



CITY COUNCIL MEETING
MONDAY, JUNE 16, 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 June 2, 2025 City Council meeting.
 - b. Approve minutes from the June 9, 2025 Special City Council meeting.
 - c. Approve a Class E Retail Alcohol License for Rashika LLC dba Jack & Jill, 115 E. Main St., West Branch.
 - d. Appoint Emilie Walsh to the Planning & Zoning Commission, term expiration December 31, 2027.
 - e. Approve Claims for June 16, 2025.
7. Presentations/Communications/Open Forum
8. Public Hearings/Non-Consent Agenda
 - a. **Third Reading Ordinance 828** – Amending Chapter 18 – City Clerk. / Move to action.
 - b. **Second Reading Ordinance 829** - Amending Chapter 165 of the Code of Ordinances by incorporating Residential Livability Flexible Front Yard Allowances. / Move to action.
 - c. **Resolution 2025-67** - Hiring and Appointing Alycia Horras as City Clerk for the City of West Branch and setting the salary for fiscal year 2026. / Move to action.
 - d. **Resolution 2025-68** – Approving Pay Estimate Number 1 in the amount of \$162,928.26 to Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project. / Move to action.
 - e. **Resolution 2025-69** – Approving a quote from Motorola Solutions for the purchase of body cameras for the West Branch Police Department. / Move to action.
 - f. **Resolution 2025-70** – Resolution authorizing and approving a certain Loan Agreement, providing for the issuance of \$4,150,000 General Obligation Corporate Purpose Bonds, Series 2025, and providing for the levy of taxes to pay the same. / Move to action.
 - g. **Resolution 2025-71** – Authorizing the Transfer of Funds. / Move to action.
 - h. **Resolution 2025-72** - Approving the Workers’ Compensation Proposal with Iowa Municipalities Workers’ Compensation Association (IMWCA) for Fiscal Year 2026. / Move to action.
 - i. **Resolution 2025-73** - Setting Strategic Goals & Priorities for the City of West Branch for 2025 and beyond. / 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:** 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

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

**West Branch, Iowa
Council Chambers**

**City Council
Regular Meeting**

**June 2, 2025
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council regular meeting to order at 7:06 p.m.

Roll call: Council members present; Tom Dean, Colton Miller, Mike Horihan, Jerry Sexton and Jodee Stoolman.

City Staff present: City Clerk Leslie Brick, Finance Officer Heidi Van Auken, Police Chief Greg Hall, Park & Recreation Director Erin Laughlin, City Attorney Kevin Olson and City Engineer Dave Schechinger.

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 May 19, 2025 City Council meeting.

Approve the appointment of Christine Humrichouse to the Library Board of Trustees, term expiration June 30, 2028.

Approve a Class B Retail Alcohol License for Parkside BP, 401 Parkside Drive, West Branch.

Approve a Class E Retail Alcohol License for Maverik 5079 (formerly Kum & Go #254), 620 S. Downey St., West Branch.

Approve an Iowa Retail Cigarette/Tobacco/Nicotine/Vapor permit for FY26 – Update for Kum & Go #254 rebranding to Maverik 5079.

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)

Approve a Special Event Permit for Hoover's Hometown Days 2025 (includes temporary street closures)

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).

Approve the Monthly Financial Report for April 2025.

Approve Claims for June 2, 2025.

EXPENDITURES	6/2/2025	
AMAZON.COM	SUMMER LIB PROG PRIZES	518.98
BAKER & TAYLOR	BOOKS	285.97
BARNHART'S CUSTOM SERVICES	WATER STORM RD REPAIR	4,080.00
CHAUNCEY BUTLER POST 514	5 FLAGS	167.00
DATA443 RISK MITIGATION	RANSOMWARE RECOVERY SUBSCRIPTION	178.75
GOERDT INSPECTION	BLDG INSPECTIONS	2,058.00
HALL, GREGORY	LODGING REIMBURSEMENT	119.00
HI-LINE	SHOP SUPPLIES-PW	193.91
IA COUNTY ATTORNEYS ASSOC	IA ACTS OF INTEREST REGS	270.00
LAUGHLIN, ERIN	MILEAGE REIMBURSEMENT	24.22
OLSON, KEVIN D	LEGAL SERVICES MAY 2025	1,500.00
ROOF, GERDES, ERLBACHER	AUDIT FY24-FINAL	9,100.00
STERICYCLE	SHREDDING SERVICES	89.93
SWANK MOTION PICTURES	SITE LICENSE-MOVIES	114.00
TOTAL		18,699.76
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	5/23/2025	68,734.55
PAID BETWEEN MEETINGS		
SISCO	HEALTH CLAIMS 5/27/2025	531.35
HARLESS, VERONICA	SR. FITNESS CLASS MAY 2025	385.00
LEAF CAPITAL FUNDING	COPIER LEASE-CITY OFFICE	396.00
LYNCH'S EXCAVATING	WATER MAIN SERVICE REPAIR	4,796.40
MEDIACOM	CABLE SERVICE	41.90
MENARDS	MTLS TO BURN WEEDS	90.39

VERIZON WIRELESS	VERIZON WIRELESS	454.71
METLIFE	INSURANCE PREMIUM	2,310.73
SISCO	INSURANCE PREMIUM	16,994.66
SISCO	HEALTH CLAIMS 5/19/2025	35.94
ALLIANT ENERGY	ALLIANT ENERGY	16,013.46
BAKER & TAYLOR	BOOKS	203.65
CEDAR COUNTY COOP	FUEL-FIRE, PW	1,671.07
CULLIGAN WATER	WATER SOFTENER SERVICE	30.49
FELD FIRE EQUIPMENT	THREAD SAVERS-FIRE	156.70
HAWKINS	CHEMICALS	3,436.86
LINN COUNTY R.E.C.	STREET LIGHTS	305.40
LYNCH'S PLUMBING	ICE MAKER FILTER	126.00
MPEC	VEHICLE MAINT SUPPLIES-PW	55.68
PAPAS TRUCK & TRAILER REPAIR	SPEED SENSOR REPAIR-FIRE	412.41
PITNEY BOWES GLOBAL FINANCE	POSTAGE METER LEASE - LIBRARY	77.37
PLUNKETT'S PEST CONTROL	PEST CONTROL	239.54
QUILL	OFFICE SUPPLIES-PW, CITY	133.57
REINHARD, BRADLEY THOMAS	UPDATE RIFLES - POLICE	5,454.00
THE GAZETTE	SUBSCRIPTION	462.80
TUTTLE, PETER	ICE MACHINE REPAIR-FIRE	193.13
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	2,155.23
WEST BRANCH REPAIRS	VEHICLE REPAIRS- PW, PD	475.30
WEST BRANCH TIMES	LEGAL PUBLICATIONS	970.78
IA ALCOHOLIC BEV DIVISION	FIRE DEPT HHTD ALCOHOL LICENSE	48.75
VARIOUS VENDORS	UB REFUNDS	56.15
TOTAL		58,715.42
GRAND TOTAL EXPENDITURES		146,149.73

FUND TOTALS	
001 GENERAL FUND	58,575.52
022 CIVIC CENTER	390.10
031 LIBRARY	6,662.96
110 ROAD USE TAX	10,903.87
112 TRUST AND AGENCY	29,734.18
600 WATER FUND	23,763.30
610 SEWER FUND	15,376.43
740 STORM WATER UTILITY	743.37
GRAND FUND TOTAL	146,149.73

REVENUE-FISCAL YEAR 2025
FUND APRIL

001 GENERAL FUND	533,835.78
022 CIVIC CENTER	1,160.00
031 LIBRARY	14,528.86
036 TORT LIABILITY	20,826.48
110 ROAD USE TAX	29,356.81
112 TRUST & AGENCY	118,728.84
121 LOCAL OPTION SALES TAX	26,035.97
125 TIF	103,897.76
226 DEBT SERVICE	94,891.67
300 CAPITAL IMPROVEMENT RESERVE	27,768.84
500 CEMETERY PERPETUAL FUND	480.00
600 WATER FUND	68,857.83
610 SEWER FUND	86,773.30
740 STORM WATER UTILITY	6,110.66
TOTAL	1,133,252.80

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Janeen Miller, 410 Clark St., who owns property at 341 E. Main Street wanted to go on record that her family “did not receive a cash offer” for their property from Blaine Thomas, developer of Heritage Hill property. Miller said she wanted to clear up any rumors on the subject. Miller did say there were some initial

conversations with the developer a few years ago, but nothing was ever put into motion. She added that her family is “willing” to sell the property as (they) support the city’s plan for future development.

PUBLIC HEARING / NON-CONSENT AGENDA

Public Hearing – Regarding the Proposed Amendment No. 8 to the Amended and Restated West Branch Urban Renewal Plan.

Laughlin opened the public hearing at 7:10 p.m. Mark Scharnweber, 178 290th St. asked the Council if his property (that abuts the creek) would be affected by the slum & blight designation. Olson informed Scharnweber that his property would not be affected and that he received the public notice because his property is within 200 feet of the new urban renewal area. Tracy Hansen, 865 275th St. who owns property along Beranek Drive, asked what the city planned on doing with the TIF money from the slum & blight designation. Laughlin replied that the money would be used to rebate the new owner of Parkside Hills. Laughlin went on to say that there are still plans for additional residential housing, a future hotel and commercial property at Parkside Hills. Dean added that the proposed redevelopment would add approximately \$72 million dollar increase in property values. Bruce Barnhart, 418 E. Main St., stated that he is not happy with the designation (which includes his business property), but understands the reason for it. Barnhart also said he understands that the City is probably not happy to have his business in the downtown district, but he has no plans on moving any time soon. Barnhart said is in support of the new urban renewal designation / area. Laughlin closed the public hearing at 7:34 p.m.

Public Hearing – on the proposed Amendment to Chapter 165 of the West Branch Code of Ordinance.

Laughlin opened the public hearing at 7:35 p.m. There were no public comments. The Council discussed briefly amongst themselves. Laughlin closed the public hearing at 7:39 p.m.

Second Reading Ordinance 828 – Amending Chapter 18 – City Clerk. / Move to action.

Motion by Miller, second by Dean to approve the second reading of Ordinance 828. AYES: Miller, Dean, Stoolman, Horihan, Sexton. NAYS: None. Motion carried.

First Reading Ordinance 829 - Amending Chapter 165 of the Code of Ordinances by incorporating Residential Livability Flexible Front Yard Allowances. / Move to action.

Laughlin explained the purpose of the ordinance is to allow “flexible” front yard setbacks. Currently, residential lots have a twenty-five-foot setback requirement. The result of this is that the city is seeing more houses built with their garages “stubbed” out in front of the dwelling. This new ordinance language allows for houses to be constructed with a front porch that could be built at fifteen feet from the back of the property line (which is on the back of the sidewalk) to encourage traditional neighborhood designs.

Motion by Sexton, second by Miller to approve the first reading of Ordinance 829. AYES: Sexton, Miller, Dean, Stoolman, Horihan. NAYS: None. Motion carried.

First Reading Ordinance 830 - Amending Chapter 41 of the Code of Ordinances Regarding Fireworks. / Move to action.

Olson explained that the Iowa Legislature passed Senate File 303 which regulates how cities can enforce consumer fireworks. The new law went into effect May 19, 2025 and Olson said the ordinance would update the current City Code. Miller said since the City really does not have a “choice” in the matter, that maybe the Council should condense all three readings at this meeting rather than “wasting time” at the next meeting. Olson said the Council could pass the first reading today, and the next two at the next meeting. Miller, frustrated, added that every year the State changes their mind on the fireworks subject and that next we would be changing the ordinance again.

Motion by Sexton, second by Miller to approve the first reading of Ordinance 830. AYES: Sexton, Horihan. NAYS: Miller, Dean, Stoolman. Motion Failed.

Resolution 2025-58 - Setting salaries for appointed officials and employees of the City of West Branch, Iowa for Fiscal Year 2026. / Move to action.

Motion by Dean, second by Miller to approve Resolution 2025-58. AYES: Dean, Miller, Horihan, Sexton, Stoolman. NAYS: None. Motion carried.

Resolution 2025-59 - Approving the annual maintenance agreement for Information Technology support with Mainstay Systems of Iowa LLC. / Move to action.

Motion by Dean, second by Horihan to approve Resolution 2025-59. AYES: Dean, Horihan, Stoolman, Sexton, Miller. NAYS: None. Motion carried.

Resolution 2025-60 - Approving the annual subscription agreement with Tyler Technologies, Inc. in the amount of \$24,148.41. / Move to action.

Motion by Dean, second by Miller to approve Resolution 2025-60. AYES: Dean, Miller, Stoolman, Sexton, Horihan. NAYS: None. Motion carried.

Resolution 2025-61 – Approving an Agreement for solid waste and recycling collection services with Lakeshore Recycling Services LLC. / Move to action.

Brick informed the Council that LRS has not yet signed the agreement and Olson noted that he added an early termination clause if the company did not meet certain service levels based on previous issues.

Motion by Sexton, second by Miller to approve Resolution 2025-61. AYES: Sexton, Miller, Stoolman, Horihan, Dean. NAYS: None. Motion carried.

Resolution 2025-62 – Resolution Awarding General Obligation Corporate Purpose Bonds, Series 2025. / Move to action.

Maggie Burger, Speer Financial (the city's financial advisor) said the bonds were sold to Robert W. Baird & Co., of Milwaukee, Wisconsin at 4.03% which she felt was a very good interest rate. Burger also said the city received a rating of A1, which is very good for a city of our size.

Motion by Miller, second by Dean to approve Resolution 2025-62. AYES: Miller, Dean, Stoolman, Horihan, Sexton. NAYS: None. Motion carried.

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.

Horihan said that over the past several weeks he has tried to educate himself on urban renewal law and TIF and questioned the current practice Council uses to determine why certain projects receive TIF rebates. He reminded the other members that Finance Officer Van Auken suggested several weeks ago that the Council adopt a TIF application process that could be used for all future (or potential) agreements to ensure transparency, fairness to each entity requesting, along with research on financial impacts to the City before the Council adds projects to the urban renewal plan. Horihan said he feels the process can and should be given more thought and that all Council members should have the information at the same time. He said more education is needed on the subject as the city continues to grow. Stoolman expressed her frustration on the inconsistency in the rebate percentages given to developers and businesses and said she is against giving seventy-five percent to a developer when just last year, the City Administrator said the city couldn't afford to give more than twenty-five percent due to HF718.

Motion by Dean, second by Sexton to approve Resolution 2025-63. AYES: Dean, Sexton, Miller. NAYS: Horihan and Stoolman. Motion carried.

Resolution 2025-64 – Approving the Revised Site Plan for Lot 9 Parkside Hills-Fourth Addition, West Branch, Iowa. / Move to action.

Schechinger explained that P&Z reviewed the site plan at their recent meeting and had approved it with His recommendations regarding some drainage issues on the east side of the dwellings. Schechinger said he spoke with the developer (Shay) and they will adjust concrete slabs or low decks where needed. He also noted that that will be a need for a utility easement for the sewer line that crosses over city property.

Motion by Dean, second by Horihan to approve Resolution 2025-64. AYES: Dean, Horihan, Sexton, Miller, Stoolman. NAYS: None. Motion carried.

Resolution 2025-65 – Approving the Final Plat of Parkside Hills – Fourth Addition, West Branch, Cedar County, Iowa. / Move to action.

Motion by Dean, second by Sexton to approve Resolution 2025-65. AYES: Dean, Sexton, Horihan, Stoolman, Miller. NAYS: None. Motion carried.

Resolution 2025-66 - Approving an Engineering Services Agreement with Calhoun-Burns and Associates for 2025 Bridge Inspection and Load Rating. / Move to action.

Motion by Miller, second by Sexton to approve Resolution 2025-66. AYES: Miller, Sexton, Dean, Stoolman, Horihan. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT - Absent

CITY ATTORNEY REPORT

Olson said Blaine Thomas would like to apply for Workforce Housing Tax Credits and needs a letter of support from the City Council before June 10th. Olson said he spoke with Kofoed who suggested a special meeting be scheduled.

CITY ENGINEER REPORT

Schechinger said paving would start on W. Orange Street this week as part of Meadows Part 6. He also said the Cedar-Johnson Road project is moving right along. He also reported that FEMA is ready to issue the permit for the Wapsi Creek project as soon as they receive the proof of publication on the notice of flood hazard revisions to the Wapsinonoc Creek that will be published in this week's newspaper.

STAFF REPORTS - None

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin asked the Council if they would support having power added to Mural Park (the old Casey's lot). Laughlin said that the inflatables would be relocated near the green space and that power will be needed for them and potentially future events held there. Sexton commented that Boomerang has been working long hours on the Cedar-Johnson Road and making good progress.

ADJOURNMENT

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 8:46 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

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

**West Branch, Iowa
Council Chambers**

**City Council
Special Meeting**

**June 9, 2025
6:30 p.m.**

Mayor Roger Laughlin called the West Branch City Council regular meeting to order at 6:30 p.m.
Roll call: Council members present; Tom Dean, Colton Miller, Mike Horihan, and Jerry Sexton.
Absent: Jodee Stoolman.
City Staff present: City Administrator Adam Kofoed

APPROVE THE AGENDA

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 2025-75 - Resolution of support of the application of Parkside Partners, LLC for funding via the Workforce Housing Tax Credit Program and pledging City monies for the same. / Move to action.
Parkside Partners LLC, Cobe Hershberger was present and verbally committed that the one thousand dollars per unit that the City will pledge will be turned over to Main Street West Branch for future economic development initiatives.
Motion by Miller, second by Sexton to approve Resolution 2025-75. AYES: Miller, Sexton, Horihan, Dean.
NAYS: None. Absent: Stoolman. Motion carried.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS - NONE

ADJOURNMENT

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 6:35 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM:	Approve a Class E Retail Alcohol License for Rashika LLC dba Jack & Jill, 115 E. Main St., West Branch.
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PREPARED BY:	City Clerk, Leslie Brick
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DATE:	June 11, 2025
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BACKGROUND:

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

Renewal effective July 15, 2025 to July 14, 2026.



Advisory Board/Commission
Application Form

RECEIVED
5/30/25

Individuals serving on boards or commissions play an important role in advising the City Council on matters of West Branch.

When a vacancy occurs, an announcement of that vacancy will be posted. No sooner than two weeks later the Mayor and City Council will review all applications. The appointment will be made at a formal City Council meeting. Appointees serve as unpaid volunteers.

This application is a public document and as such it or the information it contains may be reproduced and distributed. This application will remain active for two years and you will automatically be considered for any vacancy occurring during that time.

Board or Commission Planning & Zoning Today's Date 5/30/2025

(Please print)

Name: Emilie Walsh Address: 319 N. 4th Street W.B

Phone: (home) _____

Phone: (cell) [REDACTED]

Email: emiliewalshrealtor@gmail.com

Do you live within the corporate city limits of West Branch? ☒ Yes ☐ No

How long have you been a resident of West Branch? 30 yrs

Occupation: Real Estate Broker Employer: Self-employed via Keller Williams Legacy Group

Optional Questions (use the back if necessary)

What experience and/or skills do you have that might qualify you to serve on this board / commission?

15+ years in real estate + development - extensive experience w/ zoning - previous position on WB Planning & Zoning Commission.

What contributions do you feel you can make to this board / commission?

Industry + legal knowledge related to zoning + planning. WB native who also understands the community needs and culture

Thank you for your interest! We will contact you after your application has been reviewed.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM: Claims for June 16, 2025
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PREPARED BY: Heidi Van Auken, Finance Officer
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DATE: June 6, 2025

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**6/16/2025**

AMAZON.COM	BLDG SUPPLIES, SUMMER PROG-LIB	480.11
BAKER & TAYLOR	BOOKS	90.74
CASEYS GENERAL STORES	CASEY'S TIF REBATE #12	23,166.00
EMV HOLDINGS	EMV HOLDINGS TIF REBATE #8	7,500.00
GRIEBAHN INDUSTRIES	NAME PLATE-P&R COMMISSION	26.00
KANOPY	ON DEMAND VIDEO SERVICE	22.00
KIRK, DANIEL T	SUMMER PROG PERFORMER FEE	495.00
LRS HOLDINGS	TRASH & RECYCLING MAY 2025	18,870.50
MEADOWS DEVELOPMENT	MEADOWS TIF REBATE #4	140,059.00
MISCELLANEOUS VENDORS	SR. FITNESS REFUNDS	180.00
MOPPY MO'S	CLEANING SERVICES	1,067.50
NELSON, CATHERINE	SR. FITNESS CLASS REFUND	45.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	4.48
PROTECT YOUTH SPORTS	BACKGROUND CHECKS-CITY, P&R	43.50
REINHARD, BRADLEY THOMAS	OPTIC FOR RIFLE-PD	130.00
THOMAS HEATING & AIR	AC REPAIR LIFT STN BLDG	1,861.90
TROUTLEAF NATIVE PLANTS	OUTDOOR PLANTINGS-LIBRARY	450.00
U.S. POSTAL SERVICE	PO BOX ANNUAL RENTAL	74.00
VEENSTRA & KIMM	VARIOUS PROJECTS	38,505.50
WEX BANK	VEHICLE FUEL	1,416.45

TOTAL	234,487.68
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REGULAR PAYROLL	63,332.90
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FIRE BI-ANNUAL PAYROLL	41,338.65
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**PAYROLL-WAGES, TAXES,
EMPLOYEE BENEFITS**

6/6/2025**104,671.55****PAID BETWEEN MEETINGS**

UMB BANK	GO BOND PAYMENTS	1,218,995.00
AT&T MOBILITY	WIRELESS SERVICE	210.04
IOWA ONE CALL	UTILITY LOCATION SERVICE	52.20
LEAF CAPITAL FUNDING	COPIER LEASE-LIBRARY	142.02
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,523.35
PIP PRINTING & MARKETING	BUSINESS CARDS-POLICE	73.34
IOWA FINANCE AUTHORITY	SRF LOANS: WATER, SEWER	651,113.58
VARIOUS VENDORS	UB REFUNDS	137.70
JOHN DEERE FINANCIAL	SUPPLIES, UNIFORMS-PW	170.51
STATE INDUSTRIAL PRODUCTS	CHEMICALS	257.89

TOTAL	1,872,675.63
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GRAND TOTAL EXPENDITURES**2,211,834.86**

FUND TOTALS

001	GENERAL FUND	91,068.49
022	CIVIC CENTER	280.00
031	LIBRARY	6,764.01
110	ROAD USE TAX	5,663.04
112	TRUST AND AGENCY	13,526.96
125	T I F	170,725.00
226	DEBT SERVICE	1,218,995.00
321	WIDENING WAPSI CREEK	16,268.50
330	EASTSIDE WATER MAIN PH2	180.00
331	CEDAR JOHNSON RD RECON	20,251.50
600	WATER FUND	7,356.46
603	WATER SINKING FUND	114,856.12
610	SEWER FUND	9,127.36
611	SEWER FUND SPECIAL	536,257.46
740	STORM WATER UTILITY	514.96

GRAND FUND TOTAL**2,211,834.86**

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	848.50
		REINHARD, BRADLEY THOMAS	OPTIC FOR RIFLE-PD	130.00
			TOTAL:	978.50
FIRE OPERATION	GENERAL FUND	WEX BANK	VEHICLE FUEL	123.47
			TOTAL:	123.47
PARK & RECREATION	GENERAL FUND	MISCELLANEOUS V SAMMONS, JUDY	SAMMONS, JUDY: FITNESS REF	45.00
		MARTIN, BRUCE	MARTIN, BRUCE: FITNESS REF	45.00
		HENNESY, KASSY	HENNESY, KASSY: FITNESS RE	90.00
		GRIEBAHN INDUSTRIES INC	NAME PLATE-P&R COMMISSION	26.00
		NELSON, CATHERINE	SR. FITNESS CLASS REFUND	45.00
		PROTECT YOUTH SPORTS	BACKGROUND CHECKS-P&R	29.00
		MOPPY MO'S LLC	CLEANING SERVICES-P&R	210.00
			TOTAL:	490.00
CLERK & TREASURER	GENERAL FUND	U.S. POSTAL SERVICE	PO BOX ANNUAL RENTAL	74.00
		PROTECT YOUTH SPORTS	BACKGROUND CHECKS-CITY	14.50
		MOPPY MO'S LLC	CLEANING SERVICES-CITY	175.00
			TOTAL:	263.50
SOLID WASTE	GENERAL FUND	LRS HOLDINGS, LLC	TRASH & RECYCLING MAY 2025	18,870.50
			TOTAL:	18,870.50
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	MEADOWS PT 6 REVIEW	997.80
			MOBILE HOME FLOW METER	807.70
			TOTAL:	1,805.50
TOWN HALL	CIVIC CENTER	MOPPY MO'S LLC	CLEANING SERVICES-TH	280.00
			TOTAL:	280.00
LIBRARY	LIBRARY	OVERDRIVE INC	DIGITAL & AUDIO BOOKS	4.48
		BAKER & TAYLOR INC.	BOOKS	90.74
		KANOPY	ON DEMAND VIDEO SERVICE	22.00
		AMAZON.COM.CA., INC.	BLDG SUPPLIES	37.00
			SUMMER PROGRAM SUPPLIES	443.11
		MOPPY MO'S LLC	JANITORIAL SERVICES-LIBRAR	402.50
		TROUTLEAF NATIVE PLANTS LLC	OUTDOOR PLANTINGS-LIBRARY	450.00
		KIRK, DANIEL T	SUMMER PROG PERFORMER FEE	495.00
			TOTAL:	1,944.83
ROADS & STREETS	ROAD USE TAX	WEX BANK	VEHICLE FUEL	148.14
			TOTAL:	148.14
TIF DEBT SERVICE	T I F	CASEYS GENERAL STORES, INC.	CASEY'S TIF REBATE #12	23,166.00
		MEADOWS DEVELOPMENT INC	MEADOWS TIF REBATE #4	140,059.00
		EMV HOLDINGS LLC	EMV HOLDINGS TIF REBATE #8	7,500.00
			TOTAL:	170,725.00
CAPITAL PROJECT	WIDENING WAPSI CRE	VEENSTRA & KIMM INC.	CHANNEL WIDENING FLOOD IMP	16,268.50
			TOTAL:	16,268.50
CAPITAL PROJECT	EASTSIDE WATER MAI	VEENSTRA & KIMM INC.	EAST SIDE WATER MAINS PH2	180.00
			TOTAL:	180.00
CAPITAL PROJECT	CEDAR JOHNSON RD R	VEENSTRA & KIMM INC.	CEDAR JOHNSON RD RECON	16,330.30

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			CEDAR JOHNSON RD RECON	3,921.20
			TOTAL:	20,251.50
WATER OPERATING	WATER FUND	WEX BANK	VEHICLE FUEL	148.15
			TOTAL:	148.15
SEWER OPERATING	SEWER FUND	THOMAS HEATING & AIR LLC	AC REPAIR LIFT STN BLDG	1,861.90
		WEX BANK	VEHICLE FUEL	148.19
			TOTAL:	2,010.09

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===== FUND TOTALS =====
001 GENERAL FUND                22,531.47
022 CIVIC CENTER                 280.00
031 LIBRARY                      1,944.83
110 ROAD USE TAX                 148.14
125 T I F                       170,725.00
321 WIDENING WAPSI CREEK @ BE   16,268.50
330 EASTSIDE WATER MAIN PH2     180.00
331 CEDAR JOHNSON RD RECONS     20,251.50
600 WATER FUND                  148.15
610 SEWER FUND                   2,010.09
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GRAND TOTAL:                    234,487.68
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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM: Third Reading Ordinance 828 – Amending Chapter 18 – City Clerk.

PREPARED BY: City Clerk, Leslie Brick
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DATE: June 4, 2025

SUMMARY: West Branch Code of Ordinance update:

(Current language)

18.01 APPOINTMENT.

The City Administrator is ex officio City Clerk and has the duties, powers, and functions prescribed in this chapter, by State law, and other ordinances of the City.

(New language)

18.01 APPOINTMENT.

The Council shall appoint by majority vote a City Clerk to serve at the discretion of the Council and has the duties, powers, and functions prescribed in this chapter, by State law, and other ordinances of the City.

18.02 COMPENSATION. (add this section to be consistent with CA and FO positions)

The City Clerk is paid such compensation as specified by resolution of the Council.

ORDINANCE NO. 828

AN ORDINANCE AMENDING CHAPTER 18 – CITY CLERK

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

Section 1. Amendment. **Section 18.01** is hereby amended by deleting it in its entirety and replacing it with the following:

18.01 APPOINTMENT.

The Council shall appoint by majority vote a City Clerk to serve at the discretion of the Council and has the duties, powers, and functions prescribed in this chapter, by State law, and other ordinances of the City.

(Insert new section after current subsection)

18.02 COMPENSATION.

The City Clerk is paid such compensation as specified by resolution of the Council.

Renumber all remaining sections after these changes.

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

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof 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 16th day of June, 2025.

First Reading: May 19, 2025
Second Reading: June 2, 2025
Third Reading: June 16, 2025

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2025.

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM:	Second Reading Ordinance 829 – Amending Chapter 165 of the Code of Ordinances by Incorporating Residential Livability Flexible Front Yard Allowances.
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PREPARED BY:	City Administrator, Adam Kofoed
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DATE:	June 3, 2025
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SUMMARY: West Branch Code of Ordinance update:

The city's comprehensive plan encourages innovative zoning strategies as a community priority. By permitting livable areas of a home, like front porches or living rooms, to be built closer to the sidewalk, we can revive traditional neighborhood designs that prioritize human connection and street-level engagement. In contrast, modern development patterns often place garages as the most prominent feature of the home, which can diminish the sense of community and small-town charm.



Garages in front.

Garages flush with livable spaces.
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ORDINANCE NO. 829

**AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES BY
INCORPORATING RESIDENTIAL LIVABILITY FLEXIBLE FRONT YARD
ALLOWANCES.**

WHEREAS, the City's comprehensive plan encourages the use of zoning techniques to preserve the city's small town identity;

WHEREAS, it has been determined that the strict application of the zoning code may prevent the city's goal in preserving the small town identity; and

WHEREAS, the City has drafted an ordinance to allow for flexible front yard allowances in residential districts.

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

Section 1. Amendment. Chapter 165 of the Code of Ordinances is hereby amended by adding and incorporating Section 165.50, which reads as follows:

"165.50 RESIDENTIAL LIVABILITY FLEXIBLE FRONT YARD ALLOWANCES

1. Residential Livability Flexible Front Yard Allowances: It is the intent of the City's 2019-2020 Comprehensive Plan to encourage community interaction and preserve its small town feel through zoning design techniques.
2. Living Pedestrian Space Minimum Requirements: In all properties located in an R-1 or R-2 District, the base of a living quarter such as a front door, porch, or other pedestrian friendly entrance is allowed a minimum fifteen (15) foot front setback. Garages, storage spaces, and other non-pedestrian friendly entrances must have a twenty-five (25) foot minimum front setback."

Section 2. This ordinance shall be in full force and effect from and after its publication as by law provided.

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

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

Passed and approved this ____ day of _____, 2025.

First Reading: June 2, 2025
Second Reading: June 16, 2025
Third Reading:

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day
of _____, 2025.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM:	Resolution 2025-67 - Hiring and Appointing Alycia Horras as City Clerk for the City of West Branch and setting the salary for fiscal year 2026. / Move to action.
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PREPARED BY:	City Administrator, Adam Kofoed
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DATE:	June 5, 2025
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BACKGROUND:

The City received thirty-eight complete applications, showcasing a wide range of skills and qualifications. A review committee evaluated all submissions and recommended six finalists for interviews. Following the interview process, the interview committee recommended Alycia Horras to serve as the next City Clerk for the City of West Branch.

Alycia most recently served as the City Clerk of Keota, where her strong work ethic led to a promotion to City Administrator/Clerk. She brings two years of municipal clerk experience and over a decade of experience in the banking industry. Alycia is also on track to earn her Certified Municipal Clerk designation within the next year. She is now a proud resident of West Branch.

RESOLUTION 2025-67

**A RESOLUTION HIRING AND APPOINTING ALCYCIA HORRAS AS
CITY CLERK FOR THE CITY OF WEST BRANCH
AND SETTING THE SALARY FOR FISCAL YEAR 2026.**

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

Section 1. That the City of West Branch, Iowa will hire Alycia Horras as the full-time City Clerk.

Section 2. Employee start date will be June 16, 2025.

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

Position	Name	Wage	Basic Hours
City Clerk	Alycia Horras	\$28.85/hour	40/week

SECTION 4. The above named employee is subject to the City of West Branch Personnel Policies and Procedures applicable to their department.

SECTION 5. This resolution will be effective upon final passage of the City Council.

Passed and approved this 16th day of June, 2025.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM:	Resolution 2025-68 - Approving Pay Estimate Number 1 in the amount of \$162,928.26 to Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project. / Move to action.
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PREPARED BY:	City Clerk, Leslie Brick
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DATE:	June 5, 2025
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SUMMARY:

Boomerang Corp., of Anamosa, Iowa was awarded the construction contract for the 2025 Cedar-Johnson Road Reconstruction Project by the West Branch City Council through the passage of Resolution 2025-34 on April 1, 2025 in the amount of \$2,127,723.71.

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

Pay Estimate Number	Amount	Resolution #	Date
1	\$162,928.26	2025-68	June 16,2025

RESOLUTION 2025-68

RESOLUTION APPROVING PAY ESTIMATE NUMBER 1 IN THE AMOUNT OF \$162,928.26 TO BOOMERANG CORP FOR THE 2025 CEDAR-JOHNSON ROAD RECONSTRUCTION PROJECT.

WHEREAS, Boomerang Corp., of Anamosa, Iowa was awarded the construction contract for the 2025 Cedar-Johnson Road Reconstruction Project (the “Project”) by the West Branch City Council through the passage of Resolution 2025-34 on April 1, 2025 in the amount of \$2,127,723.71; and

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

WHEREAS, it is now necessary for the City Council to accept Pay Estimate Number 1 in the amount of \$162,928.26 to Boomerang Corp.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the West Branch, Iowa, that Pay Estimate Number 1 in the amount of \$162,928.26 to Boomerang Corp. is approved.

PASSED AND APPROVED this 16th day of June 2025.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk

June 4, 2025

Boomerang Corp
13225 Circle Drive, Ste A
Anamosa, IA 52205

PAY ESTIMATE NO. 1

**2025 CEDAR JOHNSON ROAD RECONSTRUCTION
WEST BRANCH, IOWA**

Contract Amount \$2,127,723.71

Contract Date April 1, 2025

Pay Period May 1, 2025 - May 31, 2025

BID ITEMS							
	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.1	Clearing And Grubbing	Acre	0.2	\$ 20,000.00	\$ 4,000.00	0.2	\$ 4,000.00
1.2	Grubbing	Unit	214.5	\$ 60.00	\$ 12,870.00	214.5	\$ 12,870.00
1.3	Excavation, CI 10, Rdwy+Borrow	CY	7,542	\$ 8.00	\$ 60,336.00		\$ -
1.4	Exc, CI 10, Unsuit/Unstable Matrl, Core-Out	CY	1,500	\$ 10.00	\$ 15,000.00		\$ -
1.5	Excavation, Class 13, Waste	CY	81	\$ 20.00	\$ 1,620.00		\$ -
1.6	Special Backfill - Macadam Stone Base	CY	1,125	\$ 44.00	\$ 49,500.00		\$ -
1.7	Special Backfill - Modified Subbase	CY	375	\$ 42.00	\$ 15,750.00		\$ -
1.8	Topsoil, Furn+Spread	CY	1,167	\$ 50.00	\$ 58,350.00		\$ -
1.9	Topsoil, Strip, Salvage and Spread	CY	1,167	\$ 6.00	\$ 7,002.00		\$ -
1.10	Subgrd Stablz Mtrl,PolyGrid NX-650	SY	1,500	\$ 5.00	\$ 7,500.00		\$ -
1.11	Modified Subbase	CY	2,882	\$ 40.00	\$ 115,280.00		\$ -
1.12	Choke Stone - Temporary Road	Ton	400	\$ 24.00	\$ 9,600.00		\$ -
1.13	Macadam Stone Base - Temp Road	Ton	370	\$ 26.00	\$ 9,620.00		\$ -
1.14	Relocation Of Mailboxes	Each	3	\$ 100.00	\$ 300.00		\$ -
1.15	PCC Pav't, CI C, CI 3 Durabl, 8 In.	SY	8,871	\$ 54.00	\$ 479,034.00		\$ -
1.16	PCC Pavement Samples	LS	1	\$ 1,200.00	\$ 1,200.00		\$ -
1.17	HMA ST, Base Course, 1/2 In. Mix	Ton	72.8	\$ 165.00	\$ 12,012.00		\$ -
1.18	HMA ST, Interm Course, 1/2 In. Mix	Ton	49.2	\$ 178.00	\$ 8,757.60		\$ -
1.19	HMA ST, Surface Course, 1/2 In. Mix, No Spec	Ton	49.2	\$ 165.00	\$ 8,118.00		\$ -
1.20	Calcium Chloride Applied	Ton	6.2	\$ 1,400.00	\$ 8,680.00		\$ -
1.21	Water for Surface Appl of Calcium Chloride	MGal	5	\$ 300.00	\$ 1,500.00		\$ -
1.22	Surfacing, Driveway, Class A Crushed Stone	Ton	32	\$ 26.00	\$ 832.00		\$ -
1.23	Rmvl of Existing Structures - Retaining Wall	LS	1	\$ 3,000.00	\$ 3,000.00		\$ -
1.24	Combo Concrete Sidewalk & Retaining Wall	CY	20.2	\$ 800.00	\$ 16,160.00		\$ -
1.25	Safety Rail	LF	45	\$ 210.00	\$ 9,450.00		\$ -
1.26	Aprons, Concrete, 30 In. Dia.	Each	3	\$ 4,400.00	\$ 13,200.00		\$ -
1.27	Aprons, Concrete, 42 In. Dia.	Each	1	\$ 6,200.00	\$ 6,200.00		\$ -
1.28	Modular Block Retaining Wall	SF	42	\$ 50.00	\$ 2,100.00		\$ -
1.29	Manhole, San. Sewer, SW-301, 48 In. Extra De	Each	1	\$ 10,000.00	\$ 10,000.00		\$ -
1.30	Intake, SW-507	Each	12	\$ 4,400.00	\$ 52,800.00		\$ -
1.31	Intake, SW-509	Each	8	\$ 6,000.00	\$ 48,000.00		\$ -
1.32	Intake, SW-511	Each	2	\$ 2,900.00	\$ 5,800.00		\$ -
1.33	Intake, SW-512	Each	1	\$ 1,800.00	\$ 1,800.00		\$ -
1.34	Manhole Adjustment, Minor	Each	1	\$ 2,600.00	\$ 2,600.00		\$ -
1.35	Manhole Adjustment, Major	Each	1	\$ 4,200.00	\$ 4,200.00		\$ -
1.36	Subdrain, Longitudinal, (Backslope) 6 In. Dia.	LF	2,754	\$ 13.00	\$ 35,802.00		\$ -
1.37	Subdrain Outlet, DR-303	Each	20	\$ 200.00	\$ 4,000.00		\$ -
1.38	Subdrain Cleanout	Each	4	\$ 300.00	\$ 1,200.00		\$ -
1.39	Storm SWR Grav Main, Trenched, HDPE, 10 In	LF	13	\$ 50.00	\$ 650.00		\$ -
1.40	Storm SWR Grav Main, Trenched, RCP, 15 In.	LF	1,129	\$ 70.00	\$ 79,030.00		\$ -

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.41	Storm SWR Grav Main, Trenched, RCP, 18 In.	LF	41	\$ 80.00	\$ 3,280.00		\$ -
1.42	Storm SWR Grav Main, Trenched, RCP, 24 In.	LF	319	\$ 84.00	\$ 26,796.00		\$ -
1.43	Storm SWR Grav Main, Trenched, RCP, 30 In.	LF	299	\$ 110.00	\$ 32,890.00		\$ -
1.44	Storm SWR Grav Main, Trenched, RCP), 42 In.	LF	185	\$ 200.00	\$ 37,000.00		\$ -
1.45	Remove Pipe Less Than or Equal to 36 In.	LF	981	\$ 5.00	\$ 4,905.00		\$ -
1.46	Remove Pipe Greater Than 36 In.	LF	152	\$ 10.00	\$ 1,520.00		\$ -
1.47	Storm SWR Abandnmnt, Fill & Plug, ≤ 36 In. D	CY	3	\$ 200.00	\$ 600.00		\$ -
1.48	Sanitary SWR Grav Main, Trenched, PVC, 8 In.	LF	56	\$ 100.00	\$ 5,600.00		\$ -
1.49	Sanitary Sewer Service Stub, PVC, 4 In.	LF	250	\$ 44.00	\$ 11,000.00		\$ -
1.50	Sanitary Sewer Service Relocation	Each	1	\$ 1,800.00	\$ 1,800.00		\$ -
1.51	Revetment, Class E	Ton	72	\$ 70.00	\$ 5,040.00		\$ -
1.52	Removal of Pavement	SY	7,679	\$ 5.00	\$ 38,395.00		\$ -
1.53	Removal of Sidewalk	SY	39	\$ 5.00	\$ 195.00		\$ -
1.54	Removal of Intakes and Utility Accesses	Each	1	\$ 200.00	\$ 200.00		\$ -
1.55	Recreational Trail, PCC, 6 In.	SY	792	\$ 45.00	\$ 35,640.00		\$ -
1.56	Sidewalk, P.C. Concrete, 6 In.	SY	847	\$ 46.00	\$ 38,962.00		\$ -
1.57	Detectable Warnings	SF	140	\$ 50.00	\$ 7,000.00		\$ -
1.58	Driveway, P.C. Concrete, 6 In.	SY	529	\$ 50.00	\$ 26,450.00		\$ -
1.59	Removal Of Paved Driveway	SY	225	\$ 10.00	\$ 2,250.00		\$ -
1.60	Fence, Safety	LF	2,665	\$ 6.00	\$ 15,990.00	3,590	\$ 21,540.00
1.61	Removal and Reinstallation of Fence,	LF	105	\$ 58.00	\$ 6,090.00		\$ -
1.62	Remove and Reinstall Sign as per plan	Each	8	\$ 275.00	\$ 2,200.00		\$ -
1.63	Removal of Type A Sign	Each	6	\$ 125.00	\$ 750.00		\$ -
1.64	Install Stop Sign Assembly	Each	4	\$ 450.00	\$ 1,800.00		\$ -
1.65	Construction Survey	LS	1	\$ 26,000.00	\$ 26,000.00	0.25	\$ 6,500.00
1.66	Traffic Control	LS	1	\$ 13,000.00	\$ 13,000.00	0.25	\$ 3,250.00
1.67	Mobilization	LS	1	\$ 150,000.00	\$ 150,000.00	0.25	\$ 37,500.00
1.68	Water Main, Trenched, PVC, 8 In., DR-18	LF	236	\$ 60.00	\$ 14,160.00		\$ -
1.69	Water Main, Trenched, PVC, 12 In., DR-18	LF	363	\$ 80.00	\$ 29,040.00		\$ -
1.70	Water Service Stub, Copper, 1 In.	Each	3	\$ 1,800.00	\$ 5,400.00		\$ -
1.71	Valve, Gate, DIP, 8 In.	Each	5	\$ 2,800.00	\$ 14,000.00		\$ -
1.72	Valve, Gate, DIP, 12 In.	Each	1	\$ 4,800.00	\$ 4,800.00		\$ -
1.73	Valve Removal,	Each	1	\$ 200.00	\$ 200.00		\$ -
1.74	Fire Hydrant Assembly, WM-201	Each	2	\$ 9,600.00	\$ 19,200.00		\$ -
1.75	Fire Hydrant Assembly Removal	Each	2	\$ 200.00	\$ 400.00		\$ -
1.76	Flushing Device (Blowoff), 2 In.	Each	1	\$ 1,600.00	\$ 1,600.00		\$ -
1.77	Valve Box Adjustment, Minor	Each	1	\$ 450.00	\$ 450.00		\$ -
1.78	SWPPP Preparation and Management	LS	1	\$ 3,000.00	\$ 3,000.00	0.1	\$ 300.00
1.79	Dust Control - Saw Cutting	LS	1	\$ 600.00	\$ 600.00	0.1	\$ 60.00
1.80	Mulching	Acre	3	\$ 1,000.00	\$ 3,000.00		\$ -
1.81	Native Grass Seeding	Acre	1.1	\$ 1,500.00	\$ 1,650.00		\$ -
1.82	Seed&Fertlz (Rural)-HydroSeed w/BondedFibe	Acre	0.7	\$ 4,500.00	\$ 3,150.00		\$ -
1.83	Seeding & Fertilizing (Urban) - Hydraulic Seed	Acre	1.6	\$ 4,500.00	\$ 7,200.00		\$ -
1.84	Sodding	SQ	35	\$ 60.00	\$ 2,100.00		\$ -
1.85	Turf Reinforcement Mat, Type 2	SQ	9.7	\$ 42.00	\$ 407.40		\$ -
1.86	Silt Fence	LF	3,360	\$ 1.50	\$ 5,040.00		\$ -
1.87	Rmvl of Silt Fence/Silt Fence for Ditch Checks	LF	3,360	\$ 0.10	\$ 336.00		\$ -
1.88	Permtr&Slope SedimtCntrlDev, 9" Dia. EC-204	LF	840	\$ 2.50	\$ 2,100.00		\$ -
1.89	Rmvl of Permtr&Slope/DitchCheck Sedit Cntrl	LF	840	\$ 0.02	\$ 16.80		\$ -
1.90	Open-Throat Curb Intake Sedmnt Filter, EC-60	LF	110	\$ 16.00	\$ 1,760.00		\$ -
1.91	Maint of Open-Throat CurbIntake Sedimt Filte	Each	110	\$ 0.50	\$ 55.00		\$ -
1.92	Rmvl of Open-Throat Curb Intake Sediment Fil	Each	110	\$ 0.50	\$ 55.00		\$ -

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.93	Grate Intake Sediment Filter Bag, EC-604	Each	3	\$ 125.00	\$ 375.00		\$ -
1.94	Maint of Grate Intake Sediment Filter Bag	Each	3	\$ 50.00	\$ 150.00		\$ -
1.95	Removal of Grate Intake Sediment Filter Bag	Each	3	\$ 25.00	\$ 75.00		\$ -
1.96	Mobilizations, Erosion Control	Each	4	\$ 600.00	\$ 2,400.00		\$ -
1.97	Trees	Each	8	\$ 500.00	\$ 4,000.00		\$ -
2.1	Excavation, Cl 10, Rdwy+Borrow	CY	664	\$ 8.00	\$ 5,312.00		\$ -
2.2	Exc, Cl 10, Unsuit/Unstable Matrl, Core-Out	CY	200	\$ 10.00	\$ 2,000.00		\$ -
2.3	Excavation, Class 13, Waste	CY	13	\$ 20.00	\$ 260.00		\$ -
2.4	Special Backfill - Macadam Stone Base	CY	150	\$ 44.00	\$ 6,600.00		\$ -
2.6	Topsoil, Furn+Spread	CY	415	\$ 50.00	\$ 20,750.00		\$ -
2.7	Topsoil, Strip, Salvage and Spread	CY	415	\$ 6.00	\$ 2,490.00		\$ -
2.8	Subgrd Stablz Mtrl,PolyGrid NX-650	SY	500	\$ 5.00	\$ 2,500.00		\$ -
2.9	Modified Subbase	CY	520	\$ 42.00	\$ 21,840.00		\$ -
2.10	Choke Stone - Temporary Road	Ton	224	\$ 24.00	\$ 5,376.00	175	\$ 4,200.00
2.11	Macadam Stone Base - Temporary Road	Ton	833	\$ 26.00	\$ 21,658.00	718.23	\$ 18,673.98
2.12	PCC Pav't, Cl C, Cl 3 Durabl, 8 In.	SY	1,628	\$ 54.00	\$ 87,912.00		\$ -
2.13	PCC Pavement Samples	LS	1	\$ 400.00	\$ 400.00		\$ -
2.14	HMA ST, Base Course, 1/2 In. Mix	Ton	88.1	\$ 165.00	\$ 14,536.50		\$ -
2.15	HMA ST, Intermediate Course, 1/2 In. Mix	Ton	58.7	\$ 178.00	\$ 10,448.60		\$ -
2.16	HMA ST, Surface Course, 1/2 In. Mix, No Spec	Ton	58.7	\$ 165.00	\$ 9,685.50		\$ -
2.17	Calcium Chloride Applied	Ton	4	\$ 1,400.00	\$ 5,600.00		\$ -
2.18	Water for Surface Appl of Calcium Chloride	MGal	8	\$ 400.00	\$ 3,200.00		\$ -
2.19	Surfacing, Driveway, Class A Crushed Stone	Ton	8	\$ 26.00	\$ 208.00		\$ -
2.20	Intake, SW-507	Each	2	\$ 5,400.00	\$ 10,800.00		\$ -
2.21	Manhole Adjustment, Minor	Each	2	\$ 2,600.00	\$ 5,200.00		\$ -
2.22	Manhole Adjustment, Major	Each	1	\$ 4,200.00	\$ 4,200.00		\$ -
2.23	Subdrain, Longitudinal, (Backslope) 6 In. Dia.	LF	890	\$ 13.00	\$ 11,570.00		\$ -
2.24	Subdrain Outlet, DR-303	Each	2	\$ 200.00	\$ 400.00		\$ -
2.25	Storm Sewer Gravity Main, Trenched, RCP,15	LF	39	\$ 70.00	\$ 2,730.00		\$ -
2.26	Remove Pipe Less Than or Equal to 36 In.	LF	162	\$ 5.00	\$ 810.00	162	\$ 810.00
2.27	Revetment, Class E	Ton	2.5	\$ 70.00	\$ 175.00		\$ -
2.28	Removal of Pavement	SY	1,157	\$ 7.00	\$ 8,099.00	1,021	\$ 7,147.00
2.29	Removal of Sidewalk	SY	16	\$ 5.00	\$ 80.00	16	\$ 80.00
2.30	Removal of Intakes and Utility Accesses	Each	2	\$ 250.00	\$ 500.00	2	\$ 500.00
2.31	Recreational Trail, PCC, 6 In.	SY	467	\$ 45.00	\$ 21,015.00		\$ -
2.32	Sidewalk, P.C. Concrete, 6 In.	SY	68	\$ 50.00	\$ 3,400.00		\$ -
2.33	Detectable Warnings	SF	30	\$ 50.00	\$ 1,500.00		\$ -
2.34	Driveway, P.C. Concrete, 6 In.	SY	118	\$ 50.00	\$ 5,900.00		\$ -
2.35	Removal of Paved Driveway	SY	180	\$ 10.00	\$ 1,800.00	180	\$ 1,800.00
2.36	Fence, Safety	LF	825	\$ 6.00	\$ 4,950.00	825	\$ 4,950.00
2.37	Remove and Reinstall Sign as per plan	Each	1	\$ 275.00	\$ 275.00	0.5	\$ 137.50
2.38	Construction Survey	LS	1	\$ 1,750.00	\$ 1,750.00	0.25	\$ 437.50
2.39	Traffic Control	LS	1	\$ 2,500.00	\$ 2,500.00	0.5	\$ 1,250.00
2.40	Mobilization	LS	1	\$ 1,983.31	\$ 1,983.31	0.5	\$ 991.66
2.41	Valve Box Adjustment, Minor	Each	1	\$ 250.00	\$ 250.00		\$ -
2.42	Mulching	Acre	0.5	\$ 1,500.00	\$ 750.00		\$ -
2.43	Seeding & Fertilzng (Urban) - Hydraulic Seedin	Acre	0.55	\$ 4,500.00	\$ 2,475.00		\$ -
2.44	Sodding	SQ	148	\$ 55.00	\$ 8,140.00		\$ -
2.45	Silt Fence	LF	480	\$ 1.50	\$ 720.00		\$ -
2.46	Rmvl of Silt Fence/Silt Fence for Ditch Checks	LF	480	\$ 0.10	\$ 48.00		\$ -
Contract Price:					\$ 2,127,723.71		\$ 126,997.64

MATERIALS STORED SUMMARY

	Description	# of Units	Unit Price	Extended Cost
1.27	Aprons, Concrete, 42 In. Dia.	LS	\$ 6,528.44	\$ 6,528.44
1.29	Manhole, Sanitary Sewer, SW-301, 48 In. Extra Depth	LS	\$ 3,956.57	\$ 3,956.57
1.30	Intake, SW-507	LS	\$ 2,633.91	\$ 2,633.91
1.31	Intake, SW-509	LS	\$ 11,831.50	\$ 11,831.50
1.42	Storm Sewer Gravity Main, Trenched, RCP, 24 In.	LS	\$ 4,203.52	\$ 4,203.52
1.44	Storm Sewer Gravity Main, Trenched, RCP), 42 In.	LS	\$ 11,815.70	\$ 11,815.70
Total				\$ 40,969.64

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 2,127,723.71	\$ 126,997.64
Approved Change Order (list each)			
	Revised Contract Price	\$ 2,127,723.71	\$ 126,997.64

Stored \$ 40,969.64

Total Earned \$ 167,967.28

Retainage (3%) \$ 5,039.02

Total Earned Less Retainage \$ 162,928.26

Total Previously Approved (list each)			

Total Previously Approved \$ -

Percent Complete 6%

Amount Due This Request \$ 162,928.26


The amount \$162,928.26 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Boomerang Corp

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
West Branch, Iowa

Signature: Keegan Parizek
Name: Keegan Parizek
Title: Project Manager
Date: 06/04/2025

Signature: 
Name: Eric Gould
Title: Engineer
Date: June 4, 2025

Signature: _____
Name: _____
Title: _____
Date: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM:	Resolution 2025-69 - Approving a quote from Motorola Solutions for the purchase of body cameras for the West Branch Police Department.
PREPARED BY:	Greg Hall, Police Chief
DATE:	June 6, 2025

SUMMARY:

As a department, Officers of West Branch Police have car camera systems and wear body worn cameras to enhance accountability and transparency in interactions with the public, improve evidence gathering, and to reduce citizen complaints and misconduct reports. They can also be valuable tools for officer safety, training, and documenting incidents.

Body cameras provide an objective record of police-civilian interactions, promoting transparency and allowing for a more unbiased account of events. This can lead to greater accountability for both officers and citizens, as actions are documented and can be reviewed later.

Video taken by body worn cameras are crucial evidence in criminal and civil court proceedings and aid in the investigation of crimes and supporting accurate court outcomes.

Body cameras can serve as a deterrent to violence, potentially de-escalating tense situations and providing a record of events that can be used in investigations if an officer is attacked.

By capturing interactions, both in car and body cameras help prevent false accusations against officers and provide a clear record of events, potentially leading to a decrease in citizen complaints.

Video from these systems can also be used for training and evaluation purposes, allowing WBPD Administration to analyze interactions, identify areas for improvement, and ensure officers are adhering to best practices.

Increased transparency and accountability fostered by body cameras can help build trust between law enforcement and the communities they serve.

As a result of the reasons listed above, it is imperative that the WBPD have reliable in-car and body worn cameras systems and the software to manage the video. WBPD currently uses the Watchguard in-car 4RE cameras and the Watchguard Vista Body worn cameras. The Watchguard video management software currently used by the WBPD is no longer serviceable by Watchguard. The purchase contract is to replace the Vista Body cameras with the New 700 model cameras and to upgrade the video management software to a cloud-based service. The in-car systems are new enough that they are compatible with the cloud software.

And finally, the West Branch Police Department received a grant in the amount of \$7,500 from the Cedar County Community Foundation that will be applied toward the upfront costs of the equipment.

RESOLUTION 2025-69

**RESOLUTION APPROVING A QUOTE FROM MOTOROLA SOLUTIONS FOR THE
PURCHASE OF BODY CAMERAS FOR THE WEST BRANCH POLICE
DEPARTMENT.**

WHEREAS, the City of West Branch, Iowa police department desires to update their body cameras that are essential to public safety; and

WHEREAS, the Police Chief has obtained a quote for replacing the current cameras from Motorola Solutions; and

WHEREAS, the cost of five cameras, related hardware, accessories and implementation is \$16,321.20 and the annual subscription fee is \$3,010.00 annually for the first five years; and

WHEREAS, the West Branch Police Department received a grant in the amount of \$7,500 from the Cedar County Community Foundation that will be applied toward the upfront costs of the equipment.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the aforementioned purchase of body cameras from Motorola Solutions is hereby approved.

Passed and approved this 16th day of June, 2025.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM:	Resolution 2025-70 – Resolution authorizing and approving a certain Loan Agreement, providing for the issuance of \$4,150,000 General Obligation Corporate Purpose Bonds, Series 2025, and providing for the levy of taxes to pay the same.
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PREPARED BY:	City Clerk, Leslie Brick
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DATE:	June 11, 2025
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SUMMARY:

Dorsey & Whitney has prepared and attached the necessary proceedings to be used at the June 16th City Council meeting to enable the City Council to adopt the resolution approving the Loan Agreement and authorizing the issuance of the General Obligation Corporate Purpose Bonds, Series 2025.

MINUTES TO PROVIDE FOR THE
ISSUANCE OF BONDS

439235-16

West Branch, Iowa

June 16, 2025

The City Council of the City of West Branch, Iowa, met on June 16, 2025, at 7 o'clock p.m., at the City Council Chambers, 110 N. Poplar St., West Branch, Iowa.

The meeting was called to order by the Mayor, and the roll being called, the following named Council Members were present and absent:

Present: _____

Absent: _____.

After due consideration and discussion, Council Member _____ introduced the resolution hereinafter next set out and moved that the resolution be adopted, seconded by Council Member _____. After due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted, as hereinafter set out.

RESOLUTION 2025-70

RESOLUTION AUTHORIZING AND APPROVING A CERTAIN LOAN AGREEMENT, PROVIDING FOR THE ISSUANCE OF \$4,150,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025, AND PROVIDING FOR THE LEVY OF TAXES TO PAY THE SAME

WHEREAS, the City of West Branch (the “City”), in Cedar and Johnson Counties, State of Iowa, heretofore proposed to enter into a loan agreement (the “Essential Purpose Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$4,150,000 pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the costs, to that extent, of (a) constructing street, water system, sidewalk, sanitary sewer system and storm water drainage improvements; and (b) acquiring and installing street lighting, signage and signalization improvements (the “Projects”), and has published notice of the proposed action and has held a hearing thereon on April 21, 2025; and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared to facilitate the sale of General Obligation Corporate Purpose Bonds, Series 2025 (the “Bonds”) in evidence of the obligation of the City under the Loan Agreement, and the City has made provision for the approval of the P.O.S. and has authorized its use by Speer Financial, Inc. as municipal advisor to the City; and

WHEREAS, pursuant to advertisement of sale, bids for the purchase of the Bonds were received and canvassed on behalf of the City and the substance of such bids noted in the minutes; and

WHEREAS, upon final consideration of all bids, the bid of Robert W. Baird & Co., Inc., Milwaukee, Wisconsin (the “Purchaser”), is the best, such bid proposing the lowest interest cost to the City for the Bonds; and

WHEREAS, the Purchaser has executed a certain official bid form/sale agreement (the “Sale Agreement”) with respect to the Loan Agreement and the Bonds, and the City Council has previously approved the Sale Agreement and has made provision for its execution and delivery; and

WHEREAS, the City Council deems it advisable to approve a commitment for municipal bond insurance policy issued by Build America Mutual Assurance Company (the “Bond Insurer”), New York, New York, with respect to the Bonds; and

WHEREAS, it is now necessary to make final provision for the approval of the Loan Agreement and to authorize the issuance of the Bonds;

NOW, THEREFORE, Be It Resolved by the City Council of the City of West Branch, as follows:

Section 1. The City shall enter into the Loan Agreement with the Purchaser, in substantially the form as has been placed on file with the City Council, providing for a loan to the City in the principal amount of \$4,150,000, for the purpose or purposes set forth in the preamble hereof.

The Mayor and City Clerk are hereby authorized and directed to sign the Loan Agreement on behalf of the City, and the Loan Agreement is hereby approved. The Mayor and City Clerk are authorized and directed to execute and deliver any necessary documents to carry out the purposes of this resolution, including without limitation closing and tax certificates.

Furthermore, the Bond Insurer is hereby approved, and the Mayor and the City Clerk (or their acting designees) are hereby authorized to execute and deliver any and all agreements, documents and instruments required related to the issuance of the municipal bond insurance related to the Bonds. The Bond Insurer is a third party beneficiary under this resolution. Any insurance provisions required by the Bond Insurer to be included in this resolution and set forth in its commitment are hereby made a part of this resolution and incorporated herein, and the City Clerk (or designee) is authorized to attach a copy of such insurance provisions, if required, to this resolution.

Section 2. The Bonds, in the aggregate principal amount of \$4,150,000, are hereby authorized to be issued in evidence of the City's obligations under the Loan Agreement. The Bonds shall be dated July 2, 2025, shall be issued in the denomination of \$5,000 each or any integral multiple thereof and shall mature on June 1 in each of the years, in the respective principal amounts, and bear interest at the respective rates as follows:

<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>
2028	\$100,000	4.00%	2037	\$240,000	4.00%
2029	\$100,000	4.00%	2038	\$245,000	4.00%
2030	\$180,000	4.00%	2039	\$255,000	4.00%
2031	\$190,000	4.00%	2040	\$270,000	4.00%
2032	\$195,000	4.00%	2041	\$280,000	4.00%
2033	\$205,000	4.00%	2042	\$290,000	4.00%
2034	\$210,000	4.00%	2043	\$300,000	4.00%
2035	\$220,000	4.00%	2044	\$315,000	4.00%
2036	\$230,000	4.00%	2045	\$325,000	4.00%

Section 3. UMB Bank, n.a., West Des Moines, Iowa, is hereby designated as the Registrar and Paying Agent for the Bonds and may be hereinafter referred to as the "Registrar" or the "Paying Agent." The City shall enter into an agreement (the "Registrar/Paying Agent Agreement") with the Registrar, in substantially the form as has been placed on file with the City Council; the Mayor and City Clerk are hereby authorized and directed to sign the Registrar/Paying Agent Agreement on behalf of the City; and the Registrar/Paying Agent Agreement is hereby approved.

The City reserves the right to optionally prepay part or all of the principal of the Bonds maturing in each of the years 2034 to 2045, inclusive, prior to and in any order of maturity on June 1, 2033 or on any date thereafter upon terms of par and accrued interest. If less than all of the Bonds of any like maturity are to be redeemed, the particular part of those Bonds to be redeemed shall be selected by the Registrar by lot. The Bonds may be called in part in one or more units of \$5,000.

If less than the entire principal amount of any Bond in a denomination of more than \$5,000 is to be redeemed, the Registrar will issue and deliver to the registered owner thereof, upon surrender of such original Bond, a new Bond or Bonds, in any authorized denomination, in a total aggregate principal amount equal to the unredeemed balance of the original Bond. Notice of such redemption as aforesaid identifying the Bond or Bonds (or portion thereof) to be redeemed shall be sent by electronic means or mailed by certified mail to the registered owners thereof at the addresses shown on the City's registration books not less than 30 days prior to such redemption date. Any notice of redemption may contain a statement that the redemption is conditioned upon the receipt by the Paying Agent of funds on or before the date fixed for redemption sufficient to pay the redemption price of the Bonds so called for redemption, and that if funds are not available, such redemption shall be cancelled by written notice to the owners of the Bonds called for redemption in the same manner as the original redemption notice was sent, provided that such notice of cancellation is to be made at least five days prior to the date fixed for redemption. All of such Bonds as to which the City reserves and exercises the right of redemption and as to which notice as aforesaid shall have been given and for the redemption of which funds are duly provided, shall cease to bear interest on the redemption date.

Accrued interest on the Bonds shall be payable semiannually on the first day of June and December in each year, commencing June 1, 2026. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months. Payment of interest on the Bonds shall be made to the registered owners appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the interest payment date and shall be paid to the registered owners at the addresses shown on such registration books. Principal of the Bonds shall be payable in lawful money of the United States of America to the registered owners or their legal representatives upon presentation and surrender of the Bond or Bonds at the office of the Paying Agent.

The Bonds shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk, and shall be fully registered Bonds without interest coupons. In case any officer whose signature or the facsimile of whose signature appears on the Bonds shall cease to be such officer before the delivery of the Bonds, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Bonds shall be fully registered as to principal and interest in the names of the owners on the registration books of the City kept by the Registrar, and after such registration payment of the principal thereof and interest thereon shall be made only to the registered owners or their legal representatives or assigns. Each Bond shall be transferable only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer

satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of the owners of the Bonds shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

The Bonds shall not be valid or become obligatory for any purpose until the Certificate of Authentication thereon shall have been signed by the Registrar.

Section 4. Notwithstanding anything above to the contrary, the Bonds shall be issued initially as Depository Bonds, with one fully registered Bond for each maturity date, in principal amounts equal to the amount of principal maturing on each such date, and registered in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York ("DTC"). On original issue, the Bonds shall be deposited with DTC for the purpose of maintaining a book-entry system for recording the ownership interests of its participants and the transfer of those interests among its participants (the "Participants"). In the event that DTC determines not to continue to act as securities depository for the Bonds or the City determines not to continue the book-entry system for recording ownership interests in the Bonds with DTC, the City will discontinue the book-entry system with DTC. If the City does not select another qualified securities depository to replace DTC (or a successor depository) in order to continue a book-entry system, the City will register and deliver replacement bonds in the form of fully registered certificates, in authorized denominations of \$5,000 or integral multiples of \$5,000, in accordance with instructions from Cede & Co., as nominee for DTC. In the event that the City identifies a qualified securities depository to replace DTC, the City will register and deliver replacement bonds, fully registered in the name of such depository, or its nominee, in the denominations as set forth above, as reduced from time to time prior to maturity in connection with redemptions or retirements by call or payment, and in such event, such depository will then maintain the book-entry system for recording ownership interests in the Bonds.

Ownership interests in the Bonds may be purchased by or through Participants. Such Participants and the persons for whom they acquire interests in the Bonds as nominees will not receive certificated Bonds, but each such Participant will receive a credit balance in the records of DTC in the amount of such Participant's interest in the Bonds, which will be confirmed in accordance with DTC's standard procedures. Each such person for which a Participant has an interest in the Bonds, as nominee, may desire to make arrangements with such Participant to have all notices of redemption or other communications of the City to DTC, which may affect such person, forwarded in writing by such Participant and to have notification made of all interest payments.

The City will have no responsibility or obligation to such Participants or the persons for whom they act as nominees with respect to payment to or providing of notice for such Participants or the persons for whom they act as nominees.

As used herein, the term "Beneficial Owner" shall hereinafter be deemed to include the person for whom the Participant acquires an interest in the Bonds.

DTC will receive payments from the City, to be remitted by DTC to the Participants for subsequent disbursement to the Beneficial Owners. The ownership interest of each Beneficial Owner in the Bonds will be recorded on the records of the Participants whose ownership interest will be recorded on a computerized book-entry system kept by DTC.

When reference is made to any action which is required or permitted to be taken by the Beneficial Owners, such reference shall only relate to those permitted to act (by statute, regulation or otherwise) on behalf of such Beneficial Owners for such purposes. When notices are given, they shall be sent by the City to DTC, and DTC shall forward (or cause to be forwarded) the notices to the Participants so that the Participants can forward the same to the Beneficial Owners.

Beneficial Owners will receive written confirmations of their purchases from the Participants acting on behalf of the Beneficial Owners detailing the terms of the Bonds acquired. Transfers of ownership interests in the Bonds will be accomplished by book entries made by DTC and the Participants who act on behalf of the Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interest in the Bonds, except as specifically provided herein. Interest and principal will be paid when due by the City to DTC, then paid by DTC to the Participants and thereafter paid by the Participants to the Beneficial Owners.

Section 5. The Bonds shall be in substantially the following form:

(Form of Bond)

UNITED STATES OF AMERICA
STATE OF IOWA
CEDAR AND JOHNSON COUNTIES
CITY OF WEST BRANCH

GENERAL OBLIGATION CORPORATE PURPOSE BOND, SERIES 2025

No. _____ \$ _____

RATE	MATURITY DATE	BOND DATE	CUSIP
_____ %	June 1, _____	July 2, 2025	951556 _____

The City of West Branch (the "City"), in Cedar and Johnson Counties, State of Iowa, for value received, promises to pay on the maturity date of this Bond to

Cede & Co.
New York, New York

or registered assigns, the principal sum of

THOUSAND DOLLARS

in lawful money of the United States of America upon presentation and surrender of this Bond at the office of UMB Bank, n.a., West Des Moines, Iowa (hereinafter referred to as the "Registrar" or the "Paying Agent"), with interest on said sum, until paid, at the rate per annum specified above from the date of this Bond, or from the most recent interest payment date on which interest has been paid, on June 1 and December 1 of each year, commencing June 1, 2026, except as the provisions hereinafter set forth with respect to redemption prior to maturity may be or become applicable hereto. Interest on this Bond is payable to the registered owner appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the interest payment date and shall be paid to the registered owner at the address shown on such registration books. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months.

This Bond shall not be valid or become obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Registrar.

This Bond is one of a series of General Obligation Corporate Purpose Bonds, Series 2025 (the "Bonds") issued by the City to evidence its obligation under a certain loan agreement, dated as of July 2, 2025 (the "Loan Agreement"), entered into by the City for the purpose of paying the costs, to that extent, of (a) constructing street, water system, sidewalk, sanitary sewer system and storm water drainage improvements; and (b) acquiring and installing street lighting, signage and signalization improvements.

The Bonds are issued pursuant to and in strict compliance with the provisions of Chapters 76 and 384 of the Code of Iowa, 2025, and all other laws amendatory thereof and supplemental thereto, and in conformity with a resolution of the City Council adopted on June 16, 2025, authorizing and approving the Loan Agreement and providing for the issuance and securing the payment of the Bonds (the "Resolution"), and reference is hereby made to the Resolution and the Loan Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The City reserves the right to optionally prepay part or all of the principal of the Bonds maturing in each of the years 2034 to 2045, inclusive, prior to and in any order of maturity on June 1, 2033 or on any date thereafter upon terms of par and accrued interest. If less than all of the Bonds of any like maturity are to be redeemed, the particular part of those Bonds to be redeemed shall be selected by the Registrar by lot. The Bonds may be called in part in one or more units of \$5,000.

If less than the entire principal amount of any Bond in a denomination of more than \$5,000 is to be redeemed, the Registrar will issue and deliver to the registered owner thereof, upon surrender of such original Bond, a new Bond or Bonds, in any authorized denomination, in a total aggregate principal amount equal to the unredeemed balance of the original Bond. Notice of such redemption as aforesaid identifying the Bond or Bonds (or portion thereof) to be redeemed shall be sent by electronic means or mailed by certified mail to the registered owners thereof at the addresses shown on the City's registration books not less than 30 days prior to such redemption date. Any notice of redemption may contain a statement that the redemption is conditioned upon the receipt by the Paying Agent of funds on or before the date fixed for redemption sufficient to pay the redemption price of the Bonds called for redemption, and that if funds are not available, such redemption shall be cancelled by written notice to the owners of the Bonds called for redemption in the same manner as the original redemption notice was sent, provided that such notice of cancellation is to be made at least five days prior to the date fixed for redemption. All of such Bonds as to which the City reserves and exercises the right of redemption and as to which notice as aforesaid shall have been given and for the redemption of which funds are duly provided, shall cease to bear interest on the redemption date.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified and Recited that all acts, conditions and things required by the laws and Constitution of the State of Iowa, to exist, to be had, to be done or to be performed precedent to and in the issue of this Bond were and have been properly existent, had, done and performed in regular and due form and time; that provision has been made for the levy of a sufficient continuing annual tax on all the taxable property within the City for the payment of the principal of and interest on this Bond as the same will respectively become due; and that the total indebtedness of the City, including this Bond, does not exceed any constitutional or statutory limitations.

IN TESTIMONY WHEREOF, the City of West Branch, Iowa, by its City Council, has caused this Bond to be executed with the duly authorized facsimile signature of its Mayor and attested with the duly authorized facsimile signature of its City Clerk, all as of July 2, 2025.

CITY OF WEST BRANCH, IOWA

By: (DO NOT SIGN)
Mayor

Attest:

(DO NOT SIGN)
City Clerk

Registration Date: (Registration Date)

REGISTRAR'S CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds described in the within-mentioned resolution.

UMB BANK, N.A.
West Des Moines, Iowa
Registrar

By: (Signature)
Authorized Officer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	-	as tenants in common	UTMA	_____
TEN ENT	-	as tenants by the entireties		(Custodian)
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common	As Custodian for	_____
				(Minor)
			under Uniform Transfers to Minors Act	_____
				(State)

Additional abbreviations may also be used though not in the list above.

STATEMENT OF INSURANCE

Build America Mutual Assurance Company ("BAM"), New York, New York, has delivered its municipal bond insurance policy (the "Policy") with respect to the scheduled payments due of principal of and interest on this Bond to UMB Bank, n.a., West Des Moines, Iowa or its successor, as paying agent for the Bonds (the "Paying Agent"). Said Policy is on file and available for inspection at the principal office of the Paying Agent and a copy thereof may be obtained from BAM or the Paying Agent. All payments required to be made under the Policy shall be made in accordance with the provisions thereof. By its purchase of these Bonds, the owner acknowledges and consents (i) to the subrogation and all other rights of BAM as more fully set forth in the Policy and (ii) that upon the occurrence and continuance of a default or an event of default under the Resolution or this Bond, BAM shall be deemed to be the sole owner of the Bonds for all purposes and shall be entitled to control and direct the enforcement of all rights and remedies granted to the owners of the Bonds or the trustee, paying agent, registrar or similar agent for the benefit of such owners under the Resolution, at laws or in equity.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____, Attorney, to transfer this Bond on the books kept for registration thereof with full power of substitution.

Dated: _____

Signature guaranteed:

(Signature guarantee must be provided in accordance with the prevailing standards and procedures of the Registrar and Transfer Agent. Such standards and procedures may require signatures to be guaranteed by certain eligible guarantor institutions that participate in a recognized signature guarantee program.)

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Bond in every particular, without alteration or enlargement or any change whatever.

Section 6. The Bonds shall be executed as herein provided as soon after the adoption of this resolution as may be possible and thereupon they shall be delivered to the Registrar for registration, authentication and delivery to or on behalf of the Underwriter, as determined by the City Council, upon receipt of the loan proceeds, (\$4,218,894.70) including the original issue premium (\$68,894.70), (the "Loan Proceeds"), and all action heretofore taken in connection with the Loan Agreement is hereby ratified and confirmed in all respects. The Loan Proceeds shall be used to pay the costs of issuance of the Bonds and to carry out the Projects.

A portion of the Loan Proceeds (\$85,620) shall be retained by the Underwriter as the Underwriter's Discount.

A portion of the Loan Proceeds (\$4,083,959.70) received from the sale of the Bonds shall be deposited in a dedicated fund (the "Project Fund"), which is hereby created, to be used for the payment of costs of the Projects and to the extent that any such proceeds (the "Project Proceeds") remain after the full payment of the costs of the Projects, such Project Proceeds, shall be transferred to the Debt Service Fund for the payment of interest on the Bonds.

The remainder of the Loan Proceeds (\$49,315) (the "Cost of Issuance Proceeds"), received from the sale of the Bonds shall be deposited in the Project Fund, and shall be used for the payment of costs of issuance of the Bonds, and to the extent that Cost of Issuance Proceeds remain after the full payment of the costs of issuance of the Bonds, such Cost of Issuance Proceeds shall be transferred to the Debt Service Fund for the payment of interest on the Bonds.

The City shall keep a detailed and segregated accounting of the expenditure of, and investment earnings on, the Loan Proceeds to ensure compliance with the requirements of the Internal Revenue Code, as hereinafter defined.

Section 7. For the purpose of providing for the levy and collection of a direct annual tax sufficient to pay the principal of and interest on the Bonds as the same become due, there is hereby ordered levied on all the taxable property in the City the following direct annual tax for collection in each of the following fiscal years:

For collection in the fiscal year beginning July 1, 2026,
sufficient to produce the net annual sum of \$166,000;

For collection in the fiscal year beginning July 1, 2027,
sufficient to produce the net annual sum of \$266,000;

For collection in the fiscal year beginning July 1, 2028,
sufficient to produce the net annual sum of \$262,000;

For collection in the fiscal year beginning July 1, 2029,
sufficient to produce the net annual sum of \$338,000;

For collection in the fiscal year beginning July 1, 2030,
sufficient to produce the net annual sum of \$340,800;

For collection in the fiscal year beginning July 1, 2031,
sufficient to produce the net annual sum of \$338,200;

For collection in the fiscal year beginning July 1, 2032,
sufficient to produce the net annual sum of \$340,400;

For collection in the fiscal year beginning July 1, 2033,
sufficient to produce the net annual sum of \$337,200;

For collection in the fiscal year beginning July 1, 2034,
sufficient to produce the net annual sum of \$338,800;

For collection in the fiscal year beginning July 1, 2035,
sufficient to produce the net annual sum of \$340,000;

For collection in the fiscal year beginning July 1, 2036,
sufficient to produce the net annual sum of \$340,800;

For collection in the fiscal year beginning July 1, 2037,
sufficient to produce the net annual sum of \$336,200;

For collection in the fiscal year beginning July 1, 2038,
sufficient to produce the net annual sum of \$336,400;

For collection in the fiscal year beginning July 1, 2039,
sufficient to produce the net annual sum of \$341,200;

For collection in the fiscal year beginning July 1, 2040,
sufficient to produce the net annual sum of \$340,400;

For collection in the fiscal year beginning July 1, 2041,
sufficient to produce the net annual sum of \$339,200;

For collection in the fiscal year beginning July 1, 2042,
sufficient to produce the net annual sum of \$337,600;

For collection in the fiscal year beginning July 1, 2043,
sufficient to produce the net annual sum of \$340,600; and

For collection in the fiscal year beginning July 1, 2044,
sufficient to produce the net annual sum of \$338,000.

Section 8. A certified copy of this resolution shall be filed with the County Auditors of Cedar and Johnson Counties, and the Auditors are hereby instructed to enter for collection and assess the tax hereby authorized. When annually entering such taxes for collection, the County Auditors shall include the same as a part of the tax levy for Debt Service Fund purposes of the City and when collected, the proceeds of the taxes shall be converted into the Debt Service Fund of the City and set aside therein as a special account to be used solely and only for the payment of

the principal of and interest on the Bonds hereby authorized and for no other purpose whatsoever. Any amount received by the City as accrued interest on the Bonds shall be deposited into such special account and used to pay interest due on the Bonds on the first interest payment date.

Pursuant to the provisions of Section 76.4 of the Code of Iowa, each year while the Bonds remain outstanding and unpaid, any funds of the City which may lawfully be applied for such purpose may be appropriated, budgeted and, if received, used for the payment of the principal of and interest on the Bonds as the same become due, and if so appropriated, the taxes for any given fiscal year as provided for in Section 7 of this Resolution, shall be reduced by the amount of such alternate funds as have been appropriated for said purpose and evidenced in the City's budget.

Section 9. The interest or principal and both of them falling due in any year or years shall, if necessary, be paid promptly from current funds on hand in advance of taxes levied and when the taxes shall have been collected, reimbursement shall be made to such current funds in the sum thus advanced.

Section 10. It is the intention of the City that interest on the Bonds be and remain excluded from gross income for federal income tax purposes pursuant to the appropriate provisions of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations in effect with respect thereto (all of the foregoing herein referred to as the "Internal Revenue Code"). In furtherance thereof, the City covenants to comply with the provisions of the Internal Revenue Code as they may from time to time be in effect or amended and further covenants to comply with the applicable future laws, regulations, published rulings and court decisions as may be necessary to insure that the interest on the Bonds will remain excluded from gross income for federal income tax purposes. Any and all of the officers of the City are hereby authorized and directed to take any and all actions as may be necessary to comply with the covenants herein contained.

The City hereby designates the Bonds as "Qualified Tax Exempt Obligations" as that term is used in Section 265(b)(3)(B) of the Internal Revenue Code.

Section 11. The Securities and Exchange Commission (the "SEC") has promulgated certain amendments to Rule 15c2-12 under the Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12) (the "Rule") that make it unlawful for an underwriter to participate in the primary offering of municipal securities in a principal amount of \$1,000,000 or more unless, before submitting a bid or entering into a purchase contract for such securities, an underwriter has reasonably determined that the issuer or an obligated person has undertaken in writing for the benefit of the holders of such securities to provide certain disclosure information to prescribed information repositories on a continuing basis so long as such securities are outstanding or unless and to the extent the offering is exempt from the requirements of the Rule.

On the date of issuance and delivery of the Bonds, the City will execute and deliver a Continuing Disclosure Certificate pursuant to which the City will undertake to comply with the Rule. The City covenants and agrees that it will comply with and carry out the provisions of the Continuing Disclosure Certificate. Any and all of the officers of the City are hereby authorized and directed to take any and all actions as may be necessary to comply with the Rule and the Continuing Disclosure Certificate.

Section 12. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 13. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved June 16, 2025.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk

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At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
CEDAR AND JOHNSON COUNTIES
CITY OF WEST BRANCH

SS:

I, the undersigned, City Clerk of the City of West Branch, do hereby certify that as such City Clerk I have in my possession or have access to the complete corporate records of the City and of its City Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the adoption of a resolution authorizing a certain Loan Agreement and providing for the issuance of \$4,150,000 General Obligation Corporate Purpose Bonds, Series 2025 of the City evidencing the City's obligation under the Loan Agreement and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

I further certify that no appeal has been taken to the District Court from the decision of the City Council to issue such bonds or to levy taxes to pay the principal thereof and interest thereon.

WITNESS MY HAND this _____ day of _____, 2025.

Leslie Brick, City Clerk

COUNTY FILING CERTIFICATE

STATE OF IOWA
CEDAR COUNTY

SS:

I, the undersigned, County Auditor of Cedar County, in the State of Iowa, do hereby certify that on the _____ day of _____, 2025, the City Clerk of the City of West Branch, Iowa, filed in my office a certified copy of a resolution of such City shown to have been adopted by the City Council and approved by the Mayor thereof on June 16, 2025, entitled: "Resolution authorizing and approving a certain Loan Agreement, providing for the issuance of \$4,150,000 General Obligation Corporate Purpose Bonds, Series 2025, and providing for the levy of taxes to pay the same," and that I have duly placed a copy of the resolution on file in my records.

I further certify that the taxes provided for in that resolution will in due time, manner and season be entered on the State and County tax lists of this County for collection in the fiscal year beginning July 1, 2026, and subsequent years as provided in the resolution.

WITNESS MY HAND this _____ day of _____, 2025.

County Auditor

COUNTY FILING CERTIFICATE

STATE OF IOWA
JOHNSON COUNTY

SS:

I, the undersigned, County Auditor of Johnson County, in the State of Iowa, do hereby certify that on the _____ day of _____, 2025, the City Clerk of the City of West Branch, Iowa, filed in my office a certified copy of a resolution of such City shown to have been adopted by the City Council and approved by the Mayor thereof on June 16, 2025, entitled: "Resolution authorizing and approving a certain Loan Agreement, providing for the issuance of \$4,150,000 General Obligation Corporate Purpose Bonds, Series 2025, and providing for the levy of taxes to pay the same," and that I have duly placed a copy of the resolution on file in my records.

I further certify that the taxes provided for in that resolution will in due time, manner and season be entered on the State and County tax lists of this County for collection in the fiscal year beginning July 1, 2026, and subsequent years as provided in the resolution.

WITNESS MY HAND this _____ day of _____, 2025.

County Auditor



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM: Resolution 2025-71 - Authorizing the Transfer of Funds.

PREPARED BY: Heidi Van Auken, Finance Officer
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DATE: June 6, 2025

SUMMARY:

Transfer of funds can be performed to transfer funds from one fund, account, or program to a different fund, account, or program. There must be an available fund balance or budget in the fund, account, or program being transferred from. The ending balance in both the 'from' fund, account, or program; and the 'to' fund, account, or program must be positive.

This fiscal year's budgeted transfers include moving funds to Debt Service to meet our debt payments at the end of May and moving funds from the General Fund to the Civic Center Fund (aka Town Hall), the Water and Sewer Funds to their respective Sinking Funds, and the Library's fiscal year budget transfer.

RESOLUTION 2025-71

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS

BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the Finance Officer is hereby authorized to transfer funds as follows:

T/O	Water Fund	600	\$ 69,543	Transfer from Water Fund to Debt Service-Budgeted
T/I	Debt Service	226	\$ 69,543	Bond Series 2013
T/O	Sewer Fund	610	\$ 69,543	Transfer from Sewer Fund to Debt Service-Budgeted
T/I	Debt Service	226	\$ 69,543	Bond Series 2013
T/O	Local Option Sales Tax	121	\$ 23,613	Transfer from LOST to Debt Service-Budgeted
T/I	Debt Service	226	\$ 23,613	Bond Series 2016A
T/O	TIF	125	\$ 112,719	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 112,719	Bond Series 2016A
T/O	TIF	125	\$ 112,750	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 112,750	Bond Series 2016B
T/O	Local Option Sales Tax	121	\$ 215,250	Transfer from LOST to Debt Service-Budgeted
T/I	Debt Service	226	\$ 215,250	Bond Series 2017
T/O	TIF	125	\$ 147,253	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 147,253	Bond Series 2017
T/O	TIF	125	\$ 142,000	Transfer from TIF to Debt Service-Budgeted
T/I	Debt Service	226	\$ 142,000	Bond Series 2023
T/O	Water Fund	600	\$ 76,200	Transfer from Water Fund to Debt Service-Budgeted
T/I	Debt Service	226	\$ 76,200	Bond Series 2023
T/O	General Fund	001	\$ 168,477	Transfer from General to Library-Budgeted
T/I	Library	031	\$ 168,477	FY25 Library Budget-Budgeted
T/O	General Fund	001	\$ 20,900	Transfer from General to Town Hall-Budgeted
T/I	Town Hall	022	\$ 20,900	FY25 Town Hall Budget-Budgeted
T/O	Water Fund	600	\$ 129,812	Transfer from Water Fund to Water Sinking Fund-Budgeted
T/I	Water Sinking Fund	603	\$ 129,812	SRF Loan Transfer -Budgeted

T/O	Sewer Fund	610	\$ 641,262	Transfer from Sewer Fund to Sewer Fund Special-Budgeted
T/I	Sewer Fund Special	611	\$ 641,262	SRF Loan Transfer -Budgeted

PASSED AND APPROVED this 16th day of June, 2025

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM:	Resolution 2025-72 - Approving the Workers' Compensation proposal with Iowa Municipalities Workers' Compensation Association (IMWCA) for Fiscal Year 2026.
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PREPARED BY:	Heidi Van Auken, Finance Officer
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DATE:	May 29, 2025
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SUMMARY:

The total estimated coverage premium for FY26 is \$35,173.00.

RESOLUTION 2025-72

**A RESOLUTION APPROVING THE WORKERS' COMPENSATION PROPOSAL
WITH IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION
(IMWCA) FOR FISCAL YEAR 2026.**

WHEREAS, the City of West Branch, Iowa received an insurance renewal quote from the Iowa Municipalities Workers' Compensation Association (IMWCA); and

WHEREAS, after reviewing the insurance renewal quote, the City Council has decided to accept the quote of IMWCA, effective July 1, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the insurance renewal with IMWCA is hereby approved.

Passed and approved this 16th day of June, 2025.

Roger Laughlin, Mayor

Attest:

Leslie Brick, City Clerk

West Branch (0851)

Estimated Premium Schedule as of 5/13/2025

Policy Period: 7/1/2025-7/1/2026

Workers' Compensation Coverage

Class Code	Description	Rate	Payroll	Premium	Modified Premium	Discounted Premium
5506	Street or Road Paving	5.16%	120,603	6,223	6,036	4,829
7520	Waterworks Operations & Driver	2.1%	50,134	1,053	1,021	817
7580	Sewage Disposal Plant Operation	1.92%	19,376	372	361	289
7705V	Ambulance Service Companies, Volunteer EMS providers & drivers.	4.14%	6,394	265	257	206
7711	Volunteer Firefighters & Drivers	49.42%	53,664	26,521	25,725	20,580
7720	Police Officers & Drivers	2.39%	253,010	6,047	5,866	4,693
8380	Automobile - All Others	2.19%	52,140	1,142	1,108	886
8810	Clerical Office Employees - NO	0.15%	406,430	610	592	474
8810V	Elected or Appointed Officials	0.15%	13,042	20	19	15
9015	Building Maintenance - Operation	2.29%	8,748	200	194	155
9101	Public Library/Museums - Maint	3.56%	1,090	39	38	30
9102	Parks NOC - All Employees	2.28%	35,337	806	782	626
9220	Cemetery Operations & Drivers	4%	24,234	969	940	752
9402	Street Cleaning & Drivers	3.17%	12,136	385	373	298
9410	Municipal Employees	1.83%	18,499	339	329	263
Totals:			1,074,837	44,991	43,641	34,913

Your IMWCA Discount for Workers' Compensation Coverage:

Longevity Credit:	\$ 2,182	5%
Loss Experience Credit:	\$ 3,055	7%
Large Premium Discount:	\$ 3,491	8%
Total Discount:	\$ 8,728	20%

Workers' Compensation Premium Calculation

Pure Premium:	\$ 44,991
Experience Modification Factor: X	.97
Modified Premium:	\$ 43,641
IMWCA Discount Amount: -	\$ 8,728
Discounted Premium:	\$ 34,913
Expense Constant: +	\$ 160
Annual Premium:	\$ 35,073
Total Premium:	\$ 35,073

Other Coverage

Non-Statutory Medical Coverage

Rate: \$10/Volunteer, Minimum Premium \$100

Estimated Number of Volunteers 0 Rate: 10 Premium: 0

Premium generated by count falls beneath minimum premium standards, therefore a minimum premium of \$100 has been used.

Non-Stat. Vol. Premium: 0

Minimum Premium: 100

Total Estimated Coverage Premium: \$ 35,173

This is not an invoice.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: June 16, 2025

AGENDA ITEM:	Resolution 2025-73 - Setting Strategic Goals & Priorities for the City of West Branch for 2025 and beyond.
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PREPARED BY:	City Administrator, Adam Kofoed
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DATE:	June 11, 2025
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BACKGROUND:

Each year the city passes a resolution outlining its upcoming annual priorities. The strategic goals give proactive direction from staff. We moving the approval to the month of June since the strategic plans are aligned with fiscal years. This particular set of goals was conducted with community partners in December to support our partners and maintain the intent of the comprehensive plan with upcoming elections.

RESOLUTION 2025-73

A RESOLUTION SETTING STRATEGIC GOALS & PRIORITIES FOR THE CITY OF WEST BRANCH FOR 2025 AND BEYOND

WHEREAS, be it resolved by the City Council of the City of West Branch, Iowa that the following projects, activities, and initiatives are the Council's priorities and goals for the specified time period, and that the City Administrator and City Staff are directed to work towards them:

Section 1. That the following projects and activities are the **top priorities** of the West Branch City Council for 2025-2026:

1. Complete a comprehensive plan with extensive public feedback.
2. Complete Cedar-Johnson and Wapsi Creek Widening projects.
3. Advocate for projects identified in the December 2024 visioning work session.
4. Hire and successfully train a new city clerk.
5. Dedicate funds for a Main Street reconstruction project.
6. Support a five (5) full-time Police department.
7. Complete a 1% franchise fee for gas & electric.
8. Complete a new 2025-2030 capital improvement plan based on the city's new comprehensive plan.
9. Start a low-to-moderate income assistance program.
10. Consider annexation of properties and support developments as they arise while considering financial sustainability of said developments.

Section 2. That the following projects and activities are **goals** of the West Branch City Council for the next 2 to 5 years:

1. Consider a Fire Department staffing plan.
2. Consider police cameras to reduce crime and identify criminals.
3. Identify and implement projects listed in the 2025-2030 capital improvement plan.
4. Bring back traffic camera discussions.
5. Plan for the future of Town Hall.

Section 3. The following projects and activities are supported by the West Branch City Council but will be led by appropriate commissions in 2026-2027:

1. Strive to be a certified local government and support national registry nomination for Traveler's Rest.
2. Implement and monitor the comprehensive plan.

PASSED AND APPROVED this 16th day of June 2025.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk