



CITY COUNCIL MEETING
MONDAY, JUNE 2, 2025 - 7:00 P.M.
CITY COUNCIL CHAMBERS
110 N. POPLAR ST., WEST BRANCH, IOWA

<https://zoom.us/j/5814699699>

or dial in phone number 1-312-626-6799 with Meeting ID 581 469 9699.

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda. /Move to action. *(This is the time to approve the agenda as presented or amend the agenda (such as tabling items). Amendments or changes to the agenda require a motion, second and a full council vote.*
6. Approve Consent Agenda/Move to action.
 - a. Approve minutes from the May 19, 2025 City Council meeting.
 - b. Approve the appointment of Christine Humrichouse to the Library Board of Trustees, term expiration June 30, 2028.
 - c. Approve a Class B Retail Alcohol License for Parkside BP, 401 Parkside Drive, West Branch.
 - d. Approve a Class E Retail Alcohol License for Maverik 5079 (formerly Kum & Go #254), 620 S. Downey St., West Branch.
 - e. Approve an Iowa Retail Cigarette/Tobacco/Nicotine/Vapor permit for FY26 – Update for Kum & Go #254 rebranding to Maverik 5079.
 - f. Approve a 5-day Class C Retail Alcohol license, with outdoor service for Hazelhasky LLC (dba Herb & Lou's) for June 14, 2025 (in conjunction with Summer Kickoff 2025)
 - g. Approve a Special Event Permit for Hoover's Hometown Days 2025 (includes temporary street closures)
 - h. Approve a Special Class C Retail Alcohol (BW), 5-day license for the West Branch Firefighters Inc. (in conjunction with Hoover's Hometown Days 2025).
 - i. Approve the Monthly Financial Report for April 2025.
 - j. Approve Claims for June 2, 2025.
7. Presentations/Communications/Open Forum
8. Public Hearings/Non-Consent Agenda
 - a. **Public Hearing** – Regarding the Proposed Amendment No. 8 to the Amended and Restated West Branch Urban Renewal Plan.
 - b. **Public Hearing** – on the proposed Amendment to Chapter 165 of the West Branch Code of Ordinance.
 - c. **Second Reading Ordinance 828** – Amending Chapter 18 – City Clerk. / Move to action.
 - d. **First Reading Ordinance 829** - Amending Chapter 165 of the Code of Ordinances by incorporating Residential Livability Flexible Front Yard Allowances. / Move to action.

Mayor: Roger Laughlin • **Council Members:** Colton Miller, Jodee Stoolman, Tom Dean, Jerry Sexton, Mike Horihan
City Administrator Adam Kofoed • **City Clerk** Leslie Brick • **Finance Officer** Heidi Van Auken • **Fire Chief** Kevin Stoolman
• **Police Chief** Greg Hall • **Public Works Director** Matt Goodale • **Library Director** Jessica Schafer
Parks & Recreation Director Erin Laughlin

- e. **First Reading Ordinance 830** - Amending Chapter 41 of the Code of Ordinances Regarding Fireworks. / Move to action.
 - f. **Resolution 2025-58** - Setting salaries for appointed officials and employees of the City of West Branch, Iowa for Fiscal Year 2026. / Move to action.
 - g. **Resolution 2025-59** - Approving the annual maintenance agreement for Information Technology support with Mainstay Systems of Iowa LLC. / Move to action.
 - h. **Resolution 2025-60** - Approving the annual subscription agreement with Tyler Technologies, Inc. in the amount of \$24,148.41. / Move to action.
 - i. **Resolution 2025-61** – Approving an Agreement for solid waste and recycling collection services with Lakeshore Recycling Services LLC. / Move to action.
 - j. **Resolution 2025-62** – Resolution Awarding General Obligation Corporate Purpose Bonds, Series 2025. / Move to action.
 - k. **Resolution 2025-63** – Approving and Adopting Amendment No. 8 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area. / Move to action.
 - l. **Resolution 2025-64** – Approving the Revised Site Plan for Lot 9 Parkside Hills-Fourth Addition, West Branch, Iowa. / Move to action.
 - m. **Resolution 2025-65** – Approving the Final Plat of Parkside Hills – Fourth Addition, West Branch, Cedar County, Iowa. /Move to action.
 - n. **Resolution 2025-66** - Approving an Engineering Services Agreement with Calhoun-Burns and Associates for 2025 Bridge Inspection and Load Rating. / 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.

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