



**CITY COUNCIL MEETING
MONDAY, OCTOBER 7, 2024 - 6:00 P.M.
CITY COUNCIL CHAMBERS
110 N. POPLAR ST., WEST BRANCH, IOWA**

SPECIAL MEETING – 6:00 P.M.

1. Call to order
2. Roll Call
3. Motion to adjourn to Closed Session to discuss personnel matters per Section 21.5(i) of the Code of Iowa. / Move to action.
4. Adjourn from Closed Session.

REGULAR MEETING – 7:00 P.M.

<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 16, 2024 City Council meeting.
 - b. Approve minutes from the September 30, 2024 City Council Special meeting.
 - c. Approve West Branch Fire Department appointments.
 - d. Approve the August Monthly Financial Report
 - e. Approve Claims for October 7, 2024.
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. **Public Hearing** – on the Proposed Amendment #7 to the Amended and Restated West Branch Urban Renewal Plan.
 - b. **Resolution 2024-104** – Approving and Adopting Amendment No. 7 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area. / Move to action.
 - c. **First Reading of Ordinance 816** – Amending Chapter 69 – Parking Regulations. / Move to action.
 - d. **First Reading of Ordinance 817** – Amending Chapter 30 – Police Department. / Move to action.
 - e. **Resolution 2024-105** - Approve Invoice #35132 in the amount of \$2581.25 to Impact7G for the Wapsi Creek Widening SRF Sponsored Project. / Move to action.
 - f. **Resolution 2024-106** – Amending the West Branch Employee Handbook. / Move to action.
 - g. **Resolution 2024-107**– Approve a Revised Final Plat for Heritage Hill. / Move to action.
 - h. **Resolution 2024-108** – Approving a Program Membership Agreement with US Bank. / Move to action.
9. Discussion – Police officer Longlett proposed salary increase
10. Discussion – Police officer Dorsey proposed salary increase
11. Discussion – Review Franchise Fees revenue purpose statement
12. City Administrator Report
13. City Attorney Report
14. City Engineer Report
15. City Staff Reports
16. Comments from Mayor and Council Members
17. Motion to adjourn.

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 16, 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 and Jodee Stoolman were present.
Absent: Colton Miller.

City Staff present: City Administrator Adam Kofoed, Deputy Clerk Jessica Brown, Police Chief Greg Hall, Sergeant Cathy Steen, Public Works Director Matt Goodale, Parks & Recreation Director Erin Laughlin, City Engineer Dave Schechinger and City Attorney Kevin Olson. 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 September 3, 2024 City Council meeting.
Approve a Special Event permit for The Down Under for Saturday, October 5, 2024 and expanded Outdoor Service Area for the event.
Approve the June & July Monthly Financial Report.
Approve Claims for September 16, 2024.

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
KANOPY	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
TOTAL		78,051.64
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
TOTAL		98,297.69
GRAND TOTAL EXPENDITURES		239,002.06

FUND TOTALS		
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		25,025.86
GRAND FUND TOTAL		239,002.06

REVENUE-FISCAL YEAR 2024
FUND JUNE

001 GENERAL FUND	118,066.84
022 CIVIC CENTER	520.10
031 LIBRARY	200,816.13
036 TORT LIABILITY	335.47
110 ROAD USE TAX	40,004.00
112 TRUST & AGENCY	3,723.75
119 EMERGENCY TAX FUND	180.22
121 LOCAL OPTION SALES TAX	20,986.94
125 TIF	316.35
126 TIF LMI MEADOWS PT 4	1.03
226 DEBT SERVICE	729,580.61
300 CAPITAL IMPROVEMENT RESERVE	344.06
312 DOWNTOWN EAST REDEVELOPMENT	150,000.00
324 WW TREATMENT FACILITY	493,162.98
330 EASTSIDE WATER MAINS PH2	343,782.87
500 CEMETERY PERPETUAL FUND	300.00
501 KROUTH PRINCIPAL FUND	755.34
502 KROUTH INTEREST FUND	353.14
600 WATER FUND	67,799.54
603 WATER SINKING FUND	5,212.08
610 SEWER FUND	89,453.73
611 SEWER FUNDS SPECIAL	42,904.31
740 STORM WATER UTILITY	5,908.50
TOTAL	2,314,507.99

001 GENERAL FUND	53,619.03
022 CIVIC CENTER	774.32
031 LIBRARY	525.15
036 TORT LIABILITY	202.11
110 ROAD USE TAX	28,548.45
112 TRUST & AGENCY	3,498.42
119 EMERGENCY TAX FUND	108.64
121 LOCAL OPTION SALES TAX	27,894.90
125 TIF	76.32
226 DEBT SERVICE	970.73
300 CAPITAL IMPROVEMENT RESERVE	207.39
500 CEMETERY PERPETUAL FUND	1,518.90
600 WATER FUND	74,404.31
603 WATER SINKING FUND	10,817.65
610 SEWER FUND	88,568.48
611 SEWER FUNDS SPECIAL	53,438.47
740 STORM WATER UTILITY	5,954.25
TOTAL	351,127.52

The Council had no comments.

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Phil Wiese, State representative communicated that he attended Hoover's Hometown Days and really enjoyed getting to know the community. Wiese said that he wants to "get respect back to politics."

Marty Jimmerson, West Branch Community School District Superintendent brought up the need for a stop sign at Main St. and Dawson Drive as a school para was almost hit by a car in the crosswalk and is a safety issue for the kids walking to and from school. Jimmerson feels that the need for a stop sign will increase as the city grows to the west.

PUBLIC HEARING / NON-CONSENT AGENDA

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.

Motion by Dean, second by Sexton to approve Resolution 2024-97. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Miller. Motion carried.

Resolution 2024-98 – Approving a salary adjustment for Police Chief Greg Hall. / Move to action.

Motion by Dean, second by Horihan to approve Resolution 2024-98. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Miller. Motion carried.

Resolution 2024-99 - Approving a salary adjustment for Andrew (Drew) Finnegan. / Move to action.

Kofoed mentioned that Finnegan has received five (5) out of the six (6) certifications for water treatment. Kofoed also mentioned that certification pay was raised from fifty cents (50) per certificate to seventy-five (75) as they are difficult to achieve.

Motion by Dean, second by Sexton to approve Resolution 2024-99. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Miller. Motion carried.

Resolution 2024-100 – Approving a salary adjustment for Parks & Recreation Director Erin Laughlin. / Move to action.

Kofoed mentioned that the Department of Labor changed the federal guidelines for full-time salary workers and that Laughlin's raise could happen now or in January when the law goes into effect. Kofoed said Laughlin is doing a good job Kofoed and recommends that the salary go into effect now.

Motion by Dean, second by Sexton to approve Resolution 2024-100. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Miller. Motion carried.

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.

Motion by Dean, second by Sexton to approve Resolution 2024-101. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Miller. Motion carried.

Resolution 2043-102 – Approve the Fire Pak Insurance for the West Branch Fire Department and West Branch Firefighters Inc. /Move to action.

Van Auken reminded the Council that the insurance company the Fire Department changed in FY24. Van Auken said that she was happy with the FY25 premium amount, but would like to find one insurance company for all City departments and noted that ICAP does not insure fire departments. Mayor Laughlin suggested the possibility of raising the deductible next year to lower costs.

Motion by Dean, second by Sexton to approve Resolution 2024-102. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Miller. Motion carried.

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.

Kofoed informed the Council that over-time pay is currently based on a forty (40) hour work week according to the recently adopted Employee Handbook. He stated that police (and fire) personnel sometimes follow an alternate work schedule and work fifty (50) hours one week and thirty (30) hour the next to accommodate their schedules. The result of having a forty (40) work week definition for the police department, it creates excess overtime with their current work schedules. Kofoed suggested changing the definition of work week for police to eighty (80) hours to help manage over-time expenses. This would essentially make officers work eighty (80) (rather than forty) before over-time would be counted.

Motion by Dean, second by Sexton to approve Resolution 2024-103. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Miller. Motion carried.

Discussion – Finalize Franchise Revenue Purpose Statement.

Dean talked about reimbursement to the schools, Sexton asked about reimbursing the parks as well since both are currently exempt from the 1% optional sales tax. Roger mentioned that if they chose, the reimbursement could be up to 1% back. Before deciding on what percent to reimburse back and to whom, Sexton wants to see the current numbers of what the school and Parks would be paying to decide on reimbursement numbers.

Discussion – West Branch Police Department residency requirement.

Dean and Sexton support the decision of Police Chief Hall with the 30-mile residency requirement.

Discussion – Proposal to temporarily hold building permits for Main Street addresses

First draft is done and Kofoed will be meeting with city leaders getting input on their thoughts. Final draft is scheduled to be done end of September or beginning of October. Kevin Olson mentioned this will allow businesses to still work on their buildings but within guidelines.

CITY ADMINISTRATOR REPORT

Kofoed mentioned he would be gone for training all week and thanked Norfleet at the West Branch Times for his articles on the countless times traffic has been diverted through West Branch.

CITY ATTORNEY REPORT - No report

CITY ENGINEER REPORT

Boomerang is still working on punch items to finish up.

Schechinger is meeting with different utilities for the Cedar Johnson Rd project. He said dirt is being moved from another project so “saving” dirt for current project and less to haul in. Midwest underground is working on the water main to Cookson and have one more line to find to tap into. The City is currently waiting on FEMA’s review for the widening of Wapsi Creek. Mayor Laughlin asked if the project can still be done in the winter time. Schechinger confirmed that the project can still be completed in the winter, pending weather.

STAFF REPORTS – No reports

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Dean got a telephone call from an IDOT liaison letting him know that, Bobby Kaufmann sent the video of the traffic coming through West Branch when the interstate is shut down. The liaison wanted Dean to know that the Iowa Patrol and IDOT are collaborating together to work something out.

ADJOURNMENT

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

Roger Laughlin, Mayor

ATTEST:

Jessica Brown, Deputy City Clerk

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

**West Branch, Iowa
Council Chambers**

**City Council
Special Meeting**

**September 30, 2024
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council special meeting to order at 7:00 p.m. Roll call: Council member(s) Mike Horihan, Jerry Sexton, Tom Dean, Jodee Stoolman and Colton Miller were present. City Staff present: City Administrator Adam Kofoed, Finance Officer Heidi Van Auken. Attending via Zoom: City Engineer Dave Schechinger.

Maggie Burger, Speer Financial – Review the West Branch Annual TIF Report

Burger reviewed the city's current debt obligations with the Council and noted that the city intends to pay off GO Bond 2016B on June 1, 2025 and the TIF portion of 2016A at the same time. In addition, GO Bond 2015 will also be paid off on June 1, 2025. Burger reminded the Council that while the City is paying off debt, the City has also incurred new debt for various city projects.

Burger reviewed the City's Revenue Debt which goes back to 2005 (water debt), 2007 (water debt), 2022 (SRF sewer debt) and 2024 (water debt). The recent loans totaling twenty-one million dollars, includes the Wastewater Treatment Facility and the Eastside Water Main projects. Burger reminded the Council that revenue debt must be repaid with user fees which is why the City had to increase water and sewer rates.

Burger recapped the City's TIF obligations with Casey's Marketing Company, EMV Holdings LLC, Advantage Development, Advantage Rentals, The Meadows Part 4, BBCO, LLC and KBH Holdings, LLC. Burger said The Meadows Part 4 showed the most growth and will be paid off in 2025 (ahead of schedule). Burger said the City will be asking for \$474,000 in TIF dollars for FY26.

Burger wrapped up and explained the City's general obligation debt capacity which is about 12.9 million dollars. Burger said the City's valuations increased by approximately thirty percent (30%) which attributed to the debt capacity, which allows the City to have borrowing ability for any future projects. Kofoed interjected and said this would allow the Council to move forward with planning the Cedar-Johnson Road and West Main Street reconstruction projects.

Motion to enter into closed session to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual and the employee has requested a closed session.

Councilperson Horihan did not feel comfortable going in to the closed session without additional information for the reason of the closed session or guidance from the City Attorney (who was not present at this meeting). Miller requested that this closed session be rescheduled to a future date with the City Attorney present. There was not a majority to go into closed session and therefore this item was tabled.

ADJOURNMENT

Motion to adjourn by Horihan, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 7:43p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: Approve West Branch Fire Department appointments.

PREPARED BY: Fire Chief, Kevin Stoolman
--

DATE: September 19, 2024

BACKGROUND:

Motion to approve the following:

Keaton Norfleet – Cadet (approved by the West Branch Fire Department on 9/4/2024
(All parental paperwork has been submitted and is in order.)



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: August Monthly Financial Report

PREPARED BY: Heidi Van Auken, Finance Officer
--

DATE: September 19, 2024

SUMMARY:

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

BANK TO BOOK RECONCILIATION				
8/31/2024				
BANK BALANCE @ _____				
	CASH - FIDELITY BANK & TRUST			\$ 7,023,517.66
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND			\$ 35,190.60
	SUB TOTAL			\$ 7,058,708.26
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	\$ 102,860.71
	LIBRARY-HANSEN DONATION CD	GREENSTATE-1037 (Old 1034)	8/4/2025	\$ 60,397.57
	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
	TOTAL CD'S & SAVINGS ACCOUNTS			
				\$ 288,408.29
	SUB TOTAL			
				\$ 7,347,116.55
PLUS	O/S DEPOSITS			\$ -
PLUS	ADJUSTMENTS			\$ -
LESS:	O/S CREDIT CARD			\$ -
LESS:	O/S CHECKS			\$ 173,035.63
	ENDING BOOK BALANCE			
				\$ 7,174,080.92
	NON-RECONCILIATION ITEM-CUBBY PARK CONCESSIONS			
				\$ 600.00

CLERK'S REPORT FOR THE MONTH OF AUGUST 2024

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
GENERAL									
*(001) GENERAL OPERATING FUND	\$ 2,226,361.54	\$ 5.00	\$ 2,226,366.54	\$ 32,653.81		\$ 141,114.10		\$ 1,089.40	\$ 2,118,995.65
** 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	\$ 47,647.45	\$ -	\$ 47,647.45	\$ 415.00		\$ 5,067.32			\$ 42,995.13
(027) MEMORIAL GARDEN PROJECT	\$ 414.00	\$ -	\$ 414.00						\$ 414.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ 72,287.23	\$ 96,328.52	\$ 168,615.75	\$ 477.00		\$ 19,871.80			\$ 149,220.95
(036) TORT LIABILITY	\$ 5,639.51	\$ -	\$ 5,639.51			\$ 58,143.40			\$ (52,503.89)
SPECIAL REVENUE									
(110) ROAD USE TAX	\$ 237,773.09	\$ -	\$ 237,773.09	\$ 26,349.94		\$ 51,752.18		\$ 93.65	\$ 212,464.50
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 431,517.93	\$ -	\$ 431,517.93	\$ 2,933.51		\$ 44,895.60			\$ 389,555.84
(119) EMERGENCY TAX FUND	\$ 6,985.02	\$ -	\$ 6,985.02						\$ 6,985.02
(121) LOCAL OPTION SALES TAX	\$ 454,950.36	\$ -	\$ 454,950.36	\$ 26,249.41					\$ 481,199.77
(125) TIF	\$ 87,181.28	\$ -	\$ 87,181.28	\$ 76.67					\$ 87,257.95
(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
DEBT SERVICE									
(226) DEBT SERVICE	\$ 282,901.56	\$ -	\$ 282,901.56	\$ 248.78					\$ 283,150.34
CAPITAL PROJECTS									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 210,718.02	\$ -	\$ 210,718.02						\$ 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	\$ 85,808.39	\$ -	\$ 85,808.39			\$ 7,062.67			\$ 78,745.72
(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	\$ (5,546.47)	\$ -	\$ (5,546.47)	\$ 85,546.47		\$ 11,936.84			\$ 68,063.16
(326) ROUNDABOUT MAIN & CEDAR	\$ 156,500.72	\$ -	\$ 156,500.72						\$ 156,500.72
(327) SPONSORED WATER QUALITY IMP 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)	\$ 104,443.19		\$ 174,028.77			\$ (78,679.00)
(331) CEDAR JOHNSON RD RECONSTRUCT	\$ (30,556.72)	\$ -	\$ (30,556.72)			\$ 546.36			\$ (31,103.08)
PERMANENT									
(500) CEMETERY PERPETUAL FUND	\$ 35,190.60	\$ 102,860.71	\$ 138,051.31						\$ 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
ENTERPRISE									
(600) WATER FUND	\$ 375,535.33	\$ -	\$ 375,535.33	\$ 74,490.80		\$ 46,580.44	\$ 10,817.65	\$ 93.65	\$ 392,721.69
(603) WATER SINKING FUND	\$ 16,056.00	\$ -	\$ 16,056.00	\$ -	\$ 10,817.65				\$ 26,873.65
(610) SEWER FUND	\$ 915,177.16	\$ -	\$ 915,177.16	\$ 81,363.18		\$ 41,474.55	\$ 53,438.47	\$ 93.68	\$ 901,721.00
(611) SEWER FUND SPECIAL	\$ 681,306.75	\$ -	\$ 681,306.75	\$ -	\$ 53,438.47				\$ 734,745.22
(614) WASTEWATER LIFT STATION	\$ -	\$ -	\$ -						\$ -
(740) STORM WATER UTILITY	\$ 226,200.54	\$ -	\$ 226,200.54	\$ 5,717.25		\$ 11,311.03			\$ 220,606.76
TOTAL	\$ 7,057,399.05	\$ 288,131.54	\$ 7,345,530.59	\$ 440,965.01	\$ 64,256.12	\$ 613,785.06	\$ 64,256.12	\$ 1,370.38	\$ 7,174,080.92
O/S CHECKS			\$11,271.32						\$173,035.63
ADJUSTMENTS			\$0.00						\$0.00
O/S DEPOSIT			\$0.00						\$0.00
O/S CREDIT CARD			\$0.00						\$0.00
BANK STATEMENT BALANCE			\$7,356,801.91						\$7,347,116.55

CITY OF WEST BRANCH
 MTD TREASURERS REPORT
 AS OF: AUGUST 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	2,451,912.31	32,653.81	141,114.10	2,343,452.02	0.00	1,089.40	2,344,541.42
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	47,647.45	415.00	5,067.32	42,995.13	0.00	0.00	42,995.13
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	168,615.75	477.00	19,871.80	149,220.95	0.00	0.00	149,220.95
036-TORT LIABILITY	5,639.51	0.00	58,143.40	(52,503.89)	0.00	0.00	(52,503.89)
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	237,773.09	26,349.94	51,752.18	212,370.85	0.00	93.65	212,464.50
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	431,517.93	2,933.51	44,895.60	389,555.84	0.00	0.00	389,555.84
119-EMERGENCY TAX FUND	6,985.02	0.00	0.00	6,985.02	0.00	0.00	6,985.02
121-OPTION TAX	454,950.36	26,249.41	0.00	481,199.77	0.00	0.00	481,199.77
125-T I F	87,181.28	76.67	0.00	87,257.95	0.00	0.00	87,257.95
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	282,901.56	248.78	0.00	283,150.34	0.00	0.00	283,150.34
300-CAPITAL IMPROV. RESERVE	210,718.02	0.00	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	85,808.39	0.00	7,062.67	78,745.72	0.00	0.00	78,745.72
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	(5,546.47)	85,546.47	11,936.84	68,063.16	0.00	0.00	68,063.16
326-ROUNDAABOUT MAIN & CEDAR-J	156,500.72	0.00	0.00	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: AUGUST 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)	104,443.19	174,028.77	(78,679.00)	0.00	0.00	(78,679.00)
331-CEDAR JOHNSON RD RECONS	(30,556.72)	0.00	546.36	(31,103.08)	0.00	0.00	(31,103.08)
500-CEMETERY PERPETUAL FUND	138,051.31	0.00	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	375,535.33	74,490.80	57,398.09	392,628.04	0.00	93.65	392,721.69
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	16,056.00	10,817.65	0.00	26,873.65	0.00	0.00	26,873.65
610-SEWER FUND	915,177.16	81,363.18	94,913.02	901,627.32	0.00	93.68	901,721.00
611-SEWER FUND SPECIAL	681,306.75	53,438.47	0.00	734,745.22	0.00	0.00	734,745.22
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	226,200.54	5,717.25	11,311.03	220,606.76	0.00	0.00	220,606.76
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	7,345,530.59	505,221.13	678,041.18	7,172,710.54	0.00	1,370.38	7,174,080.92

*** END OF REPORT ***

CITY OF WEST BRANCH
 YTD TREASURERS REPORT
 AS OF: AUGUST 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	86,272.84	297,083.70	2,343,452.02	0.00	1,089.40	2,344,541.42
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	1,189.32	6,169.54	42,995.13	0.00	0.00	42,995.13
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	1,002.15	33,259.57	149,220.95	0.00	0.00	149,220.95
036-TORT LIABILITY	5,437.40	202.11	58,143.40	(52,503.89)	0.00	0.00	(52,503.89)
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	54,898.39	68,625.54	212,370.85	0.00	93.65	212,464.50
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	6,431.93	80,577.10	389,555.84	0.00	0.00	389,555.84
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	54,144.31	0.00	481,199.77	0.00	0.00	481,199.77
125-T I F	87,104.96	152.99	0.00	87,257.95	0.00	0.00	87,257.95
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	1,219.51	0.00	283,150.34	0.00	0.00	283,150.34
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	13,945.17	78,745.72	0.00	0.00	78,745.72
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	85,546.47	80,203.76	68,063.16	0.00	0.00	68,063.16
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: AUGUST 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)	104,443.19	174,028.77	(78,679.00)	0.00	0.00	(78,679.00)
331-CEDAR JOHNSON RD RECONS	0.00	0.00	31,103.08	(31,103.08)	0.00	0.00	(31,103.08)
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	148,895.11	193,663.59	392,628.04	0.00	93.65	392,721.69
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	21,635.30	0.00	26,873.65	0.00	0.00	26,873.65
610-SEWER FUND	912,224.35	169,931.66	180,528.69	901,627.32	0.00	93.68	901,721.00
611-SEWER FUND SPECIAL	627,868.28	106,876.94	0.00	734,745.22	0.00	0.00	734,745.22
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	11,671.50	12,360.44	220,606.76	0.00	0.00	220,606.76
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	7,550,374.24	856,348.65	1,234,012.35	7,172,710.54	0.00	1,370.38	7,174,080.92

*** END OF REPORT ***

PROGRAM EXPENDITURES FOR THE MONTH OF AUGUST 2024

16.67%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
PUBLIC SAFETY					
POLICE DEPARTMENT					
GENERAL FUND	\$ 740,370.00	\$ 53,637.51	\$ 99,771.06	\$ 640,598.94	13.48%
TORT LIABILITY	\$ 13,659.00	\$ 12,804.44	\$ 12,804.44	\$ 854.56	93.74%
TRUST & AGENCY	\$ 146,830.00	\$ 19,008.47	\$ 30,686.24	\$ 116,143.76	20.90%
FIRE DEPARTMENT					
GENERAL FUND	\$ 284,250.00	\$ 7,589.39	\$ 16,622.12	\$ 267,627.88	5.85%
TORT LIABILITY	\$ 22,000.00	\$ 5,637.17	\$ 5,637.17	\$ 16,362.83	25.62%
TRUST & AGENCY	\$ 67,901.00	\$ 3,186.69	\$ 8,510.66	\$ 59,390.34	12.53%
BUILDING INSPECTIONS				\$ -	#DIV/0!
GENERAL FUND	\$ 52,990.00	\$ 5,977.37	\$ 9,334.63	\$ 43,655.37	17.62%
TRUST & AGENCY	\$ 12,387.00	\$ 1,577.51	\$ 2,699.77	\$ 9,687.23	21.80%
ANIMAL CONTROL	\$ 4,050.00	\$ -	\$ -	\$ 4,050.00	0.00%
TOTAL PUBLIC SAFETY	\$ 1,344,437.00	\$ 109,418.55	\$ 186,066.09	\$ 1,158,370.91	13.84%
PUBLIC WORKS					
ROADS & STREETS					
GENERAL FUND	\$ 43,250.00	\$ -	\$ -	\$ 43,250.00	0.00%
TORT LIABILITY	\$ 17,181.00	\$ 16,106.20	\$ 16,106.20	\$ 1,074.80	93.74%
ROAD USE TAX FUND	\$ 325,174.00	\$ 51,752.18	\$ 68,625.54	\$ 256,548.46	21.10%
TRUST & AGENCY	\$ 67,038.00	\$ 8,179.60	\$ 13,388.50	\$ 53,649.50	19.97%
STREET LIGHTING - GENERAL FUND	\$ 41,000.00	\$ 3,031.54	\$ 5,525.75	\$ 35,474.25	13.48%
SOLID WASTE - GENERAL FUND	\$ 297,028.00	\$ 18,790.75	\$ 52,756.07	\$ 244,271.93	17.76%
TOTAL PUBLIC WORKS	\$ 790,671.00	\$ 97,860.27	\$ 156,402.06	\$ 634,268.94	19.78%
TOTAL HEALTH & SOCIAL SERVICES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CULTURE & RECREATION					
LIBRARY					
GENERAL FUND	\$ 201,215.00	\$ 19,871.80	\$ 33,259.57	\$ 167,955.43	16.53%
TORT LIABILITY	\$ 5,040.00	\$ 7,086.73	\$ 7,086.73	\$ (2,046.73)	140.61%
TRUST & AGENCY	\$ 41,151.00	\$ 4,047.28	\$ 7,420.17	\$ 33,730.83	18.03%
PARKS & RECREATION				\$ -	
GENERAL FUND	\$ 235,033.00	\$ 13,510.95	\$ 29,067.34	\$ 205,965.66	12.37%
TORT LIABILITY	\$ 5,000.00	\$ 6,200.88	\$ 6,200.88	\$ (1,200.88)	124.02%
TRUST & AGENCY	\$ 32,744.00	\$ 3,357.82	\$ 6,256.53	\$ 26,487.47	19.11%
CEMETERY					

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
GENERAL FUND	\$ 93,458.00	\$ 7,970.52	\$ 14,557.68	\$ 78,900.32	15.58%
TORT LIABILITY	\$ 1,547.00	\$ 2,174.34	\$ 2,174.34	\$ (627.34)	140.55%
TRUST & AGENCY	\$ 27,881.00	\$ 1,960.90	\$ 3,526.50	\$ 24,354.50	12.65%
CIVIC CENTER				\$ -	
GENERAL FUND	\$ 20,900.00	\$ 5,067.32	\$ 6,169.54	\$ 14,730.46	29.52%
TRUST & AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
COMMUNITY & CULTURAL DEV.	\$ 12,500.00	\$ 398.41	\$ 419.16	\$ 12,080.84	3.35%
LOCAL CABLE ACCESS				\$ -	
GENERAL FUND	\$ 24,395.00	\$ 534.97	\$ 14,067.82	\$ 10,327.18	57.67%
HISTORIC PRESERVATION	\$ 750.00	\$ 337.42	\$ 337.42	\$ 412.58	44.99%
TOTAL CULTURE & RECREATION	\$ 701,614.00	\$ 72,519.34	\$ 130,543.68	\$ 571,070.32	18.61%
COMMUNITY & ECONOMIC DEV.					
ECONOMIC DEVELOPMENT	\$ 40,500.00	\$ 2,500.00	\$ 2,610.00	\$ 37,890.00	6.44%
PLANNING & ZONING	\$ 20,000.00	\$ 655.28	\$ 655.28	\$ 19,344.72	3.28%
REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	
TIF DEBT SERVICE	\$ 154,887.00	\$ -	\$ -	\$ 154,887.00	0.00%
TOTAL COMMUNITY & E.D.	\$ 215,387.00	\$ 3,155.28	\$ 3,265.28	\$ 212,121.72	1.52%
GENERAL GOVERNMENT					
MAYOR & COUNCIL					
GENERAL FUND	\$ 21,500.00	\$ 435.19	\$ 870.38	\$ 20,629.62	4.05%
TRUST & AGENCY	\$ 2,906.00	\$ 47.39	\$ 94.78	\$ 2,811.22	3.26%
CLERK & TREASURER					
GENERAL FUND	\$ 202,420.00	\$ 23,725.79	\$ 45,771.27	\$ 156,648.73	22.61%
TORT LIABILITY	\$ 5,785.00	\$ 8,133.64	\$ 8,133.64	\$ (2,348.64)	140.60%
TRUST & AGENCY	\$ 48,187.00	\$ 3,529.94	\$ 7,993.95	\$ 40,193.05	16.59%
LEGAL SERVICES	\$ 27,000.00	\$ 2,019.01	\$ 4,717.72	\$ 22,282.28	17.47%
TOTAL GENERAL GOVERNMENT	\$ 307,798.00	\$ 37,890.96	\$ 67,581.74	\$ 240,216.26	21.96%
GO DEBT SERVICE	\$ 1,326,991.00	\$ -	\$ -	\$ 1,326,991.00	0.00%
CAPITAL PROJECTS					
(308) PARK IMPROVEMENTS	\$ 14,827.00	\$ -	\$ -	\$ 14,827.00	0.00%
(321) WIDENING WAPSI CREEK	\$ 800,000.00	\$ 7,062.67	\$ 13,945.17	\$ 786,054.83	1.74%
(324) WW TREATMENT FACILITY 2021	\$ 1,100,000.00	\$ 11,936.84	\$ 80,203.76	\$ 1,019,796.24	7.29%
(326) ROUNDABOUT MAIN & CEDAR	\$ -	\$ -	\$ 4,320.00	\$ (4,320.00)	#DIV/0!
(330) EASTSIDE WATER MAINS PHASE 2	\$ 1,200,000.00	\$ 174,028.77	\$ 174,028.77	\$ 1,025,971.23	14.50%

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
(331) CEDAR JOHNSON RD RECON	\$ -	\$ 546.36	\$ 31,103.08	\$ (31,103.08)	#DIV/0!
TOTAL CAPITAL PROJECTS	\$ 3,114,827.00	\$ 193,574.64	\$ 303,600.78	\$ 2,811,226.22	9.75%
BUSINESS TYPE ACTIVITIES					
WATER FUND	\$ 561,244.00	\$ 46,580.44	\$ 172,028.29	\$ 389,215.71	30.65%
WATER SINKING FUND	\$ 62,870.00	\$ -	\$ -	\$ 62,870.00	0.00%
SEWER FUND	\$ 417,142.00	\$ 41,474.55	\$ 73,651.75	\$ 343,490.25	17.66%
SEWER FUND SPECIAL	\$ 641,261.00	\$ -	\$ -	\$ 641,261.00	0.00%
STORM WATER UTILITY	\$ 42,326.00	\$ 11,311.03	\$ 12,360.44	\$ 29,965.56	29.20%
TOTAL BUSINESS TYPE ACTIVITIES	\$ 1,724,843.00	\$ 99,366.02	\$ 258,040.48	\$ 1,466,802.52	14.96%
NON-DEPARTMENTAL TRANSFERS					
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	\$ 21,635.30	\$ 186,652.70	10.39%
SEWER FUND	\$ 710,805.00	\$ 53,438.47	\$ 106,876.94	\$ 603,928.06	15.04%
SEWER FUND SPECIAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!
STORM WATER UTILITY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL NON-DEPARMENTAL TRANSFERS	\$ 1,861,555.00	\$ 64,256.12	\$ 128,512.24	\$ 1,733,042.76	6.90%
TOTAL FOR ALL FUNCTIONS	\$ 11,388,123.00	\$ 678,041.18	\$ 1,234,012.35	\$ 10,154,110.65	10.84%

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

001-GENERAL FUND

16.67% 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	128,512.24	6.90	1,733,042.76
TOTAL PUBLIC SAFETY	1,344,437.00	109,418.55	186,066.09	13.84	1,158,370.91
TOTAL PUBLIC WORKS	790,671.00	97,860.27	156,402.06	19.78	634,268.94
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	701,614.00	72,519.34	130,543.68	18.61	571,070.32
TOTAL COMMUNITY & ECON DEVELOP	215,387.00	3,155.28	3,265.28	1.52	212,121.72
TOTAL GENERAL GOVERNMENT	307,798.00	37,890.96	67,581.74	21.96	240,216.26
TOTAL DEBT SERVICE	1,326,991.00	0.00	0.00	0.00	1,326,991.00
TOTAL CAPITAL PROJECTS	3,114,827.00	193,574.64	303,600.78	9.75	2,811,226.22
TOTAL BUSINESS TYPE/ENTERPRISE	1,724,843.00	99,366.02	258,040.48	14.96	1,466,802.52
TOTAL EXPENDITURES	11,388,123.00	678,041.18	1,234,012.35	10.84	10,154,110.65



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: Claims for October 7, 2024
--

PREPARED BY: Heidi Van Auken, Finance Officer
--

DATE: October 2, 2024

SUMMARY:

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

EXPENDITURES**10/7/2024**

AMAZON.COM	FALL FEST, LHLM, OFFICE SUPPLIES	60.90
CITY OF COWETA	DAMAGED INTERLIB LOAN BOOK	36.99
CURTIS L CASPER	LAWN MOWING-NUISANCE	65.00
GRIEBAHN INDUSTRIES	NOTARY STAMPS-LIBRARY	55.22
HAWKINS	CHEMICALS	3,301.74
IA DNR	2025 ANNUAL WATER USE FEE	115.00
LYNCH'S EXCAVATING	STORM INTAKE REPLACEMENT	5,686.50
LYNCH'S PLUMBING	PARTS-TEMP WATER SERVICE	43.70
MENARDS	SEWER SAMPLE FRIDGE-PW	549.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	370.21
PROTECT YOUTH SPORTS	COACH BACKGROUND CHECKS	40.50
STERICYCLE	SHREDDING SERVICES	91.33
THE HOME DEPOT PRO	TOILET PAPER-P&R	62.07
TYLER TECHNOLOGIES	AUTO METER READ PROJECT FEE	60.10
UNIVERSITY OF IOWA HEALTH	PHYSICALS-POLICE	81.00
VEENSTRA & KIMM	VARIOUS PROJECTS	37,485.71
WHITE CAP	SHOP SUPPLIES-PW	107.96
TOTAL		48,212.93

PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS**9/27/2024****66,813.80****PAID BETWEEN MEETINGS**

AT&T MOBILITY	WIRELESS SERVICE	259.96
UNIFORM DEN	UNIFORM-COTTERILL	721.15
USA BLUE BOOK	WATER PLANT SUPPLIES	1,837.43
UMB BANK	GO BOND 2023 FEE	600.00
BAKER & TAYLOR	BOOKS	293.04
JOHN DEERE FINANCIAL	UNIFORMS, SUPPLIES-PW	1,554.63
MENARDS	NATURE TRAIL BRIDGE MTRLS.	1,261.55
NATIONAL PARK SERVICE	LHLM 5K PERMIT FEE	50.00
QUILL	OFFICE SUPPLIES	130.62
STATE INDUSTRIAL PRODUCTS	CHEMICALS	250.38
VERIZON WIRELESS	VERIZON WIRELESS	454.61
SISCO	HEALTH CLAIMS 9/23/2024	9.25
METLIFE	INSURANCE PREMIUM	2,232.61
SISCO	INSURANCE PREMIUM	16,998.40
SISCO	HEALTH CLAIMS 9/16/2024	107.59
AMAZON.COM	BOOKS, DVDS, SUPPLIES	328.93
BAKER & TAYLOR	BOOKS	658.85
HI-LINE	SHOP SUPPLIES	696.94
MEDIACOM	CABLE SERVICE	41.90
MENARDS	HOOVER TRAIL BRIDGE MTLs	3,424.19

MIDWEST FRAME & AXLE	TRUCK PARTS	121.07
MIDWEST UNDERGROUND CONTRACTORS	EAST SIDE WATER MAINS PH2	114,796.72
OLSON, KEVIN	LEGAL SERVICES-SEPT 2024	1,500.00
PANTHER UNIFORMS	UNIFORMS-POLICE	640.68
PLUNKETT'S PEST CONTROL	PEST CONTROL	160.14
QC ANALYTICAL SERVICES	LAB ANALYSIS	868.00
STATE INDUSTRIAL PRODUCTS	CHEMICALS	161.62
SCOTT STUELAND	CEMETERY STUMP GRIND	3,400.00
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	2,265.09
ALLIANT ENERGY	ALLIANT ENERGY	16,946.58
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	30.49
FIRST DUE HOSE	HOSE TESTING	2,142.70
IA LAW ENFORCEMENT ACADEMY	DEESCALATION TRAINING	25.00
LAW ENFORCEMENT SYSTEMS	PARKING TICKET BOOKS	214.00
LEAF CAPITAL FUNDING	COPIER LEASE-LIBRARY	142.02
LINDE GAS & EQUIPMENT	OXYGEN TANKS-FIRE	65.83
LINN COUNTY REC	STREET LIGHTS	260.23
MPEC	MOWER BATTERY	134.91
STATE HYGIENIC LAB	LAB ANALYSIS	72.50
SUMMIT FIRE PROTECTION	EXTINGUISHER RECHARGE	175.50
WEST BRANCH REPAIRS	VEHICLE SERVICE-POLICE	162.00
WEST BRANCH TIMES	LEGAL PUBLICATIONS	610.12
TOTAL		176,807.23
GRAND TOTAL EXPENDITURES		291,833.96
FUND TOTALS		
001 GENERAL FUND		50,868.42
022 CIVIC CENTER		656.08
031 LIBRARY		6,668.81
110 ROAD USE TAX		8,538.28
112 TRUST AND AGENCY		28,915.70
226 DEBT SERVICE		600.00
324 WW TREATMENT FACILITY		2,458.00
330 EAST SIDE WATER MAIN PH2		128,223.47
331 CEDAR JOHNSON RD RECON		20,514.36
600 WATER FUND		20,799.63
610 SEWER FUND		17,166.98
740 STORM WATER UTILITY		<u>6,424.23</u>
GRAND FUND TOTAL		291,833.96

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	UNIVERSITY OF IOWA HEALTH CARE-OH	PHYSICALS-POLICE	81.00
			TOTAL:	81.00
PARK & RECREATION	GENERAL FUND	THE HOME DEPOT PRO AMAZON.COM.CA., INC.	TOILET PAPER-P&R	62.07
			FALL FEST, LHLM, OFFICE SU	28.19
			FALL FEST, LHLM, OFFICE SU	9.99
			FALL FEST, LHLM, OFFICE SU	22.72
		PROTECT YOUTH SPORTS	COACH BACKGROUND CHECKS	40.50
			TOTAL:	163.47
ECONOMIC DEVELOPMENT	GENERAL FUND	CURTIS L CASPER	LAWN MOWING-NUISANCE	65.00
			TOTAL:	65.00
CLERK & TREASURER	GENERAL FUND	LYNCH'S PLUMBING INC TYLER TECHNOLOGIES STERICYCLE, INC.	TOILET VALVE-CITY OFFICE	17.50
			UB NOTIFICATION FEE	0.10
			SHREDDING SERVICES	91.33
			TOTAL:	108.93
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	WB HERITAGE HILL SITE	849.60
			MEADOWS PT 6 REVIEW	237.00
			TOTAL:	1,086.60
LIBRARY	LIBRARY	OVERDRIVE INC GRIEBAHN INDUSTRIES INC CITY OF COWETA	DIGITAL & AUDIO BOOKS	370.21
			NOTARY STAMPS-LIBRARY	55.22
			DAMAGED INTERLIB LOAN	36.99
			TOTAL:	462.42
ROADS & STREETS	ROAD USE TAX	WHITE CAP L.P.	SHOP SUPPLIES-PW	107.96
			TOTAL:	107.96
CAPITAL PROJECT	WW TREATMT FAC IMP	VEENSTRA & KIMM INC.	WW TREATMENT FACILITY	2,280.00
			WW TREATMENT FACILITY	178.00
			TOTAL:	2,458.00
CAPITAL PROJECT	EASTSIDE WATER MAI	VEENSTRA & KIMM INC.	EAST SIDE WATER MAINS PH2	13,426.75
			TOTAL:	13,426.75
CAPITAL PROJECT	CEDAR JOHNSON RD R	VEENSTRA & KIMM INC.	CEDAR JOHNSON RD RECON	20,514.36
			TOTAL:	20,514.36
WATER OPERATING	WATER FUND	IOWA DEPARTMENT OF NATURAL RESOURCES LYNCH'S PLUMBING INC TYLER TECHNOLOGIES HAWKINS INC.	2025 ANNUAL WATER USE FEE	115.00
			PARTS-TEMP WATER SERVICE	26.20
			AUTO METER READ PROJECT FE	60.00
			CHEMICALS	3,301.74
			TOTAL:	3,502.94
SEWER OPERATING	SEWER FUND	MENARDS	SEWER SAMPLAE FRIDGE-PW	549.00
			TOTAL:	549.00
STORM WATER UTILITY	STORM WATER UTILIT	LYNCH'S EXCAVATING INC	STORM INTAKE REPLACEMENT	5,686.50
			TOTAL:	5,686.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
------------	------	-------------	-------------	--------

```

===== FUND TOTALS =====
001 GENERAL FUND                1,505.00
031 LIBRARY                      462.42
110 ROAD USE TAX                 107.96
324 WW TREATMT FAC IMP 2021     2,458.00
330 EASTSIDE WATER MAIN PH2    13,426.75
331 CEDAR JOHNSON RD RECONS    20,514.36
600 WATER FUND                  3,502.94
610 SEWER FUND                   549.00
740 STORM WATER UTILITY        5,686.50
-----
                                GRAND TOTAL: 48,212.93
-----

```

TOTAL PAGES: 2

**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

MEETING DATE: October 7, 2024

AGENDA ITEM: Resolution 2024-104 - Approving and Adopting Amendment No. 7 to the Amended and Restated Urban Renewal Plan.
--

PREPARED BY: City Clerk, Leslie Brick
--

DATE: September 18, 2024

SUMMARY:

The City Clerk published and posted a public hearing notice on the proposed amendment #7 of the Amended and Restated Urban Renewal Plan on September 26, 2024. The City of West Branch held a Consultation among the taxing entities on September 30, 2024. The City Council held a public hearing on the matter at the October 7, 2024 City Council meeting.

Hearing no objections or receiving any written comments, Amendment No. 7 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area includes:

28) KBH Holdings LLC (West Branch Dental) – 25% rebate for up to \$101,000 or ten years

29) Cedar Johnson Road Improvements \$8 million

30) All of Main Street Improvements \$15 million

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5127, Coralville, Iowa 52241 (319)248-1700
Return to: City of West Branch, Iowa, 110 N. Poplar Street, West Branch, Iowa 52358

RESOLUTION 2024-104

RESOLUTION APPROVING AND ADOPTING AN AMENDMENT NO. 7 TO THE AMENDED AND RESTATED URBAN RENEWAL PLAN FOR THE WEST BRANCH URBAN RENEWAL AREA.

WHEREAS, City Staff has caused there to be prepared an Amendment No. 7 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area, a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to specifically outline projects to be constructed or which the City will cause to be constructed in said West Branch Urban Renewal Area; and

WHEREAS, it is desirable that these areas be redeveloped as part of the overall redevelopment area covered by said Plan; and

WHEREAS, adoption of Amendment No. 7 to the Amended and Restated Plan for the West Branch Urban Renewal Area is in conformity with the general plan for development of the City as a whole; and

WHEREAS, this Council directed that a consultation be held with the designated representatives of all affected taxing entities to discuss the proposed Amendment No. 7 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area and the division of revenue described therein, and that notice of said consultation and a copy of the proposed Amendment No. 7 to the Amended and Restated Plan be sent to all affected taxing entities; and

WHEREAS, pursuant to such notice, the consultation was duly ordered by the City Council and all required responses to the recommendations made by the affected taxing entities, if any, have been timely made as set forth in this report of the City Administrator filed herewith and incorporated herein by this reference, which report is in all respects approved; and

WHEREAS, by resolution, this Council also set a public hearing on the adoption of the Amendment No. 7 to the Amended and Restated Plan for the West Branch Urban Renewal Area for this meeting of the Council, and due and proper notice of said public hearing was given, as

provided by law, by timely publication in the West Branch Times, which notice set forth the time and place for this hearing and nature and purpose thereof; and

WHEREAS, in accordance with said notice, all persons or organizations desiring to be heard on said proposed Amended and Restated Urban Renewal Plan, both for and against, have been given an opportunity to be heard with respect thereto and due consideration has been given to all comments and views expressed to this Council in connection therewith and said public hearing has been closed.

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

Section 1. That the findings and conclusions set forth or contained in Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area concerning the area of the City of West Branch, Iowa described in the preamble hereof, be and the same are hereby ratified and confirmed in all respects as the findings of the Council for this area.

Section 2. This Council further finds:

- a. That the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area of the City of West Branch, Iowa, conform to the general plan for the development of the City as a whole; and
- b. As to those areas of open land to be included within the West Branch Urban Renewal Area to be acquired by the City:
 - i. With reference to those portions thereof which are to be developed for non-residential uses, the City Council hereby determines that such non-residential uses are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 3. That Amendment No. 7 to the Amended and Restated Plan for the West Branch Urban Renewal Area of the City of West Branch, Iowa, be and the same is hereby approved and adopted and said amendment to the Amended and Restated Urban Renewal Plan is hereby in all respects approved.

Section 4. That Amendment No. 7 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area shall be in full force and effect from the date of this Resolution until the later of the date of termination set forth in the Plan as so amended, or the date on which payment of all obligations issued or advances made to carry out the purposes thereof shall be fully provided for. Said Amendment No. 7 to the Amended and Restated Urban Renewal Plan shall be forthwith certified by the City Clerk, along with a copy of this resolution, to the Recorder for Cedar County, Iowa, to be filed and recorded in the manner provided by law.

Passed and approved this 7th day of October, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

**AMENDMENT NO. 7 TO THE WEST BRANCH AMENDED AND RESTATED
URBAN RENEWAL PLAN**

WHEREAS, the City Council of the City of West Branch, via Resolution 1454, passed and approved on May 2, 2016, adopted the Amended and Restated West Branch Urban Renewal Plan, and recorded in Book 2016 at page 1268, Records of the Cedar County Recorder's Office; and

WHEREAS, the City Council of the City of West Branch, via Resolution 1740, passed and approved on September 17, 2018, adopted Amendment No. 1 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, the City Council of the City of West Branch, via Resolution 1773, passed and approved on January 22, 2019, adopted Amendment No. 2 to the Amended and Restated West Branch Urban Renewal Plan, and

WHEREAS, the City Council of the City of West Branch, via Resolution 1969, passed and approved on January 4, 2021, adopted Amendment No. 3 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, the City Council of the City of West Branch, via Resolution, passed and approved on March 7, 2022, adopted Amendment No. 4 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, the City Council of the City of West Branch, via Resolution, passed and approved on May 2, 2023, adopted Amendment No. 5 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, the City Council of the City of West Branch, via Resolution, passed and approved on October 16, 2023, adopted Amendment No. 6 to the Amended and Restated West Branch Urban Renewal Plan; and

WHEREAS, the City Council has deemed it necessary and desirable to add Urban Renewal Projects to the Amended and Restated West Branch Urban Renewal Plan.

NOW, THEREFORE, the West Branch Amended and Restated Urban Renewal Plan, dated May, 2016, is hereby amended as follows:

1. In Section VI, entitled Urban Renewal Projects, the following Projects is hereby added and incorporated into the West Branch Amended and Restated Urban Renewal Plan:

28) KBH Holdings LLC (West Branch Dental)
– 25% rebate for ten years or up to \$101,000

29) Cedar Johnson Road Improvements \$8
million

30) All of Main Street Improvements \$15
million

4. Except as modified by this Amendment No. 7, the provisions of the Amended and Restated Urban Renewal Plan dated May, 2016, and Amendment No. 1, Amendment No. 2, Amendment No. 3, Amendment No. 4, Amendment No. 5 and Amendment No. 6 are hereby ratified, affirmed and approved and shall remain in full force and effect.

5. This Amendment No. 7 to the Urban Renewal Plan shall be in full force and effect upon adoption by the City Council, and shall be referred to as “Amendment No. 7 to the Amended and Restated West Branch Urban Renewal Plan.”

6. Any parts of the Amended and Restated Urban Renewal Plan in conflict with the provisions of this Amendment No. 7 are hereby repealed.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: First Reading of Ordinance 816 – Amending Chapter 69 – Parking Regulations. / Move to action.
--

PREPARED BY: Police Chief, Greg Hall

DATE: September 23, 2024

SUMMARY:

The purpose of this ordinance is to regulate parking at City Office for the convenience of visitors conducting short-duration business and to ensure the efficient flow of traffic in the vicinity. This area is directly in front of City Office, located at 110 N. Poplar Street.

Hours of Enforcement

The 30-minute parking zone shall be enforced during the following hours:

Monday to Friday: 8:00 AM to 4:00 PM

Exempt hours: Saturday Sunday and legal holidays

Enforcement of this ordinance shall be the responsibility of designated City law enforcement personnel or parking enforcement officers. Vehicles parked in violation of this ordinance are subject to citation and/or towing at the owner's expense.

Signage

The City shall install conspicuous signs indicating "30-Minute Parking Only" at the designated area. Signage shall also display the hours of enforcement.

Exemptions

Exemptions to the 30-minute parking limit may be granted for official City vehicles, emergency vehicles, and vehicles displaying valid disability parking permits. Exemptions may be subject to conditions as determined by the City administration.

ORDINANCE NO. 816

AN ORDINANCE AMENDING CHAPTER 69 "PARKING REGULATIONS".

WHEREAS, the City of West Branch, Iowa has jurisdiction to establish Parking Regulations within the corporate limits of the City of West Branch; and

WHEREAS, No Parking Zones shall mean, to stop, stand, or parking of a vehicle in any of the following designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal; and

WHEREAS, the City Council has heretofore deemed it necessary and desirable to pass legislation regulating the no parking zones within the City.

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

Section 1: Amendment. The Code of Ordinances is hereby amended by the City Council of West Branch, Iowa by adding the following new section to Chapter 69, "PARKING REGULATIONS", Section 69.10, THIRTY MINUTE PARKING ZONES.

(Insert after current subsection)

69.10 THIRTY MINUTE PARKING ZONES. Parking on the following streets is restricted to thirty minutes between the hours of 8:00 a.m. and 4:00 p.m. daily except Saturdays, Sundays, and legal holidays.

1. On the west side of N. Poplar Street directly in front of the City Office and/or 110 N. Poplar Street.

Renumber all remaining sections after these changes.

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

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

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

Passed and approved this ____ day of _____, 2024

First Reading: October 7, 2024
Second Reading:
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

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

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: First Reading of Ordinance 817 – Amending Chapter 30 – Police Department. / Move to action.
--

PREPARED BY: Police Chief, Greg Hall

DATE: September 24, 2024

SUMMARY:

The West Branch Police Department is continually looking for ways to attract and retain police officers for the City of West Branch. While recruitment has taken several months to complete, I feel it is necessary to revisit the 8-mile residency requirement for police officers.

The subject of extending and/or eliminating the residency requirement was discussed at prior City Council meetings recently, it was expressed by the Council to consider extending the residency requirement from 8 miles to 30 miles.

Ordinance 817 reflects the City Council’s desire to enact the change with support from the West Branch Police Chief.

ORDINANCE NO. 817

AN ORDINANCE AMENDING CHAPTER 30 “POLICE DEPARTMENT”

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 30 “POLICE DEPARTMENT” of the Code of West Branch, Iowa is hereby amended by deleting Section 30.11 “RESIDENCY REQUIREMENT” in its entirety and inserting in lieu thereof:

30.11 RESIDENCY REQUIREMENT

All full-time peace officers, including the Police Chief, shall establish a residence within a **thirty (30)** mile radius of West Branch within six months of their date of employment, and continued residency within that **thirty (30)** mile radius of West Branch is a requirement for continued employment with the City. **Peace officers (excluding the Police Chief) will not utilize a city vehicle for transportation to and from any residence outside of the City limits, unless the full-time peace officer receives authorization from the Police Chief, City Administrator or City Council to do so.** The Police Chief shall ensure that all full-time peace officers comply with these requirements.

2. This amendment to the ordinance shall be in full effect from and after its publication as by law provided.

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

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

Passed and approved this ____ day of _____, 2024.

First Reading: October 7, 2024
Second Reading:
Third Reading:

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk

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

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024
AGENDA ITEM: Resolution 2024-105 - Approve Invoice #34740 in the amount of \$2,852.50 to Impact7G for the Wapsi Creek Widening SRF Sponsored Project.
PREPARED BY: City Clerk, Leslie Brick
DATE: August 27, 2024

SUMMARY:

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

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

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

Invoice	Amount	Purpose	Date
25942	\$20,782	Data collection	6/6/2022
26230	\$25,385	Data collection & planning & design	6/17/2022
25519	\$5,508	Data collection, design & funding mmgt.	6/24/2022
26665	\$9,768	Data collection & design	7/18/2022
26986	\$17,253	Data collection, design & funding mmgt.	8/19/2022
27315	\$4,802	Data collection, design & funding mmgt.	9/19/2022
27724	\$1,424	Data collection & design	11/7/2022
28474	\$6,456	Data collection, design & funding mmgt.	12/19/2022
28888	\$1,429	Funding mmgt & planning & design	2/6/2023
28265	\$1,267	Data collection, planning & design	2/21/2023
29216	\$7,056	Funding mmgt	2/21/2023
29478	\$5,210	Funding mmgt, planning & design	3/25/2023
29822	\$2,940	Funding mmgt	5/15/2023
31168	\$5,020	Funding mmgt	9/5/2023
31444	\$770.00	Funding mmgt	10/2/2023
33192	\$4970.00	Funding mmgt	2/20/2024
34364	\$382.50	Funding mmgt	7/1/2024
34618	\$5753.67	Public outreach	8/19/2024
34740	<u>\$2852.50</u>	Public outreach	9/3/2024

\$129,028.67

RESOLUTION 2024-105

A RESOLUTION APPROVING INVOICE #35132 IN THE AMOUNT OF \$2,581.25 TO IMPACT7G INC. FOR THE WAPSI CREEK WIDENING – SRF SPONSORED PROJECT

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

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

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

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

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

WHEREAS, it is now necessary to approve said invoice number 35132 in the amount of \$2,581.25.

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

Passed and approved this 7th day of October, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



Impact7G

8951 Windsor Parkway
Johnston, IA 50131
515.473.6256

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

Invoice number 35132
Date 09/11/2024

Project 22003 WEST BRANCH WAPSI CREEK
SRF SPONSORED PROJECT

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

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

Description	Contract Amount	Percent Complete	Prior Billed	Current Billed	Remaining Contract
Task 1 - Project & SRF Funding Management	29,400.00	96.04	28,236.25	0.00	1,163.75
Task 2 - Data Collection	64,400.00	100.00	64,400.00	0.00	0.00
Task 3 - Planning and Design	22,700.00	99.94	22,686.25	0.00	13.75
Task 4 - Public Outreach and Education	20,200.00	77.20	13,013.75	2,581.25	4,605.00
Total	136,700.00	95.77	128,336.25	2,581.25	5,782.50

Invoice total 2,581.25

Thank you for your business!



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: Resolution 2024-106 – Amending the Employee Handbook
--

PREPARED BY: Leslie Brick, City Clerk
--

DATE: October 2, 2024

SUMMARY:

The City Council approved Resolution 2024-103 on September 16, 2024 regarding overtime for police department to accommodate their new work schedules.

Upon further review and discussions with the Finance Officer, City Administrator and Police Chief and myself, it has been determined that additional changes are required to the Employee Handbook to define the **work week** (for regular employees) and **work periods** (for public safety employees).

This resolution also amends the number of hours a public safety employee must work before they are eligible for overtime with their current work schedules.

The changes are indicated in “red” and will be incorporated into the West Branch Employee Handbook upon approval by the City Council.

RESOLUTION 2024-106

A RESOLUTION AMENDING THE EMPLOYEE HANDBOOK

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, this resolution repeals Resolution 2024-103, approved on September 16, 2024; and

WHEREAS, the City of West Branch Employee Handbook, dated July 1, 2024 will be amended as follows:

Section III – EMPLOYMENT

13. Working Hours Work Week / Work Period

A normal work schedule for regular, full-time employees consists of forty (40) hours each work week. Different work schedules may be established by the City to meet specific job assignments and provide necessary City services. Each employee will be advised of his or her work schedule.

- For regular full-time employees, (excluding public safety employees) the work week is defined as starting on Monday at 12:00 a.m. and ending Sunday at 11:59 p.m. (40-hour work week)
- For public safety employees (police and fire), the work period is defined as starting on Monday at 12:00 a.m. and ending on the second Sunday at 11:59 p.m. (80-hour work period)

Section III – EMPLOYMENT

21. OVERTIME (NON-EXEMPT EMPLOYEES ONLY)

Periodically, overtime work is necessary to maintain City operations. All overtime must be approved by the Supervisor/Department Director and/or City Administrator and will be paid in the applicable pay period. If an employee fails to obtain approval prior to working overtime he or she shall be subject to discipline up to and including termination.

- All regular, non-exempt employees working over forty (40) hours in a work week shall be paid overtime for all hours worked in excess of forty (40) hours.
- All non-exempt, Public safety employees (police and fire) working over eighty (80) hours in a work period shall be paid overtime for all hours worked in excess of eighty (80) hours.

Non-Exempt employees are not entitled to compensatory time for overtime worked.

For the purposes of calculating overtime, holidays shall be counted as hours worked.

Those employees required to work on a holiday shall be paid time and one half for all hours worked on a holiday.

(As an example, if an employee works 8 hours on Christmas, that employee shall receive 8 hours of holiday pay and 8 hours of time and a half for hours worked.)

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned Amendment to the West Branch Employee Handbook is hereby approved.

Passed and approved this 7th day of October, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: Resolution 2024-107 – Approving the Revised Final Plat for Heritage Hill, West Branch, Iowa.
--

PREPARED BY: Leslie Brick, City Clerk
--

DATE: September 25, 2024

BACKGROUND:

The City Council approved an amended final plat for Heritage Hill Subdivision on December 18, 2023 via Resolution 2023-135 which had the entire property as Lot 1.

The developer of the property now would like to re-plat Lot 1 lot into fifty-four (54) residential lots so that when the residential units are constructed, they can receive secondary mortgage backed FHA loans.

This revision does not change the number of units or the private HOA already in place, it just allows new buyers access to better interest rates for more attainable/affordable housing.

RECOMMENDATION:

Planning and Zoning approve the Revised Final Plat at their September 24, 2024 meeting. Zoning Administrator Terry Goerdts, Attorney Kevin Olson and Engineer Dave Schechinger have also reviewed and approved the final plat.

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

RESOLUTION 2024-107

RESOLUTION APPROVING THE REVISED FINAL PLAT OF HERITAGE HILL, WEST BRANCH, IOWA.

WHEREAS, the developer did file with the City Clerk of West Branch, a revised final plat for Heritage Hill, West Branch, Iowa; and

WHEREAS, the legal description for said Subdivision is as follows:

See Exhibit “A” attached hereto; and

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the final platting of Heritage Hill, West Branch, Iowa, be and the same is hereby approved.

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

Passed and approved this 7th day of October, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

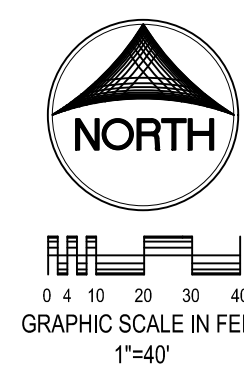
Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASEIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/28/24	PER CITY COMMENTS - ADP
8/28/24	PER CITY REVISIONS - HEH
9/27/24	PER CITY COMMENTS - ADP

OVERALL SITE LAYOUT AND DIMENSION PLAN

HERITAGE HILL, LOT 1
WEST BRANCH, CEDAR COUNTY, IOWA

MMS CONSULTANTS, INC.
Date: 08-04-22
Designed by: KJC Field Book No: 1343, PG. 39
Drawn by: TAV Scale: 1"=40'
Checked by: KJB Sheet No:
Project No: C120
11186-002 of:

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA



PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBCO LLC
PO BOX 277
WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY:
JAMES D. HOUGHTON
216 STEVENS DRIVE
IOWA CITY, IA 52240

EXHIBIT A

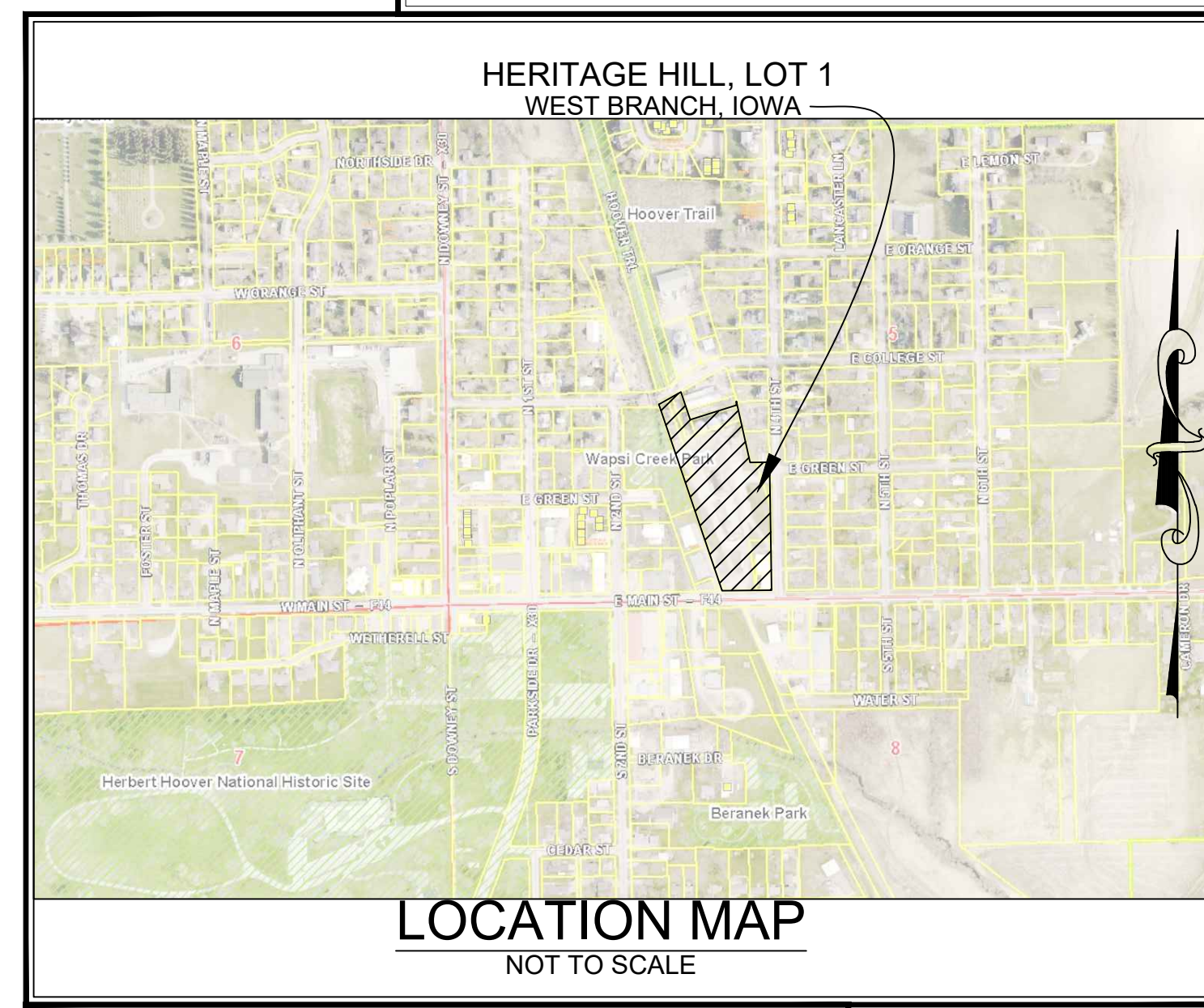


UTILITIES
THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8889 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

STANDARD LEGEND AND NOTES

- - - - -	PROPERTY &/or BOUNDARY LINES
- - - - -	CONGRESSIONAL SECTION LINES
- - - - -	RIGHT-OF-WAY LINES
- - - - -	EXISTING RIGHT-OF-WAY LINES
- - - - -	CENTER LINES
- - - - -	EXISTING CENTER LINES
- - - - -	LOT LINES, INTERNAL
- - - - -	LOT LINES, PLATTED OR BY DEED
- - - - -	PROPOSED EASEMENT LINES
- - - - -	EXISTING EASEMENT LINES
- - - - -	BENCHMARK
- - - - -	RECORDED DIMENSIONS
- - - - -	CURVE SEGMENT NUMBER
- - - - -	POWER POLE
- - - - -	POWER POLE W/DROP
- - - - -	POWER POLE W/TRANS
- - - - -	POWER POLE W/LIGHT
- - - - -	GUY POLE
- - - - -	LIGHT POLE
- - - - -	SANITARY MANHOLE
- - - - -	FIRE HYDRANT
- - - - -	WATER VALVE
- - - - -	DRAINAGE MANHOLE
- - - - -	CURB INLET
- - - - -	FENCE LINE
- - - - -	EXISTING SANITARY SEWER
- - - - -	PROPOSED SANITARY SEWER
- - - - -	EXISTING STORM SEWER
- - - - -	PROPOSED STORM SEWER
- - - - -	WATER LINES
- - - - -	ELECTRICAL LINES
- - - - -	TELEPHONE LINES
- - - - -	GAS LINES
- - - - -	CONTOUR LINES (1' INTERVAL)
- - - - -	PROPOSED GROUND
- - - - -	EXISTING TREE LINE
- - - - -	EXISTING DECIDUOUS TREE & SHRUB
- - - - -	EXISTING EVERGREEN TREES & SHRUBS



PAVING CONSTRUCTION NOTES

- PAVEMENT CONSTRUCTION SHALL BE IN ACCORDANCE WITH I.D.O.T. SPECIFICATION SECTION 2301.
- I.D.O.T. CLASS C-3 CONCRETE SHALL BE USED, UNLESS NOTED OTHERWISE.
- PAVEMENT JOINTS SHALL CONFORM TO I.D.O.T. STANDARD ROAD PLAN PV-101.
- SUBGRADE UNDER PROPOSED PAVEMENT SHALL BE COMPACTED TO 95% STANDARD PROCTOR DENSITY, TO A DEPTH OF SIX (6) INCHES, UNLESS NOTED OTHERWISE.
- ALL SAWED PAVEMENT JOINTS SHALL BE SEALED.

PAVEMENT LEGEND

MATERIAL	TOTAL*
7" PCC	5,195 SY
6" PCC	2,479 SY
4" PCC	1,732 SY

*TOTALS INCLUDE ALL SF OF MATERIAL INCLUDING OUTSIDE OF PROPERTY LINE

LEGAL:
HERITAGE HILL - LOT 1 IN WEST BRANCH, CEDAR COUNTY, IOWA, IN ACCORDANCE WITH THE RECORDED PLAT THEREOF, CONTAINING 5.93 ACRES AND SUBJECT TO EASEMENTS AND RESTRICTION OF RECORD.

SITE DEVELOPMENT SUMMARY:
ZONING: PUD
SQUARE FOOTAGE: 258,182 SF
PROPOSED USE: RESIDENTIAL

DEVELOPMENT CHARACTERISTICS:
HERITAGE HILL - LOT 1 ON GREEN STREET IS TO BE A 5.93 ACRE. THE PLAN WILL CONSIST OF 2 (TWO) PROPOSED RESIDENTIAL 12-PLEX BUILDINGS, AND FIFTY FIVE (55) PROPOSED RESIDENTIAL 2 (TWO) BEDROOM UNITS.

DEVELOPMENT SCHEDULE:
APPLICANT PLANS TO BEGIN CONSTRUCTION ON FALL 2022, WITH AN ESTIMATED COMPLETION DATE IN FALL 2023.

SITE COVERAGES:

TOTAL LOT AREA	258,182 S.F. (100%)
PROPOSED BUILDING AREA	53,558 S.F. (20.7%)
PROPOSED PAVING AREA	80,539 S.F. (31.2%)
TOTAL IMPERVIOUS AREA	134,097 S.F. (51.9%)
TOTAL OPEN AREA	124,085 S.F. (48.1%)

LOT REQUIREMENTS:

FRONT YARD SETBACK	(N. 4TH ST) 13 FEET (E. MAIN ST) 15 FEET
SIDE YARD SETBACK	15 FEET
REAR YARD SETBACK	15 FEET

PARKING REQUIREMENTS:

2 SPACES PER UNIT/ 12 UNITS (TWO BEDROOM EACH) PER BUILDING/ 2 BUILDINGS	24(12+12) = 48 SPACES
TOTAL PARKING PROVIDED = 60 SPACES	
2 SPACES PER UNIT/ (TWO BEDROOM EACH) PER BUILDING/ 55 BUILDINGS	24(55) = 110 SPACES
TOTAL PARKING PROVIDED = 220 SPACES (110 GARAGE SPACES AND 110 DRIVE SPACES)	

SITE LIGHTING SHALL BE PROVIDED ON THE SIDES OF THE BUILDING.

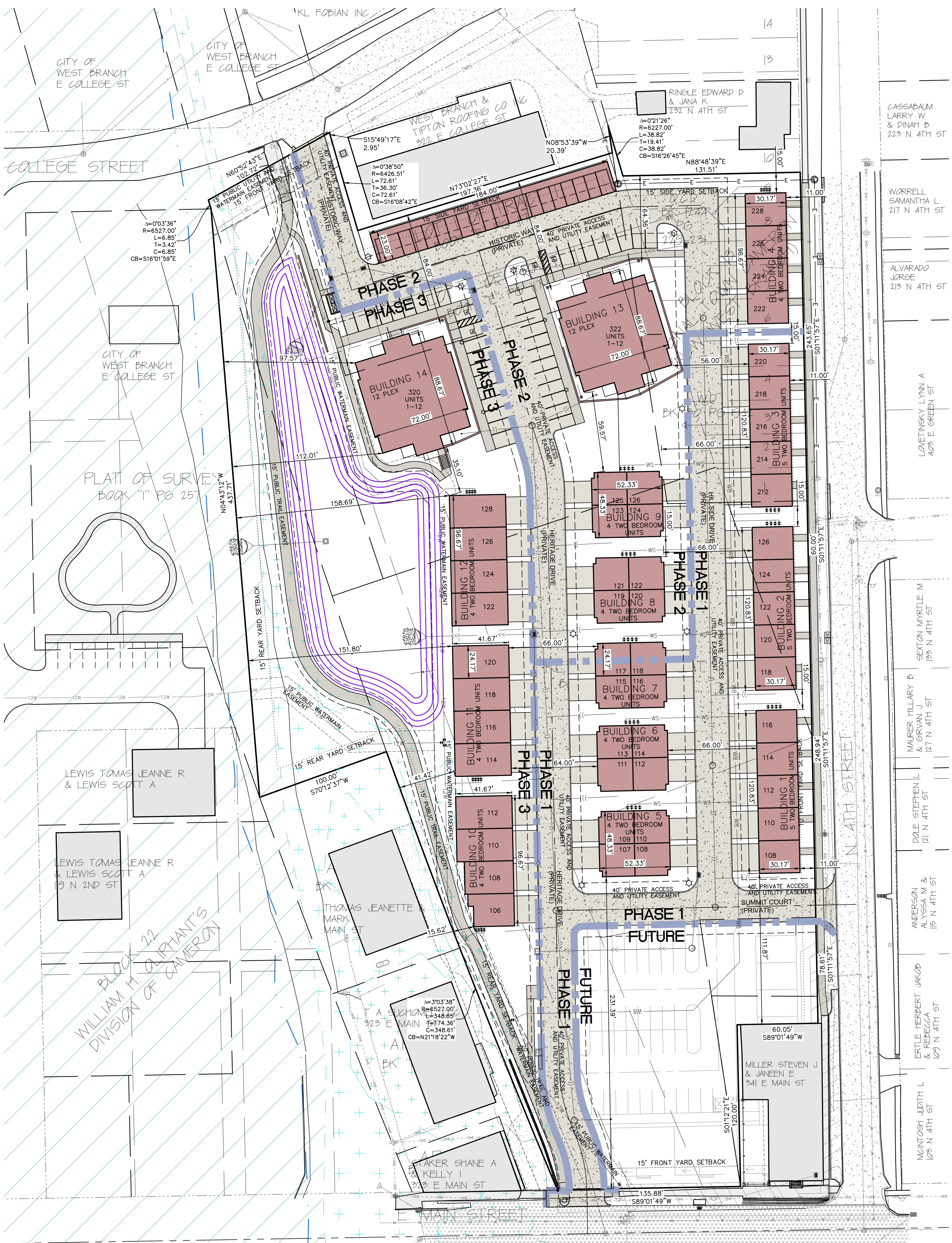
100 YEAR FLOOD ELEVATION = 713.20

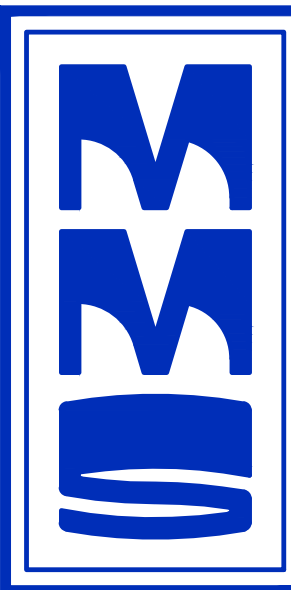
I hereby certify that this engineering document was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

KELLY J. BECKLER
Professional Engineer
Iowa License No. 14624

My license renewal date is December 31, 2024.

Pages or sheets covered by this seal:





CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

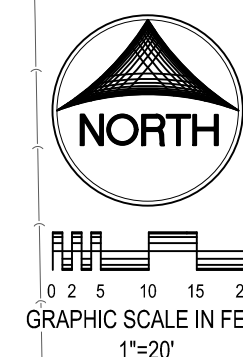
Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/28/24	PER CITY COMMENTS - ADP
8/26/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA

PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBO LLC
PO BOX 277
WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY:
JAMES D. HOUGHTON
216 STEVENS DRIVE
IOWA CITY, IA 52240



PAVING CONSTRUCTION NOTES

- PAVEMENT CONSTRUCTION SHALL BE IN ACCORDANCE WITH I.D.O.T. SPECIFICATION SECTION 2301.
- I.D.O.T. CLASS C-3 CONCRETE SHALL BE USED, UNLESS NOTED OTHERWISE.
- PAVEMENT JOINTS SHALL CONFORM TO I.D.O.T. STANDARD ROAD PLAN PV-101.
- SUBGRADE UNDER PROPOSED PAVEMENT SHALL BE COMPACTED TO 95% STANDARD PROCTOR DENSITY, TO A DEPTH OF SIX (6) INCHES, UNLESS NOTED OTHERWISE.
- ALL SAWED PAVEMENT JOINTS SHALL BE SEALED.

PAVEMENT LEGEND MATERIAL TOTAL*

PAVEMENT LEGEND	MATERIAL	TOTAL*
	7" PCC	5,195 SY
	6" PCC	2,479 SY
	4" PCC	1,732 SY

*TOTALS INCLUDE ALL SF OF MATERIAL, INCLUDING OUTSIDE OF PROPERTY LINE

UTILITIES

THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8989 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IF IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN, IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THEREOF. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.



SHEET INDEX

- C120 OVERALL SITE LAYOUT AND DIMENSION PLAN
- C121 DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
- C122 DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
- C140 GRADING AND EROSION CONTROL PLAN AND SWPPP
- C141 DETAILED GRADING PLAN - NORTH HALF
- C142 DETAILED GRADING PLAN - SOUTH HALF
- C160 UTILITY PLAN: SANITARY AND WATER
- C161 UTILITY PLAN: STORM AND ELECTRIC
- CD100 EXISTING FEATURES AND DEMOLITION PLAN
- C500 GENERAL NOTES AND DETAILS
- C501 GENERAL NOTES AND DETAILS
- L100 LANDSCAPE PLAN

STANDARD LEGEND AND NOTES

- PROPERTY &/or BOUNDARY LINES
 - CONGRESSIONAL SECTION LINES
 - RIGHT-OF-WAY LINES
 - EXISTING RIGHT-OF-WAY LINES
 - CENTER LINES
 - EXISTING CENTER LINES
 - LOT LINES, INTERNAL
 - LOT LINES, PLATTED OR BY DEED
 - PROPOSED EASEMENT LINES
 - EXISTING EASEMENT LINES
 - BENCHMARK
 - RECORDED DIMENSIONS
 - CURVE SEGMENT NUMBER
- EXIST-
- PROP-
- POWER POLE
 - POWER POLE W/DROP
 - POWER POLE W/TRANS
 - POWER POLE W/LIGHT
 - GUY POLE
 - LIGHT POLE
 - SANITARY MANHOLE
 - FIRE HYDRANT
 - WATER VALVE
 - DRAINAGE MANHOLE
 - CURB INLET
 - EXISTING SANITARY SEWER
 - PROPOSED SANITARY SEWER
 - EXISTING STORM SEWER
 - PROPOSED STORM SEWER
 - WATER LINES
 - ELECTRICAL LINES
 - TELEPHONE LINES
 - GAS LINES
 - CONTOUR LINES (1' INTERVAL)
 - PROPOSED GROUND
 - EXISTING TREE LINE
 - EXISTING DECIDUOUS TREE & SHRUB
 - EXISTING EVERGREEN TREES & SHRUBS

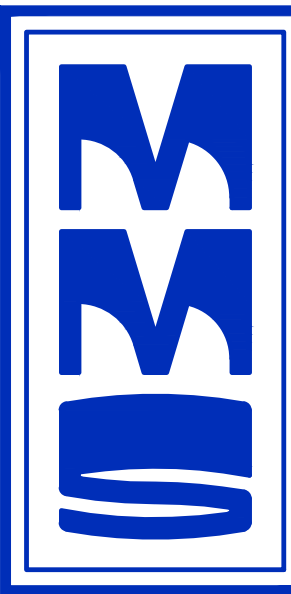
THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.

NUMBER	KEYNOTE	DETAIL
1	INSTALL DRIVE AND PARKING (SEE PAVING LEGEND TABLE THIS SHEET FOR THICKNESS AND MATERIAL)	
2	INSTALL STANDARD 6" CURB AND GUTTER	
3	INSTALL THICKENED EDGE SIDEWALK	
4	INSTALL 4" PCC SIDEWALK	
5	REMOVE EXISTING CURB AND GUTTER SECTION AND CONNECT TO EXISTING PCC PAVING W/ 'B1'-5' JOINT	
6	INSTALL 4" WIDE PAVEMENT MARKINGS (TYP)	
7	HANDICAP PARKING STRIPING AND SIGNAGE PER DETAIL SHEET C1500	
8	INSTALL ADA RAMP	
9	INSTALL 3" ROLL CURB AND GUTTER	
10	TRANSITION TO 6" CURB	
11	TRANSITION CURB TO ZERO	
12	MATCH EXISTING CURB AND GUTTER	
13	INSTALL DUMPSTER ENCLOSURE	
14	RESIDENTIAL 12-PLEX (3 STORY) BUILDING 4 UNITS EACH FLOOR	
15	RESIDENTIAL 2 BEDROOM UNIT (3 STORY) WITH 2 STALL GARAGE AT MAN LEVEL	
16	INSTALL DRIVEWAY (SEE PAVING LEGEND TABLE THIS SHEET FOR THICKNESS AND MATERIAL)	
17	INSTALL LANDSCAPE BLOCK RETAINING WALL (DESIGNED BY OTHERS)	
18	INSTALL ADA COMPLIANT SAFETY RAIL	
19	INSTALL COVERED PARKING	
20	INSTALL STAIRWAY	
21	INSTALL MAILBOX CLUSTER	

DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF

HERITAGE HILL, LOT 1 WEST BRANCH, CEDAR COUNTY, IOWA

MMS CONSULTANTS, INC.
 Date: 08-04-22
 Designed by: KLC Field Book No: 1343, PG 39
 Drawn by: TAV Scale: 1"=20'
 Checked by: KJB Sheet No:
 Project No: C121
 11186-002 of:



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282

www.mmsconsultants.net

Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/28/24	REVIEW REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA

PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBO LLC
PO BOX 277
WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY:
JAMES D. HOUGHTON
216 STEVENS DRIVE
IOWA CITY, IA 52240

PAVING CONSTRUCTION NOTES

- PAVEMENT CONSTRUCTION SHALL BE IN ACCORDANCE WITH I.D.O.T. SPECIFICATION SECTION 2301.
- I.D.O.T. CLASS C-3 CONCRETE SHALL BE USED, UNLESS NOTED OTHERWISE.
- PAVEMENT JOINTS SHALL CONFORM TO I.D.O.T. STANDARD ROAD PLAN PV-101.
- SUBGRADE UNDER PROPOSED PAVEMENT SHALL BE COMPACTED TO 95% STANDARD PROCTOR DENSITY, TO A DEPTH OF SIX (6) INCHES, UNLESS NOTED OTHERWISE.
- ALL SAWED PAVEMENT JOINTS SHALL BE SEALED.

PAVEMENT LEGEND	MATERIAL	TOTAL*
	7" PCC	
	6" PCC	
	4" PCC	

*TOTALS INCLUDE ALL SF OF MATERIAL, INCLUDING OUTSIDE OF PROPERTY LINE

UTILITIES

THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8989 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IF IT IS POSSIBLE, THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THEREOF. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.



STANDARD LEGEND AND NOTES

- PROPERTY &/or BOUNDARY LINES
- CONGRESSIONAL SECTION LINES
- RIGHT-OF-WAY LINES
- EXISTING RIGHT-OF-WAY LINES
- CENTER LINES
- EXISTING CENTER LINES
- LOT LINES, INTERNAL
- LOT LINES, PLATTED OR BY DEED
- PROPOSED EASEMENT LINES
- EXISTING EASEMENT LINES
- BENCHMARK
- RECORDED DIMENSIONS
- CURVE SEGMENT NUMBER

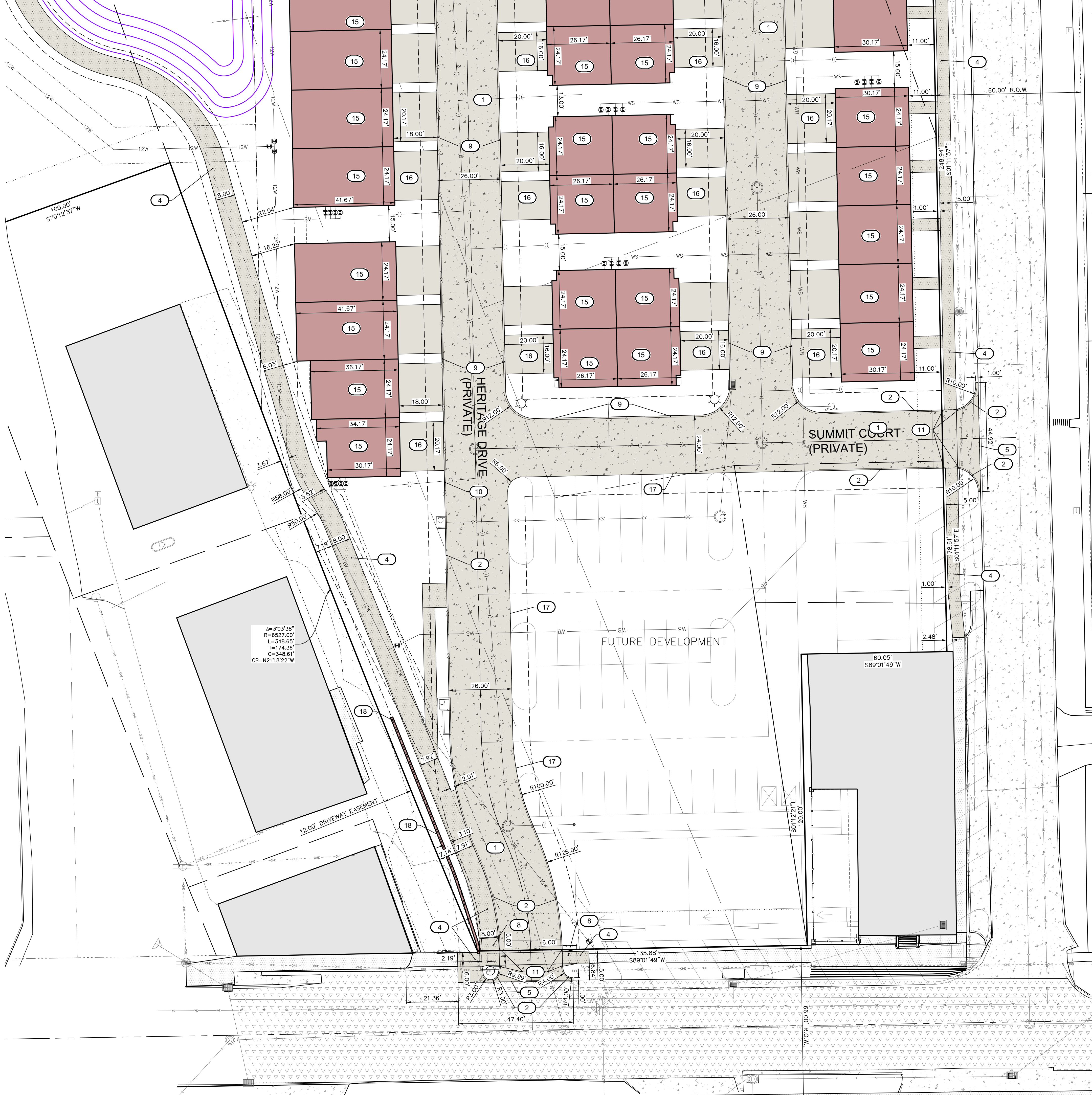
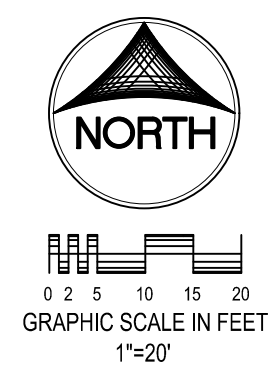
KEYNOTES

EXIST	PROP	DESCRIPTION
		POWER POLE
		POWER POLE W/DROP
		POWER POLE W/TRANS
		POWER POLE W/LIGHT
		GUY POLE
		LIGHT POLE
		SANITARY MANHOLE
		FIRE HYDRANT
		WATER VALVE
		DRAINAGE MANHOLE
		CURB INLET
		FENCE LINE
		EXISTING SANITARY SEWER
		PROPOSED SANITARY SEWER
		EXISTING STORM SEWER
		PROPOSED STORM SEWER
		WATER LINES
		TELEPHONE LINES
		GAS LINES
		CONTOUR LINES (1' INTERVAL)
		PROPOSED GROUND
		EXISTING TREE LINE
		EXISTING DECIDUOUS TREE & SHRUB
		EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.

SHEET INDEX

NO.	DESCRIPTION
C120	OVERALL SITE LAYOUT AND DIMENSION PLAN
C121	DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
C122	DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
C140	GRADING AND EROSION CONTROL PLAN AND SWPPP
C141	DETAILED GRADING PLAN - NORTH HALF
C142	DETAILED GRADING PLAN - SOUTH HALF
C160	UTILITY PLAN: SANITARY AND WATER
C161	UTILITY PLAN: STORM AND ELECTRIC
CD100	EXISTING FEATURES AND DEMOLITION PLAN
C500	GENERAL NOTES AND DETAILS
C501	GENERAL NOTES AND DETAILS
L100	LANDSCAPE PLAN



NUMBER	KEYNOTE	DETAIL
1	INSTALL DRIVE AND PARKING (SEE PAVING LEGEND TABLE THIS SHEET FOR THICKNESS AND MATERIAL)	
2	INSTALL STANDARD 6" CURB AND GUTTER	
3	INSTALL THICKENED EDGE SIDEWALK	
4	INSTALL 4" PCC SIDEWALK	
5	REMOVE EXISTING CURB AND GUTTER SECTION AND CONNECT TO EXISTING PCC PAVING W/ 'BT'-5' JOINT	
6	INSTALL 4" WIDE PAVEMENT MARKINGS (TYP)	
7	HANDICAP PARKING STRIPING AND SIGNAGE PER DETAIL SHEET C	
8	INSTALL ADA RAMP	
9	INSTALL 3" ROLL CURB AND GUTTER	
10	TRANSITION TO 6" CURB	
11	TRANSITION CURB TO ZERO	
12	MATCH EXISTING CURB AND GUTTER	
13	INSTALL DUMPSTER ENCLOSURE	
14	RESIDENTIAL 12-PLEX (3 STORY) BUILDING 4 UNITS EACH FLOOR	
15	RESIDENTIAL 2 BEDROOM UNIT (3 STORY) WITH 2 STALL GARAGE AT MAIN LEVEL	
16	INSTALL DRIVEWAY (SEE PAVING LEGEND TABLE THIS SHEET FOR THICKNESS AND MATERIAL)	
17	EDGE OF PAVEMENT, NO CURB	
18	INSTALL LANDSCAPE BLOCK RETAINING WALL (DESIGNED BY OTHERS)	

DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF

HERITAGE HILL, LOT 1 WEST BRANCH, CEDAR COUNTY, IOWA

MMS CONSULTANTS, INC.

Date: 08-04-22

Designed by: KLC Field Book No: 1343, PG 39

Drawn by: TAV Scale: 1"=20'

Checked by: KJB Sheet No:

Project No: C122

11186-002 of:



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

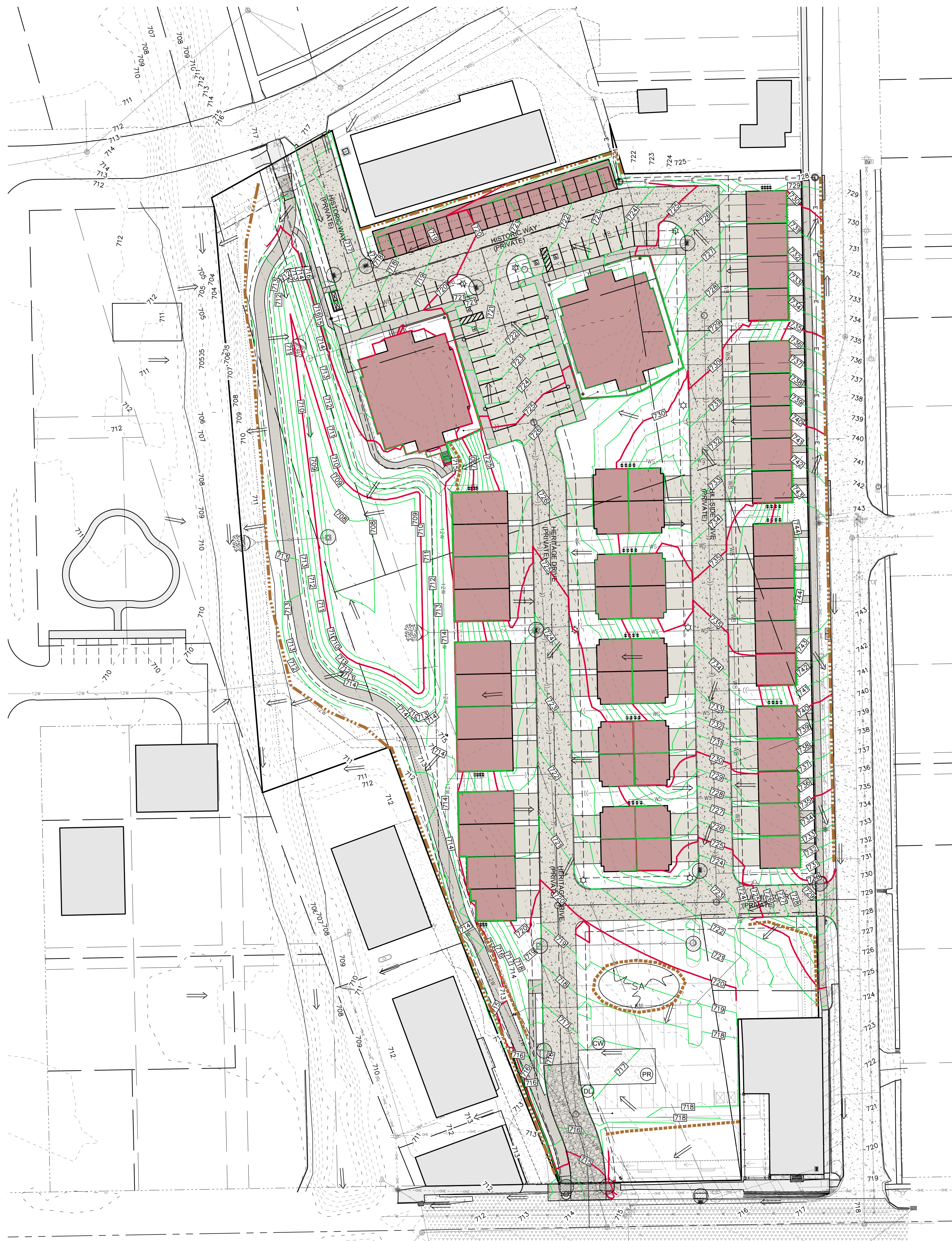
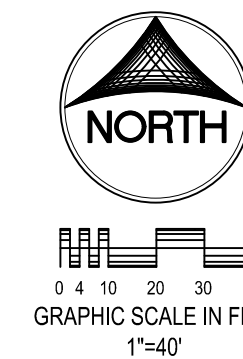
Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/28/24	REVIEW REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA

PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBOC LLC
JAMES D. HOUGHTON
PO BOX 277
WEST LIBERTY, IOWA 52240

APPLICANT'S ATTORNEY:
216 STEVENS DRIVE
IOWA CITY, IA 52240



UTILITIES

THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8989 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES, UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

IOWA ONE CALL

STANDARD LEGEND AND NOTES

---	PROPERTY &/or BOUNDARY LINES
---	CONGRESSIONAL SECTION LINES
---	RIGHT-OF-WAY LINES
---	EXISTING RIGHT-OF-WAY LINES
---	CENTER LINES
---	EXISTING CENTER LINES
---	LOT LINES, PLATTED OR BY DEED
---	PROPOSED EASEMENT LINES
---	EXISTING EASEMENT LINES
---	BENCHMARK
---	RECORDED DIMENSIONS
---	CURVE SEGMENT NUMBER
(R)	22-1
---	EXIST- POWER POLE
---	PROP- POWER POLE W/DROP
---	POWER POLE W/TRANS
---	POWER POLE W/LIGHT
---	GUY POLE
---	LIGHT POLE
---	SANITARY MANHOLE
---	FIRE HYDRANT
---	WATER VALVE
---	DRAINAGE MANHOLE
---	CURB INLET
---	EXISTING SANITARY SEWER
---	PROPOSED SANITARY SEWER
---	EXISTING STORM SEWER
---	PROPOSED STORM SEWER
---	WATER LINES
---	ELECTRICAL LINES
---	TELEPHONE LINES
---	GAS LINES
---	CONTOUR LINES (1' INTERVAL)
---	PROPOSED GROUND
---	EXISTING TREE LINE
---	EXISTING DECIDUOUS TREE & SHRUB
---	EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.

SHEET INDEX

C120	OVERALL SITE LAYOUT AND DIMENSION PLAN
C121	DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
C122	DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
C140	GRADING AND EROSION CONTROL PLAN AND SWPPP
C141	DETAILED GRADING PLAN - NORTH HALF
C142	DETAILED GRADING PLAN - SOUTH HALF
C160	UTILITY PLAN: SANITARY AND WATER
C161	UTILITY PLAN: STORM AND ELECTRIC
OD100	EXISTING FEATURES AND DEMOLITION PLAN
C500	GENERAL NOTES AND DETAILS
C501	GENERAL NOTES AND DETAILS
L100	LANDSCAPE PLAN

SILT FENCE DETAIL
N.T.S.

INSTALLATION

- POSTS SHALL BE 1.33 POUNDS PER LINEAL FOOT STEEL WITH A MINIMUM LENGTH OF 5 FEET. STEEL POSTS SHALL HAVE PROJECTIONS FOR FASTENING WIRE TO THEM.
- ANY REPAIRS NEEDED TO MAINTAIN THE SILT FENCE'S EFFECTIVENESS SHALL BE MADE IMMEDIATELY.
- THE FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLL CUT TO THE LENGTH OF THE FENCE TO AVOID THE USE OF JOINTS. WHEN JOINTS ARE NECESSARY, THE FILTER FABRIC SHALL BE SPICED TOGETHER ONLY AT A SUPPORT POST, WITH A MINIMUM 6" OVERLAP, AND SECURELY SEALED.
- POSTS SHALL BE SPACED A MAXIMUM OF 8 FEET APART AND DRIVEN SECURELY INTO THE GROUND ALONG THE FENCE ALIGNMENT. POSTS SHALL BE DRIVEN INTO THE GROUND A MINIMUM OF 28".
- A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4" WIDE BY 12" DEEP ALONG THE UPSLOPE SIDE OF THE POSTS.
- FILTER FABRIC SHALL BE STAPLED OR WIRDED TO THE POSTS SUCH THAT THE FABRIC EXTENDS INTO THE TRENCH AS SHOWN ABOVE. THE FABRIC SHALL BE FASTENED A MINIMUM OF THREE PLACES ON EACH POST.
- THE TRENCH SHALL BE BACK FILLED WITH EXCAVATED MATERIAL AND THOROUGHLY COMPACTED.

MAINTENANCE

- SILT FENCES SHALL BE INSPECTED WEEKLY AND AFTER EACH RAINFALL EVENT OF 0.5 INCHES OR MORE. DURING PERIODS OF PROLONGED RAIN INSPECTIONS SHALL BE AT LEAST DAILY. ANY REPAIRS NEEDED TO MAINTAIN THE SILT FENCE'S EFFECTIVENESS SHALL BE MADE IMMEDIATELY.
- SHOULD THE FABRIC ON A SILT FENCE DECOMPOSE OR BECOME INEFFECTIVE PRIOR TO STABILIZING THE UPSLOPE AREAS THE FABRIC SHALL BE REPLACED PROMPTLY.
- SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH STORM EVENT. THEY MUST BE REMOVED WHEN THE DEPOSITS REACH APPROXIMATELY ONE-HALF THE HEIGHT OF THE FENCE. SILTS REMOVED SHALL BE PLACED IN A PROTECTED PLACE THAT WILL PREVENT THEIR ESCAPE FROM THE CONSTRUCTION SITE.
- ANY SEDIMENT DEPOSITS REMAINING IN PLACE AFTER THE SILT FENCE IS NO LONGER NEEDED SHALL BE DRESSED TO CONFORM WITH THE EXISTING GRADE, PREPARED AND SEED.
- SILT FENCE SHALL REMAIN IN PLACE UNTIL IT IS NO LONGER NEEDED AS DIRECTED BY THE POLLUTION PREVENTION PLAN. GENERALLY SILT FENCES SHALL REMAIN UNTIL THE UPSLOPE AREAS ARE STABILIZED WITH AN ESTABLISHED GRASS COVER AS A MINIMUM.

GRADING AND EROSION CONTROL NOTES

TOTAL SITE AREA: 5.93 ACRES
TOTAL AREA TO BE DISTURBED: 5.93 ACRES

EROSION CONTROL MEASURES SHOWN SHALL BE USED DURING FILL ACTIVITIES. EROSION CONTROL MEASURES SHALL BE REEVALUATED AND MODIFIED, IF NECESSARY, AT THE TIME OF SITE DEVELOPMENT.

ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES THAT COULD BE USED ON SITE, IF NEEDED, CAN BE FOUND IN APPENDIX D OF THE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) BINDER PREPARED FOR THE SITE. IF ADDITIONAL MEASURES ARE USED, INDICATE THE TYPE AND LOCATION OF SAID MEASURE ON THIS PLAN.

CONTRACTOR SHALL INSTALL A ROCK ENTRANCE AND PERFORM REGULAR CLEANING OF VEHICLES THAT LEAVE THE SITE.

FOLLOWING INSTALLATION OF PERIMETER SILT FENCE AND TEMPORARY CONSTRUCTION ENTRANCE THE CONTRACTOR SHALL CONTACT THE CITY INSPECTOR TO SCHEDULE A SITE INSPECTION PRIOR TO ANY SOIL DISTURBING ACTIVITIES.

THE CONTRACTOR SHALL FOLLOW THE NPDES PERMIT, SWPPP, AND THE CITY CSR REGULATIONS.

THE EROSION CONTROL CONTRACTOR SHALL INSTALL FILTER SOCKS OR OTHER APPROVED FORM OF INLET PROTECTION AT EACH STREET INTAKE ADJACENT TO THE SITE.

- GRADING NOTES**
- MAXIMUM SLOPE ON CUTS AND FILLS SHALL BE 3.5: HORIZONTAL TO 1: VERTICAL.
 - NO EXCAVATION SHALL BE ALLOWED WITHIN 2' OF PROPERTY LINES.
 - WHERE HEIGHT OF FILL IS GREATER THAN 30" AN INTERMEDIATE TERRACE OF AT LEAST 6' WIDE SHALL BE ESTABLISHED AT MID HEIGHT. SEE TYPICAL FILL SECTION.
 - COMPACTION TO BE 90% MODIFIED PROCTOR WHERE > 6:1 SLOPE.
 - ALL TREES OUTSIDE THE LIMITS OF GRADING OPERATIONS SHALL BE SAVED, UNLESS OTHERWISE INDICATED TO BE REMOVED. TREES NEAR THE EDGES OF GRADING LIMITS AND IN THE STORM WATER DETENTION BASIN AREAS SHALL BE SAVED IF POSSIBLE, WITHIN THE REQUIREMENTS OF THE SPECIFICATIONS.
 - PRIOR TO ANY GRADING A CONSTRUCTION SAFETY FENCE SHALL BE INSTALLED 50 FEET FROM TRUNKS OF TREES TO BE PROTECTED.
 - STABILIZATION SEEDING SHALL BE COMPLETED AS SOON AS POSSIBLE, BUT NOT MORE THAN 14 DAYS, UPON COMPLETION OF GRADING IN ANY AREA OF GRADING OPERATIONS. DISTURBED AREAS SHALL BE KEPT AS SMALL AS POSSIBLE TO PREVENT LARGE SCALE EROSION PROBLEMS. IF THE GRADING CONTRACTOR STOPS GRADING OPERATIONS FOR MORE THAN 14 DAYS, THEN STABILIZATION SEEDING SHALL BE DONE ON ALL DISTURBED AREAS.
 - SILT FENCE LOCATIONS AND LENGTHS, AS INDICATED, ARE APPROXIMATE ONLY. FINAL LOCATIONS AND LENGTHS WILL BE DETERMINED, AS NEEDED, UPON COMPLETION OF GRADING OPERATIONS IN AN AREA.
 - ALL STREET SUBGRADES SHALL BE CONSTRUCTED AND COMPACTED IN ACCORDANCE WITH SUDAS DESIGN AND CONSTRUCTION STANDARDS AND PROCEDURES.

EROSION CONTROL LEGEND

-----	FINAL FILTER SOCK	-----	PERIMETER SILT FENCE
-----	SILT FENCE	-----	EROSION CONTROL MATTING
-----	TEMPORARY ROCK CONSTRUCTION ENTRANCE/EXIT	-----	TEMPORARY SOIL STOCKPILE AREA
-----	TEMPORARY PARKING AND STORAGE	-----	DIRECTION OF OVERLAND FLOW
-----	CONCRETE TRUCK/EQUIPMENT WASHOUT	-----	DUMPSTER FOR CONSTRUCTION WASTE
-----	PORTABLE RESTROOM	-----	RIP RAP OUTLET PROTECTION
-----	DOCUMENT LOCATION (PERMITS, SWPPP, INSPECTION FORMS, ETC.)	-----	OTHER MEASURE: _____
-----	FILTER SOCK INLET PROTECTION	-----	OTHER MEASURE: _____
-----	FILTER SOCK BEHIND CURB AT CURB RAMP	-----	OTHER MEASURE: _____

THE ABOVE LISTED ITEMS ARE SHOWN IN THEIR RECOMMENDED LOCATIONS. IF A CONTROL MEASURE IS ADDED OR MOVED TO A MORE SUITABLE LOCATION, INDICATE THE REVISION ON THIS SHEET. THE BLANKS LEFT FOR OTHER MEASURES SHOULD BE USED IF AN ITEM NOT SHOWN ABOVE IS IMPLEMENTED ON SITE. ADDITIONAL PRACTICES FOR EROSION PREVENTION AND SEDIMENT CONTROL CAN BE FOUND IN APPENDIX D OF THE SWPPP.

THE CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL PER IDOT STANDARD ROAD PLAN TC-419 OR SUDAS 8030-110 REQUIREMENTS AT ALL TIMES DURING WORK WITHIN PUBLIC R.O.W.

THE CONTRACTOR SHALL COORDINATE WITH UTILITY PROVIDERS FOR ANY REQUIRED RELOCATION OF EXISTING UTILITIES.

NOTES:

- TEMPORARY STABILIZATION IS REQUIRED ON DISTURBED AREAS AFTER THE 14TH DAY OF INACTIVITY.
- FINAL STABILIZATION SHALL BE IMPLEMENTED WITHIN 14 DAYS OF FINAL GRADING COMPLETION.

SITE GRADING AND EROSION CONTROL PLAN AND SWPPP

HERITAGE HILL,
LOT 1
WEST BRANCH,
CEDAR COUNTY,
IOWA

MMS CONSULTANTS, INC.

Date: 08-04-22

Designed by: KLC Field Book No: 1343, PG. 39

Drawn by: TAV Scale: 1"=40'

Checked by: KJB Sheet No:

Project No: C140

11186-002 of

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA

PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBO LLC
PO BOX 277
WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY:
JAMES D. HOUGHTON
216 STEVENS DRIVE
IOWA CITY, IA 52240

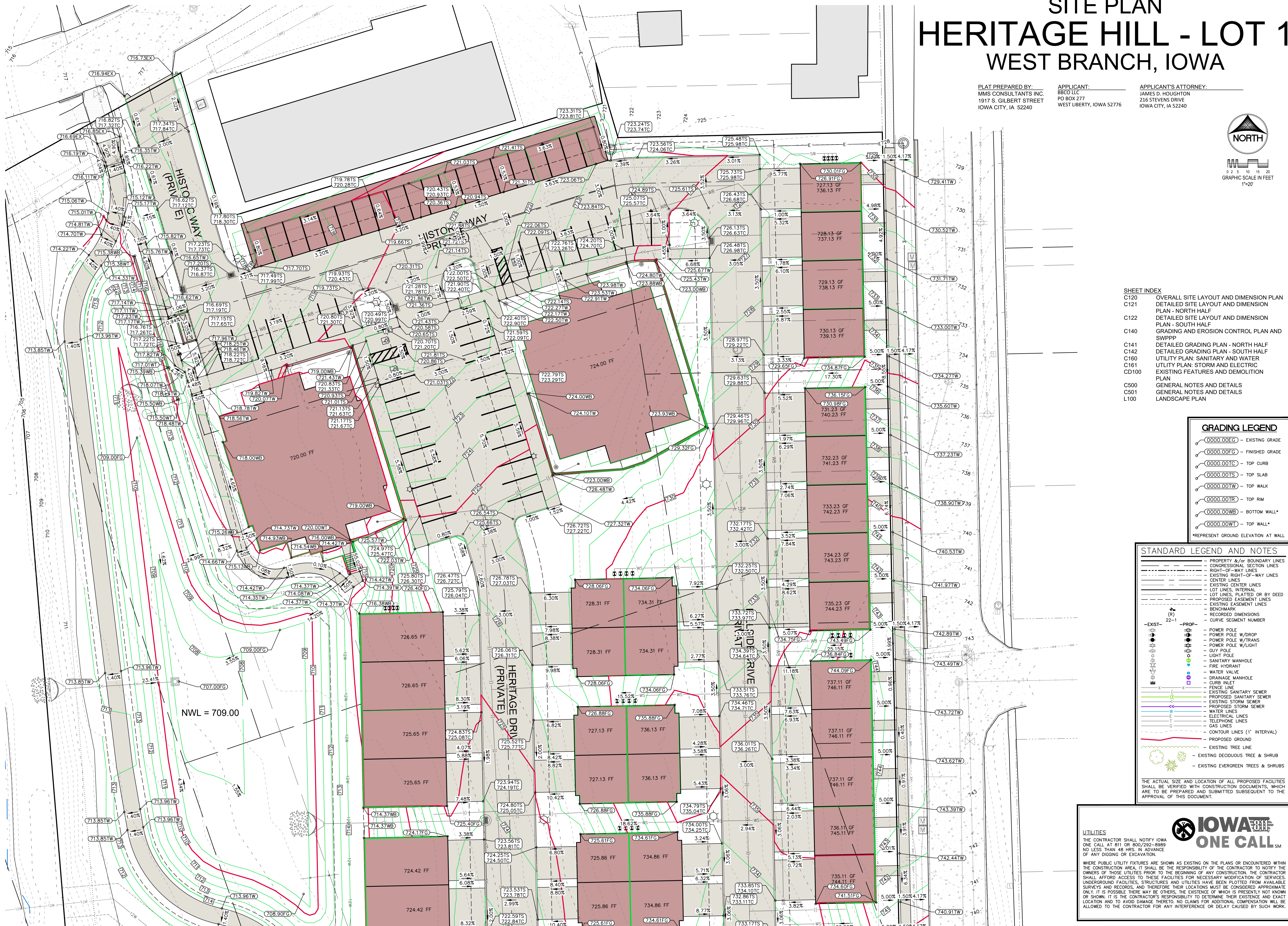


GRAPHIC SCALE IN FEET
1"=20'



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net



SHEET INDEX

C120	OVERALL SITE LAYOUT AND DIMENSION PLAN
C121	DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
C122	DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
C140	GRADING AND EROSION CONTROL PLAN AND SWPPP
C141	DETAILED GRADING PLAN - NORTH HALF
C142	DETAILED GRADING PLAN - SOUTH HALF
C160	UTILITY PLAN: SANITARY AND WATER
C161	UTILITY PLAN: STORM AND ELECTRIC
CD100	EXISTING FEATURES AND DEMOLITION PLAN
C500	GENERAL NOTES AND DETAILS
C501	GENERAL NOTES AND DETAILS
L100	LANDSCAPE PLAN

GRADING LEGEND

0000.00EG	- EXISTING GRADE
0000.00FG	- FINISHED GRADE
0000.00TC	- TOP CURB
0000.00TS	- TOP SLAB
0000.00TW	- TOP WALK
0000.00TR	- TOP RIM
0000.00WB	- BOTTOM WALL*
0000.00WT	- TOP WALL*

*REPRESENT GROUND ELEVATION AT WALL

STANDARD LEGEND AND NOTES

---	- PROPERTY &/or BOUNDARY LINES
---	- CONGRESSIONAL SECTION LINES
---	- RIGHT-OF-WAY LINES
---	- EXISTING RIGHT-OF-WAY LINES
---	- CENTER LINES
---	- EXISTING CENTER LINES
---	- LOT LINES, INTERNAL
---	- LOT LINES, PLATTED OR BY DEED
---	- PROPOSED EASEMENT LINES
---	- EXISTING EASEMENT LINES
---	- BENCHMARK
---	- RECORDED DIMENSIONS
---	- CURVE SEGMENT NUMBER

22-1

EXIST	PROP	POWER POLE
EXIST	PROP	POWER POLE W/DROP
EXIST	PROP	POWER POLE W/TRANS
EXIST	PROP	POWER POLE W/LIGHT
EXIST	PROP	GUY POLE
EXIST	PROP	LIGHT POLE
EXIST	PROP	SANITARY MANHOLE
EXIST	PROP	FIRE HYDRANT
EXIST	PROP	WATER VALVE
EXIST	PROP	DRAINAGE MANHOLE
EXIST	PROP	CURB INLET
EXIST	PROP	FENCE LINE
EXIST	PROP	EXISTING SANITARY SEWER
EXIST	PROP	PROPOSED SANITARY SEWER
EXIST	PROP	EXISTING STORM SEWER
EXIST	PROP	PROPOSED STORM SEWER
EXIST	PROP	WATER LINES
EXIST	PROP	ELECTRICAL LINES
EXIST	PROP	TELEPHONE LINES
EXIST	PROP	GAS LINES
EXIST	PROP	CONTOUR LINES (1' INTERVAL)
EXIST	PROP	PROPOSED GROUND
EXIST	PROP	EXISTING TREE LINE
EXIST	PROP	EXISTING DECIDUOUS TREE & SHRUB
EXIST	PROP	EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.

DETAILED GRADING PLAN - NORTH HALF

HERITAGE HILL, LOT 1 WEST BRANCH, CEDAR COUNTY, IOWA

UTILITIES

THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8989 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THEREOF. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

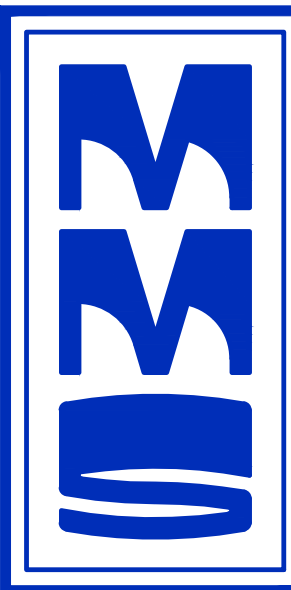
IOWA ONE CALL

MMS CONSULTANTS, INC.

Date: 08-04-22

Designed by:	KLC	Field Book No:	1343, PG.39
Drawn by:	TAV	Scale:	1"=20'
Checked by:	KJB	Sheet No:	
Project No:			

11186-002 of **C141**



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/28/24	PER CITY REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA

PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBCO LLC
PO BOX 277
WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY:
JAMES D. HOUGHTON
216 STEVENS DRIVE
IOWA CITY, IA 52240



GRAPHIC SCALE IN FEET
1"=20'

UTILITIES

THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8989 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FEATURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IF IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN, IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THEREOF. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

IOWA ONE CALL

SHEET INDEX

C120	OVERALL SITE LAYOUT AND DIMENSION PLAN
C121	DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
C122	DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
C140	GRADING AND EROSION CONTROL PLAN AND SWPPP
C141	DETAILED GRADING PLAN - NORTH HALF
C142	DETAILED GRADING PLAN - SOUTH HALF
C160	UTILITY PLAN: SANITARY AND WATER
C161	UTILITY PLAN: STORM AND ELECTRIC
CD/100	EXISTING FEATURES AND DEMOLITION PLAN
C500	GENERAL NOTES AND DETAILS
C501	GENERAL NOTES AND DETAILS
L100	LANDSCAPE PLAN

STANDARD LEGEND AND NOTES

-EXIST-	-PROP-	22-1	PROPERTY &/or BOUNDARY LINES
---	---	---	CONGRESSIONAL SECTION LINES
---	---	---	RIGHT-OF-WAY LINES
---	---	---	EXISTING RIGHT-OF-WAY LINES
---	---	---	CENTER LINES
---	---	---	EXISTING CENTER LINES
---	---	---	LOT LINES, INTERNAL
---	---	---	LOT LINES, PLATTED OR BY DEED
---	---	---	PROPOSED EASEMENT LINES
---	---	---	EXISTING EASEMENT LINES
---	---	---	BENCHMARK
---	---	---	RECORDED DIMENSIONS
---	---	---	CURVE SEGMENT NUMBER
---	---	---	POWER POLE
---	---	---	POWER POLE W/DROP
---	---	---	POWER POLE W/TRANS
---	---	---	POWER POLE W/LIGHT
---	---	---	GUY POLE
---	---	---	LIGHT POLE
---	---	---	SANITARY MANHOLE
---	---	---	FIRE HYDRANT
---	---	---	WATER VALVE
---	---	---	DRAINAGE MANHOLE
---	---	---	CURB INLET
---	---	---	EXISTING SANITARY SEWER
---	---	---	PROPOSED SANITARY SEWER
---	---	---	EXISTING STORM SEWER
---	---	---	PROPOSED STORM SEWER
---	---	---	WATER LINES
---	---	---	ELECTRICAL LINES
---	---	---	TELEPHONE LINES
---	---	---	GAS LINES
---	---	---	CONTOUR LINES (1' INTERVAL)
---	---	---	PROPOSED GROUND
---	---	---	EXISTING TREE LINE
---	---	---	EXISTING DECIDUOUS TREE & SHRUB
---	---	---	EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.

GRADING LEGEND

---	---	---	EXISTING GRADE
---	---	---	FINISHED GRADE
---	---	---	TOP CURB
---	---	---	TOP SLAB
---	---	---	TOP WALK
---	---	---	TOP RIM
---	---	---	BOTTOM WALL*
---	---	---	TOP WALL*

*REPRESENT GROUND ELEVATION AT WALL

DETAILED GRADING PLAN - SOUTH HALF

HERITAGE HILL, LOT 1 WEST BRANCH, CEDAR COUNTY, IOWA

MMS CONSULTANTS, INC.

Date: 08-04-22

Designed by: KLC Field Book No: 1343, PG 39

Drawn by: TAV Scale: 1"=20'

Checked by: KJB Sheet No:

Project No: C142

11186-002 of:



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/26/24	REVIEW REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

UTILITY PLAN: SEWER AND WATER

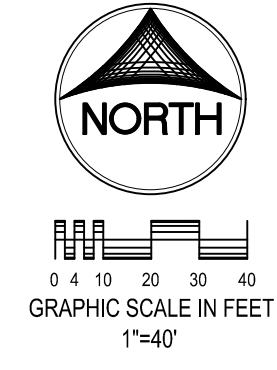
HERITAGE HILL,
LOT 1
WEST BRANCH,
CEDAR COUNTY,
IOWA

MMS CONSULTANTS, INC.

Date: 08-04-22

Designed by: KLC	Field Book No: 1343, PG 39
Drawn by: TAV	Scale: 1"=40'
Checked by: KJB	Sheet No: C160
Project No: 11186-002	of:

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA



PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBCO LLC
PO BOX 277
WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY:
JAMES D. HOUGHTON
216 STEVENS DRIVE
IOWA CITY, IA 52240

SHEET INDEX

C120	OVERALL SITE LAYOUT AND DIMENSION PLAN
C121	DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
C122	DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
C140	GRADING AND EROSION CONTROL PLAN AND SWPPP
C141	DETAILED GRADING PLAN - NORTH HALF
C142	DETAILED GRADING PLAN - SOUTH HALF
C160	UTILITY PLAN: SANITARY AND WATER
C161	UTILITY PLAN: STORM AND ELECTRIC
CD100	EXISTING FEATURES AND DEMOLITION PLAN
C500	GENERAL NOTES AND DETAILS
C501	GENERAL NOTES AND DETAILS
L100	LANDSCAPE PLAN

IOWA ONE CALL

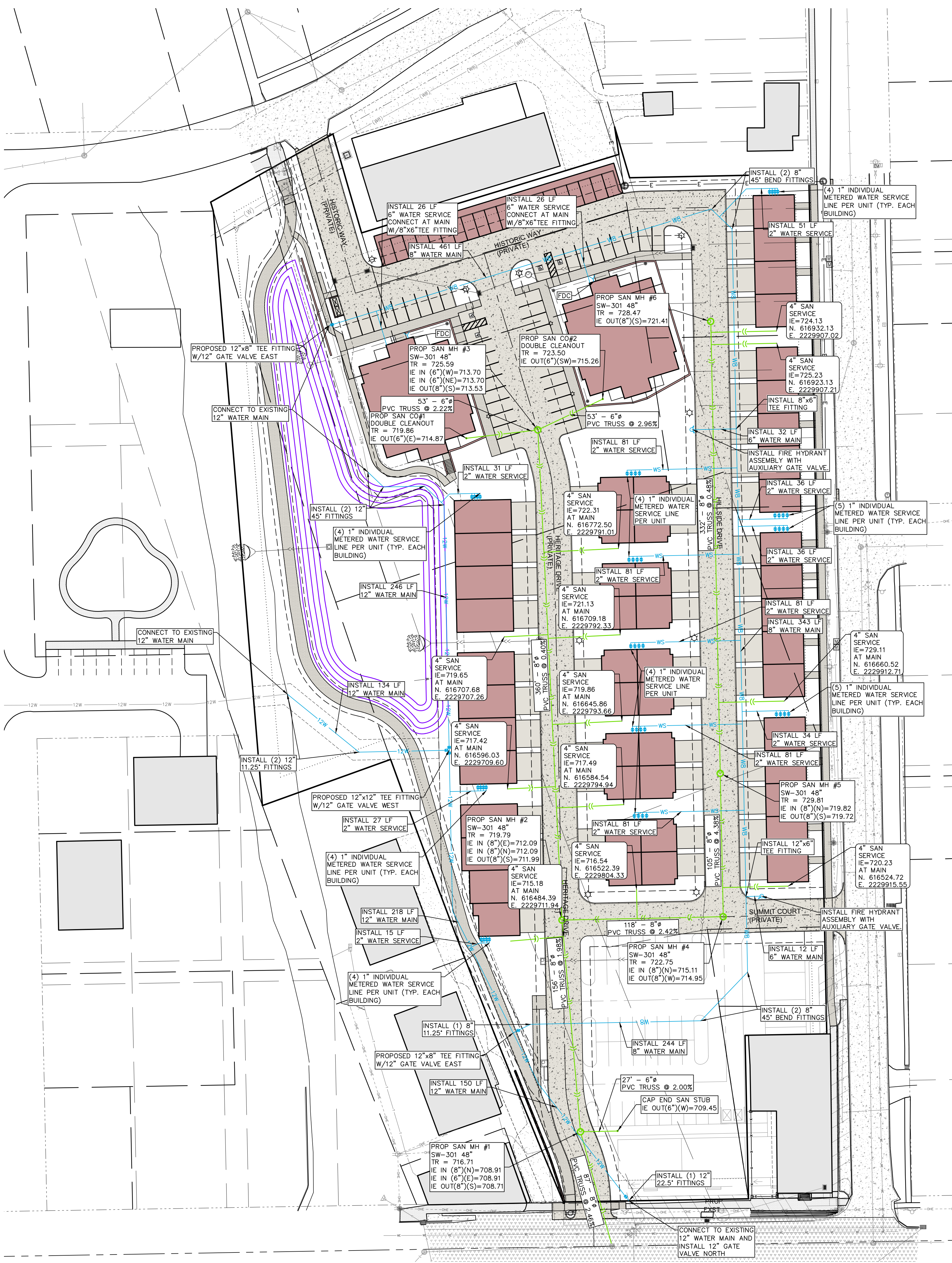
THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8989 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

STANDARD LEGEND AND NOTES

---	PROPERTY &/or BOUNDARY LINES
---	CONGRESSIONAL SECTION LINES
---	RIGHT-OF-WAY LINES
---	EXISTING RIGHT-OF-WAY LINES
---	CENTER LINES
---	EXISTING CENTER LINES
---	PROPOSED EASEMENT LINES
---	LOT LINES, PLATTED OR BY DEED
---	EXISTING EASEMENT LINES
---	BENCHMARK
---	RECORDED DIMENSIONS
---	CURVE SEGMENT NUMBER
---	POWER POLE
---	POWER POLE W/DROP
---	POWER POLE W/TRANS
---	POWER POLE W/LIGHT
---	GUY POLE
---	LIGHT POLE
---	SANITARY MANHOLE
---	FIRE HYDRANT
---	WATER VALVE
---	DRAINAGE MANHOLE
---	CURB INLET
---	FENCE LINE
---	EXISTING SANITARY SEWER
---	PROPOSED SANITARY SEWER
---	EXISTING STORM SEWER
---	PROPOSED STORM SEWER
---	WATER LINES
---	ELECTRICAL LINES
---	TELEPHONE LINES
---	GAS LINES
---	CONTOUR LINES (1' INTERVAL)
---	PROPOSED GROUND
---	EXISTING TREE LINE
---	EXISTING DECIDUOUS TREE & SHRUB
---	EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.



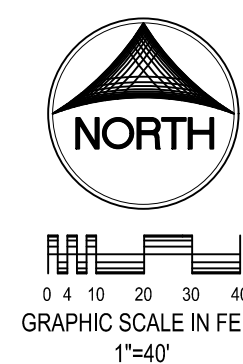


CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/26/24	REVIEW REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA



PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBO CO LLC
PO BOX 277
WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY:
JAMES D. HOUGHTON
216 STEVENS DRIVE
IOWA CITY, IA 52240

- SHEET INDEX**
- C120 OVERALL SITE LAYOUT AND DIMENSION PLAN
 - C121 DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
 - C122 DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
 - C140 GRADING AND EROSION CONTROL PLAN AND SWPPP
 - C141 DETAILED GRADING PLAN - NORTH HALF
 - C142 DETAILED GRADING PLAN - SOUTH HALF
 - C160 UTILITY PLAN: SANITARY AND WATER
 - C161 UTILITY PLAN: STORM AND ELECTRIC
 - CD100 EXISTING FEATURES AND DEMOLITION PLAN
 - C500 GENERAL NOTES AND DETAILS
 - C501 GENERAL NOTES AND DETAILS
 - L100 LANDSCAPE PLAN

UTILITIES

THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/232-8989 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

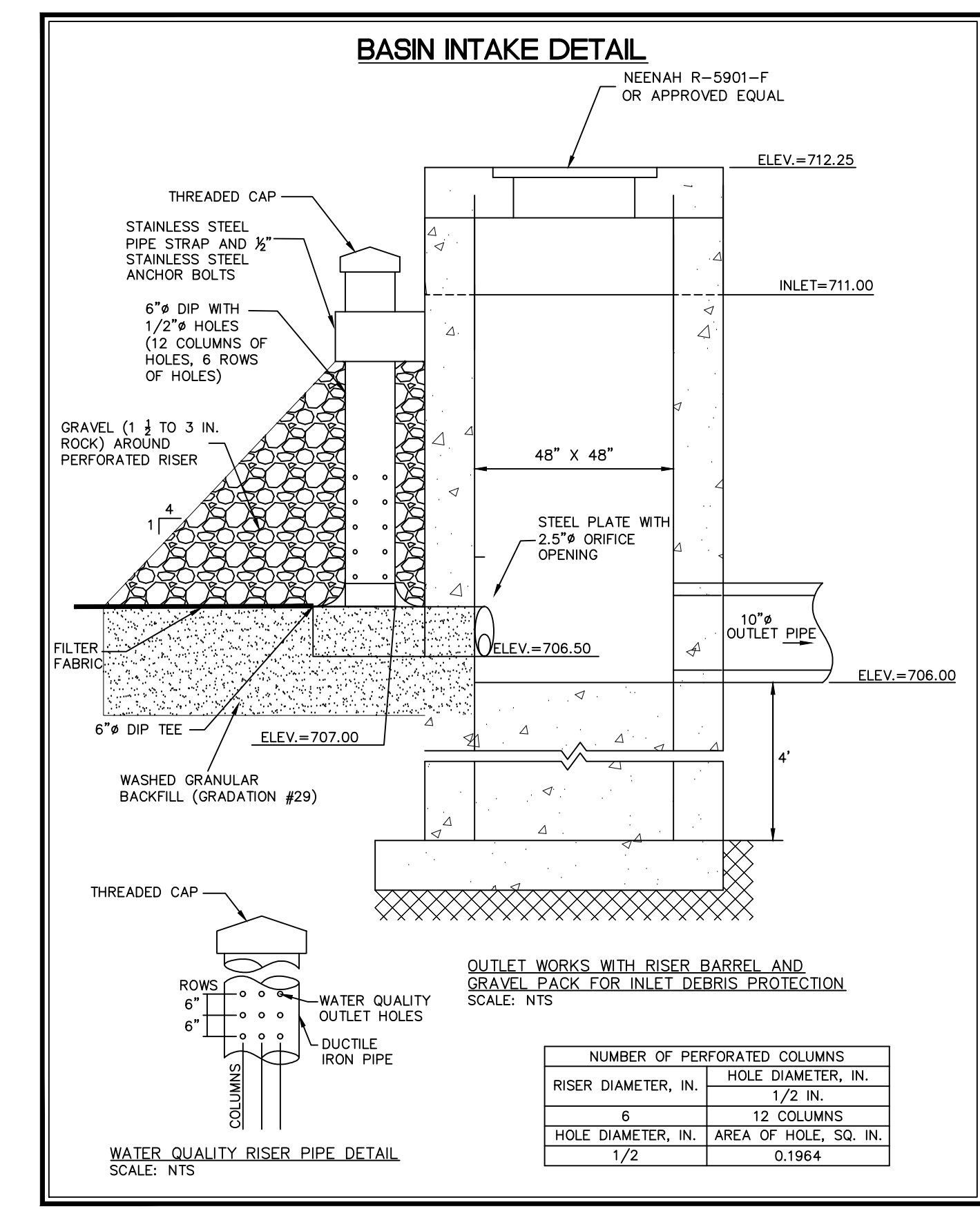
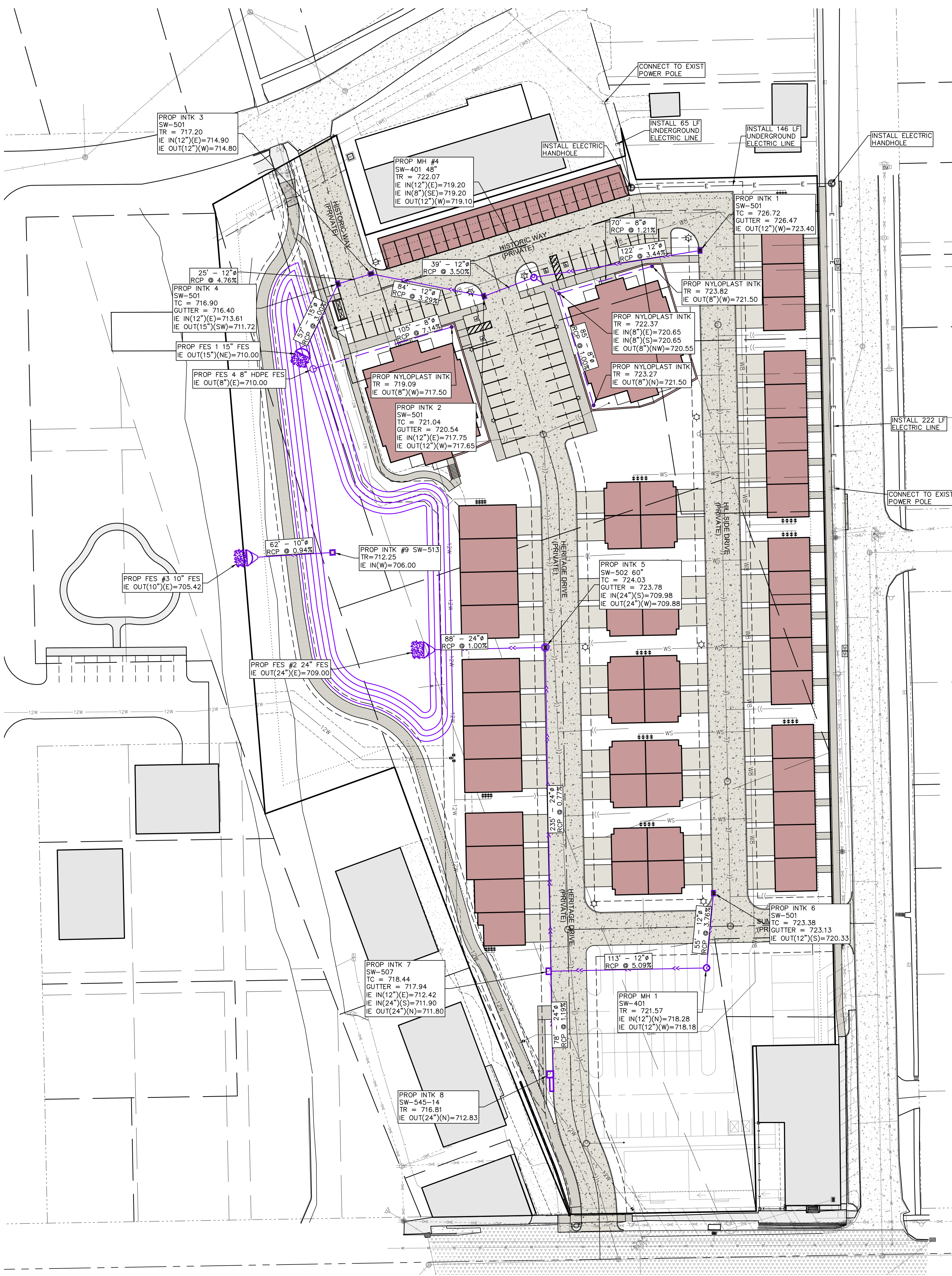
STANDARD LEGEND AND NOTES

- PROPERTY &/or BOUNDARY LINES
- CONGRESSIONAL SECTION LINES
- RIGHT-OF-WAY LINES
- EXISTING RIGHT-OF-WAY LINES
- CENTER LINES
- EXISTING CENTER LINES
- LOT LINES, INTERNAL
- LOT LINES, PLATTED OR BY DEED
- PROPOSED EASEMENT LINES
- EXISTING EASEMENT LINES
- BENCHMARK
- RECORDED DIMENSIONS
- CURVE SEGMENT NUMBER

EXIST- PROP-

- POWER POLE
- POWER POLE W/DROP
- POWER POLE W/TRANS
- POWER POLE W/LIGHT
- GUY POLE
- LIGHT POLE
- SANITARY MANHOLE
- FIRE HYDRANT
- WATER VALVE
- DRAINAGE MANHOLE
- CURB INLET
- FENCE LINE
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- WATER LINES
- ELECTRICAL LINES
- TELEPHONE LINES
- CONTOUR LINES (1' INTERVAL)
- EXISTING TREE LINE
- EXISTING DECIDUOUS TREE & SHRUB
- EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.



UTILITY PLAN: STORM AND ELECTRIC

HERITAGE HILL, LOT 1 WEST BRANCH, CEDAR COUNTY, IOWA

MMS CONSULTANTS, INC.
Date: 08-04-22
Designed by: KLC Field Book No: 1343, PG 39
Drawn by: TAV Scale: 1"=40'
Checked by: KJB Sheet No:
Project No: C161



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/28/24	REVIEW REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

EXISTING FEATURES AND DEMOLITION PLAN

HERITAGE HILL,
LOT 1
WEST BRANCH,
CEDAR COUNTY,
IOWA

MMS CONSULTANTS, INC.

Date: 08-04-22

Designed by: KLC Field Book No: 1343, PG 39

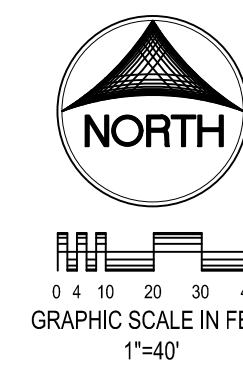
Drawn by: TAV Scale: 1"=40'

Checked by: KJB Sheet No:

Project No: CD100

11186-002 of:

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA



PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT:
BBO LLC
PO BOX 377
WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY:
JAMES D. HOUGHTON
216 STEVENS DRIVE
IOWA CITY, IA 52240

SHEET INDEX

C120	OVERALL SITE LAYOUT AND DIMENSION PLAN
C121	DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
C122	DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
C140	GRADING AND EROSION CONTROL PLAN AND SWPPP
C141	DETAILED GRADING PLAN - NORTH HALF
C142	DETAILED GRADING PLAN - SOUTH HALF
C160	UTILITY PLAN: SANITARY AND WATER
C161	UTILITY PLAN: STORM AND ELECTRIC
CD100	EXISTING FEATURES AND DEMOLITION PLAN
C500	GENERAL NOTES AND DETAILS
C501	GENERAL NOTES AND DETAILS
L100	LANDSCAPE PLAN

IOWA ONE CALL

UTILITIES
THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/232-8899 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FEATURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

STANDARD LEGEND AND NOTES

- PROPERTY &/or BOUNDARY LINES
- CONGRESSIONAL SECTION LINES
- RIGHT-OF-WAY LINES
- EXISTING RIGHT-OF-WAY LINES
- CENTER LINES
- EXISTING CENTER LINES
- LOT LINES, INTERNAL
- LOT LINES, PLATTED OR BY DEED
- PROPOSED EASEMENT LINES
- EXISTING EASEMENT LINES
- BENCHMARK
- RECORDED DIMENSIONS
- CURVE SEGMENT NUMBER

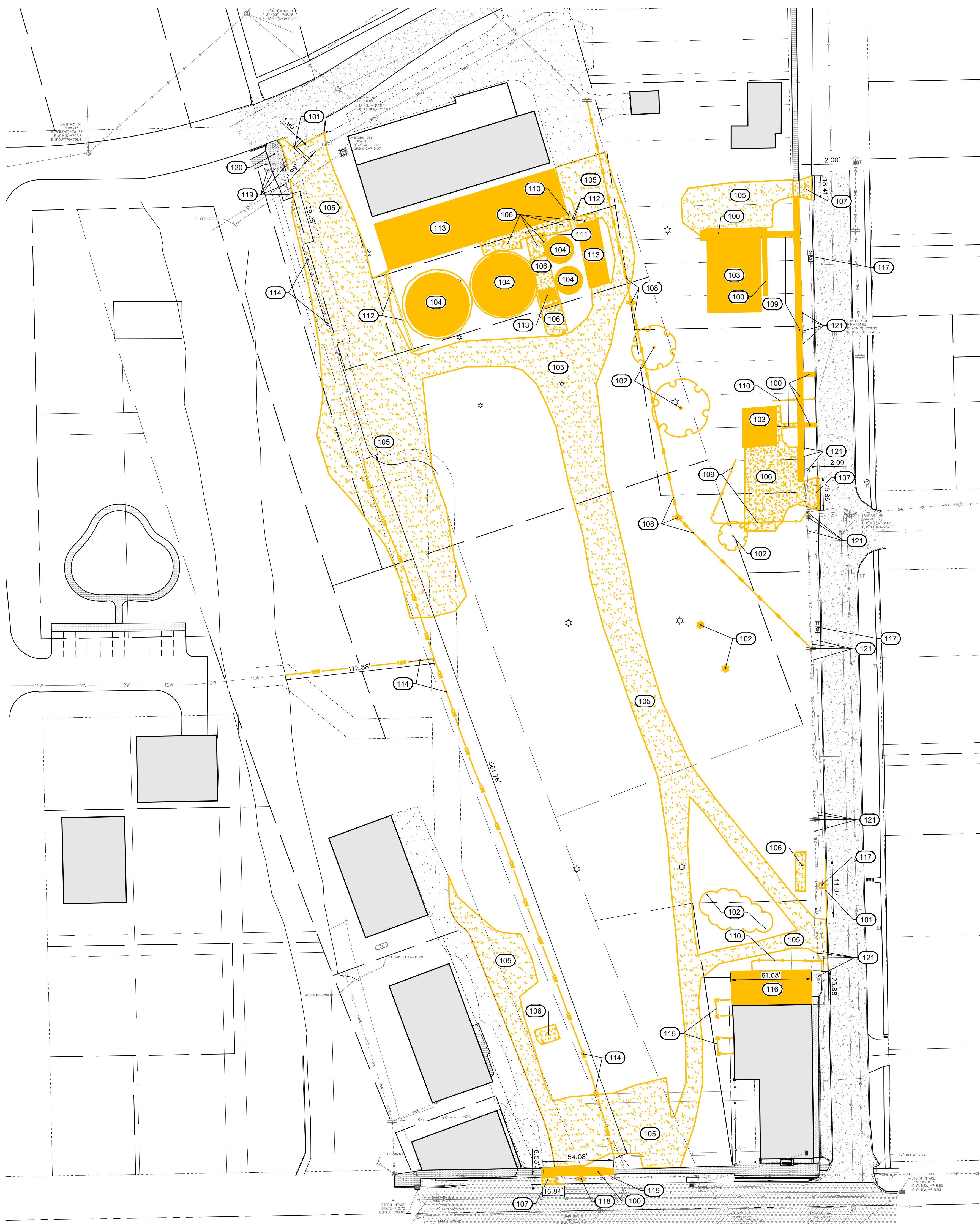
EXISTING

- 22-1
- POWER POLE
- POWER POLE W/DROP
- POWER POLE W/TRANS
- POWER POLE W/LIGHT
- GUY POLE
- LIGHT POLE
- SANITARY MANHOLE
- FIRE HYDRANT
- WATER VALVE
- DRAINAGE MANHOLE
- CURB INLET
- FENCE LINE
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- WATER LINES
- ELECTRICAL LINES
- TELEPHONE LINES
- GAS LINES
- CONTOUR LINES (1' INTERVAL)
- PROPOSED GROUND
- EXISTING TREE LINE
- EXISTING DECIDUOUS TREE & SHRUB
- EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.

DEMOLITION KEYNOTES

NUMBER	KEYNOTE
100	REMOVE CONCRETE SIDEWALK TO THE NEAREST JOINT.
101	GRIND 6" CURB LINE.
102	REMOVE TREES AND TREE CLUSTERS
103	REMOVE EXISTING RESIDENTIAL HOUSE
104	REMOVE EXISTING BINS AND FOOTINGS
105	REMOVE ROCK DRIVE.
106	REMOVE CONCRETE PAVING AND ANY ROCK SUB-BASE UNDERNEATH THE PAVING.
107	REMOVE CONCRETE DRIVE ALONG WITH 2' STREET CURB AND GUTTER SECTION ADJOINING DRIVE. REPLACEMENT NOTED ON SHEETS C121 & 122.
108	REMOVE POWER POLES AND LINES. TO BE DONE BY OTHERS. TO BE REPLACED BY UNDERGROUND LINE IN NEW LOCATION. (SEE C161)
109	REMOVE TELEPHONE SERVICE LINES AND STRUCTURES. TO BE DONE BY OTHERS.
110	REMOVE EXISTING GAS SERVICE LINES AND VALVES. TO BE DONE BY OTHERS.
111	REMOVE EXISTING STEPS.
112	REMOVE EXISTING RETAINING WALLS
113	REMOVE EXISTING GRAIN ELEVATOR BUILDINGS
114	REMOVE EXISTING WATER MAIN. TO BE REPLACED IN NEW LOCATION. (SEE C160)
115	REMOVE EXISTING FENCE.
116	REMOVE EXISTING BUILDING TO PARTY WALL.
117	REMOVE EXISTING MAILBOXES ASSOCIATED WITH PROPOSED PROPERTY. MAILBOXES FOR THE ADJOINING SIDE OF THE STREET ARE TO REMAIN AND BE PROTECTED DURING CONSTRUCTION.
118	REMOVE AND RELOCATE POWER POLE. TO BE DONE BY OTHERS. FOR NEW LOCATION OF POLE SEE C161)
119	PROTECT EXISTING FIRE HYDRANT AND WATER VALVES DURING CONSTRUCTION.
120	EXISTING HOOVER TRAIL EXTENSION. PROTECT DURING CONSTRUCTION.
121	PROTECT EXISTING ABOVEGROUND UTILITY FEATURES AND UTILITY MAINS DURING CONSTRUCTION.





CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

SANITARY SEWER AND WATERMAIN NOTES

- SANITARY SEWER & WATER MAIN CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE IOWA STATEWIDE URBAN DESIGN AND SPECIFICATIONS (SUDAS) SPECIFICATIONS (2018) AS AMENDED.
- SANITARY SEWERS SHALL BE PVC TRUSS PIPE (SUDAS 4010.2.01E), CONTECH A-2000, OR CITY ENGINEER APPROVED EQUAL, AS NOTED ON THE PLANS. SANITARY SEWER SERVICE LINES SHALL BE PVC SDR-23.5 WITH GASKETED JOINTS.
- WATER MAINS SHALL PVC DR-18 PIPE.
- CONTRACTOR TO PROVIDE FERNCO STRONG BACK RC 1000 SERIES COUPLINGS FOR DISSIMILAR PIPE CONNECTIONS.
- GRANULAR TRENCH BACKFILL SHALL BE CRUSHED STONE CONFORMING TO I.D.O.T. STANDARD SPECIFICATION 4120.04 WITH 1" MAXIMUM AGGREGATE SIZE. COMPACT TO 90% MODIFIED PROCTOR DENSITY.
- ALL SANITARY SEWERS SHOWN ON THE PROFILE VIEW AND ALL SANITARY SEWERS AND WATER MAINS UNDER PAVING OR WITHIN FEET OF PAVING ARE TO BE BACKFILLED WITH EITHER OF THE FOLLOWING COMPACTED TO 90% MODIFIED PROCTOR DENSITY:
 - SUITABLE EXCAVATED MATERIAL. IF EXCAVATED MATERIAL IS NOT SUITABLE, THEN
 - CRUSHED STONE AS SPECIFIED FOR GRANULAR TRENCH BACKFILL.
- ALL SANITARY SEWER SERVICE LINES CROSSING STREET RIGHT-OF-WAY SHALL BE BACKFILLED IN ACCORDANCE WITH THE PRECEDING NOTE.
- CONTRACTOR SHALL PROVIDE SUDAS CLASS F-3 BEDDING FOR ALL PVC TRUSS SANITARY SEWERS UNLESS OTHERWISE NOTED.
- ENTRY INTO EXISTING CITY MANHOLE TO BE BY CORE DRILL AND SEAL BY "LINK-SEAL" PENETRATION SEAL OR CITY ENGINEER APPROVED EQUAL.
- ALL MANHOLES TO BE TURNED OVER TO CITY SHALL:
 - WILL NOT SHOW STEPS.
 - WILL HAVE EXTERNAL CHIMNEY SEAL BY INFILSHED UNIBAND, CRETEX, OR APPROVED EQUAL.
 - WILL HAVE MANHOLE FRAME AND LID TO BE NEENAH R-1642 SELF-SEALING WITH CITY LOGO.
 - WILL HAVE RISERS RINGS OF CRETEX PRO-RING, AMERICAN HIGHWAY PRODUCTS RUBBER ADJUSTMENT RING OR STANDARD PCC. IF PCC RINGS ARE USED, SHIMS TO LEVEL MANHOLE FRAME MADE OF MATERIALS OTHER THAN PCC OR THE RING MATERIAL DISCUSSED ABOVE WILL NOT BE ALLOWED. IE: WOOD, BRICK, ROCKS, ETC.
 - WILL USE LINK-SEALS PENETRATION SEALS FOR PIPE PENETRATIONS.

- ALL SANITARY SEWER SERVICE LINES SHALL BE EXTENDED:
- TO THE UTILITY EASEMENT LINE FOR THOSE LOCATIONS WHERE THE LOTS BEING SERVED ARE ON THE OPPOSITE SIDE OF THE STREET FROM THE SEWER MAIN.
 - TO THE UTILITY EASEMENT LINE FOR THOSE LOCATIONS WHERE THE LOTS BEING SERVED ARE ADJACENT TO THE SEWER MAIN.
 - THE END OF ALL SANITARY SEWER SERVICES MUST BE MARKED WITH A WOOD 2 x 4 PAINTED GREEN.
 - ALL SANITARY SEWER MANHOLES IN PAVING AREAS OR AREAS SUBJECT TO WATER INUNDATION SHALL BE PROVIDED WITH CRETEX EXTERIOR CHIMNEY SEAL OR APPROVED EQUAL. ALL SANITARY MANHOLES IN PAVING SHALL HAVE 3-PIECE FLOATING CASTING.

AIR TESTING

- ALL SANITARY SEWER AND SERVICE LINES SHALL BE AIR TESTED TO PASS THE FOLLOWING TEST:

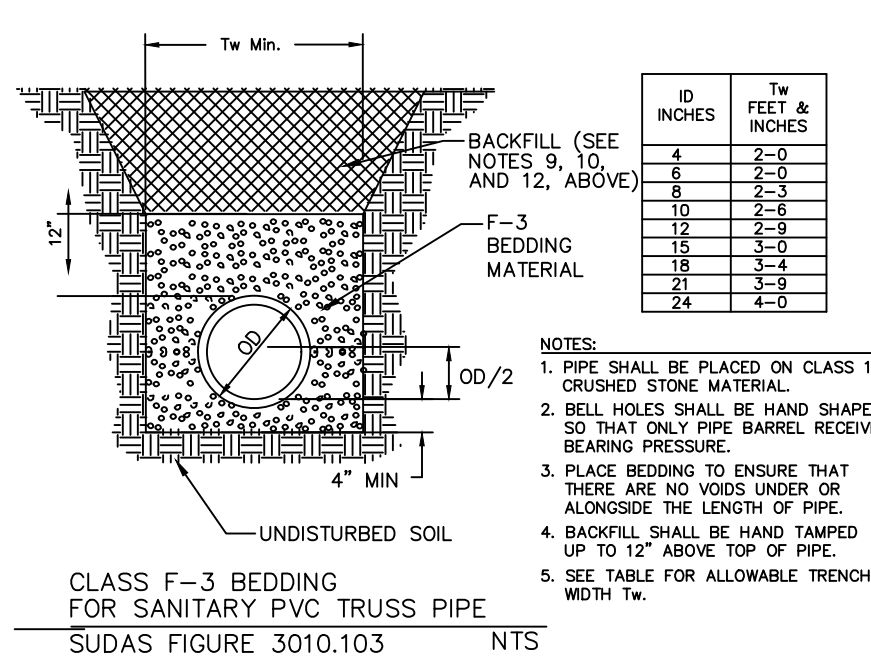
NOTE: CITY REPRESENTATIVE MUST BE PRESENT DURING TESTING.

 - PERFORM FROM MANHOLE-TO-MANHOLE AFTER BACKFILL.
 - PLACE PNEUMATIC PLUGS: (1) SEALING LENGTH: EQUAL TO OR GREATER THAN PIPE DIAMETER, (2) CAPABLE OF RESISTING INTERNAL TEST PRESSURE WITHOUT EXTERNAL BRACING OR BLOCKING.
 - INTRODUCE LOW-PRESSURE AIR INTO SEALED LINE AND ACHIEVE INTERNAL AIR PRESSURE OF 5 psig & MAINTAIN FOR A MINIMUM OF 5 MINUTES.
 - LIMIT INTERNAL PRESSURE IN SEALED LINE BELOW 8 PSIG.
 - ALLOW 2 MINUTES MINIMUM FOR AIR PRESSURE TO STABILIZE. DISCONNECT LOW-PRESSURE AIR HOSE FROM CONTROL PANEL.
 - MINIMUM TIME FOR PRESSURE TO DROP FROM 3.5 TO 2.5 PSIG GREATER THAN MAXIMUM PRESSURE EXERTED BY GROUNDWATER ABOVE PIPE INVERT:

PIPE DIAMETER IN INCHES	TIME IN MINUTES
4	2.0
6	3.0
8	4.0
10	5.0
12	5.5
15	7.5

- IN AREAS WHERE GROUND WATER IS KNOWN TO EXIST, THE HEIGHT OF WATER ABOVE THE TOP OF THE PIPE BEING TESTED, IN FEET, SHALL BE DETERMINED AND THAT HEIGHT DIVIDED BY 2.5 TO ESTABLISH THE PRESSURE THAT WILL BE ADDED TO ALL READINGS ABOVE. ALTERNATIVELY, THE ENGINEER MAY ALLOW THE CONTRACTOR TO MEASURE INFILTRATION INTO THE SEWER BY USING A V-NOTCH WEIR OR OTHER SUITABLE DEVICE.
- LOCATE, REPAIR AND RETEST LEAKS.

- AIR TESTING SHALL BE CONSIDERED INCIDENTAL TO SANITARY SEWER CONSTRUCTION.
 - ALL PVC TRUSS SEWERS SHALL HAVE A DEFLECTION TEST PERFORMED AS FOLLOWS:
 - DEFLECTION TEST SHALL BE CONDUCTED AFTER THE FINAL BACKFILL HAS BEEN IN PLACE AT LEAST 30 DAYS.
 - DEFLECTION TEST TO BE CONDUCTED USING A RIGID BALL OR MANDREL WITH A DIAMETER EQUAL TO 95% OF THE INSIDE DIAMETER OF THE PIPE. NO MECHANICAL PULLING DEVICES ALLOWED.
 - NO PIPE SHALL EXCEED A DEFLECTION OF 5%.



THE FOLLOWING MINIMUM CLEARANCES MUST BE MAINTAINED:

- WATER MAIN SHALL BE LOCATED 10 FEET HORIZONTALLY DISTANT FROM ALL SANITARY SEWER AND STORM SEWER.
- WATER MAIN SHALL NOT PASS THROUGH NOR CONTACT A SEWER OR A SEWER MANHOLE. A MINIMUM HORIZONTAL SEPARATION OF 3 FEET SHALL BE MAINTAINED.
- VERTICAL SEPARATION OF WATER MAINS CROSSING OVER ANY SANITARY SEWER SHOULD BE A MINIMUM OF 18-INCHES, MEASURED OUTSIDE TO OUTSIDE FROM THE CLOSEST EDGE OF EACH PIPE. IF PHYSICAL CONDITIONS PROHIBIT THIS SEPARATION, THE WATER MAIN SHALL NOT BE PLACED CLOSER THAN 6-INCHES ABOVE A SEWER OR 18-INCHES BELOW A SEWER. THE SEPARATION DISTANCE SHALL BE THE MAXIMUM FEASIBLE IN ALL CASES.
- WHERE THE WATER MAIN CROSSES SEWER, ONE FULL LENGTH OF WATER PIPE SHALL BE LOCATED SO BOTH JOINTS ARE AS FAR AS POSSIBLE FROM THE SEWER. THE WATER AND SEWER PIPES MUST BE ADEQUATELY SUPPORTED AND HAVE WATER TIGHT JOINTS. A LOW PERMEABILITY SOIL SHALL BE USED FOR BACKFILL MATERIAL WITHIN 10-FEET OF THE POINT OF CROSSING.
- NOMINAL DEPTH OF WATER MAIN = 5.5 FEET TO TOP OF PIPE.
- EXISTING OR PROPOSED VALVE BOXES THAT FALL WITHIN PAVEMENT MUST HAVE A SLIP-TYPE VALVE BOX.
- THE ENTIRE WATERMAIN SYSTEM, INCLUDING SERVICES TAPS IF APPLICABLE, SHALL BE PRESSURE TESTED PER AWWA C600. THE TEST SHALL BE PERFORMED AT A MINIMUM OF 150 PSI FOR 2 HOURS WITH A MAXIMUM LOSS OF 5 PSI.
- WATER MAINS SHALL BE DISINFECTED IN ACCORDANCE WITH SPECIFICATIONS.
- FIRE HYDRANTS SHALL BE MUELLER SUPER CENTURIAN 250 OR APPROVED CITY EQUAL THAT OPEN RIGHT.
- BED WATER MAIN ON NATIVE MATERIAL, DIG IN BELLS, AND BACKFILL WITH SUITABLE MATERIAL.
- ALL CONCRETE SANITARY MANHOLES SHALL HAVE CONSHIELD ANTI-MICROBIALADDITIVE INCORPORATED IN THE CONCRETE MIX.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS, OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THOSE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THAT THERE MAY BE OTHER FACILITIES IN THE CONSTRUCTION AREA, THE EXISTENCE OF WHICH IS NOT PRESENTLY KNOWN OR SHOWN HEREON. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION, AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

STORM SEWER NOTES

- STORM SEWER CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE STANDARD DETAILED SPECIFICATIONS AND DETAILED SPECIFICATION REQUIREMENTS PREPARED FOR THIS PROJECT. CITY OF WEST BRANCH DESIGN AND CONSTRUCTION STANDARDS AND PROCEDURES SHALL PREVAIL.
- ALL STORM SEWERS SHALL BE CLASS 3 RCP UNLESS NOTED OTHERWISE IN THE PLANS.
- AT PLACES WHERE A FLARED END SECTION IS REQUIRED, PIPE LENGTH INCLUDES THE FLARED END. THE LAST TWO JOINTS ARE TO BE TIED WHERE FLARED END SECTIONS ARE REQUIRED.
- ALL RCP STORM SEWERS SHALL BE PROVIDED WITH CLASS "C" BEDDING, UNLESS NOTED OTHERWISE. PVC SEWERS SHALL BE PROVIDED WITH CRUSHED STONE ENCASEMENT.
- STORM SEWERS SHOWN ON THE PROFILE VIEW SHALL BE BACKFILLED WITH EITHER OF THE FOLLOWING COMPACTED TO 90% MODIFIED PROCTOR DENSITY:
 - SUITABLE EXCAVATED MATERIAL. IF EXCAVATED MATERIAL IS NOT SUITABLE, THEN
 - CRUSHED STONE AS SPECIFIED FOR GRANULAR TRENCH BACKFILL SHALL BE USED.
- GRANULAR TRENCH BACKFILL SHALL BE CRUSHED STONE CONFORMING TO I.D.O.T. STANDARD SPECIFICATION 4120.04 WITH 1" MAXIMUM AGGREGATE SIZE. COMPACT TO 90% MODIFIED PROCTOR DENSITY.
- ALL STORM SEWERS SHALL HAVE CONFINED "O" RING GASKETS. STORM SEWERS 36" AND SMALLER SHALL HAVE BELL AND SPIGOT JOINTS. STORM SEWERS LARGER THAN 36" MAY HAVE TONGUE AND GROOVE JOINTS. NO MASTIC JOINTS ALLOWED.
- ALL PIPE SHALL BE CERTIFIED.
- ALL STORM INTAKES SHALL BE A MINIMUM OF 48 INCHES FROM TOP OF CURB/RIM TO SUBGRADE. IF INVERT ELEVATIONS ARE INSUFFICIENT TO PROVIDE THIS REQUIRED DEPTH, THE CONTRACTOR TO PROVIDE DEEPER STRUCTURE AND POUR CONCRETE FILLET IN INTAKE TO MAKE INTAKE PIPES DRAIN AT INVERT ELEVATIONS LISTED.
- LIFT HOLES IN STORM SEWER WILL NOT BE ALLOWED.
- PROVIDE CONCRETE FILLETS IN ALL NEW & EXISTING DRAINAGE STRUCTURES PER REFERENCED DETAILS.

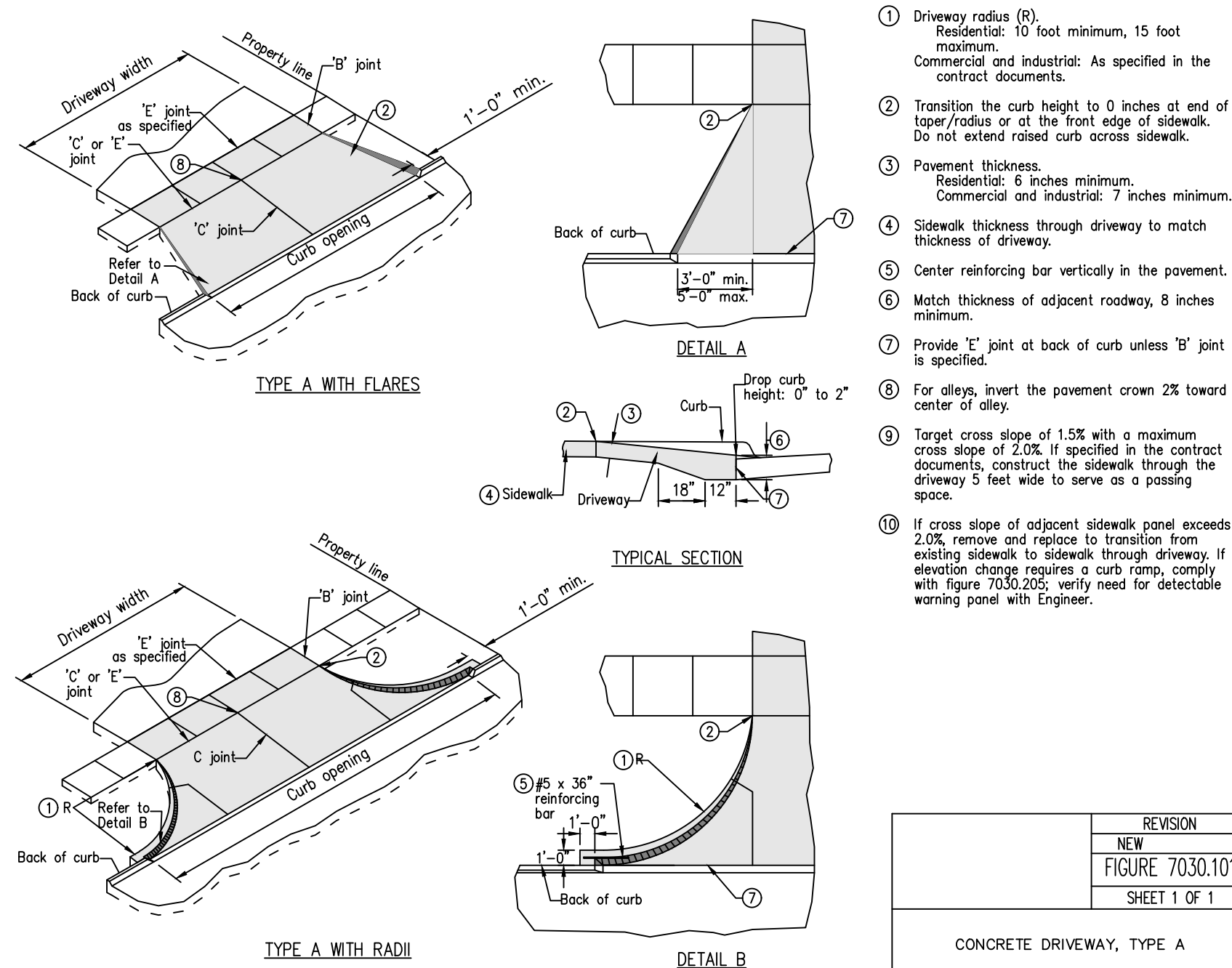
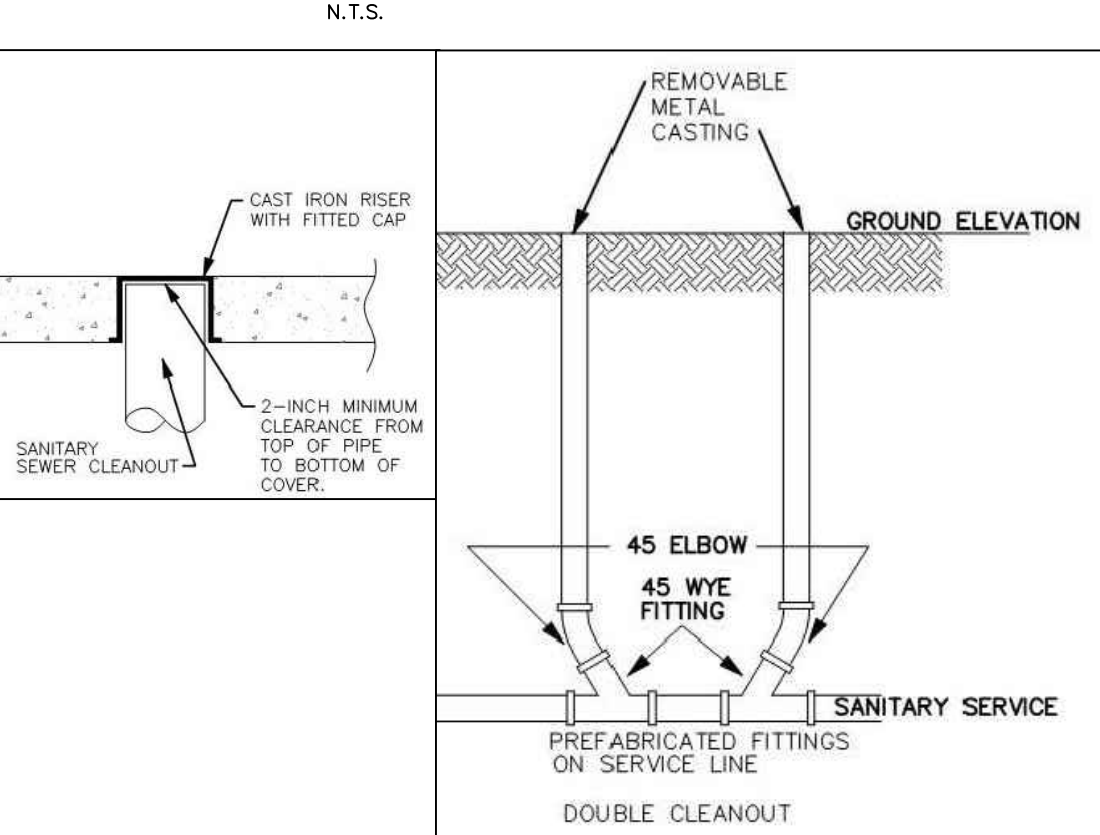
WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS, OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THOSE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THAT THERE MAY BE OTHER FACILITIES IN THE CONSTRUCTION AREA, THE EXISTENCE OF WHICH IS NOT PRESENTLY KNOWN OR SHOWN HEREON. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION, AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

NOTES:

- PIPE SHALL BE PLACED ON CRUSHED STONE MATERIAL.
- BELL HOLES SHALL BE HAND SHAPED SO THAT ONLY PIPE BARREL RECEIVES BEARING PRESSURE.
- PLACE BEDDING TO ENSURE THAT THERE ARE NO VOIDS UNDER OR ALONGSIDE THE LENGTH OF PIPE.
- BACKFILL SHALL BE HAND TAMPED UP TO 12" ABOVE TOP OF PIPE.
- SEE TABLE FOR ALLOWABLE TRENCH WIDTH B_d.

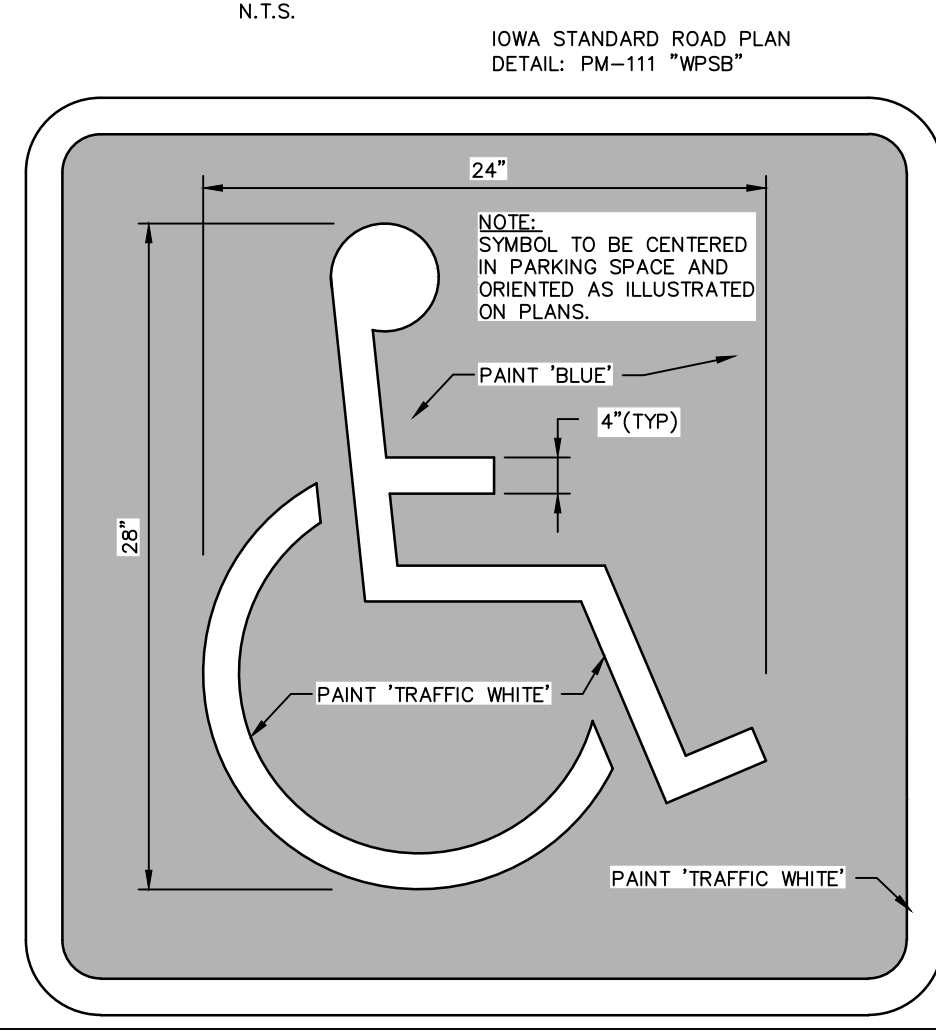
ID INCHES	B _d FEET & INCHES
12	2-3
15	2-9
18	3-0
21	3-3
24	3-6
27	4-0
30	4-3
36	4-9
42	5-6
48	6-3

SIAMESE DETAIL

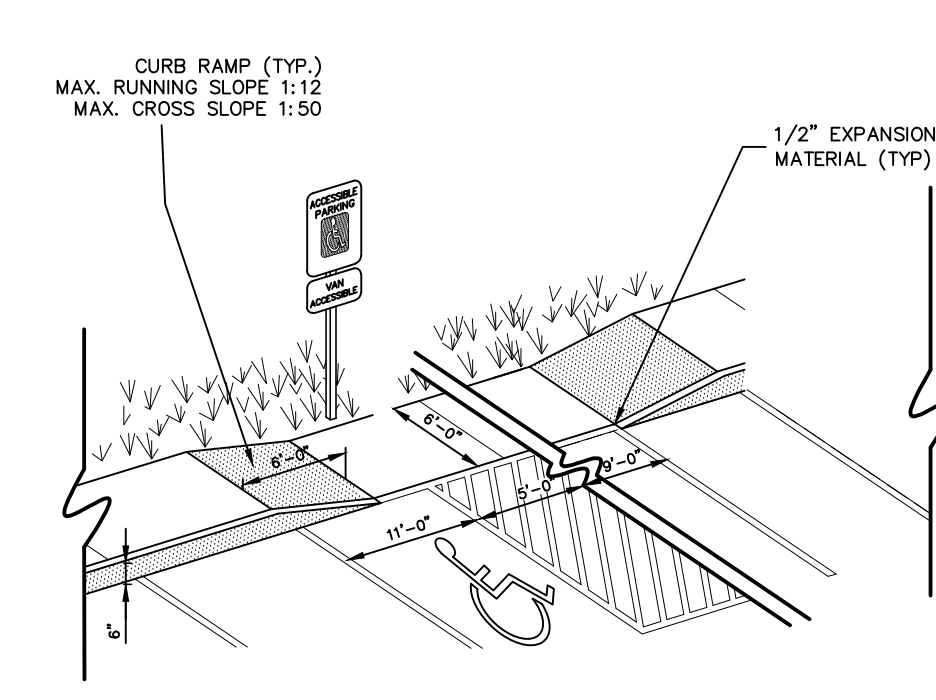


- Driveway radius (R). Residential: 10 foot minimum, 15 foot maximum. Commercial and industrial: As specified in the contract documents.
- Transition the curb height to 0 inches at end of top/radius or at the front edge of sidewalk. Do not extend raised curb across sidewalk.
- Pavement thickness. Residential: 6 inches minimum. Commercial and industrial: 7 inches minimum.
- Sidewalk thickness through driveway to match thickness of driveway.
- Center reinforcing bar vertically in the pavement.
- Match thickness of adjacent roadway, 8 inches minimum.
- Provide 1" joint at back of curb unless 1/2" joint is specified.
- For alleys, invert the pavement crown 2% toward center of alley.
- Target cross slope of 1.5% with a maximum cross slope of 2.0%. If specified in the contract documents, construct the sidewalk through the driveway 5 feet wide to serve as a passing space.
- If cross slope of adjacent sidewalk panel exceeds 2.0%, remove and replace to transition from existing sidewalk to sidewalk through driveway. If elevation change requires a curb ramp, comply with figure 7030.200; verify need for detectable warning panel with Engineer.

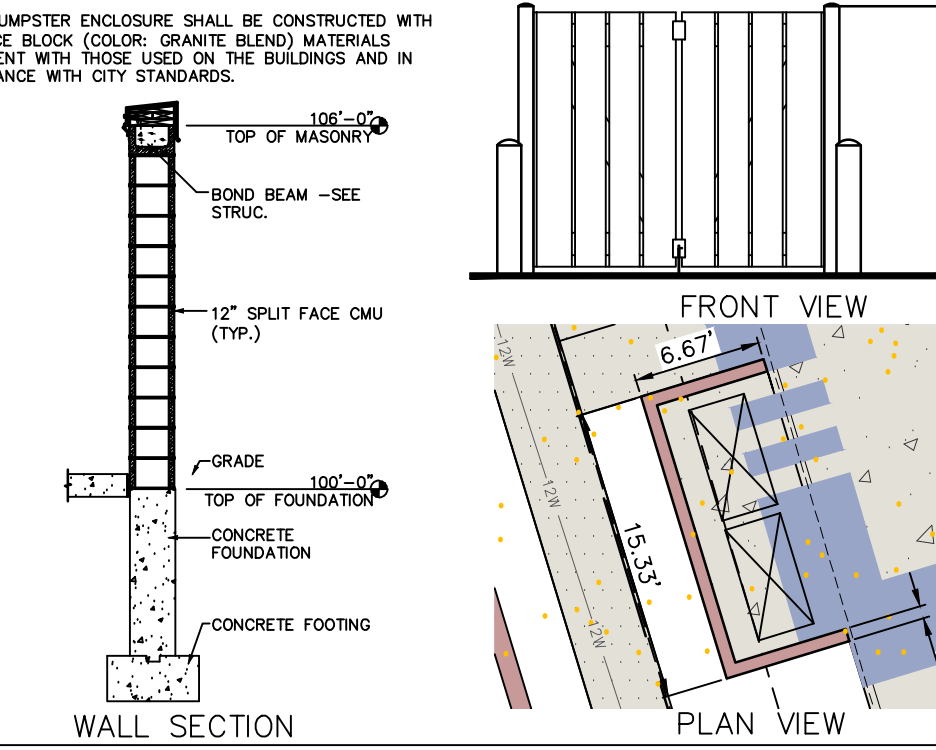
ACCESSIBLE PARKING SYMBOL



ACCESSIBLE PARKING DETAIL

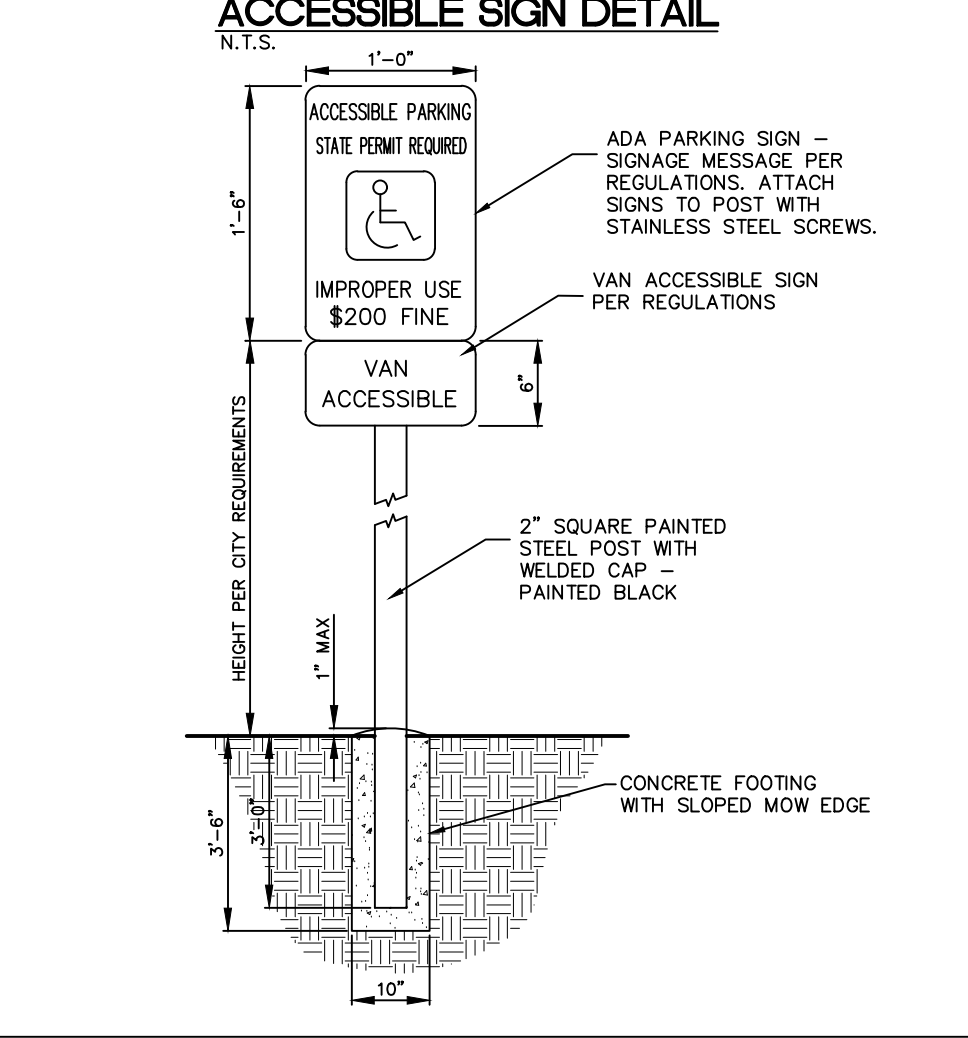
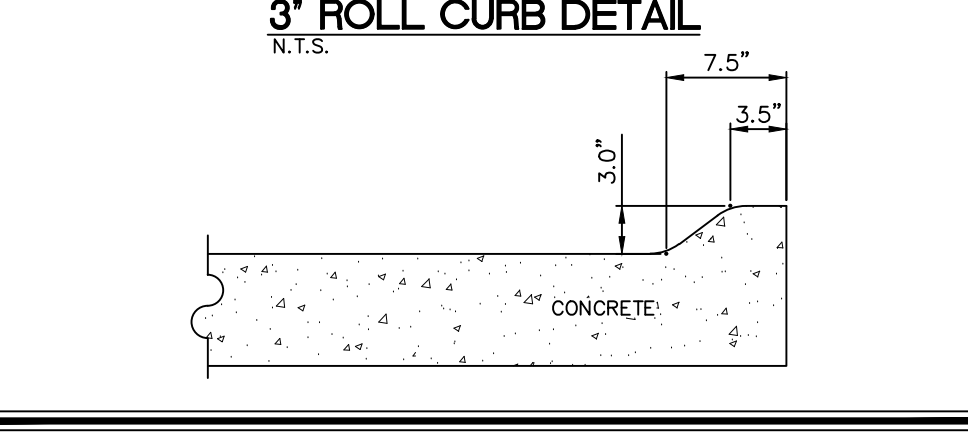
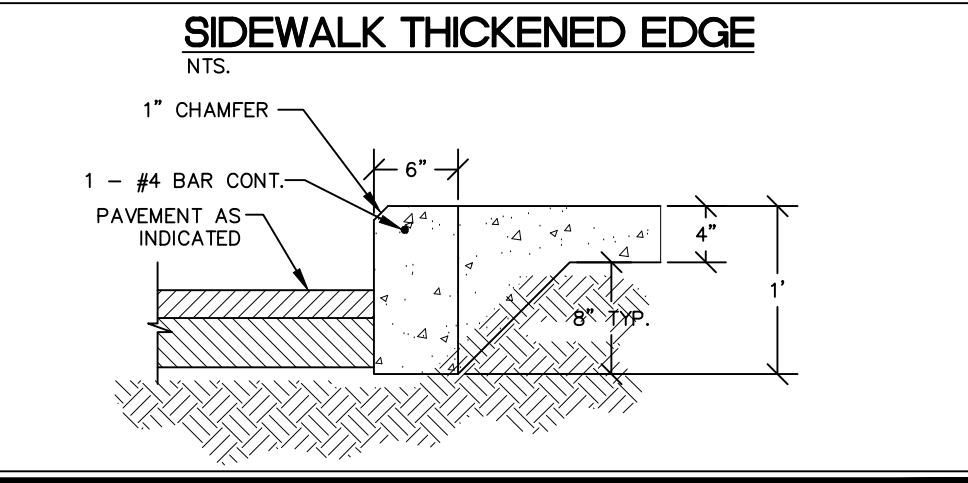
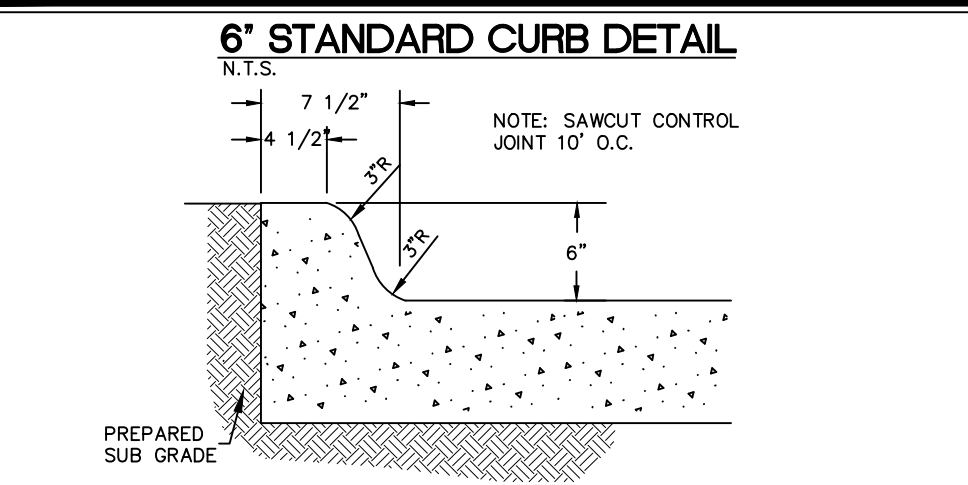
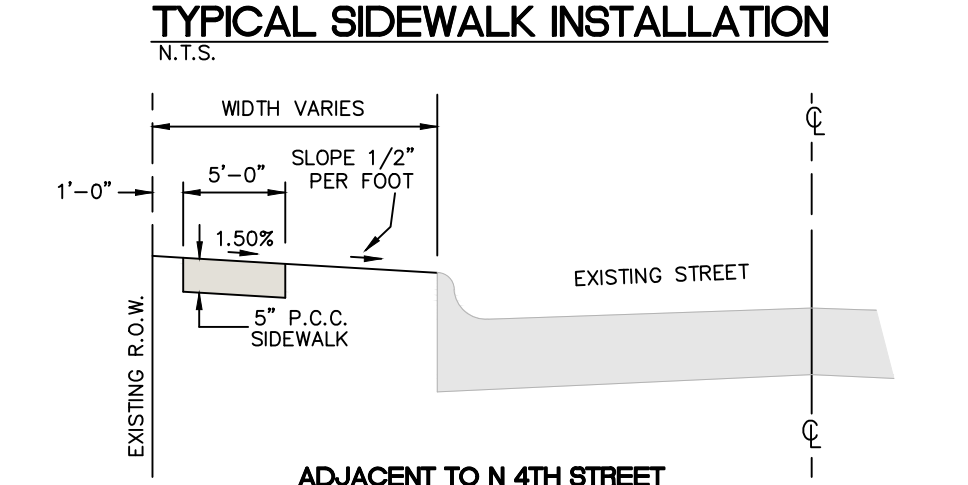
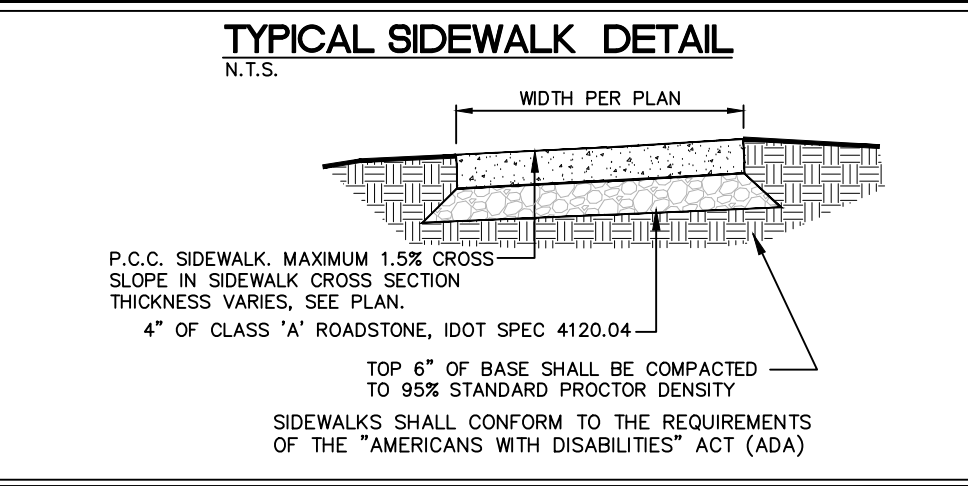
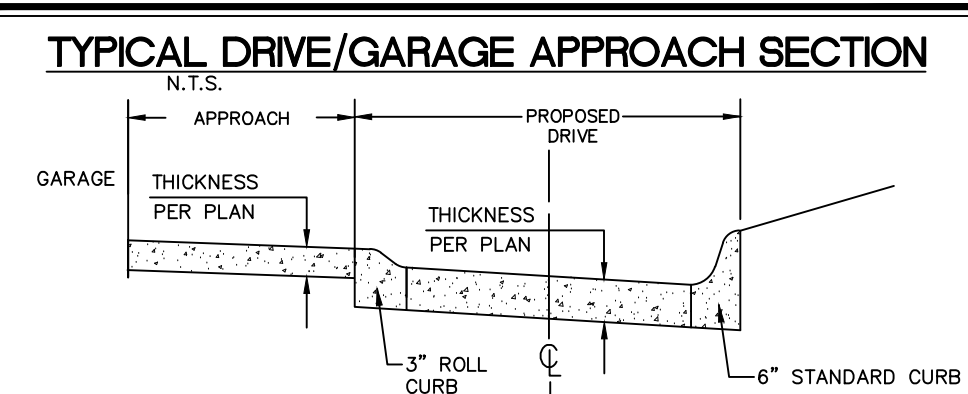
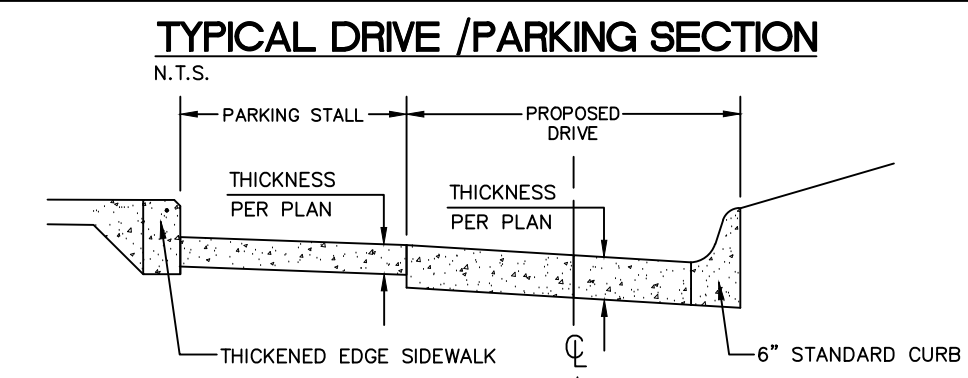


TRASH ENCLOSURE DETAIL



SHEET INDEX

C120	OVERALL SITE LAYOUT AND DIMENSION PLAN
C121	DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
C122	DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
C140	GRADING AND EROSION CONTROL PLAN AND SWPPP
C141	DETAILED GRADING PLAN - NORTH HALF
C142	DETAILED GRADING PLAN - SOUTH HALF
C160	UTILITY PLAN: SANITARY AND WATER
C161	UTILITY PLAN: STORM AND ELECTRIC
CD100	EXISTING FEATURES AND DEMOLITION PLAN
C500	GENERAL NOTES AND DETAILS
C501	GENERAL NOTES AND DETAILS
L100	LANDSCAPE PLAN



Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/29/24	REVIEW REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

GENERAL NOTES AND DETAILS

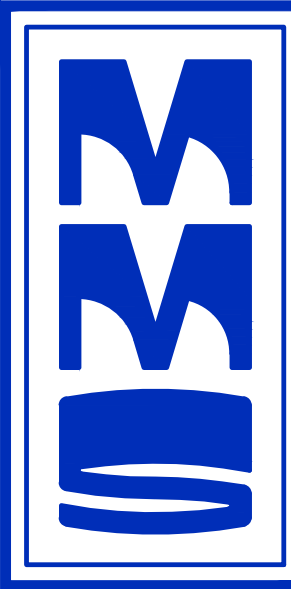
HERITAGE HILL,
LOT 1
WEST BRANCH,
CEDAR COUNTY,
IOWA

MMS CONSULTANTS, INC.

Date: 08-04-22

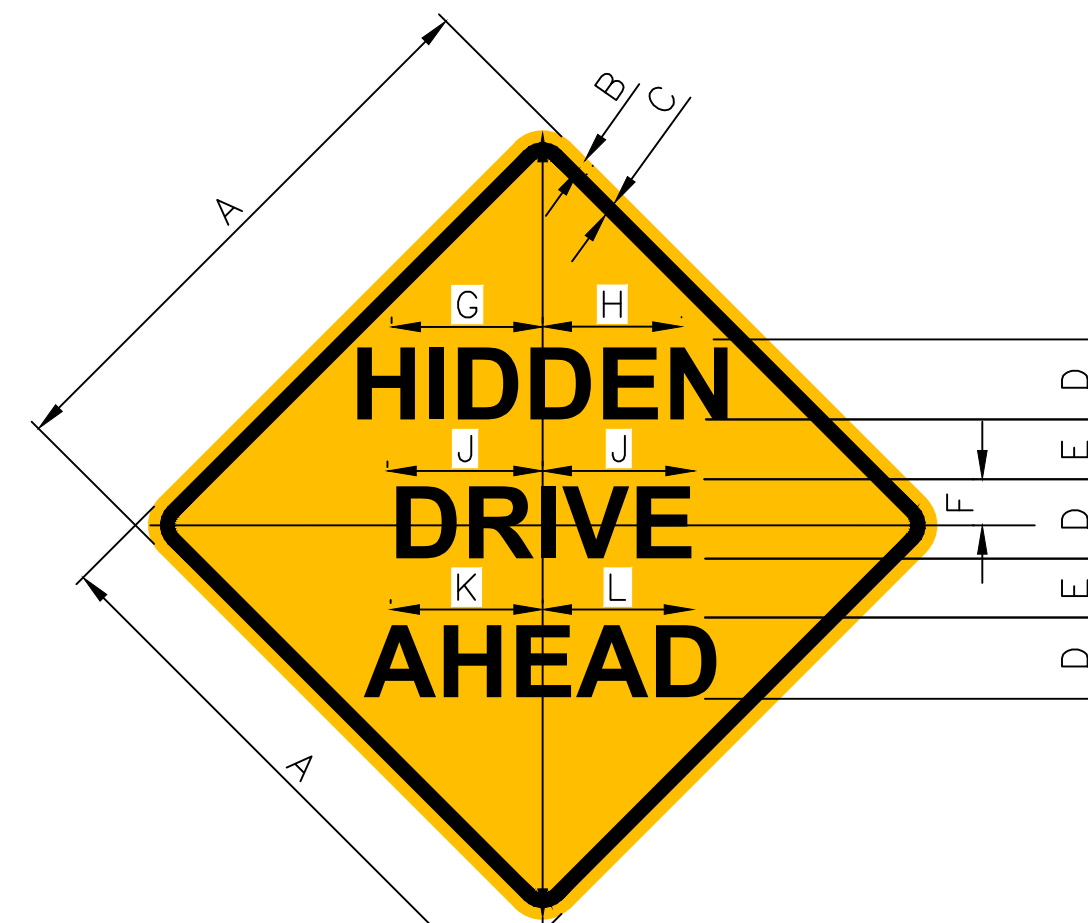
Designed by: KJC	Field Book No: 1343, PG.39
Drawn by: TAV	Scale: N/A
Checked by: KJB	Sheet No:
Project No: 11186-002	C500

of:



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

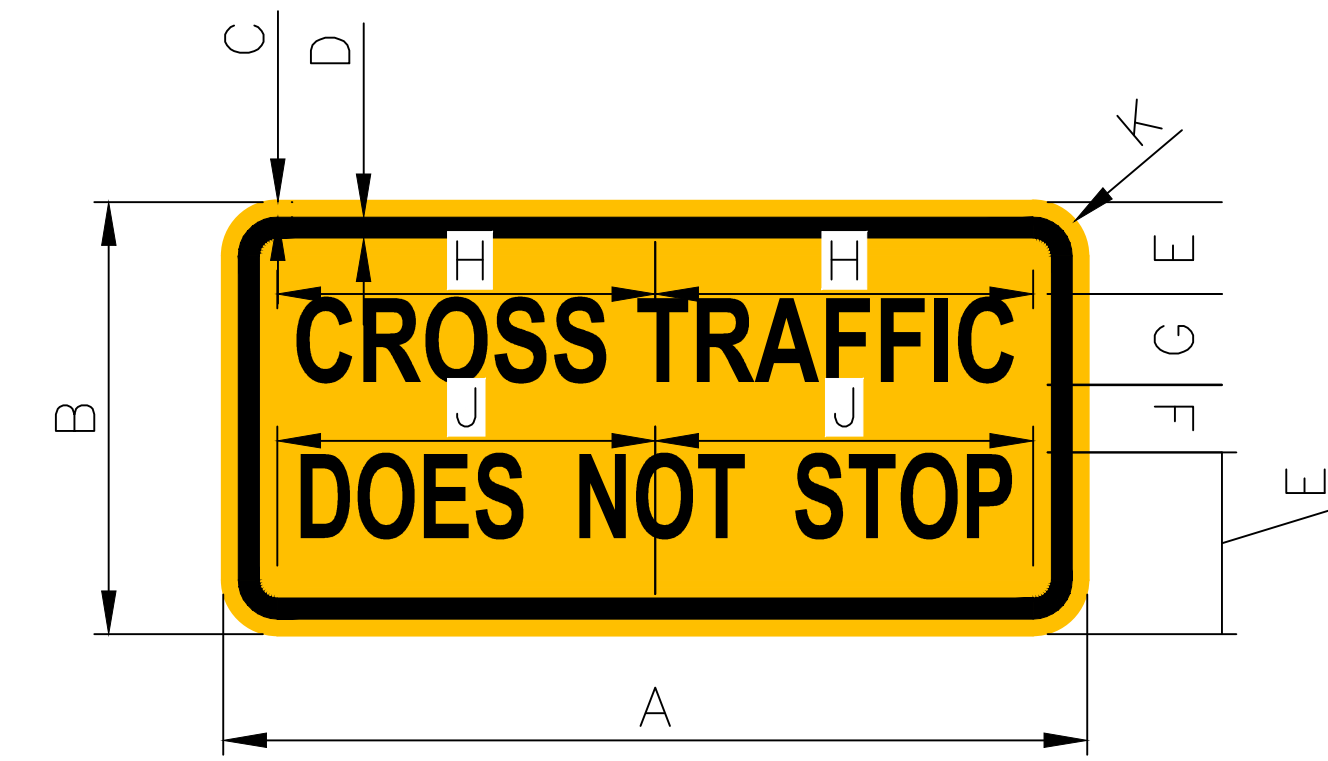
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net



K-6530
36"x36"

A	B	C	D	E	F	G	H	J	K	L	M
24	.375	.625	4D	3	2	4.803	6	9.747	5.844	5.724	1.5
30	.5	.75	5D	3.802	2.601	5.764	7.765	12.189	7.285	7.165	1.875
36	.625	.875	6D	4.483	3	6.845	9.367	14.631	8.886	8.446	2.25
48	.75	1.25	7D	5.243	3.522	8.326	10.608	17.052	10.167	10.047	3

COLORS: LEGEND — BLACK
BACKGROUND— YELLOW (RETROREFLECTIVE)



W4-4p
36" x 18"

MUTCD W4-4B SIGN

A	B	C	D	E	F	G	H	J	K	L	M	N	
24	12	.375	.625	3	2.25	C	1.5	9.314	9.63	1.5	10.106	9.779	2.25
30	15	.5	.75	3.5	3	C	2	12.423	12.423	1.875	12.902	13.039	3
36	18	.625	.875	4	3.5	C	3	14.487	14.978	2.25	15.721	15.212	3.5
48	24	.75	1.25	5.5	4.5	C	4	18.628	19.259	3	20.214	19.56	4.5

COLORS: LEGEND — BLACK
BACKGROUND— YELLOW (RETROREFLECTIVE)

Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/28/24	REVIEW REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

GENERAL NOTES AND DETAILS

HERITAGE HILL,
LOT 1
WEST BRANCH,
CEDAR COUNTY,
IOWA

SHEET INDEX

C120	OVERALL SITE LAYOUT AND DIMENSION PLAN
C121	DETAILED SITE LAYOUT AND DIMENSION PLAN - NORTH HALF
C122	DETAILED SITE LAYOUT AND DIMENSION PLAN - SOUTH HALF
C140	GRADING AND EROSION CONTROL PLAN AND SWPPP
C141	DETAILED GRADING PLAN - NORTH HALF
C142	DETAILED GRADING PLAN - SOUTH HALF
C160	UTILITY PLAN: SANITARY AND WATER
C161	UTILITY PLAN: STORM AND ELECTRIC
CD100	EXISTING FEATURES AND DEMOLITION PLAN
C500	GENERAL NOTES AND DETAILS
C501	GENERAL NOTES AND DETAILS
L100	LANDSCAPE PLAN

MMS CONSULTANTS, INC.

Date: 08-04-22

Designed by: KLC Field Book No: 1343, PG 39

Drawn by: TAV Scale: N/A

Checked by: KJB Sheet No:

Project No: C501

11186-002 of:



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

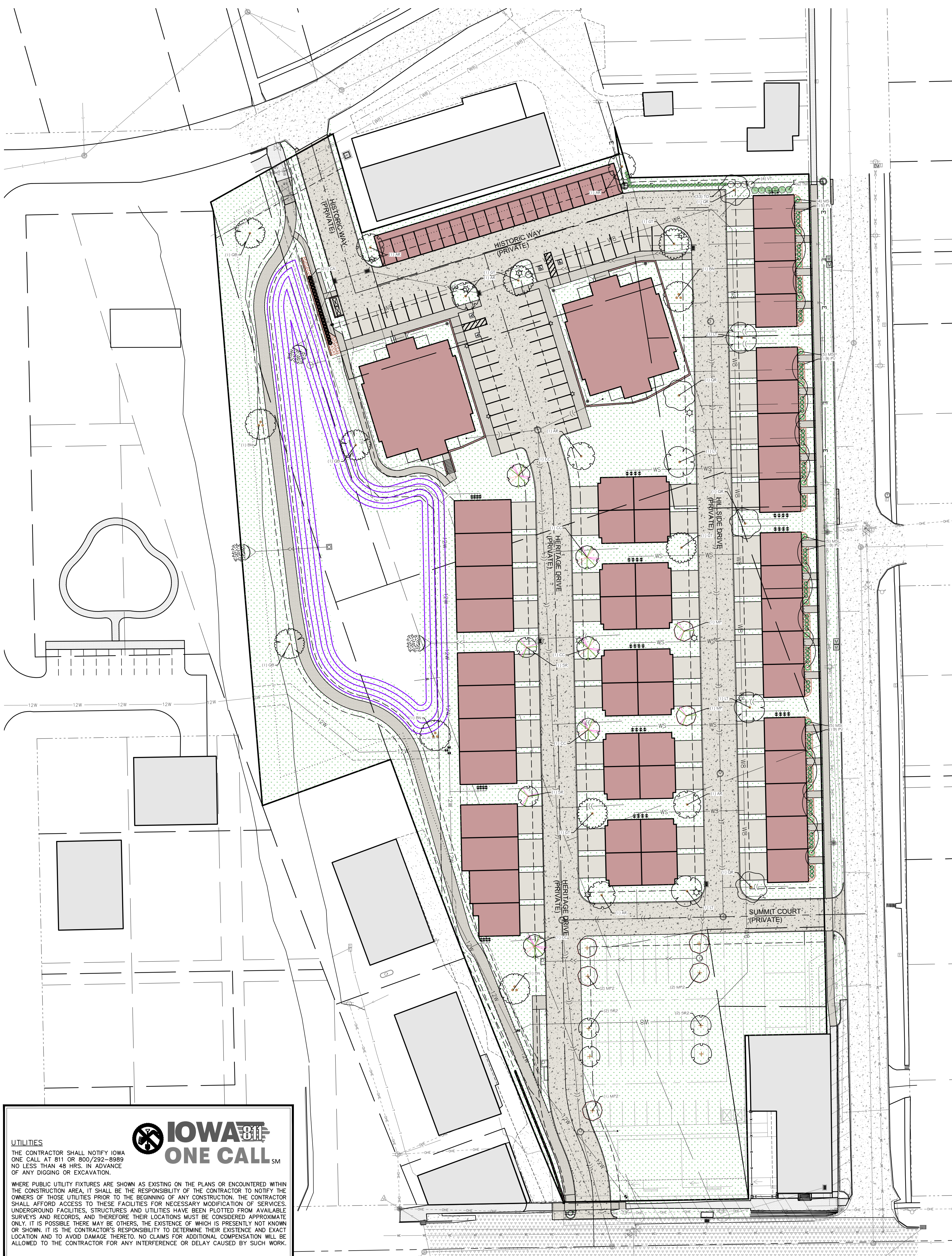
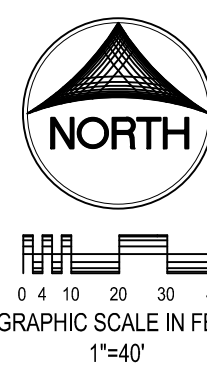
Date	Revision
8/24/22	INTERNAL REVIEW - KJC
9/01/22	INTERNAL REVIEW - KJC
9/13/22	BASIN REVISION - KJC
11/18/22	STREET NAMES AND EASEMENTS - TAV
3/20/23	REVIEW REVISIONS - LSS
7/28/24	REVIEW REVISIONS - ADP
8/28/24	PER CITY COMMENTS - HEH
9/27/24	PER CITY COMMENTS - ADP

SITE PLAN HERITAGE HILL - LOT 1 WEST BRANCH, IOWA

PLAT PREPARED BY: MMS CONSULTANTS INC. 1917 S. GILBERT STREET IOWA CITY, IA 52240

APPLICANT: BBO LLC PO BOX 277 WEST LIBERTY, IOWA 52776

APPLICANT'S ATTORNEY: JAMES D. HOUGHTON 216 STEVENS DRIVE IOWA CITY, IA 52240



LANDSCAPE LEGEND



LANDSCAPE REQUIREMENTS

OPEN SPACE REQUIRED:
25% OF TOTAL LOT AREA SHALL BE OPEN SPACE
258,182 SF X 0.25 = 64,546 SF REQUIRED
(64,546 / 1,000 = 64.55 TREES)

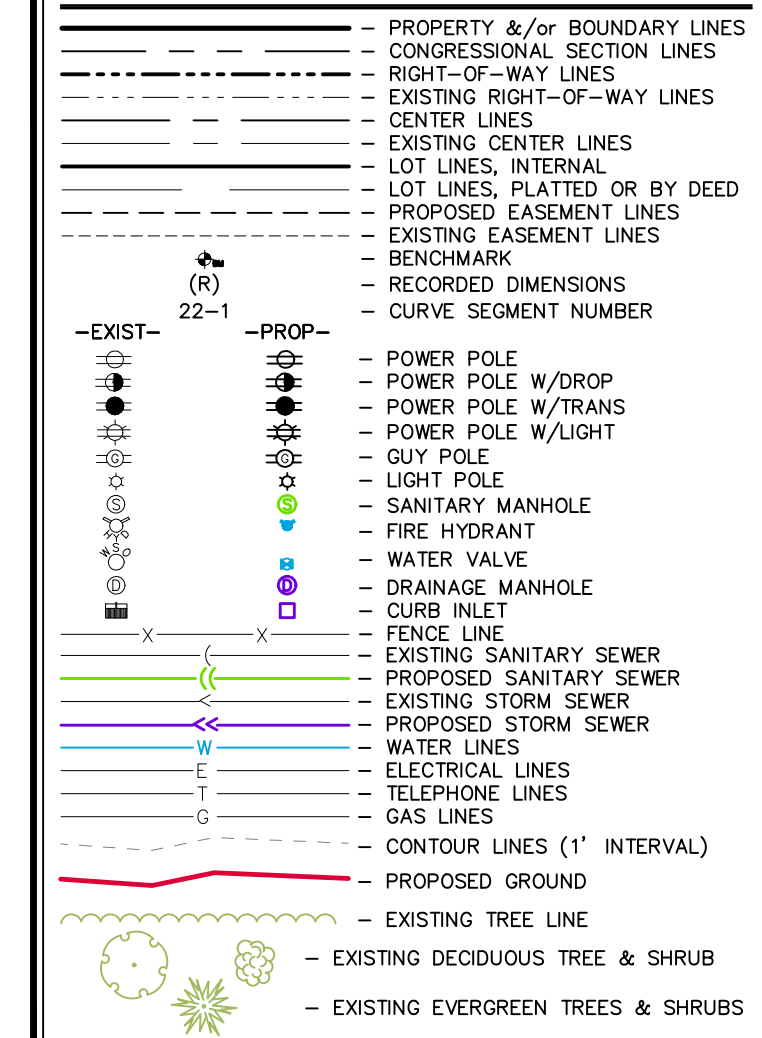
LANDSCAPING REQUIRED:
TWO PER 1,000 SF OF REQUIRED OPEN SPACE
(64,546 / 1,000 = 64.55 TREES)

1 SHRUB PER 1,000 SF OF REQUIRED OPEN SPACE
(64,546 / 1,000 = 64 SHRUBS)

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	INSTALL SIZE	COMMENT	MATURE H. X W.
	AK	6	Aster rakum 'Autumn Flame'	Autumn Flame Red Maple	2" Cal.	B&S	50' x 40'
	BN	4	Betula nigra	River Birch	2" Cal.	B&S	40' x 40'
	CC	5	Cercis canadensis	Eastern Redbud	1.5" Cal.	B&S	30' x 25'
	GT	4	Glomera trichostema 'Taycolt' TM	Styrene Thornless Honey Locust	2" Cal.	B&S	35' x 25'
	LT	4	Lindera bicolor	Tulip Poplar	2" Cal.	B&S	60' x 30'
	MP	2	Malus x 'Phenice'	Phenice Crabapple	1.5" Cal.	B&S	15' x 15'
	QB	3	Quercus bicolor	Swamp White Oak	2" Cal.	B&S	50' x 50'
	OK	4	Quercus rubra	Red Oak	2" Cal.	B&S	50' x 50'
	SR	2	Syringa reticulata 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	1.5" Cal.	B&S	20' x 15'
	MP2	3	Malus x 'Phenice'	Phenice Crabapple	1.5" Cal.	B&S	15' x 15'
	SR2	4	Syringa reticulata 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	1.5" Cal.	B&S	20' x 15'
	CA	21	Calluna vulgaris 'acutifolia' 'Karl Foerster'	Karl Foerster Feather Reed Grass	24" Ht.	Container	4' x 2.5'
	MS	19	Macarostus annuus 'Gracilior'	Silba Grass	15" Ht.	Container	4' x 4'
	FR	72	Fraxinus virginiana 'Frane Fir'	Frane Fir Dutch Grass	24" Ht.	Container	4' x 3'
	TM	6	Taxus x media 'Desformes'	Dense Yew	24" Ht.	Container	3' x 5'
	TO	33	Thuja occidentalis 'Eldorado' TM	Techno Arborvitae	30" Ht.	Container	C x 2.5'
	VT	4	Viburnum trilobum 'Baby Compact'	Baby's Compact American Cranberry Bush	30" Ht.	Container	C x 5'

STANDARD LEGEND AND NOTES

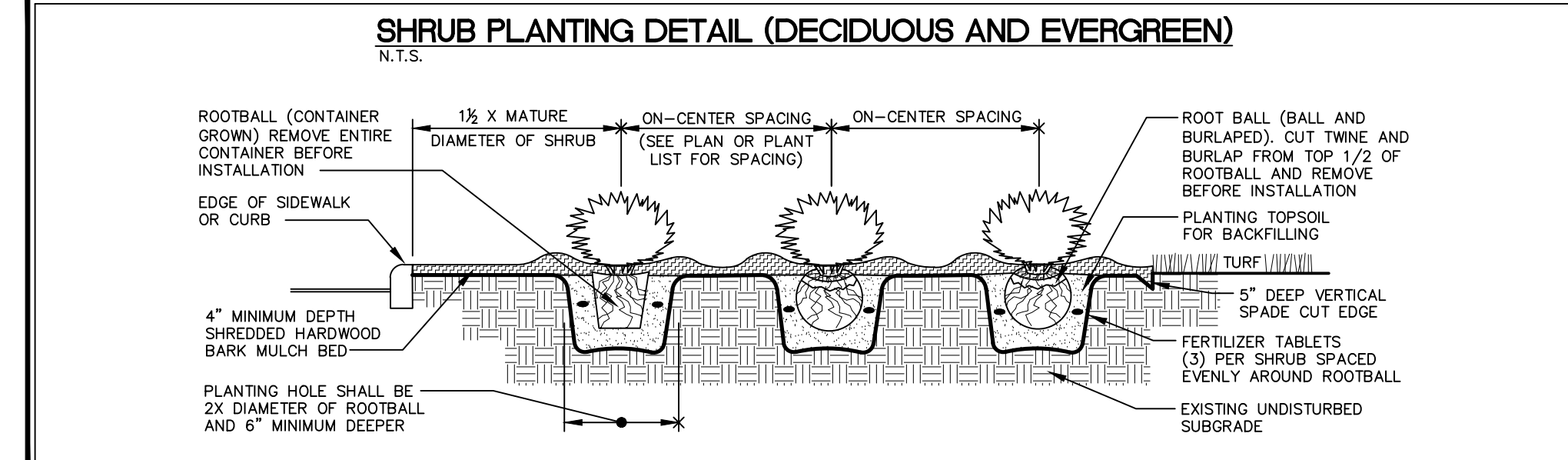
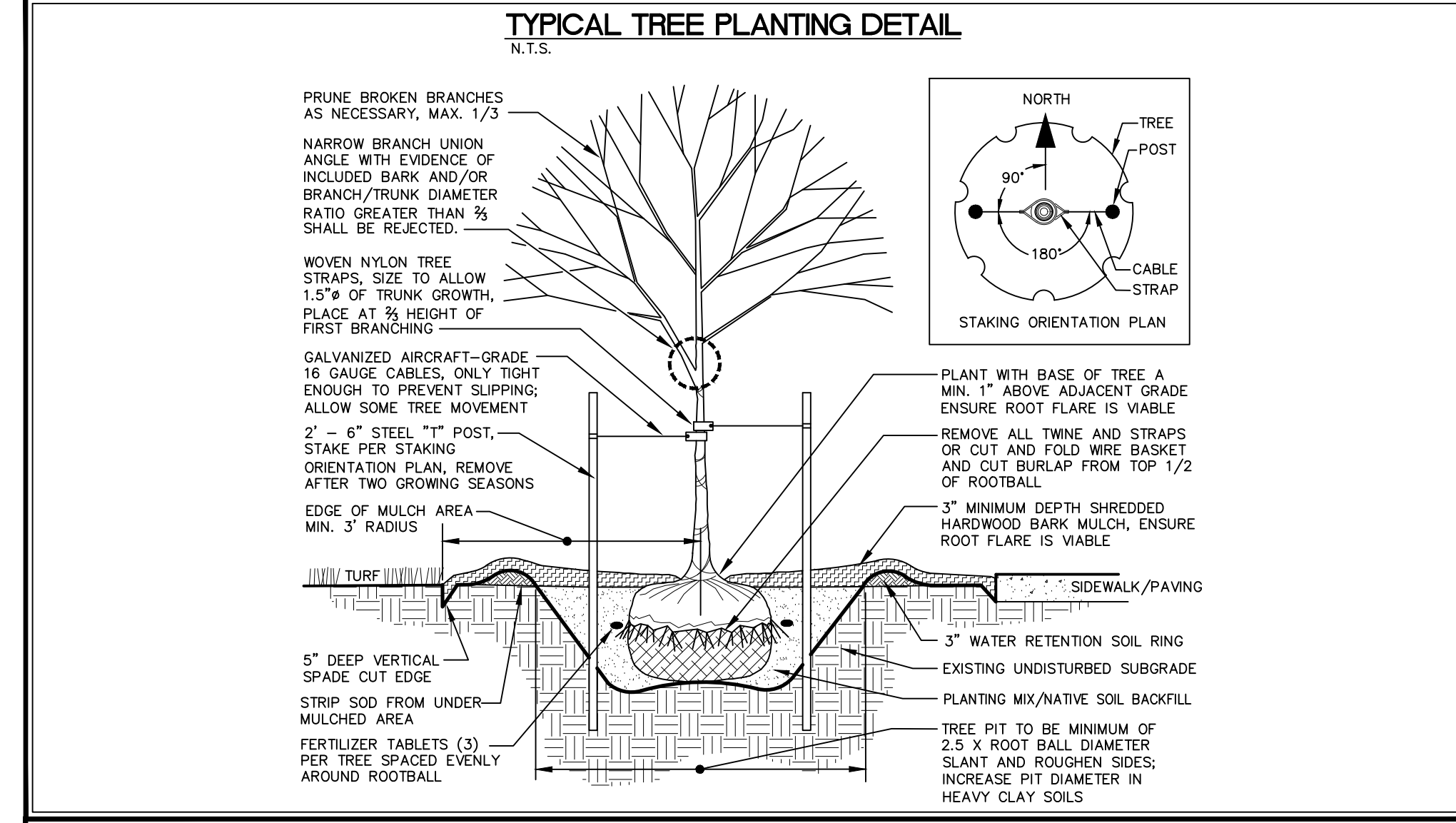


LANDSCAPE PLAN

IOWA ONE CALL

THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8899 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.



HERITAGE HILL, LOT 1
WEST BRANCH, CEDAR COUNTY, IOWA

MMS CONSULTANTS, INC.
Date: 08-04-22
Designed by: KLC Field Book No: 1343, PG. 39
Drawn by: TAV Scale: 1"=40'
Checked by: KJB Sheet No:
Project No: L100
11186-002 of:



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: Resolution 2024-108 – Approving a Program Membership Agreement with US Bank.

PREPARED BY: Heidi Van Auken, Finance Officer
--

DATE: October 1, 2024

SUMMARY:

The University of Iowa issued RFP# 18151 for Banking and Card Services, and they have successfully executed the new agreement. The current contract (UI Contract# 3-3398) expired on August 31, 2024, and as such the City will need to sign the attached Exhibit B Program Member Agreement to continue our participation.

To ensure the continued success and progress of the consortium, this will need to be completed by October 15th, 2024.

Overview

The U.S. Bank Iowa Card Consortium is a publicly bid and awarded consortium contract for payment card services, open to all political subdivisions in the state of Iowa. It provides a standard contract to secure world-class commercial card services and competitive rebates without conducting a costly and time-consuming RFP and review process.

The University of Iowa issued a request for proposal (RFP) on behalf of the Regent Institutions. An evaluation committee made up of members from each institution performed a thorough competitive analysis of the nation's leading card providers and awarded the contract to U.S. Bank. This Regents joint agreement is now being extended to all Iowa political subdivisions. The State of Iowa recently accessed this agreement and has successfully implemented the U.S. Bank program. The U.S. Bank Iowa Card Consortium offers a convenient way to obtain the services of a trusted card issuer with the strength, experience, and commitment to service your program deserves.

Strength

U.S. Bank is one of the strongest banks in America. Our stability is regularly recognized for by rating agencies with some of the best bond ratings in the industry. These assets allow us to focus all of our attention and resources on serving you, our customer.

Experience

U.S. Bank has been a pioneer in the commercial card business since first developing the purchasing card in the 1980s. In addition to being the leading purchasing card provider to the U.S. federal government, U.S. Bank supports programs across North America at state and local levels, as well as for hundreds of colleges, universities and K-12 school districts. Our experience ensures that we can collaborate with you to build and maintain a best-in-class card program.

Join the **University of Iowa, Iowa State University, University of Northern Iowa and the State of Iowa**, and discover U.S. Bank's full suite of payment products today



Service

Service is a way of life and a personal commitment from everyone at U.S. Bank. We are honored to partner with those who serve the public interest. Your work is vital to our nation and U.S. Bank is committed to helping you meet your mission with greater efficiency and effectiveness.

Products

The U.S. Bank Iowa Card Consortium provides a standard contract platform for political subdivisions to secure a number of payment services including:

- Purchasing Cards (with travel/accident insurance)
- Central Purchasing Accounts
- One Cards
- U.S. Bank Access® Online Payment Plus
- Managed Spend Cards

These innovative solutions are supported by web-based program management tools that allow organizations to securely access information 24/7, and proactively manage general payables and travel expenditures.

Costs and Rebates

The U.S. Bank Iowa Card Consortium includes generous revenue sharing opportunities, which provide increasing rebates to every participant in the



Consortium as the total program grows. The rebate structure also provides for further rewards to every participant based on individual spending and payment performance. Moreover, there are no administrative fees with this program. Every dollar of rebate earned by your organization is paid directly to you. Neither U.S. Bank nor the founding anchor levies an administrative fee of any kind.

For more information

From commercial cards to access tools to complete electronic procure-to-pay systems, U.S. Bank offers organizations the solutions they need to cut costs, manage vendor payments and operate more efficiently. For more information, please contact U.S. Bank at 866-274-5898 or visit usbpayment.com

All of **us** serving you®



usbpayment.com

RESOLUTION 2024-108

**RESOLUTION APPROVING A PROGRAM MEMBERSHIP
AGREEMENT WITH US BANK.**

WHEREAS, the City of West Branch has been a member of the consortium with the University of Iowa, the University of Northern Iowa and other Iowa municipalities with U.S. Bank to conduct banking operations since 2014; and

WHEREAS, the previous 10-year membership has expired and it is necessary for the City Council to approve the new membership agreement into the consortium.

NOW, THEREFORE, It Is Resolved by the Council of the City of West Branch, Iowa, that the City Council of the City of West Branch that the Membership Agreement is hereby approved. Further, the Mayor is hereby directed to execute the agreement on behalf of the City.

Passed and approved this 7th day of October, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



EXHIBIT B
PROGRAM MEMBER AGREEMENT
(Program Member Liability)

This Program Member Agreement (“**Joinder**”) is entered into by Program Member and Bank. This Joinder shall become effective upon signing by Bank.

RECITALS

- A.** University of Iowa, Iowa State University, and University of Northern Iowa (“**Customer**”) and U.S. Bank National Association (“**Bank**”) entered into the United State Commercial Account Agreement, dated August 23, 2024 (the “**Agreement**”);
- B.** The below signed entity is an Eligible Program Member and desires to participate under the Program and Agreement; and
- C.** Program Member desires to be bound under the Agreement and participate in the Program.

Now, therefore, for and in consideration of the mutual promises contained in this Joinder and other good and valuable consideration, the receipt and sufficiency of which is acknowledged, Program Member, and Bank agree as follows:

- 1. DEFINITIONS.** Unless otherwise stated in this Joinder, all capitalized terms shall have the same meaning as set forth in the Agreement.
- 2. DESIGNATION.** Upon execution of this Joinder (and after Bank’s appropriate due diligence), Program Member shall be deemed a “Program Member” under the Agreement until such designation is revoked as set forth in section 7 below. Bank is authorized to take direction from each such Program Member in the issuing of Accounts (or the suspension of Accounts issued at such Program Member’s direction). This Joinder shall be considered a “Participant Agreement” for purposes of the Agreement.
- 3. PROGRAM MEMBER REPRESENTATIONS, WARRANTIES AND COVENANTS.** Program Member
 - 3.1.** Represents and warrants that it is an Eligible Program Member;
 - 3.2.** Represents and warrants that it has received a copy of the Agreement;
 - 3.3.** Represents and warrants that as of the date hereof that each of the representations and warranties made by Customer in the Agreement to Bank can be made by Program Member without breach on the date hereof;
 - 3.4.** Represents and warrants that all financial and other information provided to Bank by or about Program Member is true and correct;
 - 3.5.** Agrees to comply with and be bound by the terms and conditions of the Agreement, including any future amendment regardless of whether Program Member has received notice of such amendment;
 - 3.6.** Agrees it is liable for its own performance of the terms and conditions of the Agreement (including as it may be amended from time to time) as if Program Member signed the Agreement, including for all obligations incurred by it or by any party issued an Account at its direction, but shall not be liable for any obligations incurred by Customer or any other Program Members; and
 - 3.7.** Agrees that it may not assign or transfer its rights under this Joinder or the Agreement without the express consent of Bank.
- 4. NOTICES.** The notice address for Program Member is:

Attn: _____

- 5. **REBATES.** Program Member will receive its rebate directly from Bank as set forth in Section 3 (Rebate) and Section 4 (Rebate Tables) of the Agreement. Program Member will be entitled to earn a rebate for the period of time between the date this Joinder is signed by Program Member and the last day of the Rebate Period.¹ Program Member must meet the minimum rebate requirements as defined in Section 3.1 (Conditions) and the Rebate Requirements Table of the Agreement in order to receive a rebate. Although tiers for Net Standard Charge Volume are established by aggregated spend across the entire Program, File Turn Days Payment Performance rebate tiers are established individually for each Program Member. Program Member agrees and acknowledges that Customer and/or other Program Members may have access to certain transaction data for purposes of calculating rebates under the Agreement.
- 6. **REBATE PAYMENT REGISTRATION.** Program Member shall register to receive rebate payments in the manner prescribed by Bank. Bank will not make any rebate payments until Program Member has registered to receive payment. If Program Member fails to register by the completion of a Rebate Period, Program Member forfeits any payment for that Rebate Period. Program Member designates the following person to register Program Member:

Rebate Payment Registration	
a) Authorized Person's Name	
b) Authorized Person's Email Address	

- 7. **CHANGE OF CONTROL.** Program Member shall immediately notify Bank in writing of the occurrence of any event concerning Program Member that (i) would prevent Program Member from making the representations and warranties contained in section 3 at such time or (ii) results in a change of the legal name of such Program Member. Program Member shall promptly provide such additional details as reasonably requested by Bank regarding such event. At the election of Bank, the rights of Program Member to be designated a "Program Member" under the Agreement may be revoked based upon the notification provided by pursuant to section 7(i) and this Joinder shall terminate.
- 8. **BREACH; CONTINUATION.** Any breach by Program Member of the terms of this Joinder or of the terms of the Agreement shall be a default under this Joinder permitting Bank to exercise all rights and remedies available under the Agreement based upon such default. The expiration or termination of the Agreement shall terminate this Joinder, except for such terms as expressly survive per the terms of the Agreement. If the Agreement is extended, this Joinder shall extend to the new amended expiration of the Agreement.
- 9. **BINDING AGREEMENT; PRIOR AGREEMENT.** The representations, warranties and covenants of Program Member in this Joinder constitute valid, binding and enforceable agreements of Program Member. The execution of this Joinder and the performance of the obligations hereunder are within the power of Program Member, have been authorized by all necessary action and do not constitute a breach of any agreement to which Program Member is a party or is bound. Program Member represents and warrants that this transaction is within the scope of the normal course of business and does not require further authorization for Program Member to be duly bound by this Joinder. A breach of the terms of the Joinder or the Agreement by Program Member shall give rise to the right of Bank to terminate this Joinder and remove Program Member from the Program. The execution of this Joinder shall automatically terminate any prior agreements Program Member has with Bank.
- 10. **RATIFICATION; AMENDMENT.** Program Member acknowledges that Bank and Customer may from time to time enter into amendments of the Agreement. No such amendments shall require the consent of Program Member and Program Member shall be bound by the terms contained in any such amendments. Customer, and not Bank, shall have the sole responsibility of informing Program Member of any such amendments. The failure of Customer to so inform Program Member of any amendment shall not provide a defense to Program Member against Bank's enforcement of the Agreement (as amended) or this Joinder against Program Member.

¹ Existing Program Member's re-signing on this new Joinder shall have their first Rebate Period begin as of September 1, 2024; provided, such Program Member signs this Joinder by November 1, 2024.



11. AUTHORIZATION AND EXECUTION. This Joinder may be executed in several counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. This Joinder may be executed and delivered by the parties electronically, and fully executed electronic versions of this Joinder, or reproductions thereof, will be deemed to be original counterparts.

The signer(s) represents and warrants that (i) they are authorized by an applicable bylaw, article or other corporate authority to enter into all transactions contemplated by this Joinder, and (ii) the signatures appearing on all supporting documents of authority are authentic.

PROGRAM MEMBER

BANK

DATE: _____

DATE: _____

Legal Name of Program Member

U.S. Bank National Association

(Signature of Authorized Individual)

(Printed Name of Authorized Individual)

(Printed Title of Authorized Individual)

RESOLUTION 2023-129

**A RESOLUTION ADOPTING A PAY SCALE FOR PERMANENT
FULL-TIME POLICE OFFICERS**

WHEREAS, a salary survey was conducted in 2022 by a committee consisting of city staff and two council members which was approved by the City Council with the passage of Resolution 2022-52; and

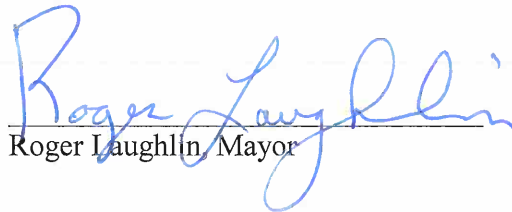
WHEREAS, with recent recruitment challenges, Councilperson Goodweiler directed the City Administrator to bring forward a new pay scale specifically for the West Branch Police Department for future recruitment purposes; and

WHEREAS, the City Administrator and Police Chief are recommending the following police pay scale to be approved and adopted (See Exhibit A); and

WHEREAS, it is the intention of the City Administrator to conduct a wage study every three years to evaluate each position salary to remain competitive in the market and to continue to attract an experienced workforce.

NOW, THEREFORE, BE IT RESOLVED that the City Council of West Branch, Iowa does hereby approve the adoption of a pay scale for permanent full-time police officers.

PASSED AND APPROVED, this 4th day of December, 2023.



Roger Laughlin, Mayor

Attest:



Leslie Brick, City Clerk

EXHIBIT A

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	\$69,017.00	\$71,474.00	\$73,931.00	\$76,388.00	\$78,845.00	\$81,302.00	
Police Sergeant			\$76,000.00	\$79,500.00	\$81,000.00	\$84,500.00	\$86,000.00
Police Chief					\$86,000.00	\$93,600.00	\$98,600.00

The values above should be adjusted annually for COLA with all other departments if budget can match COLA for all departments.*

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 matrix.

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

Police Officers max at 10 years of certified experience; Management positions max at 20 years of certified experience COLA Increases only.

Years 4, 6, 8,9, 11-19 are COLA increases only with all other departments if the city's budget can match COLA for all departments.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: Discussion – Police Officer Longlett proposed salary increase

PREPARED BY: Chief of Police Greg Hall

DATE: September 19, 2024

BACKGROUND:

West Branch Police Officer Brad Longlett was sworn into service on Monday, May 6, 2024, and his official start date of employment was Monday, May 20th, 2024.

In Officer Longlett's employment offer letter, it states his beginning pay would be set at \$66,560.00 annually, with an increase to the 10 years of service mark of \$81,302.00 after successful completion of the 6-month probationary period that began on his date of hire. This probationary period will end on the 20th of November 2024.

Officer Longlett has shown his dedication and skills in the 4 months he has been employed by the West Branch Police Department. Officer Longlett was critical in apprehending several people involved in an organized retail theft ring that had affected many West Branch businesses.

I have personally seen Officer Longlett be the calming force in several very tense situations including one domestic abuse call. This situation was out of control and Officer Longlett calmly deescalated the situation and was that calming force.

Longlett has shown his ability to network with key partners and he is a large component of the WBPD's community-oriented approach to policing.

I am requesting the West Branch City Council discuss the possibility of moving Officer Longlett's 6-month pay increase to the next practical pay period due to the work he has completed and dedication the city and people of West Branch.

Longlett's current pay: \$66,560 to \$81,302.00 (10-year service mark)

Respectfully submitted,

Greg Hall
Chief of Police



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: Discussion – Police Officer Dorsey proposed salary increase

PREPARED BY: Chief of Police, Greg Hall
--

DATE: September 18, 2024

BACKGROUND:

October 2024 marks the completion of Officer Ryan Dorsey’s 6-month probationary period with the West Branch Police Department. Dorsey has shown his abilities and attributes that have made him an excellent officer for the City of West Branch.

Officer Dorsey brings 7 years of full-time law enforcement experience to the department, serving with the Wilmington Delaware Police Department (WPD). While working for the WPD Dorsey felt the call to serve his country in the United States Army Special Forces (SF) where he served with distinction. When his time in SF was complete, he worked for several private security companies doing security and asset protection all over the world.

As a result of Dorsey leaving fulltime law enforcement in service of the United States of America, Dorsey’s law enforcement certification in Delaware didn’t transfer to the state of Iowa. Dorsey attended the Iowa Law Enforcement Academy as a member of the 315th basic academy class. Dorsey completed the Academy and in-house training by the WBPD and is now working independently covering evening shifts.

I am asking for (and highly recommend) that the West Branch City Council authorize Officer Ryan Dorsey be moved on the years of service pay scale. This should reflect his law enforcement experience which has added amazing and demonstratable skills useful to the WBPD.

I am asking the City Council to recognize Dorsey on the 7 years of service pay scale.

Dorsey’s current pay: \$66,560 to \$78,845 (7-year service mark)

Respectfully submitted,

Greg Hall
Chief of Police



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: October 7, 2024

AGENDA ITEM: Discussion – Review Franchise Fee Revenue Purpose Statement

PREPARED BY: City Clerk, Leslie Brick
--

DATE: October 2, 2024

SUMMARY:

The first step in the process of implementing a gas & electric franchise fee is to approve, publish and hold a public hearing on the Revenue Purpose Statement indicating how the City will use the franchise fees collected.

It has been previously discussed and tentatively agreed that the franchise fees will be used like LOSST dollars: Park debt and improvements, public safety, and public infrastructure projects.

The sample resolution includes the above “purposes” in items: e, f and g.

If this revenue purpose meets our needs, I will prepare a duplicate copy for Linn County REC to be approved, published and then we can schedule the public hearing.

RESOLUTION 2024-xxx

**RESOLUTION APPROVING AND ADOPTING A REVENUE PURPOSE STATEMENT
FOR THE USE OF REVENUES FROM ELECTRIC AND NATURAL GAS
FRANCHISE FEES**

WHEREAS, the City Council of the City of WEST BRANCH, Iowa, has chosen to establish utility franchise fees for Interstate Power and Light Company (Alliant Energy) for the sale and distribution of electric energy and natural gas within the city limits of the City; and

WHEREAS, pursuant to the provisions of Section 364.2, subsection (4)(f) of the Code of Iowa, the City shall prepare a Revenue Purpose Statement outlining the purposes for which the City shall use the franchise fee revenues that will be received if the proposed franchise ordinances are adopted; and

WHEREAS, the City Council of the City of WEST BRANCH shall hold public hearings regarding any amendment to its electric and natural gas franchise ordinances prior to adoption of any amended franchises; and

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

SECTION 1. That the Revenue Purpose Statement for the use or expenditure of electric and natural gas franchise fee revenues for the City of WEST BRANCH, Iowa is hereby approved and adopted as follows:

REVENUE PURPOSE STATEMENT

Pursuant to the provisions of Section 364.2 subsection (4)(f) of the Code of Iowa, the City of WEST BRANCH hereby establishes the following purposes allowed under Iowa Code for which franchise fee revenues from its electric and natural gas franchises may be used or expended:

- a. Inspecting, supervising, and otherwise regulating each franchise approved by the City.
- b. The repair, remediation, restoration, cleanup, replacement, and improvement of existing public improvements and other publicly owned property, buildings, and facilities.
- c. Projects designed to prevent or mitigate future disasters as defined in Iowa Code Section 29c.2.

~~d. Energy conservation measures for low income homeowners, low income energy assistance programs, and weatherization programs.~~

e. Public safety including the equipping of fire, police, emergency services, sanitation, street, and civil defense departments.

f. The establishment, construction, reconstruction, repair, equipping, remodeling, and extension of public works, public utilities, and public transportation systems.

g. The construction, reconstruction, or repair of streets, highways, bridges, sidewalks, pedestrian underpasses and overpasses, street lighting fixtures, public grounds, and the acquisition of real estate needed for such purposes.

~~h. Property tax abatements, building permit fee abatements and abatement of other fees for property damaged by a disaster, as defined in Iowa Code Section No. 29C.2~~

~~i. Economic development activities and projects.~~

Section 2. That the City Clerk shall publish the Revenue Purpose Statement pursuant to Section 362.3 of the Iowa Code.

Section 3. That all resolutions or parts of resolutions in conflict herewith are repealed, and the same are hereby repealed to the extent of such conflict.

PASSED AND APPROVED by the City Council this ___ day of _____, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

(CITY SEAL)