



**CITY COUNCIL MEETING
MONDAY, DECEMBER 2, 2024 - 6:30 P.M.
CITY COUNCIL CHAMBERS
110 N. POPLAR ST., WEST BRANCH, IOWA**

SPECIAL MEETING – 6:30 P.M.

1. Call to order
2. Roll Call
3. Motion to adjourn to closed session to discuss the purchase of particular real estate only where premature disclosure could reasonably be expected to increase the price the governmental body would have to pay for that property pursuant to Section 21.5(j) 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 November 18, 2024 City Council meeting.
 - b. Approve a Class C Retail Alcohol license for Hazelhasky LLC dba Herb & Lou's, 105 N. Downey Street, effective January 1, 2025 through December 31, 2025.
 - c. Approve the October Monthly Financial Report.
 - d. Approve Claims for December 2, 2024.
7. Presentations/Communications/Open Forum
Brian Shay – presentation of proposed Site Plan for Lot 9, Parkside Hills
8. Public Hearing/Non-Consent Agenda
 - a. **Public Hearing** – on the proposed amendment to Chapter 165 – Zoning Regulations.
 - b. **First Reading Ordinance 821** – Amending Chapter 165 – Zoning Regulations. / Move to action.
 - c. **Second Reading Ordinance 820** – Amending Chapter 47 – Municipal Park Policies and Regulations. /Move to action.
 - d. **Resolution 2024-130** - Approve the Annual Agreement in the amount of \$10,540 with the U.S. Geological Survey for the ongoing operation and maintenance of the stream flow gaging located on the Wapsinonoc Creek at College Street. / Move to action.
 - e. **Resolution 2024-131** – Approve the Bedrock Industrial – Part 1 Final Plat. / Move to action.
 - f. **Resolution 2024-132** –Waiving the right to a formal review of an extra-territorial jurisdiction subdivision within two miles of the corporate limits of West Branch (Slach-Vikel Subdivision). / Move to action.
9. City Administrator Report
10. City Attorney Report
11. City Engineer Report
12. City Staff Reports
13. Comments from Mayor and Council Members
14. Motion to adjourn.

Mayor: Roger Laughlin • **Council Members:** 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
Special Meeting**

**November 18, 2024
6:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council special meeting to order at 6:00 p.m.

Roll call: Council members Jerry Sexton, Colton Miller. Attending via Zoom: Mike Horihan.

Absent: Jodee Stoolman and Tom Dean.

City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Finance Officer Heidi Van Auken, Deputy Clerk Jessica Brown, Park & Recreation Director Erin Laughlin and Public Works Director Matt Goodale. Staff attending via Zoom: Library Director Jessie Schafer and Sergeant Cathy Steen.

Presentation:

Mickey Shields, Iowa League of Cities - City Council training

Shields gave a presentation to the Council regarding roles and responsibilities of their duties as elected officials. Shields reviewed powers and duties of the mayor, council and staff. Shields stressed the importance of open meetings laws and chain of command.

ADJOURNMENT

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 6:52 p.m.

**West Branch, Iowa
Council Chambers**

**City Council
Regular Meeting**

**November 18, 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 Jerry Sexton, Colton Miller. Attending via Zoom: Mike Horihan and Tom Dean.

Absent: Jodee Stoolman.

City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Public Works Director Matt Goodale, Finance Officer Heidi Van Auken, Deputy Clerk Jessica Brown, Park & Recreation Director Erin Laughlin, Public Works Director Matt Goodale and City Attorney Kevin Olson. Staff attending via Zoom: Library Director Jessie Schafer and Sergeant Cathy Steen.

APPROVE THE AGENDA

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

APPROVE CONSENT AGENDA

Approve minutes from the November 4, 2024 City Council meeting.

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

Approve the submission of the annual Street Finance Report for FY24.

Approve the September Financial Report.

Approve Claims for November 18, 2024.

Accept the resignation of Evie White from the Parks & Recreation Commission, effective immediately.

EXPENDITURES

11/18/2024

ALATORRE	WINDOW CLEANING-CITY	81.00
CAPITAL ONE	BLDG & PROG SUPPLIES, PRIZES	83.10
CEDAR COUNTY COOPERATIVE	LAWN MIX TREE STUMP BACKFILL	228.75
CEDAR COUNTY RECORDER	RECORDING FEES	84.00
DEMCO	LIBRARY PROCESSING SUPPLIES	91.61
DIVINE WORD COLLEGE	LOST INTERLIBRARY LOAN FEE	39.53
HAWKINS	CHEMICALS	2,979.86
IMWCA	IMWCA FY25 INSTALLMENT 5	2,747.00

IOWA RURAL WATER ASSOC.	DUES 1-1-25 TO 12-21-25	405.00
KANOPI	ON DEMAND VIDEO SERVICE	4.00
LRS HOLDINGS	TRASH & RECYCLING OCT 2024	18,488.00
LYNCH'S EXCAVATING	WATER MAIN BREAK REPAIRS	14,846.90
MENARDS	TREE PLANTING MTL.	326.32
MOPPY MO'S	CLEANING SERVICES	945.00
MPEC	TRUCK MAINT OIL/PARTS-PW	893.46
MUNICIPAL SUPPLY INC.	WATER METER SET-UP/ANNUAL FEES	24,175.00
PLUNKETT'S PEST CONTROL	PEST CONTROL-LIBRARY	50.00
PROTECT YOUTH SPORTS	BACKGROUND CHECKS-P&R	27.00
PYRAMID SERVICES	CHAIN SAW PARTS, REPAIR	609.48
QUILL	OFFICE SUPPLIES-CITY OFFICE	107.12
ROOF, GERDES, ERLBACHER, PLC	AUDIT FY24-1ST PAYMENT	9,100.00
STATE HYGIENIC LAB	LAB ANALYSIS	43.50
THE HOME DEPOT PRO	TOILET PAPER-LIBRARY	56.74
VEENSTRA & KIMM	VARIOUS PROJECTS	59,603.90
WEST BRANCH REPAIRS	VEHICLE SERVICE & REPAIR	361.20
WEST BRANCH TIMES	LEGAL PUBLICATIONS	830.71

TOTAL 137,208.18

PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS 11/8/2024 61,576.41

PAID BETWEEN MEETINGS

ALL AMERICAN CONCRETE	OLIPHANT ST CONCRETE REPAIRS	31,860.00
ALTORFER	SKID LOADER PARTS	155.00
AMAZON.COM	BLDG SUPPLIES, BOOKS, DVDS-LIB	83.90
AT&T MOBILITY	WIRELESS SERVICE	260.04
BAKER & TAYLOR	BOOKS	130.36
ECONO SIGNS	HERITAGE HILL SIGNS, SIGN SUPPLIES	4,145.01
LEAF CAPITAL FUNDING	COPIER LEASE-LIBRARY	142.02
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,580.36
MARTIN AGENCY INSURANCE	FIRE DEPT. INSURANCE RENEAWAL	22,894.00
WEX BANK	VEHICLE FUEL	1,633.62
VARIOUS VENDORS	UB REFUNDS	193.85
SISCO	HEALTH CLAIMS 10/15/2024	25.04
SISCO	HEALTH CLAIMS 11/4/2024	119.50

TOTAL 63,222.70

GRAND TOTAL EXPENDITURES 262,007.29

FUND TOTALS

001 GENERAL FUND	59,073.03
022 CIVIC CENTER	297.50
031 LIBRARY	5,151.16
036 TORT LIABILITY	22,894.00
110 ROAD USE TAX	11,928.26
112 TRUST AND AGENCY	14,070.39
321 WIDENING WAPSI CREEK	5,967.50
324 WW TREATMENT FACILITY	2,280.00
330 EASTSIDE WATER MAIN PH2	9,018.55
331 CEDAR JOHNSON RD RECON	42,100.85
600 WATER FUND	49,926.27
610 SEWER FUND	38,775.55
740 STORM WATER UTILITY	524.23

GRAND FUND TOTAL 262,007.29

REVENUE-FISCAL YEAR 2025

FUND SEPTEMBER

001 GENERAL FUND	172,945.65
022 CIVIC CENTER	340.00
026 SIGNS ACCIONA DONATION	89.88
031 LIBRARY	14,977.11
036 TORT LIABILITY	6,682.90
110 ROAD USE TAX	39,858.58
112 TRUST & AGENGY	40,090.35
121 LOCAL OPTION SALES TAX	22,624.97
125 TIF	77,181.28

226 DEBT SERVICE	32,954.77
300 CAPITAL IMPROVEMENT RESERVE	8,910.87
500 CEMETERY PERPETUAL FUND	300.00
501 KROUTH PRINCIPAL FUND	741.36
502 KROUTH INTEREST FUND	346.58
600 WATER FUND	72,826.56
610 SEWER FUND	98,098.43
740 STORM WATER UTILITY	6,051.84
TOTAL	595,021.13

The Council had no comments.

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM - NONE

PUBLIC HEARING / NON-CONSENT AGENDA

Third Reading Ordinance 818 - Providing that General Property Taxes Levied and Collected on Certain Lots in The Meadows Part 4A and Part 4B and Pedersen Valley, Part One in West Branch, Iowa be paid to a Special Fund for Payments on Loans in connection to the West Branch Urban Renewal Area. / Move to action.

ORDINANCE 818

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

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

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

- a. Lot 1, The Meadows Subdivision, Part 4B, West Branch, Iowa
- b. Lot 4, The Meadows Subdivision, Part 4B, West Branch, Iowa
- c. Unit A, Lot 5, The Meadows Subdivision, Part 4B, West Branch, Iowa
- d. Unit B, Lot 5, The Meadows Subdivision, Part 4B, West Branch, Iowa
- e. Unit A, Lot 6, The Meadows Subdivision, Part 4B, West Branch, Iowa
- f. Unit B, Lot 6, The Meadows Subdivision, Part 4B, West Branch, Iowa
- g. Unit A, Lot 8, The Meadows Subdivision, Part 4B, West Branch, Iowa
- h. Unit B, Lot 8, The Meadows Subdivision, Part 4B, West Branch, Iowa
- i. Lot 28, The Meadows Subdivision, Part 4B, West Branch, Iowa
- j. Lot 29, The Meadows Subdivision, Part 4B, West Branch, Iowa
- k. Parcel N of Lots 1-3, The Meadows Subdivision, Part 4A, West Branch, Iowa

(the "Meadows Properties"); and

WHEREAS, KBH Holdings and the City of West Branch entered into that certain development agreement for the construction of a project on Lot 1, Pedersen Valley, Part One, West Branch, Iowa (collectively the "Pedersen Valley Properties"); and

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

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

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

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

Section 2: As to the Meadows Properties and Pedersen Valley Properties, that portion of the taxes which would be produced by the rate at which the tax is levied each year by and for each of the taxing districts taxing the Property in the West Branch Urban Renewal Area upon the total sum of the assessed value of Property, being the first day of the calendar year preceding the effective date of this Ordinance, that date being January 1, 2023, shall be allocated to and when collected be paid into a fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. The taxes so determined may be referred to herein as the "base period taxes."

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

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

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

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

Passed and approved this 18th day of November, 2024.

First Reading: October 21, 2024
Second Reading: November 4, 2024
Third Reading: November 18, 2024

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

No discussion.

Motion by Sexton, second by Miller on to approve the third reading of Ordinance 818. AYES: Sexton, Miller, Dean, Horihan. NAYS: None. Absent: Stoolman. Motion carried.

Third Reading Ordinance 819 - Providing that General Property Taxes Levied and Collected on Certain Lots in Heritage Hill Subdivision in West Branch, Iowa be paid to a Special Fund for Payments on Loans in connection to the West Branch Urban Renewal Area. / Move to action.

ORDINANCE 819

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

WHEREAS, BBCO, LLC and the City of West Branch entered into that certain development agreement for the construction of a project located in Heritage Hill, West Branch, Iowa, namely on Parcel No. 0500-13-05-361-007-0 (the "Property"); and

WHEREAS, the Property is located in the West Branch Urban Renewal Area; and

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

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

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

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

Section 2: As to the Property, that portion of the taxes which would be produced by the rate at which the tax is levied each year by and for each of the taxing districts taxing the Property in the West Branch Urban Renewal Area upon the total sum of the assessed value of Property, being the first day of the calendar year preceding the effective date of this Ordinance, that date being January 1, 2023, shall be allocated to and when collected be paid into a fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. The taxes so determined may be referred to herein as the "base period taxes." The assessed value of the Property on said January 1, 2023 is \$74,730.00.

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

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

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

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

Passed and approved this 18th day of November, 2024.

First Reading: October 21, 2024
Second Reading: November 4, 2024
Third Reading: November 18, 2024

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

No discussion.

Motion by Miller, second by Sexton to approve the third reading of Ordinance 819. AYES: Miller, Sexton, Dean, Horihan. NAYS: None. Absent: Stoolman. Motion carried.

First Reading Ordinance 820 – Amending Chapter 47 – Municipal Park Policies and Regulations. / Move to action.

Motion by Sexton, second by Miller to approve the first reading of Ordinance 820. AYES: Sexton, Miller, Dean, Horihan. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2024-122 – Amending that certain Development Agreement with BBCO, LLC. / Move to action.

Motion by Sexton, second by Miller to approve Resolution 2024-122. AYES: Sexton, Miller, Horihan, Dean. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2024-123 – Approving the submission of the City of West Branch FY24 Annual Urban Renewal Report. / Move to action.

Van Auken reviewed the annual report tax increment financing debt obligations for FY24. The Council had no questions

Motion by Miller, second by Sexton to approve Resolution 2024-123. AYES: Miller, Sexton, Horihan, Dean. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2024-124 – Approving the submission of the City of West Branch FY24 Annual Financial Report to the State Auditor’s Office. / Move to action.

Van Auken reviewed the annual report for actual revenues and expenditures of the city for FY24. The Council had no questions.

Motion by Miller, second by Sexton to approve Resolution 2024-124. AYES: Miller, Sexton, Horihan, Dean. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2024-125 – Considering the issue of whether Acciona Windpower North America, LLC. should be rebated a portion of Tax Increment Revenues. / Move to action.

Motion by Miller, second by Sexton to consider Resolution 2024-125. AYES: None. NAYS: Miller, Sexton, Horihan, Dean. Absent: Stoolman. Motion failed.

Resolution 2024-126– Approve Certain Annual Appropriation Payments Pursuant to various Development Agreements. / Move to action.

Van Auken noted that the city entered into a Development Rebate Agreement with BBCO, LLC for the Heritage Hill Subdivision and this agreement has now been added to the list of others that require annual approval of appropriation of tax revenues. The Council had no questions.

Motion by Miller, second by Sexton to approve Resolution 2024-126. AYES: Miller, Sexton, Horihan, Dean. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2024-127 - Directing the Finance Officer to Certify Tax Increment Financing Debt to the Cedar County Auditor. / Move to action.

Van Auken explained that two new projects will be certified to the County Auditor for FY26 as listed on the Tax Increment Financing (TIF) Indebtedness Certification form.

Motion by Sexton, second by Miller to approve Resolution 2024-127. AYES: Sexton, Miller, Dean, Horihan. NAYS: None. Absent: Stoolman. Motion carried.

Resolution 2024-128 - Approve invoice #13-35694 in the amount of \$592.55 to Eocene (formerly known as Impact7G) for the Wapsi Creek Widening SRF Sponsored Project. / Move to action.

Motion by Sexton, second by Miller to approve Resolution 2024-128. AYES: Sexton, Miller, Dean, Horihan. NAYS: None. Absent: Stoolman. Motion carried.

Discussion – Heritage Hill trail and drainage update from the City Engineer

Schechinger said that the trail the Developer installed a few weeks ago is not ADA compliant. Schechinger said that a portion of the trail has now been removed and reconstructed to correct the slope and transition to East Main Street. He said other adjustments are also needed to the adjacent property where drainage is an issue. Schechinger suggested that gravel will need to be added and graded to allow water to drain to the street. Additionally, the public sidewalk that spans between the Heritage Hill Subdivision and Staker Chiropractic is also not in compliance with ADA and suggested that the City replace this section of sidewalk as soon as possible. Sexton said he did a site visit and noted that the trail slopes toward the adjacent property causing a drainage issue and asked if the Developer could raise the trail and slope it toward the new street so that water would go to the curb and then down to Main Street. Schechinger said he would discuss that with the Developer.

CITY ADMINISTRATOR REPORT – No report

CITY ATTORNEY REPORT - No report

CITY ENGINEER REPORT – No report

STAFF REPORTS – No reports

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin asked when the street patch would be repaired on East Main Street from a recent water main break. Sexton asked if there was any comments or feedback regarding the temporary stop signs on West Main Street. Miller asked if there was any public outreach done regarding the signs to alert the public.

ADJOURNMENT

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 8:00 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: January 2, 2024

AGENDA ITEM: Approve a Class C Retail Alcohol License for Hazelhasky LLC., dba: Herb & Lou's, 105 N. Downey Street

PREPARED BY: City Clerk, Leslie Brick
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DATE: November 26, 2024

BACKGROUND:

Liquor license renewal for Hazelhasky LLC., dba Herb & Lou's, 105 N. Downey Street.

Effective January 1, 2025 through December 31, 2025.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: December 2, 2024

AGENDA ITEM: October Monthly Financial Report
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PREPARED BY: Heidi Van Auken

DATE: November 26, 2024

SUMMARY:

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

BANK TO BOOK RECONCILIATION			
10/31/2024			
BANK BALANCE @			
	CASH - FIDELITY BANK & TRUST		\$ 8,774,779.57
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND		\$ 35,490.60
	SUB TOTAL		\$ 8,810,270.17
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 \$ 104,107.77
	LIBRARY-HANSEN DONATION CD	GREENSTATE-1037 (Old 1034)	8/4/2025 \$ 60,885.05
	LIBRARY-KROUTH PRINCIPAL CD	GREENSTATE-1038 (Old 1035)	9/2/2025 \$ 56,130.31
	LIBRARY-KROUTH INTEREST CD	GREENSTATE-1039 (Old 1036)	9/2/2025 \$ 26,313.41
	GEN FUND-STREETScape-ACCIONA DONATION CD	GREENSTATE-1033 (Old 1028)	12/6/2024 \$ 7,644.81
	SAVINGS ACCOUNTS		
	GENERAL FUND SAVINGS	GREENSTATE-0001	\$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT	\$ 8,524.46
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT	\$ 16,357.35
	TOTAL CD'S & SAVINGS ACCOUNTS		\$ 291,321.72
	SUB TOTAL		\$ 9,101,591.89
PLUS	O/S DEPOSITS		\$ -
PLUS	ADJUSTMENTS		\$ -
LESS:	O/S CREDIT CARD		\$ -
LESS:	O/S CHECKS		\$ 13,516.33
	ENDING BOOK BALANCE		\$ 9,088,075.56
	NON-RECONCILIATION ITEM-CUBBY PARK CONCESSIONS		\$ 600.00

CLERK'S REPORT FOR THE MONTH OF OCTOBER 2024

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
GENERAL									
*(001) GENERAL OPERATING FUND	\$ 2,179,536.82	\$ 5.00	\$ 2,179,541.82	\$ 867,790.36		\$ 125,520.96			\$ 2,921,811.22
** 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	\$ -	\$ 7,644.81	\$ 7,644.81						\$ 7,644.81
PARK EQUIPMENT/RESERVE	\$ 18,000.00	\$ -	\$ 18,000.00						\$ 18,000.00
(022) CIVIC CENTER	\$ 41,922.51	\$ -	\$ 41,922.51	\$ 760.01		\$ 562.58			\$ 42,119.94
(027) MEMORIAL GARDEN PROJECT	\$ 414.00	\$ -	\$ 414.00						\$ 414.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ 55,277.51	\$ 97,093.82	\$ 152,371.33	\$ 2,301.14		\$ 10,396.42			\$ 144,276.05
(036) TORT LIABILITY	\$ (45,820.99)	\$ -	\$ (45,820.99)	\$ 32,186.89					\$ (13,634.10)
SPECIAL REVENUE									
(110) ROAD USE TAX	\$ 220,392.46	\$ -	\$ 220,392.46	\$ 28,104.25		\$ 14,329.01			\$ 234,167.70
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 399,000.25	\$ -	\$ 399,000.25	\$ 181,692.08		\$ 30,692.65			\$ 549,999.68
(119) EMERGENCY TAX FUND	\$ 6,985.02	\$ -	\$ 6,985.02						\$ 6,985.02
(121) LOCAL OPTION SALES TAX	\$ 503,824.74	\$ -	\$ 503,824.74	\$ 28,477.52					\$ 532,302.26
(125) TIF	\$ 164,439.23	\$ -	\$ 164,439.23	\$ 264,246.34					\$ 428,685.57
(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	\$ 315,505.11	\$ -	\$ 315,505.11	\$ 152,000.62					\$ 467,505.73
CAPITAL PROJECTS									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 219,628.89	\$ -	\$ 219,628.89	\$ 42,915.91					\$ 262,544.80
(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	\$ 69,297.81	\$ -	\$ 69,297.81			\$ 2,581.25			\$ 66,716.56
(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	\$ 61,223.16	\$ -	\$ 61,223.16	\$ 21,234.84		\$ 2,458.00			\$ 80,000.00
(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	\$ (208,641.97)	\$ -	\$ (208,641.97)	\$ 222,068.72		\$ 13,426.75			\$ -
(331) CEDAR JOHNSON RD RECONSTRUCT	\$ (45,001.40)	\$ -	\$ (45,001.40)			\$ 20,514.36			\$ (65,515.76)
PERMANENT									
(500) CEMETERY PERPETUAL FUND	\$ 35,490.60	\$ 102,860.71	\$ 138,351.31	\$ 1,367.06					\$ 139,718.37
(501) KROUTH PRINCIPAL FUND	\$ (0.00)	\$ 56,156.91	\$ 56,156.91						\$ 56,156.91
(502) KROUTH INTEREST FUND	\$ -	\$ 26,313.41	\$ 26,313.41						\$ 26,313.41
ENTERPRISE									
(600) WATER FUND	\$ 426,030.49	\$ -	\$ 426,030.49	\$ 87,819.81		\$ 32,327.96	\$ 10,817.65		\$ 470,704.69
(603) WATER SINKING FUND	\$ 37,691.30	\$ -	\$ 37,691.30	\$ -	\$ 10,817.65				\$ 48,508.95
(610) SEWER FUND	\$ 921,500.21	\$ -	\$ 921,500.21	\$ 91,562.02		\$ 23,779.40	\$ 53,438.47		\$ 935,844.36
(611) SEWER FUND SPECIAL	\$ 788,183.69	\$ -	\$ 788,183.69	\$ -	\$ 53,438.47				\$ 841,622.16
(614) WASTEWATER LIFT STATION	\$ -	\$ -	\$ -						\$ -
(740) STORM WATER UTILITY	\$ 201,064.94	\$ -	\$ 201,064.94	\$ 5,975.10		\$ 6,800.71			\$ 200,239.33
TOTAL	\$ 7,050,888.28	\$ 290,074.66	\$ 7,340,962.94	\$ 2,030,502.67	\$ 64,256.12	\$ 283,390.05	\$ 64,256.12	\$ -	\$ 9,088,075.56
O/S CHECKS			\$11,873.03						\$13,516.33
ADJUSTMENTS			\$0.00						\$0.00
O/S DEPOSIT			\$0.00						\$0.00
O/S CREDIT CARD			\$0.00						\$0.00
BANK STATEMENT BALANCE			\$7,352,835.97						\$9,101,591.89

CITY OF WEST BRANCH
 MTD TREASURERS REPORT
 AS OF: OCTOBER 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	2,405,177.47	867,790.36	125,520.96	3,147,446.87	0.00	0.00	3,147,446.87
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	41,922.51	760.01	562.58	42,119.94	0.00	0.00	42,119.94
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	152,371.33	2,301.14	10,396.42	144,276.05	0.00	0.00	144,276.05
036-TORT LIABILITY	(45,820.99)	32,186.89	0.00	(13,634.10)	0.00	0.00	(13,634.10)
050-HOME TOWN DAYS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	220,392.46	28,104.25	14,329.01	234,167.70	0.00	0.00	234,167.70
111-POLICE RECOVERY ACT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-TRUST AND AGENCY	399,000.25	181,692.08	30,692.65	549,999.68	0.00	0.00	549,999.68
119-EMERGENCY TAX FUND	6,985.02	0.00	0.00	6,985.02	0.00	0.00	6,985.02
121-OPTION TAX	503,824.74	28,477.52	0.00	532,302.26	0.00	0.00	532,302.26
125-T I F	164,439.23	264,246.34	0.00	428,685.57	0.00	0.00	428,685.57
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	315,505.11	152,000.62	0.00	467,505.73	0.00	0.00	467,505.73
300-CAPITAL IMPROV. RESERVE	219,628.89	42,915.91	0.00	262,544.80	0.00	0.00	262,544.80
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	69,297.81	0.00	2,581.25	66,716.56	0.00	0.00	66,716.56
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	61,223.16	21,234.84	2,458.00	80,000.00	0.00	0.00	80,000.00
326-ROUNDBOUT 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: OCTOBER 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	(208,641.97)	222,068.72	13,426.75	0.00	0.00	0.00	0.00
331-CEDAR JOHNSON RD RECONS	(45,001.40)	0.00	20,514.36	(65,515.76)	0.00	0.00	(65,515.76)
500-CEMETERY PERPETUAL FUND	138,351.31	1,367.06	0.00	139,718.37	0.00	0.00	139,718.37
501-KROUTH PRINCIPAL FUND	56,156.91	0.00	0.00	56,156.91	0.00	0.00	56,156.91
502-KROUTH INTEREST FUND	26,313.41	0.00	0.00	26,313.41	0.00	0.00	26,313.41
600-WATER FUND	426,030.49	87,819.81	43,145.61	470,704.69	0.00	0.00	470,704.69
601-WATER RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-WATER SINKING FUND	37,691.30	10,817.65	0.00	48,508.95	0.00	0.00	48,508.95
610-SEWER FUND	921,500.21	91,562.02	77,217.87	935,844.36	0.00	0.00	935,844.36
611-SEWER FUND SPECIAL	788,183.69	53,438.47	0.00	841,622.16	0.00	0.00	841,622.16
614-WASTEWATER LIFT STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	201,064.94	5,975.10	6,800.71	200,239.33	0.00	0.00	200,239.33
950-BC/BS FLEXIBLE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	7,340,962.94	2,094,758.79	347,646.17	9,088,075.56	0.00	0.00	9,088,075.56

*** END OF REPORT ***

CITY OF WEST BRANCH
 YTD TREASURERS REPORT
 AS OF: OCTOBER 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	1,127,098.73	533,914.74	3,147,446.87	0.00	0.00	3,147,446.87
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	2,289.33	8,144.74	42,119.94	0.00	0.00	42,119.94
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	18,280.40	55,482.72	144,276.05	0.00	0.00	144,276.05
036-TORT LIABILITY	5,437.40	39,071.90	58,143.40	(13,634.10)	0.00	0.00	(13,634.10)
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	122,861.22	114,791.52	234,167.70	0.00	0.00	234,167.70
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	228,214.36	141,915.69	549,999.68	0.00	0.00	549,999.68
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	105,246.80	0.00	532,302.26	0.00	0.00	532,302.26
125-T I F	87,104.96	341,580.61	0.00	428,685.57	0.00	0.00	428,685.57
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	186,174.90	600.00	467,505.73	0.00	0.00	467,505.73
300-CAPITAL IMPROV. RESERVE	210,510.63	52,034.17	0.00	262,544.80	0.00	0.00	262,544.80
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	25,974.33	66,716.56	0.00	0.00	66,716.56
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	106,781.31	89,501.76	80,000.00	0.00	0.00	80,000.00
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: OCTOBER 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)	326,511.91	317,418.49	0.00	0.00	0.00	0.00
331-CEDAR JOHNSON RD RECONS	0.00	0.00	65,515.76	(65,515.76)	0.00	0.00	(65,515.76)
500-CEMETERY PERPETUAL FUND	136,532.41	3,185.96	0.00	139,718.37	0.00	0.00	139,718.37
501-KROUTH PRINCIPAL FUND	55,415.55	741.36	0.00	56,156.91	0.00	0.00	56,156.91
502-KROUTH INTEREST FUND	25,966.83	346.58	0.00	26,313.41	0.00	0.00	26,313.41
600-WATER FUND	437,396.52	309,541.48	276,233.31	470,704.69	0.00	0.00	470,704.69
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	43,270.60	0.00	48,508.95	0.00	0.00	48,508.95
610-SEWER FUND	912,224.35	359,592.11	335,972.10	935,844.36	0.00	0.00	935,844.36
611-SEWER FUND SPECIAL	627,868.28	213,753.88	0.00	841,622.16	0.00	0.00	841,622.16
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	23,698.44	44,754.81	200,239.33	0.00	0.00	200,239.33
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	3,610,384.69	2,072,683.37	9,088,075.56	0.00	0.00	9,088,075.56

*** END OF REPORT ***

PROGRAM EXPENDITURES FOR THE MONTH OF OCTOBER 2024

33.33%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
PUBLIC SAFETY					
POLICE DEPARTMENT					
GENERAL FUND	\$ 740,370.00	\$ 34,514.94	\$ 176,724.50	\$ 563,645.50	23.87%
TORT LIABILITY	\$ 13,659.00	\$ -	\$ 12,804.44	\$ 854.56	93.74%
TRUST & AGENCY	\$ 146,830.00	\$ 10,793.00	\$ 52,556.65	\$ 94,273.35	35.79%
FIRE DEPARTMENT					
GENERAL FUND	\$ 284,250.00	\$ 3,853.65	\$ 23,799.88	\$ 260,450.12	8.37%
TORT LIABILITY	\$ 22,000.00	\$ -	\$ 5,637.17	\$ 16,362.83	25.62%
TRUST & AGENCY	\$ 67,901.00	\$ 3,163.17	\$ 14,869.77	\$ 53,031.23	21.90%
BUILDING INSPECTIONS				\$ -	#DIV/0!
GENERAL FUND	\$ 52,990.00	\$ 3,521.71	\$ 16,443.46	\$ 36,546.54	31.03%
TRUST & AGENCY	\$ 12,387.00	\$ 1,157.85	\$ 5,026.66	\$ 7,360.34	40.58%
ANIMAL CONTROL	\$ 4,050.00	\$ -	\$ -	\$ 4,050.00	0.00%
TOTAL PUBLIC SAFETY	\$ 1,344,437.00	\$ 57,004.32	\$ 307,862.53	\$ 1,036,574.47	22.90%
PUBLIC WORKS					
ROADS & STREETS					
GENERAL FUND	\$ 43,250.00	\$ 27,348.50	\$ 30,748.50	\$ 12,501.50	71.09%
TORT LIABILITY	\$ 17,181.00	\$ -	\$ 16,106.20	\$ 1,074.80	93.74%
ROAD USE TAX FUND	\$ 325,174.00	\$ 14,329.01	\$ 114,791.52	\$ 210,382.48	35.30%
TRUST & AGENCY	\$ 67,038.00	\$ 4,991.71	\$ 23,200.39	\$ 43,837.61	34.61%
STREET LIGHTING - GENERAL FUND	\$ 41,000.00	\$ 3,020.08	\$ 11,587.03	\$ 29,412.97	28.26%
SOLID WASTE - GENERAL FUND	\$ 297,028.00	\$ 18,562.50	\$ 89,764.57	\$ 207,263.43	30.22%
TOTAL PUBLIC WORKS	\$ 790,671.00	\$ 68,251.80	\$ 286,198.21	\$ 504,472.79	36.20%
TOTAL HEALTH & SOCIAL SERVICES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CULTURE & RECREATION					
LIBRARY					
GENERAL FUND	\$ 201,215.00	\$ 10,396.42	\$ 55,482.72	\$ 145,732.28	27.57%
TORT LIABILITY	\$ 5,040.00	\$ -	\$ 7,086.73	\$ (2,046.73)	140.61%
TRUST & AGENCY	\$ 41,151.00	\$ 3,065.34	\$ 13,547.99	\$ 27,603.01	32.92%
PARKS & RECREATION				\$ -	
GENERAL FUND	\$ 235,033.00	\$ 16,244.94	\$ 62,377.47	\$ 172,655.53	26.54%
TORT LIABILITY	\$ 5,000.00	\$ -	\$ 6,200.88	\$ (1,200.88)	124.02%
TRUST & AGENCY	\$ 32,744.00	\$ 2,871.14	\$ 11,898.87	\$ 20,845.13	36.34%
CEMETERY					

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
GENERAL FUND	\$ 93,458.00	\$ 5,347.62	\$ 25,868.74	\$ 67,589.26	27.68%
TORT LIABILITY	\$ 1,547.00	\$ -	\$ 2,174.34	\$ (627.34)	140.55%
TRUST & AGENCY	\$ 27,881.00	\$ 1,629.80	\$ 6,769.63	\$ 21,111.37	24.28%
CIVIC CENTER				\$ -	
GENERAL FUND	\$ 20,900.00	\$ 562.58	\$ 8,144.74	\$ 12,755.26	38.97%
TRUST & AGENCY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
COMMUNITY & CULTURAL DEV.	\$ 12,500.00	\$ 19.73	\$ 463.16	\$ 12,036.84	3.71%
LOCAL CABLE ACCESS	\$ 24,395.00	\$ 212.84	\$ 14,493.51	\$ 9,901.49	59.41%
HISTORIC PRESERVATION	\$ 750.00	\$ -	\$ 337.42	\$ 412.58	44.99%
TOTAL CULTURE & RECREATION	\$ 701,614.00	\$ 40,350.41	\$ 214,846.20	\$ 486,767.80	30.62%
COMMUNITY & ECONOMIC DEV.					
ECONOMIC DEVELOPMENT	\$ 40,500.00	\$ 65.00	\$ 3,675.00	\$ 36,825.00	9.07%
PLANNING & ZONING	\$ 20,000.00	\$ 1,086.60	\$ 2,001.66	\$ 17,998.34	10.01%
REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	
TIF DEBT SERVICE	\$ 154,887.00	\$ -	\$ -	\$ 154,887.00	0.00%
TOTAL COMMUNITY & E.D.	\$ 215,387.00	\$ 1,151.60	\$ 5,676.66	\$ 209,710.34	2.64%
GENERAL GOVERNMENT					
MAYOR & COUNCIL					
GENERAL FUND	\$ 21,500.00	\$ 435.19	\$ 1,764.74	\$ 19,735.26	8.21%
TRUST & AGENCY	\$ 2,906.00	\$ 47.39	\$ 189.56	\$ 2,716.44	6.52%
CLERK & TREASURER					
GENERAL FUND	\$ 202,420.00	\$ 10,719.26	\$ 66,440.86	\$ 135,979.14	32.82%
TORT LIABILITY	\$ 5,785.00	\$ -	\$ 8,133.64	\$ (2,348.64)	140.60%
TRUST & AGENCY	\$ 48,187.00	\$ 2,973.25	\$ 13,856.17	\$ 34,330.83	28.75%
LEGAL SERVICES	\$ 27,000.00	\$ 568.40	\$ 7,424.24	\$ 19,575.76	27.50%
TOTAL GENERAL GOVERNMENT	\$ 307,798.00	\$ 14,743.49	\$ 97,809.21	\$ 209,988.79	31.78%
GO DEBT SERVICE	\$ 1,326,991.00	\$ -	\$ 600.00	\$ 1,326,391.00	0.05%
CAPITAL PROJECTS					
(308) PARK IMPROVEMENTS	\$ 14,827.00	\$ -	\$ -	\$ 14,827.00	0.00%
(321) WIDENING WAPSI CREEK	\$ 800,000.00	\$ 2,581.25	\$ 25,974.33	\$ 774,025.67	3.25%
(324) WW TREATMENT FACILITY 2021	\$ 1,100,000.00	\$ 2,458.00	\$ 89,501.76	\$ 1,010,498.24	8.14%
(326) ROUNDABOUT MAIN & CEDAR	\$ -	\$ -	\$ 4,320.00	\$ (4,320.00)	#DIV/0!
(330) EASTSIDE WATER MAINS PHASE 2	\$ 1,200,000.00	\$ 13,426.75	\$ 317,418.49	\$ 882,581.51	26.45%
(331) CEDAR JOHNSON RD RECON	\$ -	\$ 20,514.36	\$ 65,515.76	\$ (65,515.76)	#DIV/0!

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
TOTAL CAPITAL PROJECTS	\$ 3,114,827.00	\$ 38,980.36	\$ 502,730.34	\$ 2,612,096.66	16.14%
BUSINESS TYPE ACTIVITIES					
WATER FUND	\$ 561,244.00	\$ 32,327.96	\$ 232,962.71	\$ 328,281.29	41.51%
WATER SINKING FUND	\$ 62,870.00	\$ -	\$ -	\$ 62,870.00	0.00%
SEWER FUND	\$ 417,142.00	\$ 23,779.40	\$ 122,218.22	\$ 294,923.78	29.30%
SEWER FUND SPECIAL	\$ 641,261.00	\$ -	\$ -	\$ 641,261.00	0.00%
STORM WATER UTILITY	\$ 42,326.00	\$ 6,800.71	\$ 44,754.81	\$ (2,428.81)	105.74%
TOTAL BUSINESS TYPE ACTIVITIES	\$ 1,724,843.00	\$ 62,908.07	\$ 399,935.74	\$ 1,324,907.26	23.19%
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	\$ 43,270.60	\$ 165,017.40	20.77%
SEWER FUND	\$ 710,805.00	\$ 53,438.47	\$ 213,753.88	\$ 497,051.12	30.07%
SEWER FUND SPECIAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!
STORM WATER UTILITY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL NON-DEPARMENTAL TRANSFERS	\$ 1,861,555.00	\$ 64,256.12	\$ 257,024.48	\$ 1,604,530.52	13.81%
TOTAL FOR ALL FUNCTIONS	\$ 11,388,123.00	\$ 347,646.17	\$ 2,072,683.37	\$ 9,315,439.63	18.20%

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

001-GENERAL FUND

33.33% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	1,861,555.00	64,256.12	257,024.48	13.81	1,604,530.52
TOTAL PUBLIC SAFETY	1,344,437.00	57,004.32	307,862.53	22.90	1,036,574.47
TOTAL PUBLIC WORKS	790,671.00	68,251.80	286,198.21	36.20	504,472.79
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	701,614.00	40,350.41	214,846.20	30.62	486,767.80
TOTAL COMMUNITY & ECON DEVELOP	215,387.00	1,151.60	5,676.66	2.64	209,710.34
TOTAL GENERAL GOVERNMENT	307,798.00	14,743.49	97,809.21	31.78	209,988.79
TOTAL DEBT SERVICE	1,326,991.00	0.00	600.00	0.05	1,326,391.00
TOTAL CAPITAL PROJECTS	3,114,827.00	38,980.36	502,730.34	16.14	2,612,096.66
TOTAL BUSINESS TYPE/ENTERPRISE	1,724,843.00	62,908.07	399,935.74	23.19	1,324,907.26
TOTAL EXPENDITURES	11,388,123.00	347,646.17	2,072,683.37	18.20	9,315,439.63



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: December 2, 2024

AGENDA ITEM: Claims for December 2, 2024

PREPARED BY: Heidi Van Auken, Finance Officer
--

DATE: November 26, 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**12/2/2024**

AMAZON.COM	BOOKS, DVDS, IT	458.65
BAKER & TAYLOR	BOOKS	172.96
BARNHART'S CUSTOM SERVICES	ROCK STOCK PILE	1,155.00
BRICK, LESLIE	MILEAGE REIMBURSE-BRICK	24.12
ELECTRIC PUMP	LIFT STATION REPAIR	1,040.58
HAMER, JUNE	SR. FITNESS FEE REFUND	69.00
HI-LINE	SHOP SUPPLIES	296.49
IOWA ONE CALL	UTILITY LOCATION SERVICE	56.70
LEDOUX, JESSICA	3/4 BOYS BBALL FEE REFUND	50.00
MENARDS	SIGN/STREET PAINT SUPPLIES	406.66
MOORE'S WELDING	SIGN POST CUTTING	62.86
OLSON, KEVIN D	LEGAL SERVICES-NOV 2024	1,500.00
SIVER, KRISTEN	3/4 BOYS BBALL FEE REFUND	50.00
STERICYCLE	SHREDDING SERVICES	90.63

TOTAL**5,433.65****PAYROLL-WAGES, TAXES,
EMPLOYEE BENEFITS****11/22/2024****70,443.90****PAID BETWEEN MEETINGS**

JOHN DEERE FINANCIAL	UNIFORMS	366.92
LEAF CAPITAL FUNDING	COPIER LEASE-CITY OFFICE	396.00
LYNCH'S EXCAVATING	CEDAR JOHNSON RD RECON	1,625.00
MEDIACOM	CABLE SERVICE	41.90
STATE INDUSTRIAL PRODUCTS	CHEMICALS	257.89
VERIZON WIRELESS	VERIZON WIRELESS	454.71
METLIFE	INSURANCE PREMIUM	2,389.08
SISCO	INSURANCE PREMIUM	18,681.33
SISCO	HEALTH CLAIMS 11/8/2024	273.56
SISCO	HEALTH CLAIMS 11/12/2024	34.68
ALLIANT ENERGY	ALLIANT ENERGY	15,830.06
APPARATUS TESTING SERVICE	PUMP TESTING-FIRE	484.50
ARNOLD MOTOR SUPPLY	OIL, FILTERS, SHOP SUPPLIES-PW	389.58
BAKER & TAYLOR	BOOKS	227.83
CEDAR COUNTY COOPERATIVE	FUEL-FIRE	459.20
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	30.49
DIRK WIENEKE	CUBBY TOP DRESS & PATCH WORK	7,450.00
FELD FIRE EQUIPMENT	BUNKER GEAR-FIRE	2,445.00
FUSIONSITE MIDWEST	LHLM PORT-O-POTTY	33.00
HEIMAN FIRE EQUIPMENT	HOSE, THERMAL CAMERA	5,218.40
JOHNSON COUNTY AUDITOR	CONTRIBUTION LOWER CEDAR WMA	500.00
LINN COUNTY R.E.C.	STREET LIGHTS	309.22
OVERDRIVE	DIGITAL & AUDIO BOOKS	350.49

PARKSIDE SERVICE	TIRES #199-FIRE	2,456.12
QC ANALYTICAL SERVICES	LAB ANALYSIS	1,108.00
RIVER PRODUCTS COMPANY	ROCK FOR STOCK PILE	672.50
SCHNOEBELEN	DITCH MOWER PARTS-PW	1,062.72
SUMMIT FIRE PROTECTION	EXTINGUISHER SERVICE CALL-FIRE	731.00
THOMAS HEATING & AIR	FURNACE DRAIN REPAIR-FIRE	101.00
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	2,898.97
USA TODAY	ANNUAL SUBSCRIPTION	400.35
WB COMMUNITY SCHOOLS	YOUTH BBALL GYM RENTAL	360.00
WEST BRANCH REPAIRS	BATTERIES #191-FIRE	1,261.48
TOTAL		69,300.98
GRAND TOTAL EXPENDITURES		145,178.53
FUND TOTALS		
001 GENERAL FUND		59,742.38
022 CIVIC CENTER		227.72
031 LIBRARY		6,013.43
110 ROAD USE TAX		8,448.95
112 TRUST AND AGENCY		32,137.63
331 CEDAR JOHNSON RD RECON		1,625.00
600 WATER FUND		16,460.64
610 SEWER FUND		19,312.99
740 STORM WATER UTILITY		1,209.79
GRAND FUND TOTAL		145,178.53

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
PARK & RECREATION	GENERAL FUND	HAMER, JUNE	SR. FITNESS FEE REFUND	69.00
		LEDOUX, JESSICA	3/4 BOYS BBALL FEE REFUND	50.00
		STYER, KRISTEN	3/4 BOYS BBALL FEE REFUND	50.00
		TOTAL:		169.00
CLERK & TREASURER	GENERAL FUND	BRICK, LESLIE STERICYCLE, INC.	MILEAGE REIMNURSE-BRICK	24.12
			SHREDDING SERVICES	90.63
TOTAL:				114.75
LEGAL SERVICES	GENERAL FUND	OLSON, KEVIN D	LEGAL SERVICES-NOVEMBER 20	1,500.00
TOTAL:				1,500.00
LIBRARY	LIBRARY	BAKER & TAYLOR INC. AMAZON.COM.CA., INC.	BOOKS	172.96
			BOOKS	107.26
			CHROMEBOOK, IT SUPPLIES-LI	176.81
			BOOKS, DVDS	174.58
			TOTAL:	631.61
ROADS & STREETS	ROAD USE TAX	BARNHART'S CUSTOM SERVICES LLC MENARDS	ROCK STOCK PILE	1,155.00
			SIGN/STREET PAINT SUPPLIES	162.87
		MOORE'S WELDING INC	SIGN/STREET PAINT SUPPLIES	243.79
			SIGN POST CUTTING	62.86
			TOTAL:	1,624.52
SEWER OPERATING	SEWER FUND	IOWA ONE CALL ELECTRIC PUMP INC HI-LINE INC	UTILITY LOCATION SERVICE	56.70
			LIFT STATION REPAIR	1,040.58
			SHOP SUPPLIES	296.49
			TOTAL:	1,393.77

===== FUND TOTALS =====		
001	GENERAL FUND	1,783.75
031	LIBRARY	631.61
110	ROAD USE TAX	1,624.52
610	SEWER FUND	1,393.77

	GRAND TOTAL:	5,433.65



MMS CONSULTANTS, INC.
 CIVIL ENGINEERS
 LAND PLANNERS
 LAND SURVEYORS
 LANDSCAPE ARCHITECTS
 ENVIRONMENTAL SPECIALISTS
 1817 S. GILBERT ST.
 ROYAL LEE, IOWA 52240
 WWW.MMSCONSULTANTS.COM

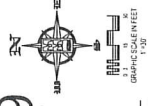
Date	Revision

SITE PLAN PARKSIDE HILLS - LOT 9 WEST BRANCH, IOWA

FLAT PREPARED BY:
MMS CONSULTANTS, INC.
 5 S. GILBERT STREET
 IOWA CITY, IA 52240

OWNER/SUBDIVIDER:
ADVANTAGE DEVELOPMENT
 700 LIBERTY WAY
 NORTH LIBERTY, IA 52317

SUBMITTER'S ATTORNEY:
MATTHEW J. ADAM
 1130 5TH STREET, SUITE 170
 CORNELLVILLE, IA 52541



NOTES:
 1. THIS SITE PLAN IS FOR WEST BRANCH, IOWA COUNTY, IOWA, AND IS SUBJECT TO ORDINANCES AND RESTRICTIONS OF RECORD.
 2. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY.
 3. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.
 4. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.
 5. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.
 6. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.
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 16. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.
 17. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.
 18. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.
 19. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.
 20. ALL UTILITIES SHALL BE DEEPENED TO 48" BELOW FINISHED GRADE.

NO.	DESCRIPTION	AMOUNT
1	TOTAL LOT AREA	142,092 SF (3.26 AC)
2	PROPOSED BUILDING AREA	44,103 SF (1.01 AC)
3	TOTAL IMPAVED AREA	69,100 SF (1.58 AC)
4	OPEN SPACE	72,889 SF (1.65 AC)
5	FRONT YARD SETBACK (GLAD STREET) 10 FEET	
6	REAR YARD SETBACK (SPRINGDALE DRIVE) 20 FEET	
7	SIDE YARD SETBACK (GLAD STREET) 10 FEET	
8	REAR YARD SETBACK (SPRINGDALE DRIVE) 20 FEET	
9	FRONT YARD SETBACK (GLAD STREET) 10 FEET	
10	REAR YARD SETBACK (SPRINGDALE DRIVE) 20 FEET	
11	FRONT YARD SETBACK (GLAD STREET) 10 FEET	
12	REAR YARD SETBACK (SPRINGDALE DRIVE) 20 FEET	
13	FRONT YARD SETBACK (GLAD STREET) 10 FEET	
14	REAR YARD SETBACK (SPRINGDALE DRIVE) 20 FEET	
15	FRONT YARD SETBACK (GLAD STREET) 10 FEET	
16	REAR YARD SETBACK (SPRINGDALE DRIVE) 20 FEET	
17	FRONT YARD SETBACK (GLAD STREET) 10 FEET	
18	REAR YARD SETBACK (SPRINGDALE DRIVE) 20 FEET	
19	FRONT YARD SETBACK (GLAD STREET) 10 FEET	
20	REAR YARD SETBACK (SPRINGDALE DRIVE) 20 FEET	

BENCHMARK INFORMATION

NO.	DESCRIPTION	COORDINATES
1	788.948	181.417 N, 227.013 E, 100.000
2	791.917	181.417 N, 227.013 E, 100.000
3	814.986	181.417 N, 227.013 E, 100.000
4	814.986	181.417 N, 227.013 E, 100.000

HORIZONTAL CONTROL

POINT	DESCRIPTION	COORDINATES
1	788.948	181.417 N, 227.013 E, 100.000
2	791.917	181.417 N, 227.013 E, 100.000
3	814.986	181.417 N, 227.013 E, 100.000
4	814.986	181.417 N, 227.013 E, 100.000

PAVING CONSTRUCTION NOTES

- PAVEMENT CONSTRUCTION SHALL BE IN ACCORDANCE WITH I-80 SPECIFICATION SECTION 100.00.
- PAVEMENT SHALL BE 6" CONCrete ON 4" GRANULAR SUBGRADE.
- PAVEMENT SHALL BE 4" CONCrete ON 4" GRANULAR SUBGRADE.
- PAVEMENT SHALL BE 4" CONCrete ON 4" GRANULAR SUBGRADE.

STANDARD LEGEND AND NOTES

- 1. 6" CONCrete ON 4" GRANULAR SUBGRADE
- 2. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 3. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 4. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 5. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 6. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 7. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 8. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 9. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 10. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 11. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 12. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 13. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 14. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 15. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 16. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 17. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 18. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 19. 4" CONCrete ON 4" GRANULAR SUBGRADE
- 20. 4" CONCrete ON 4" GRANULAR SUBGRADE

PAVEMENT LEGEND

PAVEMENT	MATERIAL	THICKNESS
1	6" CONC	6"
2	4" CONC	4"

TOTAL

PAVEMENT	AREA
1	2,888 SF
2	1,270 SF

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

LOT 9 PARKSIDE HILLS
 WEST BRANCH, IOWA

INTERSTATE I-80
 S DOWNNEY ST

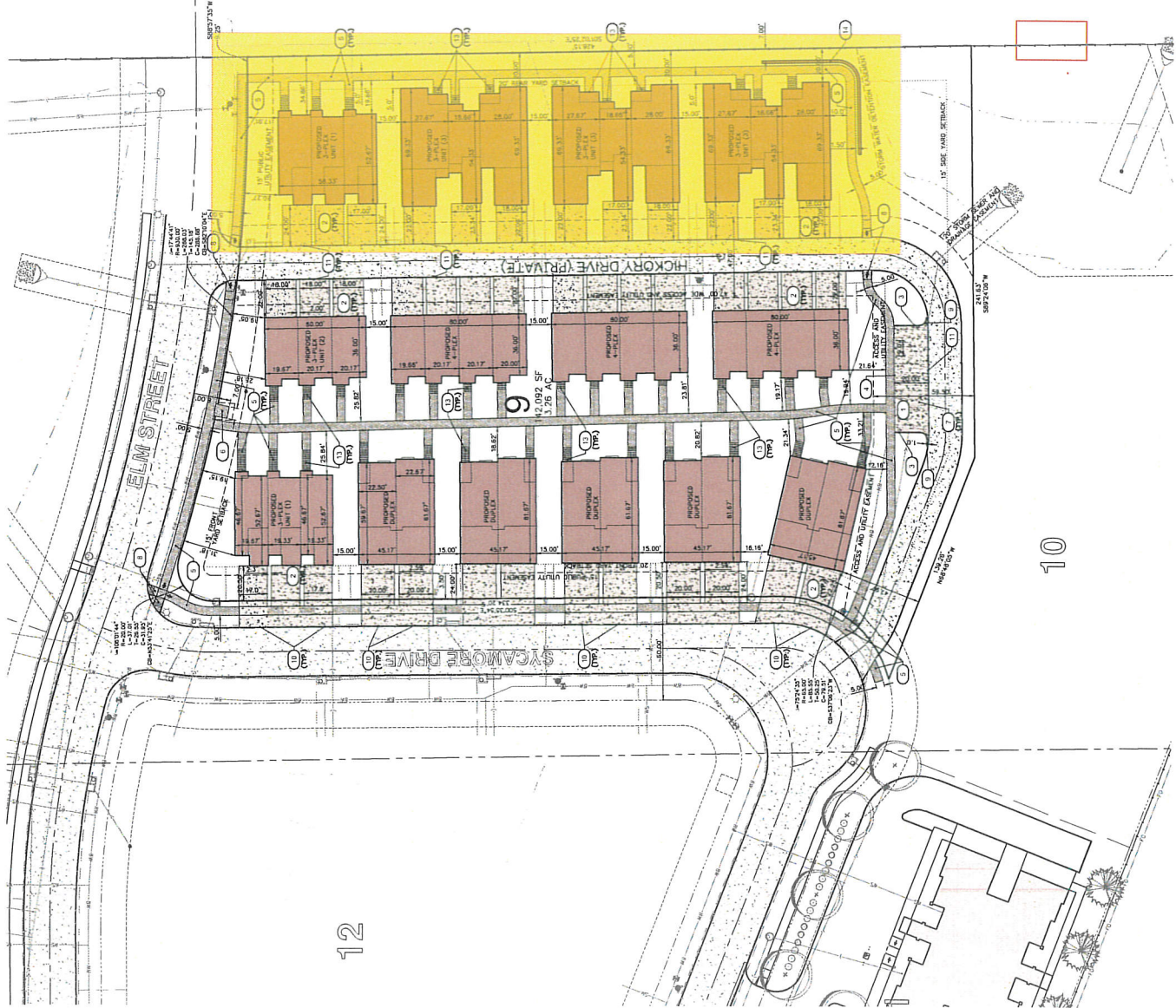
PARKSIDE DR

LOCATION MAP
 NOT TO SCALE

IOWA ONE CALL

MMS CONSULTANTS, INC.
 11-01-21

C120
 6992-374



THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT LEAST 48 HOURS BEFORE ANY EXCAVATION WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL UTILITIES AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES.

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NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON THE PROPOSED AMENDMENT TO CHAPTER 165 OF THE WEST BRANCH ZONING ORDINANCE.

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the West Branch Planning and Zoning Commission in the Council Chambers at the City Office, located at 110 N. Poplar Street in West Branch, IA at 7:00 p.m. on **Tuesday, November 26, 2024**. The public hearing will introduce a new zoning classification “Prosperity Pathway Interim Development Overlay District” and add the language in the aforementioned Chapter 165 “Zoning Regulations”.

All interested persons are invited to attend these meetings and be heard on the aforementioned proposed adoption of the amendment. Further information regarding same may be obtained by contacting the West Branch City Clerk.

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON THE PROPOSED AMENDMENT TO CHAPTER 165 OF THE WEST BRANCH ZONING ORDINANCE.

YOU ARE FURTHER NOTIFIED that a public hearing will be held by the City Council of the City of West Branch, Cedar County, in the Council Chambers at the City Office, located at 110 N. Poplar Street in West Branch, IA at 7:00 p.m. on **Monday, December 2, 2024**. The public hearing will introduce a new zoning classification “Prosperity Pathway Interim Development Overlay District” and add the language in the aforementioned of Chapter 165 “Zoning Regulations”.

All interested persons are invited to attend these meetings and be heard on the aforementioned proposed adoption of the amendment. Further information regarding same may be obtained by contacting the West Branch City Clerk.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: December 2, 2024

AGENDA ITEM: First Reading Ordinance 821 – Amending Chapter 165 – Zoning Regulations. / Move to action.

PREPARED BY: Adam Kofoed, City Administrator

DATE: November 25, 2024

SUMMARY

Since 2021, West Branch Main Street has been inquiring about city ordinances that can enhance the built environment. For example, the city does not have an ordinance that would protect Main Street from certain types of businesses, signage, and aesthetic requirements.

Starting on May 6th 2024, City Administrator, Adam Kofoed contacted Decorah’s City Manager on ideas for preserving and enhancing downtown districts. Since then, Kofoed has been in contact with Main Street Director Jessi Simon on design guideline ideas, signage requirements, and prime businesses Main Street would like to have in the district.

In addition, to Main Street, the 2016 Historic Preservation plan encourages the city to seek new historic properties, establish a historic neighborhood district, and the Planning and Zoning Commission has expressed a keen interest on the matter.

Main Street, Historic Preservation Commission, and Planning and Zoning Commissions are requesting the City of West Branch to protect, preserve, and enhance the Main Street district.

PURPOSE

1. Establish a temporary overlay district for three years, as the City of West Branch seeks its to complete a comprehensive plan.
2. Study the proper size of an overlay district, solicit feedback, observe what changes could be made, and adopt a permanent district.
3. Prohibit signs, businesses, new buildings, and building expansions that are not compatible with Main Street Iowa Design Guidelines.
4. Ensure new commercial growth is visually appealing and constructed with sound materials.

ORDINANCE 821

AN ORDINANCE AMENDING CHAPTER 165 – ZONING REGULATIONS

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 165, Zoning Regulations, Section 165.37 “Prosperity Pathway Interim Development Overlay District.”

(Insert after current subsection)

165. 37 Prosperity Pathway Interim Development Overlay District

1. Purpose: The purpose of the Prosperity Pathway Interim Development Overlay (IDO) is to temporarily regulate the establishment of uses, construction of new buildings and demolition or alteration of existing structures in the Prosperity Pathway where potential development could be detrimental or have adverse impacts on current planning, land use or zoning studies underway.
2. Applicability: The Prosperity Pathway IDO is adopted as an amendment to the Zoning Code and shall be illustrated on the Zoning Map and applied to the base district designation. Where inconsistencies exist between the Prosperity Pathway IDO regulations and other provisions of the Municipal Code, the Prosperity Pathway IDO regulations shall apply. The Prosperity Pathway IDO incorporates the Sub-boundaries of the Main Street Sub-District and the Historic District. Both districts will have additional review processes outlined within this ordinance and said sub-district boundaries shall be shown on the Zoning Map and applied to the base district designation.
3. District and Sub-district boundaries:
See Exhibit "i-iii"
4. Definition: “Substantial improvement” includes the following:
 - a. Any new building construction within the Prosperity Pathway IDO or any renovation of an existing structure that involves any modification of the exterior appearance of the structure by virtue of adding or removing exterior windows or doors or altering the color or exterior materials of existing walls.
 - b. All facade improvements, changes, alterations, modifications or replacement of existing facade materials will be considered a substantial improvement.
 - c. A substantial improvement also includes any increase or decrease in existing building height and/or alteration of the existing roof pitch or appearance.
 - d. Routine repair or replacement of existing roof materials that do not materially change the appearance, shape or configuration of the existing roof will not be considered a "substantial improvement".
 - e. Owner-occupied detached single-family residences will not be subject to these regulations.

- f. Within the Main Street Sub-District "substantial improvement" also Includes:
 - i. New, modified or replacement awning structures or similar material extensions over the public sidewalk area.
 - ii. Demolition or Removal of any portion of a building otherwise not specified by these regulations.
 - iii. New, modified or replacement of permanent signage.

5. Land Uses

- a. Permitted Uses: Allowable new uses within the overlay district include typical commercial, professional office and service-oriented businesses, uses or facilities, including hotels and lodging facilities and, all such uses currently allowed in the RB-1 Neighborhood Commercial, CB-1 and CB-2 Commercial Business District Commercial unless herein limited.
 - b. If the underlying zoning district is more restrictive than the CB-1 and CB-2 Commercial Business Commercial district, then only those uses permitted in the more restrictive district shall be allowed.
 - c. No residential or storage use may be established on the ground floor of any store front or shop front located within the area zoned CB-1 and CB-2, Commercial Business District Commercial. Residential uses are encouraged to be established in upper levels of commercial facilities.
6. Prohibited Uses. These prohibited uses are incompatible with the historic, commercial, and aesthetic goals of the Prosperity Pathway IDO, which prioritizes preserving the character of West Branch's downtown as a vibrant, service-oriented area."
- a. Within the boundaries of the Main Street Sub-District as defined in the city zoning map, the following uses are prohibited for all first-floor commercial storefronts:
 - b. Storage: No first-floor commercial storefront may be used primarily or exclusively for storage of goods, materials, equipment, or any other non-retail items, except as incidental to an active, permitted commercial use.
 - c. Residential: No first-floor commercial storefront may be converted to or used for residential purposes, including but not limited to apartments, condos, or other living spaces.
 - d. Mechanic Shops
 - e. Recreational Drug Stores, including liquor, tobacco, marijuana and other recreation drugs
 - f. Gas Stations
 - g. Pawn Shops
 - h. Lumber Yards
 - i. Building or construction supply business
 - j. Truck Terminals
 - k. Boat Sales
 - l. Vehicle Sales

- m. Pre-Assembly Yards
 - n. Light manufacturing
 - o. Firework Sales
7. Conditional Uses: All Conditional Use Site and Building Plans shall be reviewed by the Planning and Zoning Commission and City Council prior to proceeding to the Zoning Board of Adjustment for consideration.
8. Site and Building Plan Review Process: Any proposed substantially improved or new building structure or development, must submit a detailed site plan, building plan and color renderings for review as established below:
- a. Prosperity Pathway IDO Review: Any proposed substantial improvement or new building structure located in the Prosperity Pathway IDO, including proposed residential facilities, must submit a detailed site plan and building plan for review and approval by the Planning and Zoning Commission and the City Council.
 - b. Main Street Sub-District: Any proposed substantial improved or new building structure located within the Main Street West Branch Sub- district, including proposed residential facilities, must submit a detailed site plan and building plan for review and recommendation by the Main Street West Branch Board of Directors or their designee for consistency with the Iowa Main Street program. Design Guidelines prior to the project being reviewed by the Planning and Zoning Commission and City Council.
 - c. Historic District Review: Any proposed substantial improvement or new building structure located within the Historic District, shall be reviewed by the Historic Preservation Commission, or their designee, and a report provided to determine whether the project would be consistent with the Historic District. Any substantial improvement or new building structure located within the Historic District that is determined to detract from the Historic District shall be denied.
9. Site and Building Design Considerations:
- a. Elements to be considered in this review process are proposed use, proposed building improvements or new structural elements, with particular attention to exterior building design elements, landscaping and how the proposed improvement or development will complement existing and proposed uses and building design elements.
 - b. The upcoming comprehensive plan will be considered during this review process. In the event the City Council determines that the proposed project is not consistent with the direction of the comprehensive plan, the project may be delayed until such time the plan is complete.
 - c. Paramount in this review will include consideration of, exterior building materials on all sides, coloration of materials, building height, roof line, size and location of windows and doors, roof mounted appurtenances, and facades.

10. Design Elements

- a. Proportion: The relationship of width and height of the front elevations of adjacent buildings shall be considered in the construction or alteration of a building. The relationship of width and height of windows and doors of adjacent buildings shall be considered in the construction or alteration of a building. Particular attention must be given to the scale of street level doors, walls and windows. Large expanses of blank wall spaces at street level are to be discouraged, unless utilized for approved public art installation.
 - b. Color: Building colors should emphasize light and muted colors, with earth tones dominant. Saturated hues and bright colors except for use in small areas is not encouraged.
 - c. Architectural features: Architectural features including but not limited to cornices, entablatures, doors, windows, shutters, fanlights and other elements prevailing in the area shall be considered in the construction or alteration of a building. For properties outside the Historic District, it is not intended that the details of existing buildings be duplicated precisely, but those features should be suggestive of the extent, nature and scale of details that would be appropriate on new buildings or associated with building alterations.
 - d. Materials and Texture: Architectural design within this area shall recognize the importance of material strength and permanency through the selection of building materials and the principle of structural strength and permanency shall dominate the structural and exterior materials and components. The primary material shall constitute at least 25% of the wall area, excluding glass. The primary exterior material shall consist of a combination of brick, architectural concrete panels, textured concrete block, or architectural steel, or stone panels.
 - e. No wood, Masonite, asphaltic exterior wall or roof material, aluminum or steel siding, non-architectural sheet metal, non-textured concrete block, stucco, vinyl, E.I.F.S. (Exterior Insulation and Finish Systems) or other similar materials shall constitute any portion of any building, except as trim.
 - f. In the Main Street Sub-District and Historic District, the Main Street Design Guidelines shall regulate Material and Texture.
11. Emergency Repairs: In the case of emergency repairs of no more than 65% of the building's assessed value is needed as the result of unanticipated building or facade damages due to events such as fire, vandalism, or weather-related damages, site plan review will not be required, provided that the needed repairs do not alter the appearance of the structure prior to the event causing the unanticipated damages.
12. Signage: Signage within the Main Street and Historic District should align with the aesthetic goals of the district, with size and placement ensuring visual harmony. Businesses are encouraged to utilize traditional materials such as wood or metal for

signage to maintain historical continuity. All signage shall conform to requirements of the Chapter 165.42 Signs, except as provided for below:

- a. Electronic Message Center Signs shall not be permitted within the Prosperity Pathway IDO.
- b. In the Main Street West Branch Sub-District and the Historic District signage shall be reviewed by the City Administrator and Historic Preservation Chair

13. Exterior Lighting: All lighting within the West Branch Main Street District must provide warm white of up to 2,900 Kelvin degrees.

Renumber all remaining sections after these changes.

Section 1. Time Frame: This Ordinance shall be of no further force or effective thirty-six (36) months after adoption unless prior to that date, after a public hearing, the City Council by majority vote extends the Prosperity Pathway IDO Overlay District.

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 no 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 _____, 2025.

First Reading: December 2, 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.

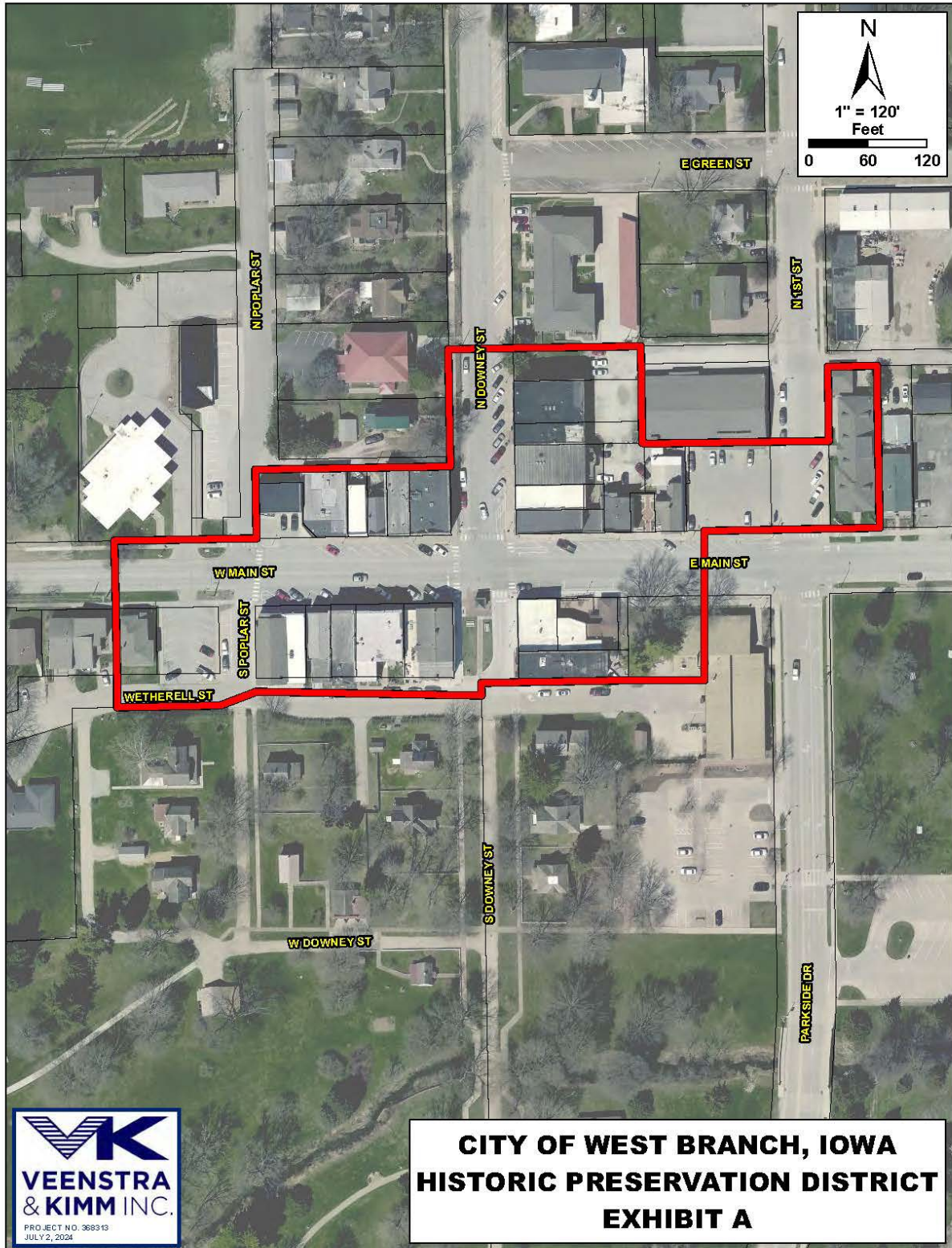
City Clerk

Exhibits

Prosperity Pathway Interim Development Ordinance

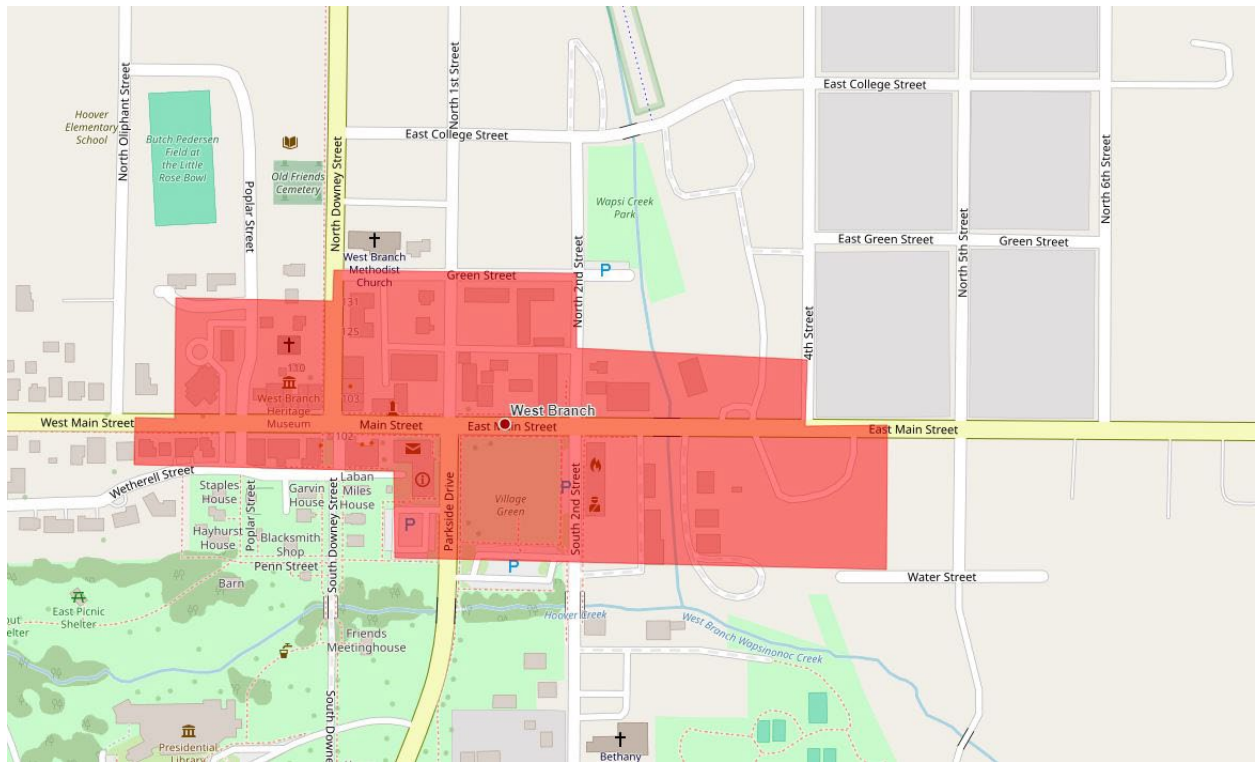
- i. Historic District.
- ii. Main Street Sub-district
- iii. Prosperity Pathway Interim Dev. Overlay Dist.

Historic District

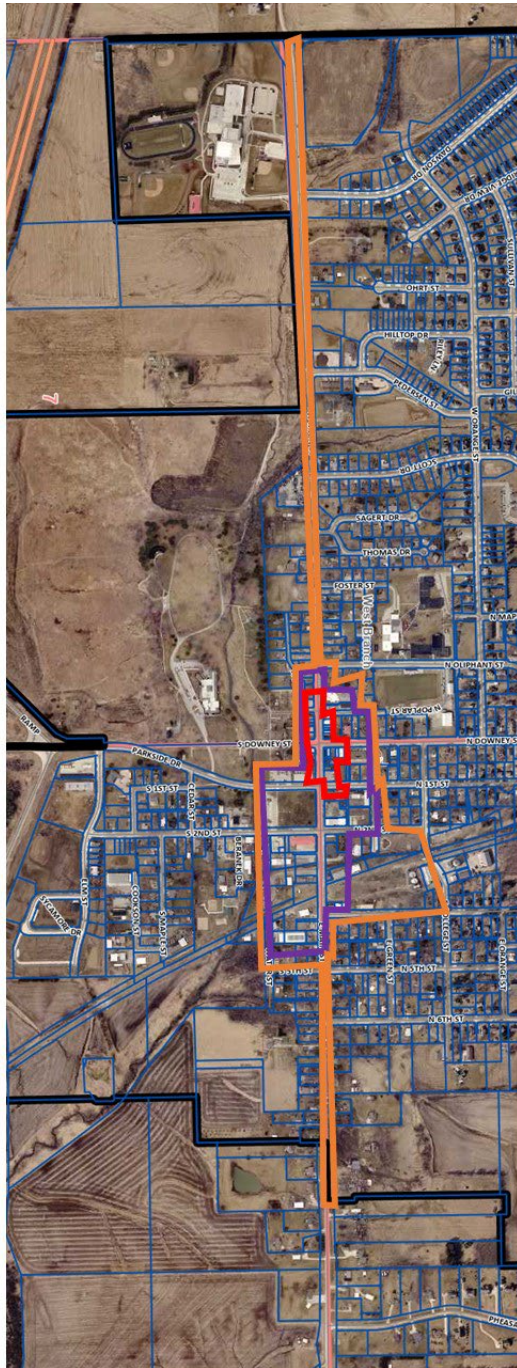


**CITY OF WEST BRANCH, IOWA
HISTORIC PRESERVATION DISTRICT
EXHIBIT A**

Main Street Sub-District



Prosperity Pathway Interim Development Overlay District





REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: December 2, 2024

AGENDA ITEM: Second Reading Ordinance 820 – Amending Chapter 47 – Municipal Park Policies and Regulations. /Move to action.

PREPARED BY: Park & Recreation Director, Erin Laughlin

DATE: November 19, 2024

BACKGROUND:

A thorough review of the current Municipal Park Policies and Regulations has been now been completed. Several areas of the current Code were deemed outdated and/or not reflective of current policies and practices.

Chapter 47 was reviewed by the Parks & Recreation Commission and myself and several changes were proposed and are represented on Exhibit A attached to Ordinance 820. The current Code is attached for comparison purposes.

I recommend that Chapter 47 be deleted in its entirety and replaced with the language represented in Exhibit A.

ORDINANCE 820

AN ORDINANCE AMENDING CHAPTER 47 – MUNICIPAL PARK POLICIES AND REGULATIONS.

WHEREAS, the City Administration has recommended updating the City’s Municipal Park Policies and Regulations; and

WHEREAS, the City Administrator and Parks & Recreation Director have proposed a total revision to the existing Chapter 47 of the Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED:

1. Amendment. Chapter 47 of the Code of Ordinances of the City of West Branch, Iowa, is hereby deleted in its entirety and replaced with the proposed Chapter 47 listed on Exhibit “A” attached hereto and incorporated into this Ordinance by this reference.
2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.
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.
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: November 18, 2024
Second reading: December 2, 2024
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

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

City Clerk

EXHIBIT A

Chapter 47

Municipal Park Policies and Regulations

47.01 Reservations

Reservations for park facilities are to be made online or through the Parks and Recreation Director. Any fees tied to the reservation must be made before the event either online or at the City Office during regular business hours: Monday – Friday 8:00 a.m. to 4:00 p.m. Unless a reservation is documented, all facilities in all parks shall be open for public use on a first-come, first-served basis. No person under the age of 21 years old may make a reservation where alcohol will be present.

47.02 Parking and Motor Vehicles

Parking is limited to designated parking areas only. Violators will be towed at the owner's expense. No motorized (electric or gas) vehicles are allowed in or on any area of the parks other than the parking lot. Park access for the loading and unloading of equipment on the grounds for functions (carnival, day camp, volleyball tournament, etc.) must be approved by the Parks and Recreation Director.

47.03 Fires and Fireworks

Open fires will be allowed but limited to the designated fire receptacles. Fires must be supervised, extinguished, and cleaned up before exiting the park. Acceptable fire fuels include charcoal and wood. Fireworks and explosives are prohibited in the park without prior approval of the Council.

47.04 Trash

All park patrons are responsible for proper cleanup and disposal of their trash. Receptacles are provided for this. It is unlawful to transport garbage, refuse, or litter from any household, business or other place to any area of the park for the purpose of disposing of the same in any refuse container provided in the parks.

47.05 Building Reservation Responsibilities

Before departure, building responsibilities include: securing all doors and windows, turning off lights and water faucets, sweeping of floors, wiping down tables, and removing trash from the building as stated in section 47.04.

47.06 Park Hours

Normal park hours are from 7:00 a.m. to 10:00 p.m. daily unless approved by Special Event permit. All public restrooms and water service will be opened in the spring and closed in the fall on dates to be determined by City staff.

47.07 Alcohol Consumption

Any violation of this section 47.07 can lead to denied future permit requests and may be filed as a simple misdemeanor or a municipal infraction citation. The beer, wine or canned cocktails cannot be

consumed in glass containers. The consumption of beer, wine or canned cocktails in a city park is allowed under the following conditions:

1. When the requirements listed on the Special Event Permit form are met, prior to the proposed consumption of beer, wine or canned cocktails, the person intending to consume or provide beer, wine or canned cocktails at a city park shall apply for a permit from the Clerk on a form supplied by the City.
2. When the requirements listed on the Special Event Permit form are not met, but all laws and codes are followed and consumption is at a park which Council has approved alcohol consumption at.

47.08 Damage

Damage to the park facilities will result in an assessment of the cost of replacement materials and resulting labor.

47.09 Private Property

Users of park facilities shall be respectful of the private property adjacent to the park.

47.10 Permits

It is unlawful for any person to occupy any portion of any area of the parks for advertising, political campaign, peddling, or any other commercial activity without a permit approved by the City Clerk.

47.11 Hunting and Weapons

Hunting, archery, weapons, or discharge of firearms are prohibited within the boundaries of the park without prior approval of the Council.

47.12 Animals on Leash

No privately owned animal shall be allowed to run at large within the boundaries of the parks unless at the Dog Park. All privately owned animals shall either be on a leash or chain held by a person capable of restraining and controlling said animal. It is the responsibility of the pet owner to clean up after their animal(s).

47.13 Smoking, Vaping, and Tobacco

The use or act of smoking, vaping, and tobacco is prohibited within the boundaries of the park unless in the confines of a car.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: December 2, 2024

AGENDA ITEM: Resolution 2024-130 – Approve the annual agreement in the amount of \$9,740 with the U.S. Geological Survey for the ongoing operation and maintenance of the Streamflow Gaging located on the Wapsinonoc Creek at College Street.
--

PREPARED BY: City Clerk, Leslie Brick
--

DATE: November 22, 2024

BACKGROUND:

The West Branch and USGS annual stream gage agreement is set to expire on December 31, 2024. This agreement supports the annual operation and maintenance of the stream gage on College Street.

Below is a summary of costs since 2022:

2022 cost \$8,640

2023 cost \$9,040 (\$400 increase over the previous year)

2024 cost \$9,740 (\$700 increase over the previous year)

2025 cost \$10,540 (\$800 increase over the previous year)

RESOLUTION 2024-130

APPROVE THE ANNUAL AGREEMENT IN THE AMOUNT OF \$10,540 WITH THE U.S. GEOLOGICAL SURVEY FOR THE ONGOING OPERATION AND MAINTENANCE OF THE STREAMFLOW GAGING LOCATED ON THE WAPSINONOC CREEK AT COLLEGE STREET.

WHEREAS, the USGS Iowa Water Science Center proposes to continue stream gage monitoring in the Wapsinonoc Creek watershed at the College Street Bridge; and

WHEREAS, the stream gage provides real-time information, allowing city officials and residents to view current levels in the creek to be better prepared for the possibility of flooding; and

WHEREAS, these gages are intended to provide data that can be used for future flood inundation modeling; and

WHEREAS, the monitoring location will continue to assist city officials in implementing flood mitigation practices; and

WHEREAS, a joint funding agreement for monitoring has been provided to the City of West Branch by the USGS Iowa Water Science Center for the time period beginning January 1, 2025 through December 31, 2025; and

WHEREAS, the City of West Branch would pay \$10,540 annually for the services under this agreement; and

WHEREAS, it is now necessary to approve said agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned joint funding agreement between the City of West Branch and the United States Geologic Survey (USGS) Iowa Water Science Center for stormwater monitoring is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 2nd day of December, 2024.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



United States Department of the Interior

U.S. GEOLOGICAL SURVEY

CENTRAL MIDWEST WATER SCIENCE CENTER

MISSOURI

ILLINOIS

IOWA

1028 S. Bishop Ave., PMB 206
Rolla, MO 65401

405 N. Goodwin Ave.
Urbana, IL 61801

400 S. Clinton St. Rm 269
Iowa City, IA 52240

November 19, 2024

Mr. Adam Kofoed
City Administrator
City of West Branch
PO Box 218 110 N. Poplar St
West Branch, IA 52358

Dear Mr. Kofoed:

Enclosed is our standard joint-funding agreement 25NEJFA126 between the U.S. Geological Survey Central Midwest Water Science Center and City of West Branch for the operation and maintenance of one streamflow-gaging station located on the WB Wapsinonoc Creek on College Street in West Branch, Iowa, during the period January 1, 2025 through December 31, 2025 in the amount of \$10,540 from your agency. U.S. Geological Survey contributions for this agreement are \$5,760 for a combined total of \$16,300. Please sign and return one fully-executed original to Amy Williams at akwilliams@usgs.gov or mail to the address above.

Federal law requires that we have a signed agreement before we start or continue work. Please return the signed agreement by **January 1, 2025**. If, for any reason, the agreement cannot be signed and returned by the date shown above, please contact Jon Nania at (319) 430-6974 or email jfnania@usgs.gov to make alternative arrangements.

This is a fixed cost agreement to be billed annually via Down Payment Request (automated Form DI-1040). Please allow 30-days from the end of the billing period for issuance of the bill. If you experience any problems with your invoice(s), please contact Amy Williams at phone number (217) 328-9748 or akwilliams@usgs.gov.

The results of all work performed under this agreement will be available for publication by the U.S. Geological Survey. We look forward to continuing this and future cooperative efforts in these mutually beneficial water resources studies.

Sincerely,

Jon Nania
Deputy Director, Central Midwest WSC

Enclosure
25NEJFA126

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of January 1, 2025, by the U.S. GEOLOGICAL SURVEY, Central Midwest Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the City of West Branch party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation for the operation and maintenance of one streamflow-gaging station located on the WB Wapsinoc Creek on College Street in West Branch, Iowa, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$5,760 by the party of the first part during the period January 1, 2025 to December 31, 2025
- (b) \$10,540 by the party of the second part during the period January 1, 2025 to December 31, 2025
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www.usgs.gov/office-of-science-quality-and-integrity/fundamental-science-practices>).

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR

Customer #: 6000004586
Agreement #: 25NEJFA126
Project #: NE009KT
TIN #: 42-6005357

Water Resource Investigations

9. Billing for this agreement will be rendered annually. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

USGS Technical Point of Contact

Name: Jon Nania
Deputy Director for Operations - Central
Midwest Water Science Center
Address: 400 S Clinton St Rm 269
Iowa City, IA 52240
Telephone: (319) 430-6974
Fax: (217) 328-9770
Email: jfnania@usgs.gov

Customer Technical Point of Contact

Name: Adam Kofoed
City Administrator
Address: PO Box 218 110 N. Poplar St
West Branch, IA 52358
Telephone: (319) 643-5888
Fax: (n/a)
Email: adam@westbranchiowa.org

USGS Billing Point of Contact

Name: Amy Williams
Budget Analyst
Address: 405 N. Goodwin Avenue
Urbana, IL 61801
Telephone: (217) 328-9748
Fax: (217) 328-9770
Email: akwilliams@usgs.gov


Customer Billing Point of Contact

Name: Leslie Brick
City Clerk
Address: PO Box 218 110 N. Poplar
West Branch, IA 52358
Telephone: (319) 648-5888
Fax: (319) 643-2305
Email: leslie@westbranchiowa.org

U.S. Geological Survey
United States
Department of Interior

City of West Branch

Signature

By  Digitally signed by JON
NANIA
Date: 2024.11.19
16:57:48 -06'00' Date: 11/19/24
Name: Jon Nania acting for Amy Beussink
Title: Deputy Director, Central Midwest WSC

Signatures

By _____ Date: _____

Name:

Title:

By _____ Date: _____

Name:

Title:

By _____ Date: _____

Name:

Title:



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: December 2, 2024

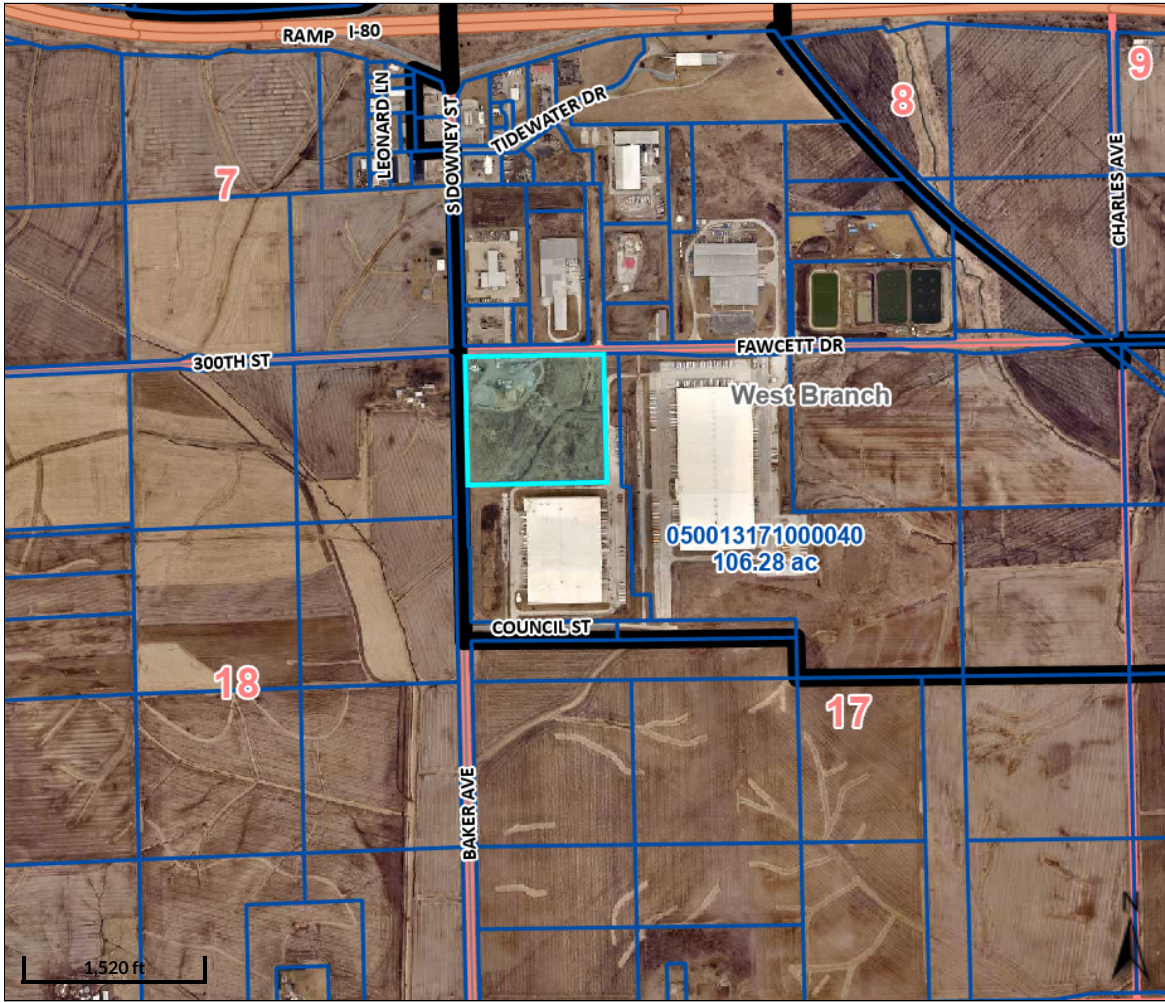
AGENDA ITEM: Resolution 2024-131 – Approve the Bedrock Industrial – Part 1 Final Plat.

PREPARED BY: City Clerk, Leslie Brick
--

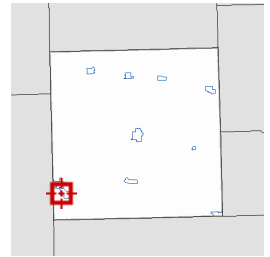
DATE: November 27, 2024

BACKGROUND:

Owner, Andy Bockenstedt is looking to develop/create a parcel for future development as it relates to the southeast portion of this land (noted as Lot 1) on the Final Plat. Bockenstedt has fill ready and available in which he would like to place for a future road/access drive to this parcel along the east portion of the property.










Overview







Legend

Roads

-  Interstate
-  US Hwy
-  US Hwy / County Hwy / Muni
-  US Hwy / Muni
-  State Hwy
-  State Hwy / Muni
-  <all other values>

Parcels

-  Parcels
-  BLL
-  Leased Land
-  Sections

Parcel ID	050013171000010	Alternate ID	n/a	Owner Address	Bedrock LLC
Sec/Twp/Rng	17-79-4	Class	C		PO Box 1940
Property Address	1001 S. DOWNEY ST	Acreeage	26.3		Iowa City, IA 52244-1940
	WEST BRANCH				

District 504 - WEST BRANCH CTY WEST BRANCH SCH WEST BRANCH UR

Brief Tax Description PROCTER & GAMBLE 2ND
ADD LOT 1 NW

(Note: Not to be used on legal documents)

Date created: 11/25/2024

Last Data Uploaded: 11/25/2024 12:50:21 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

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

RESOLUTION 2024-131

**RESOLUTION APPROVING THE FINAL PLAT OF BEDROCK INDUSTRIAL, PART 1,
WEST BRANCH, IOWA.**

WHEREAS, the developer did file with the City Clerk of West Branch, a final plat for Bedrock Industrial, Part 1, West Branch, Iowa; and

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

Lot 1 of Procter & Gamble Second Addition, as recorded in Plat Book 812, Page 207 of the Cedar County Recorder's Office, in the Northwest Quarter (NW ¼) of Section 17, Township 79 North, Range 4 West of the 5th P.M., in the City of West Branch, Iowa; 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 Bedrock Industrial, Part 1, 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 2nd day of December, 2024.

Roger Laughlin, Mayor

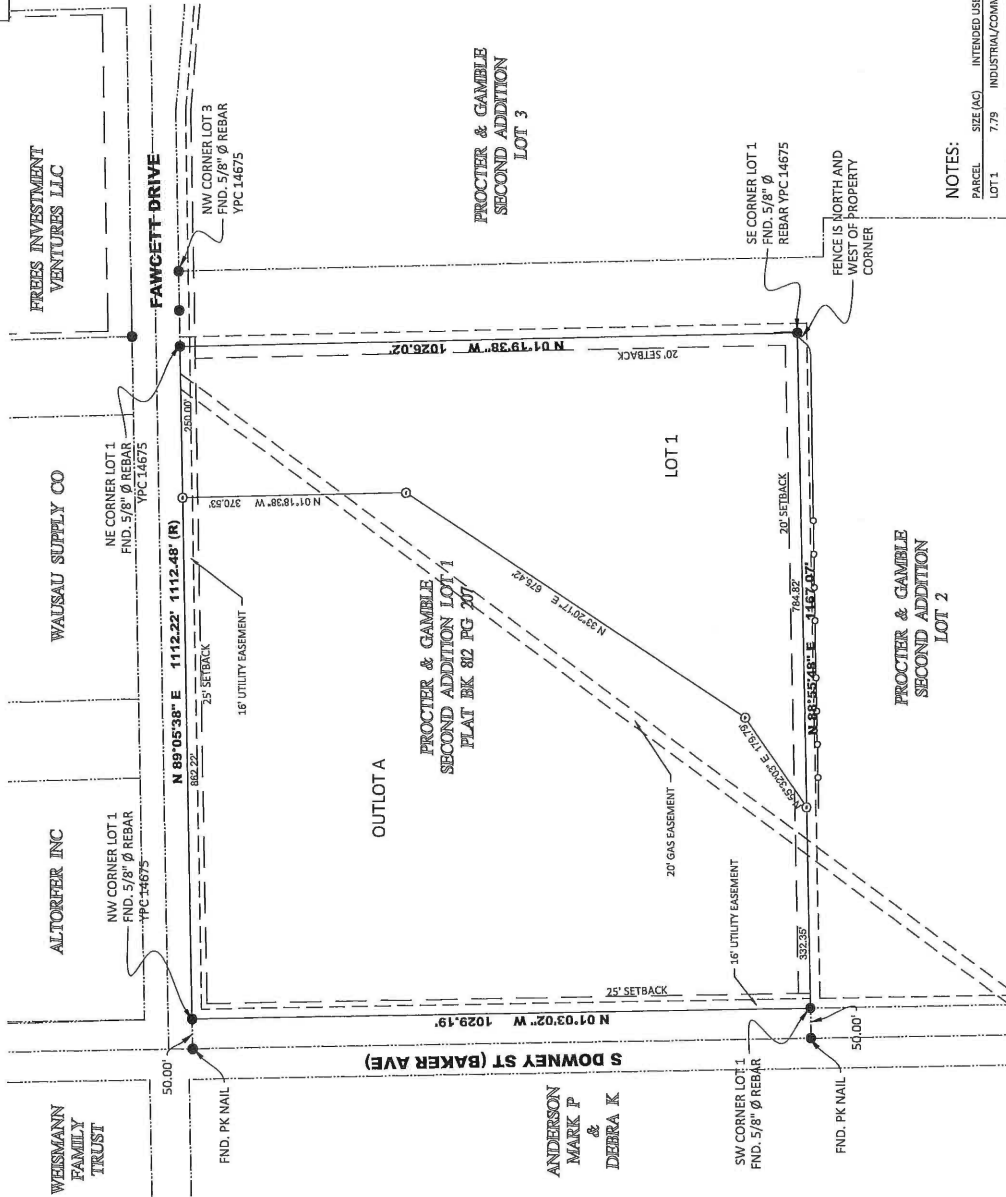
ATTEST:

Leslie Brick, City Clerk

BEDROCK INDUSTRIAL - PART 1

FINAL PLAT

A RESUBDIVISION OF PROCTER & GAMBLE SECOND ADDITION, LOT 1 IN THE NW ¼ OF SEC. 17-T79N-R4W IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA



FOR RECORDERS USE ONLY

RECORDERS INDEX

COUNTY: CEDAR
SECTION: 17
QUARTER SECTION: NW
CITY: WEST BRANCH
SUBDIVISION: BEDROCK INDUSTRIAL - PART 1
LOT(S): BLOCK: 1
PARCEL ID #: 0500-15-17-000-00-0
PROPRIETOR: BEDROCK LLC
REQUESTED BY: ANDY BODENSTEDT
PREPARED BY: JIM BOYD, DATE: 09/15/2024, FILE #: 20240915020

LEGAL DESCRIPTION

BEDROCK INDUSTRIAL - PART 1 BEING LOT 1 OF PROCTER & GAMBLE SECOND ADDITION AS RECORDED IN PLAT BOOK 812 PAGE 207 OF THE CEDAR COUNTY RECORDER'S OFFICE, IN THE NORTHWEST QUARTER (NW ¼) OF SECTION 17, TOWNSHIP 79 NORTH, RANGE 4 WEST, IN THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA.

BEDROCK INDUSTRIAL
PART 1
WEST BRANCH, CEDAR COUNTY, IOWA
BEDROCK LLC

PLAT PREPARED BY:
AXIOM CONSULTANTS, INC. UNIT 200
IOWA CITY, IA 52240

SUBDIVIDERS ATTORNEY:
MICHAEL W. KURNILOFF
1001 WEST MARKET STREET
IOWA CITY, IA 52240

APPROVED BY:

CITY OF WEST BRANCH:

BY: _____ DATE: _____

ALTIMET: _____ DATE: _____

CITY PLANNING & ZONING COMMISSION:

BY: _____ DATE: _____

UTILITY APPROVALS:

ALJAMT ENERGY: _____ DATE: _____

LIBERTY COMMUNICATIONS: _____ DATE: _____

MEDICAL CENTER IOWA CITY: _____ DATE: _____

LEGEND

SECTION CORNER-AS LABELED
SET 3/4" Ø PIPE OPC#119228
SET CUT X
SET TK/MAG NAIL
SET #####
FOUND-AS LABELED
ORANGE PLASTIC CAP
YELLOW PLASTIC CAP
RED PLASTIC CAP
PROPOSED BOUNDARY
EXISTING PROPERTY LINE
PROPOSED EASEMENT
EXISTING EASEMENT
SECTION LINE
EXISTING FENCE
EXISTING SETBACK
PROPOSED SETBACK
PREVIOUSLY RECORDED AS

SURVEY NOTES:

- BASES OF BEARINGS & GPS MEASUREMENTS IN THE IOWA PLANE COORDINATE SYSTEM SOUTH ZONE NAD 83.
- UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET.
- ERROR OF CLOSURE IS LESS THAN 1 IN 10,000.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

Bradley R. Geater
Bradley R. Geater, S.A.S., P.E.
LICENSE NUMBER 19828
DATE: 10-09-2024

NOTES:

PARCEL	SIZE (AC)	INTENDED USE
LOT 1	7.79	INDUSTRIAL/COMMERCIAL DEVELOPMENT
OUTLOT A	18.51	FUTURE INDUSTRIAL/COMMERCIAL DEVELOPMENT

06/09/2024 10:28:30 AM C:\Users\jboyd\OneDrive\Documents\Design\GIS\Survey\Plat\2024\905\905.dwg



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	December 2, 2024
AGENDA ITEM:	Resolution 2024-132 – Waiving the right to a formal review of an extra-territorial jurisdiction subdivision within two miles of the corporate limits of West Branch (Slach-Vikel Subdivision).
PREPARED BY:	City Clerk, Leslie Brick
DATE:	November 27, 2024

BACKGROUND:

Ray Slach Farms LLC and Earl Vikel Jr desire to complete a historical rezoning and final plat on a property located at 3987 Johnson -Cedar Rd SE, Johnson County, IA. The property is currently owned by both individuals.

Because this parcel is within 2 miles of the corporate limits of the City of West Branch, the Council has the right to waive a formal review of the extra-territorial jurisdiction.

The Planning & Zoning Commission reviewed the final plat and rezoning request at the November 26, 2024 meeting and have no objections with the owner's request.



MMS Consultants, Inc.
Experts in Planning and Development Since 1975



1917 S. Gilbert Street
 Iowa City, Iowa 52240
319.351.8282
 mmsconsultants.net
 mms@mmsconsultants.net

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

September 12, 2024

Mr. Josh Busard
 Jo. Co. Planning, Development, & Sustainability Dept.
 913 S. Dubuque St, Suite 204
 Iowa City, IA 52240

RE: Letter of Intent for Slach Vikel Subdivision

Dear Josh:

Ray Slach Farms, LLC and Earl Vikel Jr desire to complete a historical rezoning and preliminary and final plat on property located at 3987 Johnson Cedar Rd SE, Johnson County, IA. The property is owned by Ray Slach Farms, LLC and Earl Vikel Jr.

We are requesting the property be rezoned from A – Agricultural to R – Residential.

A new septic system has been installed and inspected and will be used along with the existing well. The house has been on the site since 1904. The existing driveway will be utilized.

Respectfully submitted,

Mark A Stein
 Mark A. Stein, PLS

T:\6392\6392-010\6392-010LetterofIntent_Rezone&Farmsplit.docx

Office Use Only	9/10/24	\$	PC-24-28585
	Date Filed	Fee	Application Number



JOHNSON COUNTY, IOWA

APPLICATION FOR: SUBDIVISION PLAT APPROVAL

Application is hereby made for approval of a: Preliminary Final Combined
 subdivision plat on property located at (street address if available or layman's description):

3987 Johnson Cedar Rd SE, West Branch, Johnson County

Parcel Number(s): 0913476001

Proposed Subdivision Name: Slach Vikel Subdivision

The subdivision contains 1.58 total acres divided into 1 total lots as follows:

Buildable Lots: 1 Non-buildable outlots: 0

Total buildable acres: 1.32 Total non-buildable acres: .26

Current Zoning: Residential Proposed Use of the Subdivision: Residential

Mark A. Stein, PLS
 Name of Engineer/Surveyor

m.stein@mmsconsultants.net, 319-351-8282
 Contact Email and Phone

R Craig Oppel
 Name of Attorney

coppel@allbeelaw.com, 563-263-1960
 Contact Email and Phone

The undersigned affirms that the information provided herein is true and correct. If applicant is not the owner, applicant affirms that the owner(s) of the property described on this application consent to this application being submitted, and said owners hereby give their consent for the office of Johnson County Planning, Development, and Sustainability to conduct a site visit and photograph the subject property.

Ray Slach Farms, LLC & Earl Vikel Jr
 Name of Owner

Raymond Slach
 Name of Applicant (if different)

23 326th St, West Branch, IA 52358
 Applicant Street Address (including City, State, Zip)

319-331-4092
 Applicant Phone

rslach@Lcom.net
 Applicant Email

Raymond Slach
 Applicant Signature

See back page for Application Submittal Requirements and Checklist

Applications should be emailed to planning@johnsoncountyiowa.gov and delivered to the Planning, Development and Sustainability Office (913 South Dubuque Street, Iowa City, IA 52240)

The following items must be submitted for the application to be complete. Incomplete applications will be returned and will not be considered until the next submission deadline. Once submitted, county staff will review the materials and request revisions (if necessary). Once all revisions and outside reviews have been received, the application will be placed on the next available Planning and Zoning Commission or Board of Supervisors agenda, as applicable.

If working with an engineer who can provide CAD or GIS line work, electronic submission should be submitted in accordance with the department's electronic submission guidelines (see below). Preference is that electronic submission is provided prior to hard copy submission, but will be accepted until 12:00 p.m. the day after the submittal deadline.

Initial each empty box below to ensure you included all necessary information in the appropriate form for an application to be considered complete. Some items may require both electronic and physical copies.

Items Required	Electronic Copy (PDF unless otherwise noted)	Hard Copies (number specified)
Application Fee (varies based on application. Fee: \$ <u>\$540.00</u>)		(1) ly
This application form with all information completed	ly	(3) ly
Brief cover letter explaining the application and describing lots, road(s), provision of water, septic, etc.	ly	(2) ly
The subdivision plat conforming to all standards in subsection 8:2 of the UDO (optional: additional sheets such as a Right-of-Way Acquisition Plat)	ly	(2) ly
CAD line work of the plat, following the guidelines below	ly	
Sensitive Areas Analysis in compliance with the Sensitive Areas Ordinance, or an approved waiver	ly	
CAD line work of the Sensitive Areas Exhibit, following the guidelines below		
Stormwater Management Plan (including soil erosion and sediment control) in compliance with the Stormwater Management regulations, or an approved waiver	ly	
Proof of application to Johnson County Public Health for a Public Health Zoning Application	ly	
For subdivisions that propose to create a new access or upgrade an existing access to a public county road: copy of an approved ROW Permit (Access Permit) from Johnson County Secondary Roads		
For Farmstead Splits: a list of parcel numbers of the parent farm and the book and page(s) recorded prior to December 1, 2000		
For Final Plats: As-Built drawings for installed infrastructure, including statement/certification from the engineer affirming that the as-built infrastructure conforms to the intent and design of the prelim plat		
CAD line work of stormwater infrastructure, following the guidelines below		
For Combined and Final Plats: Unsigned, draft legal documents are due at the time of submittal unless otherwise noted below. Additional documents may be required based on the nature of the application.		
1. SIGNED Auditor's Certificate approving the subdivision name	ly	(1) ly
2. SIGNED and notarized Resolution Affirming the Stability of the Road System	ly	
3. draft Owner's Certificate	ly	
4. draft Title Opinion		
5. draft Treasurer's Certificate		
6. draft Subdivider's Agreement		
7. draft Fence Agreement		
8. Others as applicable (easement agreements, Homeowners Association docs, etc.)		

Electronic Submission Requirements for CAD line work:

- Must be in AutoCAD 2017 or older and .dwg format (.dxf is also acceptable, no .zip files will be accepted).
- Submissions must use Coordinate System: NAD_1983_StatePlane_Iowa_South_FIPS_1402_Feet
- If applicable, submission should include information for Sensitive Areas Analysis/Mapping and Stormwater/Soil Erosion Control infrastructure on the site. This includes any limits of disturbance or other impact areas.
- Submission should NOT include legends, legal descriptions, location maps, signature blocks, etc.

RESOLUTION 2024-132

A RESOLUTION WAIVING THE RIGHT TO A FORMAL REVIEW OF AN EXTRA-TERRITORIAL JURISDICTION SUBDIVISION WITHIN TWO MILES OF THE CORPORATE LIMITS OF WEST BRANCH – SLACH-VIKEL SUBDIVISION.

WHEREAS, A Plat located on the premises described as: SLACH VIKEL SUBDIVISION, a portion of the SE ¼ of the SE ¼ of SEC. 13-T79N-R5W of the 5th P.M., JOHNSON COUNTY, IOWA; and

WHEREAS, the intent of this application for a Residential Subdivision is to request the property to be rezoned from A- Agriculture to R- Residential and waiving the right to review the preliminary and final plat; and

WHEREAS, this Plat application is considered an extra territorial jurisdiction Subdivision which falls within two miles of the Corporate Limits of West Branch and falls under West Branch Code Chapter 166.03 “The City may, by resolution, waive its right to review any subdivision outside its City limits or waive the requirements of any of its standards or conditions of approval, and if such resolution is made, shall certify the resolution, which shall be recorded with the plat...”; and

WHEREAS, this Plat application is currently undergoing a full formal review by the Johnson County, Planning and Zoning Department; and

WHEREAS, it is now necessary to for the City Council to accept and approve this resolution; and

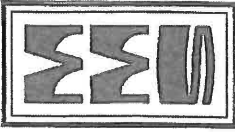
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of West Branch, Iowa hereby waives it’s right to review the plat of SLACH VIKEL SUBDIVISION, a portion of the SE ¼ of the SE ¼ of SEC. 13-T79N-R5W of the 5th P.M., JOHNSON COUNTY, IOWA, and that the Mayor and City Clerk are hereby authorized and directed to certify this resolution and affix the same to said plat as provided by law.

PASSED AND APPROVED this 2nd day of December, 2024.

Roger Laughlin, Mayor

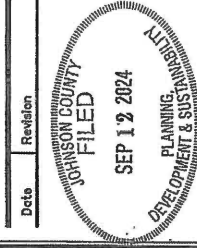
ATTEST:

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



PLANNING
DEVELOPMENT & SURVEILLANCE

PRELIMINARY AND FINAL PLAT
SLACH VIKEL SUBDIVISION

A PORTION OF THE
SE 1/4 OF THE SE 1/4
OF SEC. 13-T79N-R5W
OF THE 5TH P.M.,
JOHNSON COUNTY, IOWA

MMS CONSULTANTS, INC.
Date: 8/16/2024
Surveyed by: DMW Field Book No: 1397
Drawn by: MAS Scale: 1" = 100'
Checked by: DMW Sheet No: 1
Project No: 6392-010 of 1

LOCATION: A PORTION OF THE SE 1/4 OF THE SE 1/4 OF SEC. 13-T79N-R5W OF THE 5TH P.M., JOHNSON COUNTY, IOWA

LAND SURVEYOR, INCLUDING FIRM OR ORGANIZATION: DAVID M. WEST, P.L.S. MMS CONSULTANTS, INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA 52240 PHONE: 319-351-8282

SURVEY REQUESTED BY: RAY SLACH

PROPRIETORS OR OWNERS: EARL VIKEL JR. DEED HOLDER RAY SLACH FARMS, LLC CONTRACT PURCHASER

DATE OF SURVEY: AUGUST 15, 2024

DOCUMENT RETURN INFORMATION: LAND SURVEYOR

OWNERS ATTORNEY: R. CRAIG OPEL ALBERE & BARCLAY PC 200 RAY SLACH WEST BRANCH IOWA 52358

JOHNSON COUNTY, IOWA
OWNER/SUBDIVIDER: RAY SLACH FARMS, LLC & EARL VIKEL JR.
200 RAY SLACH WEST BRANCH IOWA 52358

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

DESCRIPTION:
A PORTION OF THE SOUTHEAST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER OF SECTION 13, TOWNSHIP 79 NORTH, RANGE 5 WEST OF THE 5TH PRINCIPAL MERIDIAN, JOHNSON COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF SECTION 13, TOWNSHIP 79 NORTH, RANGE 5 WEST OF THE 5TH PRINCIPAL MERIDIAN, JOHNSON COUNTY, IOWA; THENCE N01°45'7"W, ALONG THE EAST LINE OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 13, A DISTANCE OF 316.00 FEET TO THE POINT OF BEGINNING; THENCE S88°45'03"W, 200.00 FEET; THENCE N01°45'7"W, 345.00 FEET; THENCE N88°45'03"W, 200.00 FEET TO A POINT ON SAID EAST LINE OF THE SOUTHWEST ONE-QUARTER OF SECTION 13; THENCE S01°45'7"E, ALONG SAID EAST LINE, 345.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1.58 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

NOTES:
1) BEARINGS ARE BASED ON THE IOWA STATE PLANE COORDINATE SYSTEM (SOUTH ZONE) LIBRARY CALIBRATION USING THE IOWA REAL TIME NETWORK (RTN) DATA (NAD 83) AND THE HORIZONTAL ROUND DISTANCES AND NOT GRID DISTANCES.
2) THE REAL ESTATE CONTRACT IS RECORDED IN BOOK 8551, PAGE 790 IN THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE.
3) THE WARRANTY DEED IS RECORDED IN BOOK 3680, PAGE 952 IN THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE.

LEGEND AND NOTES

- CONGRESSIONAL CORNER FOUND
- CONGRESSIONAL CORNER REESTABLISHED
- CONGRESSIONAL CORNER, RECORDED LOCATION
- PROPERTY CORNER(S), FOUND (as noted)
- PROPERTY CORNER(S) SET WITH CHAIN, PLASTIC (CASES EGRESSSED WITH "MMS 15749")
- CUT "X"
- PROPERTY &/OR BOUNDARY LINES
- CONGRESSIONAL SECTION LINES
- SECTION CORNER LINES
- LOT LINES, INTERNAL
- EXISTING LINES PLATTED OR BY DEED
- EXISTING EASEMENT LINES, PURPOSE NOTED
- RECORDED DIMENSIONS
- MEASURED DIMENSIONS
- CURVE SEGMENT NUMBER

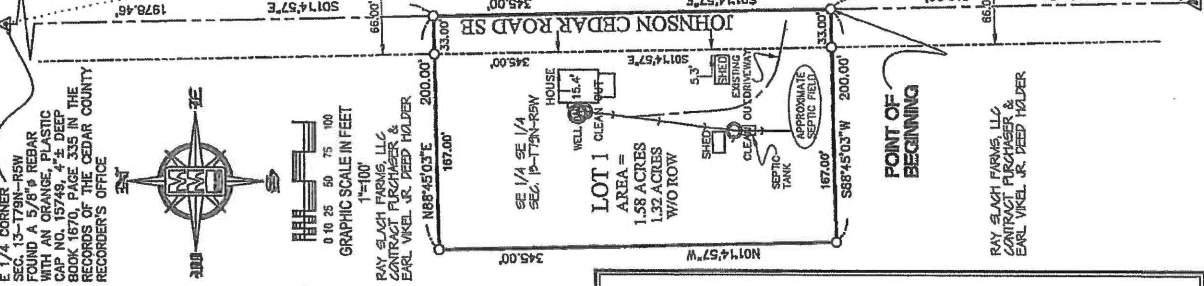
UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDRETHS

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

DAVID M. WEST
P.L.S. No. 15749
Iowa (Iowa) Commission Expires December 31, 20

Signed before me this ___ day of ___, 20__.

Notary Public, in and for the State of Iowa.



PREPARED BY AND RETURN TO: MMS CONSULTANTS, INC. 1917 S. GILBERT ST. IOWA CITY, IOWA 52240 (319) 351-8282

PLAT APPROVED BY:
JOHNSON COUNTY BOARD OF SUPERVISORS:

CHAIRPERSON _____ DATE _____

RAY SLACH FARMS, LLC
CONTRACT PURCHASER &
EARL VIKEL JR. DEED HOLDER

