defense and settlement costs in the event that affected individuals sue the insured. The coverage will be defense within the limits.
- ▶ **Coverage 7: Network Security Liability (“NSL”)**: Provides coverage for defense and settlement costs in the event that a third-party claimant sues the insured because of a network security incident. The coverage will be defense within the limits.
- ▶ **Coverage 8: Electronic Media Liability (“EML”)**: Provides coverage for defense and settlement costs in the event that a third-party claimant sues the insured alleging that the insured’s electronic communications resulted in defamation, violation of a person’s right of privacy, interference with a person’s right of publicity or infringement of copyright or trademark.
- ▶ There need not be a covered loss under the first party CA Coverage in order for there to be a loss under the third party EML Coverage. The coverage will be defense within the limits.
- ▶ **Coverage 9: Identity Recovery (“IDR”)**: Provides coverage for Identity Recovery caused by an identity theft of an identity recovery insured first discovered during the Policy Period.

<sup>1</sup>Coverage is issued on a claims made basis. The Cyber Suite Retroactive Date is N/A

**NOTES:**

All laptops must be encrypted.

\*CYBER COVERAGE IS EXCLUDED\*



**Section 6. BUSINESS AUTO (Included in the proposal? Yes)**

**CARRIER:** Munich Re Specialty Insurance affiliate company  
A+ XV (Excellent) A.M. Best Rating

**FORM:** ISO & Proprietary

**PORTFOLIO**

Coverage	Symbol	Limit
Combined Single Limit for Bodily Injury & Property Damage (each accident)	1, 10, 19	\$1,000,000
Hired Auto Liability	8	\$1,000,000
Non-Owned Auto Liability	9	\$1,000,000
"No-Fault" or Statutory Personal Injury Protection (each person)	N/A	Excluded
Medical Payments	2, 19	\$5,000
Uninsured / Underinsured Motorists	2, 19	\$1,000,000
Hired Physical Damage	8	\$500,000
Owned Physical Damage – Comprehensive	7, 10	AV
Owned Physical Damage – Collision	7, 10	AV

**DEDUCTIBLE**

Liability: N/A (per accident)  
 Comprehensive: See Quote (each covered auto)  
 Collision: See Quote (each covered auto)

**POLICY HIGHLIGHTS**

- ◆ Primary Auto Liability (members)
- ◆ Fellow Employee
- ◆ Commandeered Auto as Covered Auto
- ◆ Audio, Visual or Electronic Equipment
- ◆ Glass Repair Deductible Waiver
- ◆ Care, Custody or Control
- ◆ Airbag Repair
- ◆ Customized Accessories & Equipment
- ◆ Broadened Named Insured
- ◆ Additional Insured – Automatic Status
- ◆ Primary Physical Damage (Fire/EMS/Ambulance Districts)
- ◆ Extra Expense for Stolen Autos
- ◆ Temporary Vehicle Substitute
- ◆ Garage Liability @ \$1,000,000
- ◆ Garage Keepers @ \$50,000
- ◆ Towing & Disablement Repairs @ \$2,500
- ◆ Rental Reimbursement @ \$100 per day (non-firefighting) and up to \$250 per day (Fire/EMS/Ambulance Districts) up to 40 days
- ◆ Personal Effects @ \$1,000
- ◆ Loss of Earnings @ \$300 a day

**NOTES:**

**INSURED:** West Branch Municipal Fire Department and West Branch Firefighters, Inc.  
**EFFECTIVE DATE:** 10/1/2024

**DISCLAIMER:** Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



**Section 7. COMMERCIAL EXCESS LIABILITY (Included in the proposal? Yes)**

**CARRIER:** Munich Re Specialty Insurance affiliate company  
A+ XV (Excellent) A.M. Best Rating

**FORM:** Following Form

**LIMITS**

**\$3,000,000/\$3,000,000**

**SCHEDULED UNDERLYING COVERAGE FORMS**

Commercial General Liability – Included

Auto Liability – Included

Public Officials & Management Liability (Wrongful Acts) – Included

**NOTABLE COVERAGES INCLUDED IN THE EXCESS (require minimum underlying limits of \$1,000,000)**

Professional Healthcare Liability (General Liability)

Hired and Non-Owned Auto Liability (Owned Auto)

**RATING BASIS:**

- ◆ On file with underwriter; Non auditable

**NOTABLE EXCLUSIONS:**

- ◆ Workers' Compensation
- ◆ Abuse or Molestation Liability
- ◆ Uninsured Motorists Liability

**NOTES:**

Employers' Liability subject to MRSI security requirements.

# IOWA UNINSURED MOTORISTS COVERAGE AND UNDERINSURED MOTORISTS COVERAGE REJECTION

Applicant/Named Insured:	Policy Effective Date:
Company:	Producer:

Iowa law permits you to make certain decisions regarding Uninsured Motorists Coverage and Underinsured Motorists Coverage. This document briefly describes these coverages.

Uninsured Motorists Coverage provides insurance protection to an insured for compensatory damages which the insured is legally entitled to recover from the owner or operator of an uninsured motor vehicle because of bodily injury caused by an automobile accident. Also included are damages due to bodily injury that result from an automobile accident with a hit-and-run vehicle whose owner or operator cannot be identified.

Underinsured Motorists Coverage provides insurance protection to an insured for compensatory damages which the insured is legally entitled to recover from the owner or operator of an underinsured motor vehicle because of bodily injury caused by an auto accident.

Iowa Law requires that all automobile liability policies contain both Uninsured Motorists Coverage and Underinsured Motorists Coverages, unless you reject either or both coverages.

You should read this document carefully and contact us or your agent if you have any questions regarding Uninsured or Underinsured Motorists Coverage and your options with respect to these coverages.

If you wish to reject either or both of these coverages, you may do so by initialing and signing below.

If more than one named insured is shown on the Declaration Page(s), each named insured must separately reject Uninsured Motorists Coverage and/or Underinsured Motorists Coverage by initialing next to the item and signing below.

### A. Rejection Of Uninsured Motorists Coverage

(Initials)	
_____	I reject Uninsured Motorists Coverage.
_____	_____
Applicant's/Named Insured's Signature	Date

(Initials)	
_____	I reject Uninsured Motorists Coverage.
_____	_____
Applicant's/Named Insured's Signature	Date

(Initials)  
\_\_\_\_\_ I reject Uninsured Motorists Coverage.  
\_\_\_\_\_  
Applicant's/Named Insured's Signature Date

**B. Rejection Of Underinsured Motorists Coverage**

(Initials)  
\_\_\_\_\_ I reject Underinsured Motorists Coverage.  
\_\_\_\_\_  
Applicant's/Named Insured's Signature Date

(Initials)  
\_\_\_\_\_ I reject Underinsured Motorists Coverage.  
\_\_\_\_\_  
Applicant's/Named Insured's Signature Date

(Initials)  
\_\_\_\_\_ I reject Underinsured Motorists Coverage.  
\_\_\_\_\_  
Applicant's/Named Insured's Signature Date



## IOWA SELECTION OF UNINSURED MOTORISTS COVERAGE AND UNDERINSURED MOTORISTS COVERAGE LIMITS

Applicant/Named Insured: West Branch Municipal Fire Department and West Branch Firefighters, Inc.	Policy Effective Date: 10/1/2024
Company: American Alternative Insurance Corporation	Producer: Iowa Municipal Insurance Ltd

Iowa law permits you to make certain decisions regarding Uninsured Motorists Coverage and Underinsured Motorists Coverage. This document briefly describes these coverages and the options available.

You should read this document carefully and contact us or your agent if you have any questions regarding Uninsured Motorists Coverage or Underinsured Motorists Coverage and your options with respect to these coverages.

This document includes general descriptions of coverage. However, no coverage is provided by this document. You should read your policy and review your Declaration Page(s) and/or Schedule(s) for complete information on the coverages you are provided.

Uninsured Motorists Coverage provides insurance protection to an insured for compensatory damages which the insured is legally entitled to recover from the owner or operator of an uninsured motor vehicle because of bodily injury caused by an automobile accident. Also included are damages due to bodily injury that result from an automobile accident with a hit-and-run vehicle whose owner or operator cannot be identified.

Underinsured Motorists Coverage provides insurance protection to an insured for compensatory damages which the insured is legally entitled to recover from the owner or operator of an underinsured motor vehicle because of bodily injury caused by an automobile accident.

Unless rejected, the Uninsured Motorists Coverage and Underinsured Motorists Coverage contained in your policy will be afforded at limits at least equal to: 1) split limits of \$20,000 for each person/\$40,000 for each accident; or 2) a combined single limit of \$40,000 for each accident. If you elect both Uninsured Motorists Coverage and Underinsured Motorists Coverage, both coverages must be provided at the same limits.

Please complete Sections A. and B. below.

**A. Selection Of Uninsured Motorists Coverage Limits**

Please indicate your choice by initialing next to the appropriate item and by signing below.

<p><b>(Initials)</b></p> <p>_____ I have already rejected all Uninsured Motorists coverage in connection with my policy.</p>				
<p>_____ I select the following limits for Uninsured Motorists Coverage. (The limit(s) selected cannot exceed the Liability limit(s) of your policy.)</p>				
<p><b>(Choose one):</b></p>				
<b>(Initials)</b>	<b>Split Limits</b>	<b>OR</b>	<b>(Initials)</b>	<b>Combined Single Limits</b>
_____	\$ 20,000/40,000		_____	\$ 40,000
_____	25,000/50,000		_____	50,000
_____	50,000/100,000		_____	55,000
_____	100,000/300,000		_____	75,000
_____	250,000/500,000		_____	100,000
_____	500,000/500,000		_____	200,000
_____	500,000/1,000,000		_____	250,000
_____	1,000,000/1,000,000		_____	300,000
_____	_____		_____	350,000
	(Other)		_____	500,000
			_____	1,000,000
			_____	_____
				(Other)
<p>_____</p> <p><b>Applicant's/Named Insured's Signature</b></p>			<p>_____</p> <p><b>Date</b></p>	

**B. Selection Of Underinsured Motorists Coverage Limits**

Please indicate your choice by initialing next to the appropriate item and by signing below.

(Initials) _____	I have already rejected all Underinsured Motorists coverage in connection with my policy.			
_____	I select the following limits for Underinsured Motorists Coverage. (The limit(s) selected cannot exceed the Liability limit(s) of your policy.)			
(Choose one):				
(Initials)	Split Limits	OR	(Initials)	Combined Single Limits
_____	\$ 20,000/40,000		_____	\$ 40,000
_____	25,000/50,000		_____	50,000
_____	50,000/100,000		_____	55,000
_____	100,000/300,000		_____	75,000
_____	250,000/500,000		_____	100,000
_____	500,000/500,000		_____	200,000
_____	500,000/1,000,000		_____	250,000
_____	1,000,000/1,000,000		_____	300,000
_____	_____		_____	350,000
	(Other)		_____	500,000
			_____	1,000,000
			_____	(Other)
Applicant's/Named Insured's Signature			Date	

West Branch FD FirePlus Renewal SOV 2024.xlsx - PROPERTY SCHEDULE

Loc#	Description	Construction	Year Built/Updated	Stories	Sq. Ft.	Street	City	State	Zip	Building	Contents
1-1	Fire Station	Frame	2002	1	5,599	105 South 2nd Street	West Branch	IA	52358	\$ -	\$ 100,000

\$ - \$ 100,000  
**Total Combined Insurance Value: \$ 100,000**

PLEASE ADD CHANGES BELOW:

Loc#	Description	Unided Construction	Year Built	Stories	Sq. Ft.	Street	City	State	Zip	Building	Contents

*\*Please strike through any deletions.*

\_\_\_\_\_  
 Insured Signature

\_\_\_\_\_  
 Date

West Branch FD FirePlus Renewal SOV 2024.xlsx - IM SCHEDULE

Valuation	Description	Serial #/ ID #	Model Year	Value (Cost new)
GRC	Blanket Portable Equipment			Included
RCV	Polaris ATV	4XRAA761G7747569	2016	\$ 20,000
RCV	Polaris Ranger 800	4XARH76A2D4729009	2013	\$ 13,230
RCV	Caterpillar Natural Gas Engine Generator #G100LG4	GXG02718		\$ 50,184

*Inland Marine*

**Total Value \$ 83,414**

PLEASE ADD CHANGES BELOW:

Valuation	Description	Serial #/ ID #	Model Year	Value (Cost new)

*\*Please strike through any deletions.*

Insured Signature

Date



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
-----------------------------------------

<b>AGENDA ITEM:</b> Discussion- West Branch Police Department Overtime Exception
----------------------------------------------------------------------------------

<b>PREPARED BY:</b> Adam Kofoed, City Administrator
-----------------------------------------------------

<b>DATE:</b> September 10, 2024
---------------------------------

### SUMMARY:

The City of West Branch must follow the FLSA Federal Labor and Standards Act for determine pay and other labor practices. For determining overtime, 40 hours work in a seven-day period is the standard. The West Branch Police Department wants to enact a four ten-hour days and three days off. Some weeks officers would be working fifty hours and other weeks they would be working thirty hours. The purpose and intent of this schedule is to maximize how much West Branch Police Department can have a schedule officer on duty during its peak call times.

### EXEMPTION

There is a partial overtime exemption under 7(k) Partial Overtime Exemption. In order to enact overtime exceptions an employer must have a stated policy in their employee handbook. Exemption can only be done with emergency personnel such as police officers or firefighters.

Without council approval, officers would incur ten hours of overtime every other week, as they work fifty hours one week and thirty hours the next.

### CONDITIONS

1. Call log history was submitted to City Administrator to determine best allocation of officers.
2. Outside of holidays, overtime must be approved in advance. It is expected the department finds a way to prevent overtime first.
3. If the department moves to a 12-hour schedule in the future, they will need to find a way to prevent overtime or ask council to increase the 80 hours. The maximum allotment is 86 hours.
4. Chief Hall and Sgt. Steen are still subject to weekend hours and for morale purposes should work on the weekend occasionally.

### RECOMMENDATION

Is to approve of the exemption to save the city in overtime costs. This is a standard practice in most police departments.

**RESOLUTION NO. 2024-103**  
**A RESOLUTION AMENDING THE EMPLOYEE HANDBOOK TO UPDATE THE**  
**WEST BRANCH POLICE DEPARTMENT HOURS WORKED BEFORE OVERTIME**  
**BEGINS**

**WHEREAS**, the City Administrator, Finance Officer, and Police Chief met to discuss overtime hours under a five-officer department; and

**WHEREAS**, the Fair Labor Standards Act (FLSA) section 29 CFR § 553.201 - Statutory provisions: section 7(k).7(k) Partial Overtime Exemption, the City of West Branch may establish different work periods ranging from 7 to 28 days, as permitted under the Fair Labor Standards Act (FLSA), for certain public safety employees. This exemption allows for a deviation from the standard seven-day workweek, where overtime pay (or compensatory time) is required only after 40 hours of work.

**WHEREAS**, the City of West Branch will amend section 3.13 and 3.21 to implement the following: “Approved time worked by an employee in excess of forty hours for the week. Police personnel shall be eligible for overtime pay for any hours worked in excess of eighty-six (86) hours per pay period, at the discretion of the Police Chief and City Administrator; and

**WHEREAS**, it is the recommendation of the City Administrator and Police Chief to amend the Employee Handbook to update the West Branch Police Department’s workweek before overtime begins. The amendment will change forty (40) hours in a workweek for police officers before overtime begins potentially up to eighty-six (86) hours in a two-week period depending on hours worked in a shift, before overtime begins.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of West Branch, Iowa, to approve the Amendment to the Employee Handbook to implement the changing forty (40) hours in a workweek before overtime begins to eighty-six (86) hours, per pay period before overtime begins for the West Branch Police Department; and

**BE IT FURTHER RESOLVED**, by the City Council of the City of West Branch, Iowa, that the Mayor and City Clerk are hereby authorized and directed to execute said resolution.

Passed and approved this 16<sup>th</sup> day of September, 2024.

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

ATTEST:

\_\_\_\_\_  
Deputy City Clerk, Jessica Brown







## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
-----------------------------------------

<b>AGENDA ITEM:</b> Discussion - West Branch Police Department Residency Requirement
--------------------------------------------------------------------------------------

<b>PREPARED BY:</b> Adam Kofoed, City Administrator
-----------------------------------------------------

<b>DATE:</b> September 10, 2024
---------------------------------

### **SUMMARY:**

September 3, 2024 council meeting, Police Chief Greg Hall, address the city council in his recommendation to lift the residency requirement for officers.

### **PURPOSE:**

The purpose of this discussion is to give council a neutral environment to discuss the pros and cons and to ultimately direct staff to amend or not to amend the code of ordinance requiring officers to live within eight miles of city limits.

### **PROS FOR KEEPING RESIDENCY REQUIREMENT**

#### Community Connection:

Officers are more likely to have a personal investment in the community, leading to better relationships and trust between the police and residents. Understanding the local culture and issues can enhance the effectiveness of policing and conflict resolution.

#### Rapid Response:

Officers living in the community may be able to respond more quickly to emergencies, particularly during off-duty situations or when extra support is needed.

#### Economic Support:

The policy keeps officers' salaries within the community, contributing to the local economy through housing, taxes, and spending.

#### Increased Accountability:

Living within the community can increase officers' accountability, as they are more likely to encounter the people they serve in their daily lives.

## **CONS FOR KEEPING RESIDENCY REQUIREMENT**

### **Recruitment Challenges:**

A residency requirement can limit the pool of potential candidates, especially if the city or area is expensive or has limited housing options. It may deter qualified applicants who prefer to live outside the community for personal or family reasons.

### **Officer Morale:**

Officers might feel restricted or resentful if they are forced to live in an area that doesn't meet their personal preferences or lifestyle needs, potentially affecting job satisfaction and performance.

### **Cost of Living:**

In areas with a high cost of living, a residency requirement could place financial strain on officers, particularly if salaries do not align with local housing costs.

### **Diversity and Broader Perspectives:**

A residency requirement may reduce diversity within the police force, as officers from different backgrounds or communities may be unable to move into the required area. This could limit the range of perspectives and experiences within the department.

## **STAFF RECOMMENDATION**

After deliberation with City Administrator, Police Chief Greg Hall agrees thirty miles would be a good standard for West Branch. It would include the areas of Muscatine, all of Cedar County, Iowa City, most of Cedar Rapids and most of Marion city limits. Although we understand the importance for Police Officers to be apart of West Branch, we must also recognize the quickly changing labor market.



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> September 16, 2024
-----------------------------------------

<b>AGENDA ITEM:</b> <b>Discussion</b> – Proposal to temporarily hold building permits for Main Street addresses
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<b>PREPARED BY:</b> Adam Kofoed, City Administrator
-----------------------------------------------------

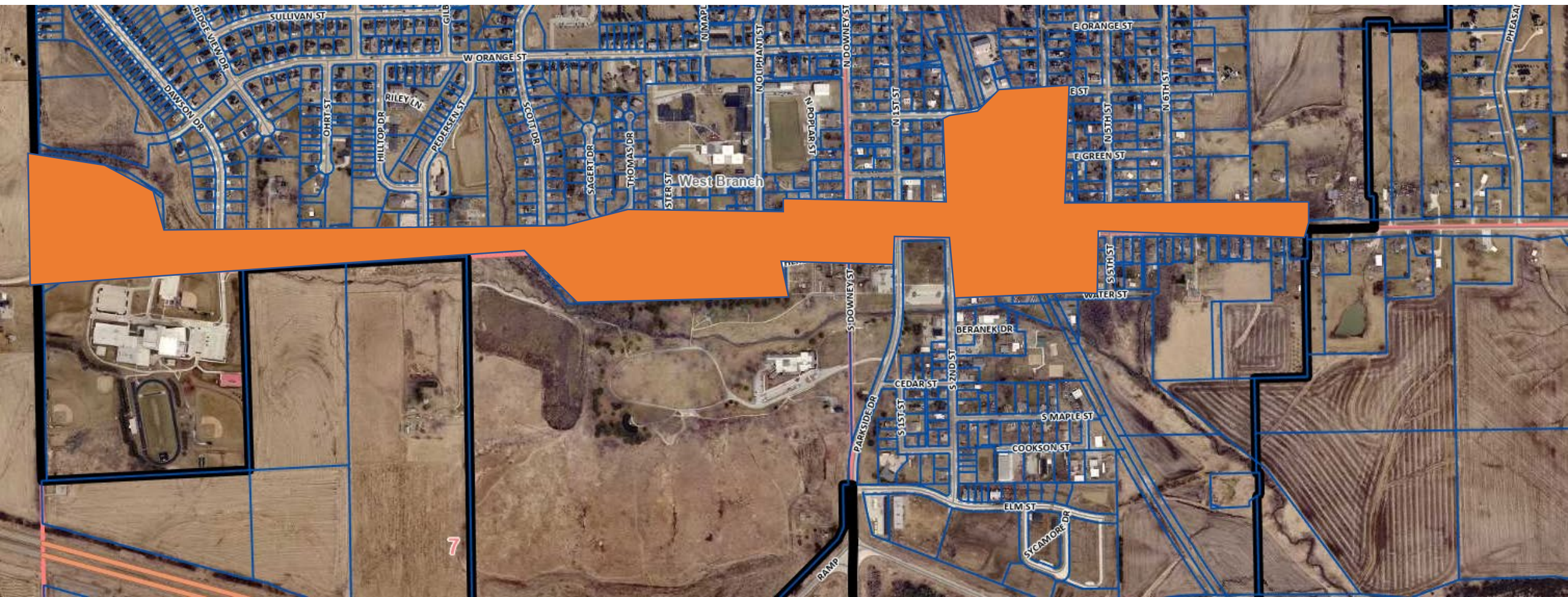
<b>DATE:</b> September 10, 2024
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### SUMMARY:

There have been several discussions regarding the economic development along Main Street. The discussion has become much more popular among the public in recent weeks.

The purpose of this temporarily hold any building permits along Main Street until a new interim development ordinance is adopted. Therefore, no new buildings or “substantial improvements” will be allowed until January 1, 2025.

City Staff anticipates having council vote on the first reading starting in October 7. After three readings, or council waives additional public hearings, council should have an adopted ordinance by November 4, 2024. If an ordinance is passed, the temporary hold will be lifted.



RIDGE VIEW DR  
DANFORD DR

SULLIVAN ST  
OHRT ST

HILLTOP DR  
RILEY LN

W ORANGE ST  
PEDERSEN ST

SOLOTTOS DR  
SAGERT DR

THOMAS DR  
STER ST

West Branch  
N POPLAR ST

N OLIPHANT ST  
N DOWNNEY ST

N 1ST ST  
N 2ND ST

E ORANGE ST  
E GREEN ST

B 5TH ST  
N 5TH ST

N 6TH ST  
PHEASANT



7

PARKSIDE DR  
S 1ST ST  
S 2ND ST

BERANEK DR  
CEDAR ST

S 3RD ST  
S 4TH ST

WATER ST  
S 5TH ST

S MAPLE ST  
COOKSON ST

ELM ST  
SYCAMORE DR

RAMP