



CITY COUNCIL MEETING
Monday, July 7th, 2026 - 6:00 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 15, 2026 City Council meeting.
 - b. Approve Special Event Permit for WBHS Homecoming
 - c. Approve Appointment of Jeff Tadlock to the Board of Adjustments
 - d. Approve Special Class “C” Retail Alcohol License for Lucky Wife Wine Slushies for HHTD
 - e. Approve Special Class “B” Retail Alcohol License for Main Street West Branch for HHTD
 - f. Approve Special Class “E” Retail Alcohol License for Jack and Jill Store
 - g. Approve Special Class “E” Retail Alcohol License for Maverick #5079
 - h. Approval of the May Financial Statement
 - i. Approve Claims for July 7, 2026.
7. Presentations/Communications/Open Forum
8. Public Hearings/Non-Consent Agenda
 - a. **Third Reading - Ordinance 840** Adopt Limits to the use of Automated License Plate Readers and to Provide Public Transparency./ Move to Action.
 - b. **Resolution 2026-61** Approving Change Order #2 in the amount of \$11,830.50 for the 2025 Channel Widening Flood Improvements Project./ Move to Action.
 - c. **Resolution 2026-62** Amending Resolution 2026-52 Setting Salaries for Appointed Officials and Employees of the City of West Branch, Iowa for FY27./ Move to action.
 - d. **Resolution 2026-63** Approving Change Order No. 5 to the Contract with Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project./ Move to Action.
 - e. **Resolution 2026-64** Approving Pay Estimate No. 10 in the amount of \$42,604.34 to Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project./ Move to Action.
 - f. **Resolution 2026-65** Approving the use of Perpetual Care Account funds to complete the road improvement project in the West Branch Cemetery./ Move to Action.
 - g. **Resolution 2026-66** Setting a Public Hearing on the Capital Improvement Plan Implimentation./ Move to Action.
 - h. **Resolution 2026-67** Approving a Salary Adjustment for Public Works employee Harrison Goodale./ Move to Action.
 - i. **Resolution 2026-68** Approving the Amendment to Resolution 2026-59 in order to receive benefits from the Iowa DOT./ Move to Action.
 - j. **Resolution 2026-69** Approving a Community and Economic Development funding agreement with the Hoover’s Hometown Days Committee and authorizing the Mayor to execute the agreement./ Move to Action.
 - k. **Discussion/Possible Action – 707 Cedar-Johnson Road Utility Bill Relief**
9. Discussion
 - a. Capitol Improvement Presentation – U of I Project
10. City Administrator Report
11. City Attorney Report
12. City Engineer Report
13. City Staff Reports
14. Comments from Mayor and Council Members
15. Motion to adjourn.

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

City Administrator Adam Kofoed • **City Clerk** Alycia Friis • **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 15, 2026
6:00 p.m.**

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

Roll call: Council members present; Colton Miller , Jerry Sexton, Chantry Noel, Tom Dean and Mike Horihan.
City Staff present: City Clerk Alycia Friis, City Administrator Adam Kofoed, Public Works Director Matt Goodale, WB Fire Chief Kevin Stoolman, City Engineer Dave Schechinger, City Attorney Kevin Olsen.

Attending by Zoom: Library Director Jessie Shaffer, Deputy City Clerk Jessica Brown

APPROVE THE AGENDA

Motion to Approve the Agenda made by Miller and second by Horihan. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Approve Minutes from the June 1, 2026 City Council meeting.
Approve Special Event Permit for Hoover Home Town Days event.
Approve Claims for June 15, 2026.

EXPENDITURES	6/8/2026	
ACTION SEWER	JETTED PLUGGED STORM SEWER	380.00
ADVANTAGE RENTALS	ADVANTAGE RENTALS TIF REBATE 4	5,662.50
AMAZON.COM	VARIOUS ITEMS - LIBRARY	1,121.16
CASEYS GENERAL STORES	CASEY'S TIF REBATE #14	26,286.50
DUBUQUE COUNTY HISTORICAL	SUMMER PROGRAM PRESENTER - LIB	593.80
EMV HOLDINGS	EMV HOLDINGS TIF REBATE #9	15,000.00
HAWKINS	CHEMICALS	2,869.01
MEADOWS DEVELOPMENT	MEADOWS TIF REBATE #5	83,541.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	114.28
STRUTZ, CALEB	SUMMER PROGRAM PRESENTER- LIB	450.00
U.S. POSTAL SERVICE	PO BOX ANNUAL RENTAL	78.00
VEENSTRA & KIMM	VARIOUS PROJECTS	21,422.88
TOTAL		157,519.13
REGULAR PAYROLL	6/5/2026	65,432.61
FIRE BI-ANNUAL PAYROLL		38,764.81
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS		104,197.42
PAID BETWEEN MEETINGS		
ALLIANT ENERGY	CASSABAUMS RELOCATION	1,691.84
AMAZON.COM	VARIOUS ITEMS - LIBRARY	85.34
CEDAR COUNTY ENGINEER	ROAD ROCK	2,068.36
IOWA ONE CALL	UTILITY LOCATION SERVICE	56.70
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,585.15
OASIS ELECTRIC	BERANEK LIGHT UPDATES - P&R	5,120.12
TRUGREEN PROCESSING CENTER	MURAL PARK LAWN CARE - P&R	40.00
UMB BANK	GO BOND PAYMENTS	821,866.83
ALLIANT ENERGY	ALLIANT ENERGY	16,750.34
AT & T MOBILITY	WIRELESS SERVICE	258.14
CEDAR COUNTY RECORDER	RECORDING FEES	21.00
E O JOHNSON	COPIER MAINTENANCE - LIB	187.12
ELITE HOLDING	SUMMER BALL SHIRTS - P&R	942.00
ILLINOIS LIBRARY ASSOC	SUMMER PROG SUPPLIES-LIBRARY	600.66
KANOPY	ON DEMAND VIDEO SERVICE	49.00
LEAF CAPITAL FUNDING	COPIER LEASE - LIBRARY	318.81
LRS HOLDINGS	TRASH & RECYCLING MAY 2026	20,155.50
MAINSTAY SYSTEMS	UPGRADE WIFI ACCESS - LIBRARY	1,065.00
MOPPY MO'S	JANITORIAL SERVICES- LIB, CITY, TH, P&R	1,312.50
TRUGREEN	LAWN TREATMENTS - P&R	1,023.00
WEX BANK	VEHICLE FUEL	1,715.45
SISCO	HEALTH CLAIMS PD 6-1-2026	239.13
SISCO	HEALTH CLAIMS PD 6-8-2026	689.24
IOWA FINANCE AUTHORITY	SRF LOANS: WATER, SEWER	635,525.42
TOTAL		1,513,366.65
GRAND TOTAL EXPENDITURES		1,775,083.20
FUND TOTALS		
001 GENERAL FUND	103,905.21	
022 CIVIC CENTER	728.22	
031 LIBRARY	10,456.32	
110 ROAD USE TAX	7,624.76	
112 TRUST AND AGENCY	15,008.47	
125 T I F	130,490.00	
226 GO DEBT SERVICE	821,866.83	
321 WIDENING WAPSI	9,146.63	
331 CEDAR JOHNSON RD	4,446.38	
332 W MAIN ST IMPROVE	6,657.74	
600 WATER FUND	15,682.02	
603 WATER SINKING FUND	111,258.55	
610 SEWER FUND	12,664.80	
611 SEWER FUND SPECIAL	524,266.87	
740 STORM WATER	880.40	
GRAND FUND TOTAL	1,775,083.20	

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM – NONE

PUBLIC HEARING / NON-CONSENT AGENDA

Second Reading - Ordinance 840 Adopt Limits to the use of Automated License Plate Readers and to Provide Public Transparency./ Move to Action.

Motion by Dean, second by Miller to approve Second Reading of Ordinance 840. AYES: Dean, Miller, Noel, Horihan, Sexton. NAYS: None. Motion carried.

Resolution 2026-53 Approving the Workers' Compensation Proposal with Iowa Municipal Workers' Compensation Association (IMWCA) for Fiscal Year 2026./ Move to Action.

Motion by Miller, second by Noel to approve Resolution 2026-53. AYES: Miller, Noel, Sexton, Horihan, Dean. NAYS: None. Motion carried.

Resolution 2026-54 Approving a Liability Insurance Proposal with Iowa Communities Assurance Pool (ICAP)./ Move to Action.

Motion by Dean, second by Miller to approve Resolution 2026-54. AYES: Dean, Miller, Horihan, Noel, Sexton. NAYS: None. Motion carried.

Resolution 2026-55 Approving Pay Estimate Number 4 in the amount of \$247,717.75 to Peterson Contractors, Inc. for the 2025 Channel Widening Flood Improvements Project./ Move to Action.

Motion by Dean, second by Miller to approve Resolution 2026-55. AYES: Dean, Miller, Noel, Horihan, Sexton. NAYS: None. Motion carried.

Resolution 2026-56 Approving Change Order #1 in the amount of \$9,200.00 for the 2025 Channel Widening Flood Improvements Project./ Move to Action.

Motion by Miller, second by Dean to approve Resolution 2026-56. AYES: Miller, Horihan, Sexton, Noel, Dean. NAYS: None. Motion carried.

Resolution 2026-57 Appointing Gary Savona to the position of Fire Chief for the City of West Branch and setting the Annual Salary for the position./ Move to Action.

Motion by Noel, second by Horihan to approve Resolution 2026-57. AYES: Noel, Horihan, Sexton, Dean, Miller. NAYS: None. Motion carried.

Resolution 2026-58 Approving the Application for the purpose of receiving benefits from the Iowa DNR./ Move to Action.

Motion by Miller, second by Noel to approve Resolution 2026-58. AYES: Miller, Noel, Sexton, Horihan, Dean. NAYS: None. Motion carried.

Resolution 2026-59 Approving the Application for the purpose of receiving benefits from the Iowa DOT./ Move to Action

Motion by Miller, second by Noel to approve Resolution 2026-59. AYES: Miller, Noel, Horihan, Sexton, Dean. NAYS: None. Motion carried.

Resolution 2026-60 Approving Pay Estimate Number 5 in the amount of \$9,387.66 to Peterson Contractors, Inc. for the 2025 Channel Widening Flood Improvements Project./ Move to Action.

Motion by Miller, second by Noel to approve Resolution 2026-60. AYES: Miller, Noel, Horihan, Sexton, Dean. NAYS: None. Motion carried.

DISCUSSION ITEMS

- a. Administrator Kofoed shared that a feasibility study is needed to start the RFP process to explore obtaining a hotel/motel for the area within Parkside Hills. The council discussed options and the proposal for the area before giving directive to proceed with what is needed for the feasibility study. It was established that Council person Noel and Miller would assist with the RFP process for this one.
- b. RFP for Solid Waste Removal – Kofoed shared a comparison for internal coverage of waste management with the city purchasing truck(s) and disposing, versus external coverage. The cost breakdown of equipment, staff, landfill, insurance, etc.; made the external options more feasible. Olsen shared the notice that he had drawn stating that the 5% penalty for failure to provide service would be enforced this month and further termination per the Insufficient Service Provision within the agreement. This notice will be sent to LRS and the RFP process would be initiated tomorrow. The process will allow for 30 days to submit quotes and packets by the interested companies and then 20 – 30 days to review the packets for further selection. With 2 companies present at the meeting, the mayor and council proceeded to ask questions of and gain information on the process of switching over from LRS to a new vendor. ABC stated that they would have the number of carts needed to trade out within 30 – 45 days to be ready. Kleasnor stated that same timeframe if chosen. They brought up the possibility of the city purchasing carts to avoid the switch out in the future and just shifting service and asked a few additional questions to ensure they included everything in their bids.

CITY ADMINISTRATOR REPORT –

Kofoed shared that the 1st Board of Adjustment meeting June 24th at 6:00pm.

CITY ATTORNEY REPORT – None

CITY ENGINEER REPORT –

West Main St. project – Has been milled and starting the storm sewer and grading tomorrow. It was requested to ensure that Main Street is fully open on August 8th for the Hoover Hometown Days activities.

Cedar-Johnson Road – There was a walk through and few follow up items were listed before the final completion of this project. Wapsi Creek –On June 16th, IDALS will be meeting here to walk through, discuss the project and look at potential future funding opportunities. They will meet at Beranek Park.

STAFF REPORTS

Clerk Friis shared an update and request from some of the department heads about the perpetual care funds. With a change in legislature, there is no longer a hold on the perpetual care funds. The city has budgeted to repair half the roads within the cemetery and staff has requested that we utilize some of the set aside funds for perpetual care to move forward with repairing all of the roads in the cemetery at one time. With the \$30,000.00 that has been budgeted, it would take another \$30 - \$35,000 to repair all the roadways at one time and the request is to pull that remaining amount out of the perpetual care account and move forward. Council discussed this option and looked to be in favor of a formal resolution for this request to move forward at the next council meeting.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS –

It was shared that last week Dick Stoolman was nominated into the Fireman’s Hall of Fame. Then council person Horihan shared a round of Thank yous to the WBFD and WBPD for their quick response and service during the recent house fire and unfortunate house call within West Branch. There was also Thanks directed to the support that came from the mutual aid that was given from the communities around us.

ADJOURNMENT

Motion to adjourn by Miller, second by Dean. Motion carried on a voice vote. City Council meeting adjourned at 6:44 p.m.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



Special Event Permit Application

A Special Event Permit is required if one or more of the following apply to your event: (Check all that apply)

- Anticipate more than 50 People
- Sell any products, goods, or services including food, beverage, or alcohol?
- Use City Roads, Streets, or Pathways
- Have Amplified Sound
- Have Tents (Specify Size)
- Requesting park lights be on outside of park hours
- Requesting an Exemption to any other city codes (Please specify Here what Exceptions are needed)

Permits must be received by the City Office within a minimum of 60 Days prior to event. The City of West Branch may waive the submission deadline in extreme cases of unforeseen events.

Cost: There is a \$20.00 Administrative fee for all Special Event Permits, that must be paid before Council approval is requested. If a Facility Reservation is required for use during the Special Event and there is a Fee for use of that Facility, this payment must also be paid in full prior to Council Approval.

Please supply the information requested below. Attach additional sheets, if necessary, to provide the required information. In issuing a permit for a special event, the City considers the following items:

1. Will the event cause injury to persons or property, create a disturbance, cause disorderly conduct or encourage or result in violation of the law, or community standards?
2. Will the event interrupt the safe and orderly movement of pedestrians and vehicular traffic in the area?
3. Is the proposed location adequate for the size and nature of the event?
4. Will the event interfere with the intended use of the area?
5. Does the applicant(s) have the ability to execute the event?
6. Does the applicant(s) have the financial ability to obtain the appropriate insurance (if applicable)?
7. Does the event conflict with other scheduled special events in the community?
8. Have approvals by other governing agencies been obtained (if applicable)?
9. Have all permit requirements been met?

The application review process begins when the City of West Branch has received a completed application. Applications for special events must be approved by all appropriate departments, including but not limited to the West Branch Police Department, Fire Department, Public Works, Public Library, Parks and Recreation, Administration, and the City Council. In the event the application is denied by the City; the applicant may appeal to the West Branch City Council in writing within five (5) days of denial. The decision of the West Branch City Council is final.

FOR CITY OFFICE USE: **Approved by:** _____ **Date Approved:** _____

West Branch Administration _____ West Branch Fire Department _____ West Branch Police Department _____

West Branch Public Library _____ West Branch Public Works _____ West Branch Parks and Recreation _____

Other _____

Notes: _____



Special Event Permit Application

Event Title/Name: WBHS Homecoming Parade 2026

Event Organization: WBHS Student Government Phone: 515-230-5551

Organization Address: 900 W. Main St. City, State, Zip: West Branch, IA 52358

Event Website: N/A

Event Email: anoelck@westbranch.k12.ia.us

Event Coordinator Name and Title: Abby Noelck, Student Government Advisor

Event Coordinator Cell #: 515-230-5551

Event Coordinator Email: see above

Event Coordinator Address: 1800 23rd Ave., Apt. 1, Coralville, IA 52241

Description of Event: Parade to celebrate homecoming featuring floats, bands, + school/community organizations - Will last around 30 minutes.

List Below Requested Location(s) - If the event will be held at Beranek Park, Town Hall, or Lions Field, a reservation will need to be made using the online Facility Reservation system, RecDesk, which is also located on the City of West Branch website. If there is a request to shut down a street, a traffic control plan including detour route drawing needs to be submitted and requires City Council approval.

Event set up will begin: (date, day of the week and time)	Event will begin: (date, day of the week, and time)	Event will end: (date, day of the week, and time)	Removal and clean-up will be completed: (date, day of the week, and time)
<u>Wed., Sept. 30, 5:30 pm</u>	<u>Wed., Sept. 30, 6:30 pm</u>	<u>Wed., Sept. 30, 7 p.m.</u>	<u>Immediately following</u>

Maximum Number of Attendees During Event: 150 Maximum Number of Vehicles: 35

Will Food Be Sold? Yes No Food License Obtained (if needed)? Yes No N/A

Will Alcohol be Permitted or Sold? Yes No Alcohol License Obtained (if needed)? Yes No N/A



Organizers are responsible for ensuring all vendors have secured the appropriate permits and all laws and regulations are followed during each event.

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

Please list other agencies involved. WBCSD is hosting.

Traffic Control Plan (please attach diagram): See attached map. Street closures pending city council approval.

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Public Notification Plan: The public will be notified via flyers at the school, social media, + the WB Times.

Amplified Sound/Noise Plan: _____

Site Plan/Race Course Map (please attach diagram): See attached.

List all items needed from the city for the event (ex. Tables, chairs, cones, barricades, trash cans, traffic control)

(Rental/Deposit fees for these items are listed on page 4 of this application.)

Street closures.

Security Plan: Plan to have WBPD + fire at the event.

Restoration Plan: _____

Trash Management Plan: _____

Restroom Plan: Restrooms + trash are available at the Little Rose Bowl, where the parade starts + ends.

Signs/Banner Plan: _____

Insurance policy: On file with WBESP

Signature: Atty R. Nold

Date: 6/16/16

******By signing this form, you agree that the information shared on this application is complete and complies with all City Codes, Laws and Ordinances. The undersigned also agrees by execution of this form to save, defend and hold the City harmless from any and all claims based upon the activities outlined in this application.**

Return completed form to: West Branch City Office, PO Box 218 or 110 N. Poplar St., West Branch, IA



52358 or email to cityclerk@westbranchiowa.org

Special Event Item/Service Fee Schedule

Items:	Price:	Number of items requested:
Road Cones	\$50.00 for up to 10 (Deposit*)	_____
Barricades	\$50.00 for up to 4 (Deposit*)	_____
Tents	\$20.00 (Deposit*)	_____
Snow Fence	\$5.00 / roll (Deposit*)	_____
Caution Tape	\$5.00 / roll	_____
Garbage Cans	\$25.00 for up to 5 (Deposit*)	_____
Garbage Bags	\$10.00 for a roll of 10 bags	_____
Signs	\$10.00 / sign (Deposit *)	_____
Tables	\$25.00 for up to 5 tables (Deposit*)	_____
Chairs	\$20.00 for up to 10 chairs (Deposit*)	_____
Picnic Tables	\$25.00 per table (Deposit*)	_____
Stage	\$20.00 (Deposit*)	_____

Services:

All fees associated with services will be calculated at the discretion of the department requested.

Delivery and Pickup:

For any of the items above, there will be a fee dependent on the number, size, set up and tear down of the items. This will be calculated at \$25.00 / hour and per staff member. (minimum of 2 hours or \$50.00)

Traffic Control/Security:

Fee will be based on event size, content (such as alcohol permitted), and duration. This will be calculated at the officer's over time rate per hour and per officer utilized for the event.

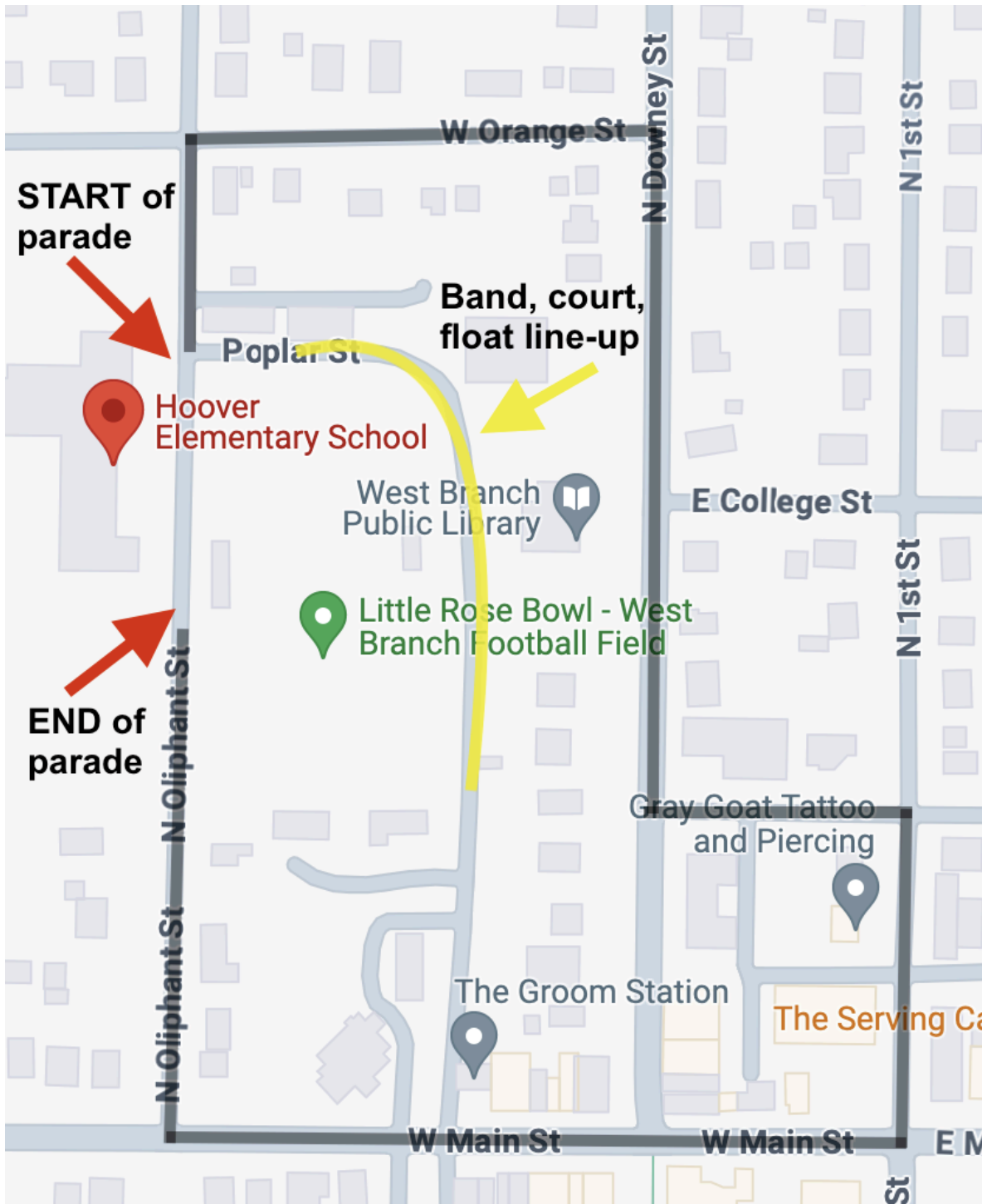
****Whether an application requests it or not, police coverage at an event is ultimately at the discretion of the Police Department and/or City Council and will be charged to the applicant. This decision will be shared with the applicant, along with approval/denial and total charge and/or deposits, following the Council meeting where the application is presented to the Council for approval.****



Deposit items are charged at the discretion of the department director and should be paid for separately from the service, application and purchased item fees. These funds will be refunded or checks shredded following safe return of all items requested for deposit.

West Branch High School Homecoming Parade, Wednesday, September 30, 2026 – 6:30 p.m.

- All parade entries are to be lined up in front of the bus barns on Poplar St. and will wrap around the field starting at 6:00 p.m. The parade will be led by the American Legion Post, WBHS Band, Grand Marshals, Crown Bearers, and Court Members. All other floats and entries will be lined up on Poplar St. along the east side of the football field.
- After the parade, all participants are invited to stay for the coronation and pep rally at the Little Rose Bowl (rain location: Hoover Gym).
- **Please direct all questions or concerns to Abby Noelck (WBHS Spanish Teacher/Student Government Advisor) at anoelck@west-branch.k12.ia.us**





REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Appointment to the Board of Adjustments.
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PREPARED BY: City Clerk, Alycia Friis
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DATE: July 2, 2026

BACKGROUND/ SUMMARY:

The following resident has applied for and been accepted as a member of the Board of Adjustment Commission:

Jeff Tadlock to the Board of Adjustment to fill a vacancy within the board.

The term for Jeff will begin on July 1, 2026.



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Advisory Board/Commission
Application Form

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 Zoning Board of Adjustment Today's Date 6/30/2026

(Please print)

Name: Jeff Tadlock Address: 52 Greenview Dr.

Phone: (home) _____ Phone: (cell) 319-325-3771

Email: Tadlock.jeff55@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? 31 yrs

Occupation: Retired Employer: _____

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?

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

SPECIAL CLASS "C" RETAIL ALCOHOL LICENSE APPLICATION

Business Information

Name of Legal Entity: WINE ABOUT IT LLC

FEIN: XX-XXX0208

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 0861453

Premises Information

Premises DBA: LUCKY WIFE WINE SLUSHIES

Premises Address: E MAIN ST WEST BRANCH IA 52358

Premises Type: Special Event

Number of Floors: 1

Control of Premises: Lease

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?

Yes

Does your premises conform to all local and state health, fire and building laws and regulations?

Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?

Yes

License Information

Effective Date: 05-Aug-2026

Length of License Requested: 5DAY

Privilege(s) Requested

Outdoor Service - Allows the selling/serving of alcoholic beverages by the license/permit in a designated, adjacent outdoor area.

Provided description of the Outdoor Service Area:

city festival, city street

Endorsements

Local Authority: City of West Branch

Dramshop Company: FOUNDERS INSURANCE COMPANY

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	LOUX, JAKE	SSN	***-**-0366	10-Aug-19 93	51560839 43	112 W SANDERS ST LONE TREE IA 52755-9353	50.00
Individual	LOUX, MARIA	SSN	***-**-8766	28-Mar-19 94	51560839 56	112 W SANDERS ST LONE TREE IA 52755-9353	50.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

Criminal Violations

Contact Information

Contact Name: MARIA LOUX

Phone Number: 5156083956

Email Address: luckywifewineslushies10@gmail.com

Address: 112 W SANDERS ST LONE TREE IA 52755-9353

Attestation Information

Attestation Name: MARIA LOUX

Attestation Date: 12-Jun-2026

Business Information

Name of Legal Entity: FRIENDS OF HISTORIC DOWNTOWN WEST BRANCH

FEIN: XX-XXX4311

Business Type: Corporation

This business is not registered with the Secretary of State.

Premises Information

Premises DBA: MAIN STREET WEST BRANCH OFFICE

Premises Address: 127 W MAIN ST WEST BRANCH IA 52358-9636

Premises Type: Other

Number of Floors: 1

Control of Premises: Lease

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.

144

Does your premises conform to all local and state health, fire and building laws and regulations?

Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?

No

License Information

Effective Date: 13-Jun-2026

Length of License Requested: 12MONTH

Endorsements

Local Authority: City of West Branch

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	WATERS, STACY	SSN	***-**-2661	11-Mar-19 84	31926901 87	2395 EUREKA AVE WEST LIBERTY IA 52776-9020	0.00
Individual	ANDERSON, CAROLYN	SSN	***-**-8777	08-Oct-19 49	31953080 21	1745 CHARLES AVE WEST BRANCH IA 52358-8568	0.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

Criminal Violations

Contact Information

Contact Name: JESSICA SIMON

Phone Number: 3196437100

Email Address: mainstreetwestbranch@gmail.com

Address: PO BOX 786 WEST BRANCH IA 52358-0786

Attestation Information

Attestation Name: STACY WATERS

Attestation Date: 01-Jun-2026

CLASS "E" RETAIL ALCOHOL LICENSE APPLICATION

Business Information

Name of Legal Entity: BHATTA, RAJAN

FEIN: XX-XXX7068

Business Type: LLS

This business is registered with the Secretary of State.

Business Number of Secretary of State: 712549

Premises Information

Premises DBA: JACK & JILL STORE

Premises Address: 115 E MAIN ST WEST BRANCH IA 52358-4721

Premises Type: Grocery Store

Number of Floors: 1

Control of Premises: Own

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.
6000

Does your premises conform to all local and state health, fire and building laws and regulations?
Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?
No

License Information

Effective Date: 15-Jul-2026

Length of License Requested: 12MONTH

Endorsements

Local Authority: City of West Branch

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	BHATTA, RAJAN	SSN	***-**-7957	26-Jun-19 87		2559 CANTERBUR Y ROAD MUSCATINE IA 52761	100.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

Criminal Violations

Contact Information

Contact Name: BHATTA, RAJAN

Phone Number: (859) 229-3745

Email Address: rajanbhatta003@gmail.com

Address: 115 E MAIN ST WEST BRANCH IA 52358-4721

Bond

Do you want to add a bond for this permit?

No

Premises Hours

Is the premises open 24/7?

No

Store Hours Description:

Mon - Sun 8 AM - 9 PM

Deliveries Hours

Are deliveries able to be received 24/7?

No

Delivery Hours Description:
Mon - Fri - 8 AM - 8 PM

Automatic Renewal Enrollment

Do you wish to enroll in the Automatic Renewal Program at this time?
Yes

Attestation Information

Attestation Name: RAJAN BHATTA

Attestation Date: 09-Jun-2026

License Timely Filed Status

From Agency • Wednesday, Jul 1, 2026 12:00 AM

Hello,

You are receiving this notification because you are the local authority for this licensee. The alcohol license application referenced below has been considered timely filed:

Licensee Information

DBA: MAVERIK #5079

Premises Address: 620 S DOWNEY ST WEST BRANCH IA 52358-9603

Application Type: Class "E" Retail Alcohol License (LE)

Application Number: 0-010-402-961

License Number: LE0001824

What's Next?

The alcohol licensing team is reviewing your application. If additional information is required, a representative will reach out to you. You will be notified when the license review is complete.

Thank you,
Iowa Department of Revenue
revenue.iowa.gov

**** This is an auto-generated response. Please do not reply to this email. ****



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: May Monthly Financial Report
PREPARED BY: Heidi Van Auken
DATE: June 29, 2026

SUMMARY:

Monthly Financial Report: This report includes revenue, investments, expenditures, and balances for the month of May 2026.

BANK TO BOOK RECONCILIATION			
5/31/2026			
BANK BALANCE @ _____			
	CASH - FIDELITY BANK & TRUST		\$ 11,549,860.99
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND		\$ 39,150.60
	SUB TOTAL		\$ 11,589,011.59
ADD:	CD'S:	Bank/CD #	Maturity Date
	ENLOW BUILDING CD	LIBERTY SAVINGS-10447	7/13/2026 \$ 12,123.25
	CEMETERY PERPETUAL CARE CD	HILLS BANK-30282503	7/11/2026 \$ 110,582.08
	LIBRARY-HANSEN DONATION CD	GREENSTATE-1041 (Old 1037)	8/4/2026 \$ 65,145.66
	LIBRARY-KROUTH PRINCIPAL CD	GREENSTATE-1042 (Old 1038)	6/2/2026 \$ 59,981.19
	LIBRARY-KROUTH INTEREST CD	GREENSTATE-1043 (Old 1039)	6/2/2026 \$ 28,118.68
	GEN FUND-STREETSCAPE-ACCIONA DONATION CD	GREENSTATE-1044 (Old 1040)	12/7/2026 \$ 8,128.32
	SAVINGS ACCOUNTS		
	GENERAL FUND SAVINGS	GREENSTATE-0001	\$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT	\$ 8,530.85
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT	\$ 16,369.61
	TOTAL CD'S & SAVINGS ACCOUNTS		\$ 308,984.64
	SUB TOTAL		\$ 11,897,996.23
PLUS	O/S DEPOSITS		\$ 0.05
PLUS	ADJUSTMENTS		\$ -
LESS:	O/S CREDIT CARD		\$ -
LESS:	O/S CHECKS		\$ 32,509.65
	ENDING BOOK BALANCE		\$ 11,865,486.63

CLERK'S REPORT FOR THE MONTH OF MAY 2026

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
GENERAL									
*(001) GENERAL OPERATING FUND	\$ 3,534,913.75	\$ 5.00	\$ 3,534,918.75	\$ 194,059.71		\$ 333,293.80			\$ 3,395,684.66
** FIRE APPARATUS RESERVE	\$ 214,059.29	\$ -	\$ 214,059.29						\$ 214,059.29
POLICE APPARATUS RESERVE	\$ 150,727.05	\$ -	\$ 150,727.05						\$ 150,727.05
PARK & RECREATION RESERVE	\$ 17,340.39	\$ -	\$ 17,340.39						\$ 17,340.39
PUBLIC WORKS RESERVE	\$ 14,660.00	\$ -	\$ 14,660.00						\$ 14,660.00
CEMETERY BLDG/EQUIP INVESTMENT	\$ -	\$ -	\$ -						\$ -
SIGNS-ACCIONA DTN INVESTMENT	\$ -	\$ 8,128.32	\$ 8,128.32						\$ 8,128.32
PARK EQUIPMENT/RESERVE	\$ 24,246.00	\$ -	\$ 24,246.00						\$ 24,246.00
(022) CIVIC CENTER	\$ 56,362.05	\$ -	\$ 56,362.05	\$ 18,570.00		\$ 645.65			\$ 74,286.40
(027) MEMORIAL GARDEN PROJECT	\$ 414.00	\$ -	\$ 414.00						\$ 414.00
(028) SPLASH PAD RESERVE	\$ 100.00	\$ -	\$ 100.00						\$ 100.00
(031) LIBRARY	\$ (25,660.76)	\$ 102,130.51	\$ 76,469.75	\$ 190,794.51		\$ 15,316.57			\$ 251,947.69
(036) TORT LIABILITY	\$ 34,641.40	\$ -	\$ 34,641.40	\$ 5,458.28					\$ 40,099.68
SPECIAL REVENUE									
(110) ROAD USE TAX	\$ 323,229.58	\$ -	\$ 323,229.58	\$ 33,416.65		\$ 20,093.96			\$ 336,552.27
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	\$ 602,770.73	\$ -	\$ 602,770.73	\$ 21,329.71		\$ 32,626.51			\$ 591,473.93
(119) EMERGENCY TAX FUND	\$ 7,019.38	\$ -	\$ 7,019.38			\$ -	\$ 7,019.38		\$ 0.00
(121) LOCAL OPTION SALES TAX	\$ 767,655.68	\$ -	\$ 767,655.68	\$ 27,378.88		\$ -	\$ 61,403.00		\$ 733,631.56
(125) TIF	\$ 558,004.22	\$ -	\$ 558,004.22	\$ 27,124.95		\$ -	\$ 292,778.00		\$ 292,351.17
(126) TIF LMI MEADOWS PT 4	\$ 131,615.25	\$ -	\$ 131,615.25						\$ 131,615.25
(160) REVOLVING LOAN FUND	\$ 137,082.45	\$ -	\$ 137,082.45						\$ 137,082.45
DEBT SERVICE									
(226) DEBT SERVICE	\$ 535,650.94	\$ -	\$ 535,650.94	\$ 15,625.56	\$ 460,151.00	\$ 821,866.83			\$ 189,560.67
CAPITAL PROJECTS									
(300) CAPITAL IMPROVEMENT RESERVE	\$ 449,313.19	\$ -	\$ 449,313.19	\$ 6,200.38					\$ 455,513.57
(304) W MAIN ST STORMWATER IMP	\$ 10,000.00	\$ -	\$ 10,000.00						\$ 10,000.00
(308) PARK IMP - PEDERSEN VALLEY	\$ 8,129.20	\$ -	\$ 8,129.20						\$ 8,129.20
(312) DOWNTOWN EAST REDEVELOPMENT	\$ 172,412.82	\$ -	\$ 172,412.82						\$ 172,412.82
(321) WIDENING WAPSI CREEK @ BERANEK PARK	\$ (472,938.28)	\$ -	\$ (472,938.28)	\$ -	\$ 494,529.92	\$ 16,583.84			\$ 5,007.80
(322) SPLASH PAD	\$ -	\$ -	\$ -						\$ -
(324) WW TREATMT FAC IMP 2021	\$ 80,000.00	\$ -	\$ 80,000.00						\$ 80,000.00
(326) ROUNDABOUT MAIN & CEDAR	\$ 94,198.22	\$ -	\$ 94,198.22			\$ -	\$ 94,198.22		\$ (0.00)
(327) SPONSORED WATER QUALITY IMP 2021	\$ (20,000.00)	\$ -	\$ (20,000.00)	\$ -	\$ 20,000.00				\$ -
(329) EASTSIDE WATER MAINS PH1	\$ 320,331.70	\$ -	\$ 320,331.70			\$ -	\$ 320,331.70		\$ (0.00)
(331) CEDAR JOHNSON RD RECONSTRUCT	\$ 921,265.93	\$ -	\$ 921,265.93			\$ 1,028.78			\$ 920,237.15
(332) W MAIN ST IMPROVEMENT	\$ 513,919.45	\$ -	\$ 513,919.45			\$ 42,451.23			\$ 471,468.22
PERMANENT									
(500) CEMETERY PERPETUAL FUND	\$ 38,970.60	\$ 109,859.59	\$ 148,630.19	\$ 1,222.49					\$ 149,852.68
(501) KROUTH PRINCIPAL FUND	\$ (0.00)	\$ 60,020.05	\$ 60,020.05						\$ 60,020.05
(502) KROUTH INTEREST FUND	\$ -	\$ 28,118.68	\$ 28,118.68						\$ 28,118.68
ENTERPRISE									
(600) WATER FUND	\$ 601,838.29	\$ -	\$ 601,838.29	\$ 81,988.94		\$ 35,659.64	\$ 84,921.27		\$ 563,246.32
(603) WATER SINKING FUND	\$ 103,932.81	\$ -	\$ 103,932.81	\$ -	\$ 10,321.27				\$ 114,254.08
(610) SEWER FUND	\$ 962,895.17	\$ -	\$ 962,895.17	\$ 87,754.48		\$ 26,252.97	\$ 120,171.86		\$ 904,224.82
(611) SEWER FUND SPECIAL	\$ 1,089,476.84	\$ -	\$ 1,089,476.84	\$ -	\$ 50,628.86				\$ 1,140,105.70
(740) STORM WATER UTILITY	\$ 279,856.91	\$ -	\$ 279,856.91	\$ 6,192.10		\$ 7,114.25	\$ 100,000.00		\$ 178,934.76
TOTAL	\$ 12,238,434.25	\$ 308,062.15	\$ 12,546,496.40	\$ 717,116.64	\$ 1,035,631.05	\$ 1,352,934.03	\$ 1,080,823.43	\$ -	\$ 11,865,486.63
O/S CHECKS			\$15,123.90						\$32,509.65
ADJUSTMENTS			\$0.00						\$0.00
O/S DEPOSIT			\$0.00						\$0.05
O/S CREDIT CARD			\$0.00						\$0.00
BANK STATEMENT BALANCE			\$12,561,620.30						\$11,897,996.23

CITY OF WEST BRANCH
MTD TREASURERS REPORT
AS OF: MAY 31ST, 2026

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	3,964,079.80	194,059.71	333,293.80	3,824,845.71	0.00	0.00	3,824,845.71
022-CIVIC CENTER	56,362.05	18,570.00	645.65	74,286.40	0.00	0.00	74,286.40
027-MEMORIAL GARDEN PROJECT	414.00	0.00	0.00	414.00	0.00	0.00	414.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	76,469.75	190,794.51	15,316.57	251,947.69	0.00	0.00	251,947.69
036-TORT LIABILITY	34,641.40	5,458.28	0.00	40,099.68	0.00	0.00	40,099.68
110-ROAD USE TAX	323,229.58	33,416.65	20,093.96	336,552.27	0.00	0.00	336,552.27
112-TRUST AND AGENCY	602,770.73	21,329.71	32,626.51	591,473.93	0.00	0.00	591,473.93
119-EMERGENCY TAX FUND	7,019.38	0.00	7,019.38	0.00	0.00	0.00	0.00
121-OPTION TAX	767,655.68	27,378.88	61,403.00	733,631.56	0.00	0.00	733,631.56
125-T I F	558,004.22	27,124.95	292,778.00	292,351.17	0.00	0.00	292,351.17
126-TIF LMI MEADOWS PT 4	131,615.25	0.00	0.00	131,615.25	0.00	0.00	131,615.25
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
226-GO DEBT SERVICE	535,650.94	475,776.56	821,866.83	189,560.67	0.00	0.00	189,560.67
300-CAPITAL IMPROV. RESERVE	449,313.19	6,200.38	0.00	455,513.57	0.00	0.00	455,513.57
304-W MAIN ST STORMWATER IMP	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
308-PARK IMP - PEDERSEN VALLE	8,129.20	0.00	0.00	8,129.20	0.00	0.00	8,129.20
312-DOWNTOWN EAST REDEVELOPME	172,412.82	0.00	0.00	172,412.82	0.00	0.00	172,412.82
321-WIDENING WAPSI CREEK @ BE (472,938.28)	494,529.92	16,583.84	5,007.80	0.00	0.00	5,007.80
324-WW TREATMT FAC IMP 2021	80,000.00	0.00	0.00	80,000.00	0.00	0.00	80,000.00
326-ROUNDABOUT MAIN & CEDAR-J	94,198.22	0.00	94,198.22	0.00	0.00	0.00	0.00
327-SPONS WATER QUAL IMP 2021 (20,000.00)	20,000.00	0.00	0.00	0.00	0.00	0.00
329-EASTSIDE WATER MAIN PH1	320,331.70	0.00	320,331.70	0.00	0.00	0.00	0.00
331-CEDAR JOHNSON RD RECONS	921,265.93	0.00	1,028.78	920,237.15	0.00	0.00	920,237.15
332-W MAIN ST IMPROVE	513,919.45	0.00	42,451.23	471,468.22	0.00	0.00	471,468.22
500-CEMETERY PERPETUAL FUND	148,630.19	1,222.49	0.00	149,852.68	0.00	0.00	149,852.68
501-KROUTH PRINCIPAL FUND	60,020.05	0.00	0.00	60,020.05	0.00	0.00	60,020.05
502-KROUTH INTEREST FUND	28,118.68	0.00	0.00	28,118.68	0.00	0.00	28,118.68
600-WATER FUND	601,838.29	81,988.94	120,580.91	563,246.32	0.00	0.00	563,246.32
603-WATER SINKING FUND	103,932.81	10,321.27	0.00	114,254.08	0.00	0.00	114,254.08
610-SEWER FUND	962,895.17	87,754.48	146,424.83	904,224.82	0.00	0.00	904,224.82
611-SEWER FUND SPECIAL	1,089,476.84	50,628.86	0.00	1,140,105.70	0.00	0.00	1,140,105.70
740-STORM WATER UTILITY	279,856.91	6,192.10	107,114.25	178,934.76	0.00	0.00	178,934.76
GRAND TOTAL	12,546,496.40	1,752,747.69	2,433,757.46	11,865,486.63	0.00	0.00	11,865,486.63

*** END OF REPORT ***

CITY OF WEST BRANCH
 YTD TREASURERS REPORT
 AS OF: MAY 31ST, 2026

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	3,220,597.35	2,425,615.87	1,821,367.51	3,824,845.71	0.00	0.00	3,824,845.71
022-CIVIC CENTER	61,098.15	24,725.00	11,536.75	74,286.40	0.00	0.00	74,286.40
027-MEMORIAL GARDEN PROJECT	414.00	0.00	0.00	414.00	0.00	0.00	414.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	215,963.28	213,739.28	177,754.87	251,947.69	0.00	0.00	251,947.69
036-TORT LIABILITY	1,577.05	123,127.24	84,604.61	40,099.68	0.00	0.00	40,099.68
110-ROAD USE TAX	284,973.83	318,191.31	262,862.87	340,302.27	0.00	(3,750.00)	336,552.27
112-TRUST AND AGENCY	535,294.96	446,483.52	390,304.55	591,473.93	0.00	0.00	591,473.93
119-EMERGENCY TAX FUND	7,019.38	0.00	7,019.38	0.00	0.00	0.00	0.00
121-OPTION TAX	497,744.44	297,290.12	61,403.00	733,631.56	0.00	0.00	733,631.56
125-T I F	43,717.03	573,361.14	324,727.00	292,351.17	0.00	0.00	292,351.17
126-TIF LMI MEADOWS PT 4	83,542.25	48,073.00	0.00	131,615.25	0.00	0.00	131,615.25
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
226-GO DEBT SERVICE	301,593.80	801,644.95	913,678.08	189,560.67	0.00	0.00	189,560.67
300-CAPITAL IMPROV. RESERVE	315,593.26	139,920.31	0.00	455,513.57	0.00	0.00	455,513.57
304-W MAIN ST STORMWATER IMP	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
308-PARK IMP - PEDERSEN VALLE	14,827.20	0.00	6,698.00	8,129.20	0.00	0.00	8,129.20
312-DOWNTOWN EAST REDEVELOPME	172,412.82	0.00	0.00	172,412.82	0.00	0.00	172,412.82
321-WIDENING WAPSI CREEK @ BE	12,835.10	943,901.77	951,729.07	5,007.80	0.00	0.00	5,007.80
324-WW TREATMT FAC IMP 2021	80,000.00	367,753.20	367,753.20	80,000.00	0.00	0.00	80,000.00
326-ROUNDABOUT MAIN & CEDAR-J	156,500.72	0.00	156,500.72	0.00	0.00	0.00	0.00
327-SPONS WATER QUAL IMP 2021	(20,000.00)	20,000.00	0.00	0.00	0.00	0.00	0.00
329-EASTSIDE WATER MAIN PH1	320,331.70	0.00	320,331.70	0.00	0.00	0.00	0.00
331-CEDAR JOHNSON RD RECONS	(457,812.03)	3,529,500.00	2,151,450.82	920,237.15	0.00	0.00	920,237.15
332-W MAIN ST IMPROVE	41,500.00	520,774.70	90,806.48	471,468.22	0.00	0.00	471,468.22
500-CEMETERY PERPETUAL FUND	143,818.44	6,034.24	0.00	149,852.68	0.00	0.00	149,852.68
501-KROUTH PRINCIPAL FUND	58,176.59	1,843.46	0.00	60,020.05	0.00	0.00	60,020.05
502-KROUTH INTEREST FUND	27,257.36	861.32	0.00	28,118.68	0.00	0.00	28,118.68
600-WATER FUND	486,610.52	833,950.99	757,315.19	563,246.32	0.00	0.00	563,246.32
603-WATER SINKING FUND	13,396.12	113,533.97	12,676.01	114,254.08	0.00	0.00	114,254.08
610-SEWER FUND	861,793.27	1,028,879.28	986,447.73	904,224.82	0.00	0.00	904,224.82
611-SEWER FUND SPECIAL	646,290.72	576,587.67	82,772.69	1,140,105.70	0.00	0.00	1,140,105.70
740-STORM WATER UTILITY	239,492.60	68,943.88	129,501.72	178,934.76	0.00	0.00	178,934.76
GRAND TOTAL	8,513,742.36	13,424,736.22	10,069,241.95	11,869,236.63	0.00	(3,750.00)	11,865,486.63

*** END OF REPORT ***

PROGRAM EXPENDITURES FOR THE MONTH OF MAY 2026

91.67%

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
PUBLIC SAFETY					
POLICE DEPARTMENT					
GENERAL FUND	\$ 635,858.00	\$ 40,654.48	\$ 493,533.64	\$ 142,324.36	77.62%
TORT LIABILITY	\$ 17,000.00	\$ -	\$ 13,233.25	\$ 3,766.75	77.84%
TRUST & AGENCY	\$ 174,566.00	\$ 12,652.12	\$ 146,229.59	\$ 28,336.41	83.77%
FIRE DEPARTMENT					
GENERAL FUND	\$ 319,400.00	\$ 9,419.24	\$ 105,319.21	\$ 214,080.79	32.97%
TORT LIABILITY	\$ 40,000.00	\$ -	\$ 30,340.39	\$ 9,659.61	75.85%
TRUST & AGENCY	\$ 71,280.00	\$ 1,958.45	\$ 42,136.74	\$ 29,143.26	59.11%
BUILDING INSPECTIONS					
GENERAL FUND	\$ 59,193.00	\$ 3,620.02	\$ 41,886.73	\$ 17,306.27	70.76%
TRUST & AGENCY	\$ 18,820.00	\$ 802.70	\$ 9,421.41	\$ 9,398.59	50.06%
ANIMAL CONTROL	\$ 4,050.00	\$ 66.00	\$ 276.00	\$ 3,774.00	6.81%
TOTAL PUBLIC SAFETY	\$ 1,340,167.00	\$ 69,173.01	\$ 882,376.96	\$ 457,790.04	65.84%
PUBLIC WORKS					
ROADS & STREETS					
GENERAL FUND	\$ 50,750.00	\$ -	\$ 56,592.00	\$ (5,842.00)	111.51%
TORT LIABILITY	\$ 22,000.00	\$ -	\$ 16,645.40	\$ 5,354.60	75.66%
ROAD USE TAX FUND	\$ 340,002.00	\$ 20,093.96	\$ 262,862.87	\$ 77,139.13	77.31%
TRUST & AGENCY	\$ 78,418.00	\$ 3,800.12	\$ 47,390.94	\$ 31,027.06	60.43%
STREET LIGHTING - GENERAL FUND	\$ 45,000.00	\$ 2,985.65	\$ 35,801.74	\$ 9,198.26	79.56%
SOLID WASTE - GENERAL FUND	\$ 333,562.00	\$ 19,924.00	\$ 235,648.57	\$ 97,913.43	70.65%
TOTAL PUBLIC WORKS	\$ 869,732.00	\$ 46,803.73	\$ 654,941.52	\$ 214,790.48	75.30%
TOTAL HEALTH & SOCIAL SERVICES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CULTURE & RECREATION					
LIBRARY					
GENERAL FUND	\$ 218,201.00	\$ 15,316.57	\$ 177,754.87	\$ 40,446.13	81.46%
TORT LIABILITY	\$ 10,000.00	\$ -	\$ 7,323.78	\$ 2,676.22	73.24%
TRUST & AGENCY	\$ 43,518.00	\$ 3,889.30	\$ 43,713.44	\$ (195.44)	100.45%
PARKS & RECREATION					
GENERAL FUND	\$ 267,669.00	\$ 25,784.13	\$ 192,456.88	\$ 75,212.12	71.90%
TORT LIABILITY	\$ 10,000.00	\$ -	\$ 6,408.92	\$ 3,591.08	64.09%
TRUST & AGENCY	\$ 43,280.00	\$ 4,670.49	\$ 35,702.58	\$ 7,577.42	82.49%
CEMETERY					

FUNCTIONS	BUDGET	MTD EXP	YTD EXP	REMAINING	PERCENT
	EXP			BALANCE	OF EXPENSES
GENERAL FUND	\$ 141,908.00	\$ 13,786.05	\$ 110,647.71	\$ 31,260.29	77.97%
TORT LIABILITY	\$ 5,000.00	\$ -	\$ 2,247.09	\$ 2,752.91	44.94%
TRUST & AGENCY	\$ 34,225.00	\$ 1,311.78	\$ 15,064.02	\$ 19,160.98	44.01%
CIVIC CENTER					
GENERAL FUND	\$ 17,900.00	\$ 645.65	\$ 11,536.75	\$ 6,363.25	64.45%
COMMUNITY & CULTURAL DEV.	\$ 30,000.00	\$ 215.06	\$ 13,321.36	\$ 16,678.64	44.40%
LOCAL CABLE ACCESS	\$ 22,741.00	\$ 291.80	\$ 16,598.59	\$ 6,142.41	72.99%
HISTORIC PRESERVATION	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
TOTAL CULTURE & RECREATION	\$ 846,442.00	\$ 65,910.83	\$ 632,775.99	\$ 213,666.01	74.76%
COMMUNITY & ECONOMIC DEV.					
ECONOMIC DEVELOPMENT	\$ 122,500.00	\$ 1,691.84	\$ 73,203.74	\$ 49,296.26	59.76%
PLANNING & ZONING	\$ 39,000.00	\$ 1,383.00	\$ 32,068.84	\$ 6,931.16	82.23%
TIF DEBT SERVICE	\$ 170,779.00	\$ -	\$ 31,949.00	\$ 138,830.00	18.71%
TIF LMI MEADOWS PT 4	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0.00%
TOTAL COMMUNITY & E.D.	\$ 362,279.00	\$ 3,074.84	\$ 137,221.58	\$ 225,057.42	37.88%
GENERAL GOVERNMENT					
MAYOR & COUNCIL					
GENERAL FUND	\$ 19,000.00	\$ 435.19	\$ 20,369.22	\$ (1,369.22)	107.21%
TRUST & AGENCY	\$ 3,248.00	\$ 47.39	\$ 1,481.20	\$ 1,766.80	45.60%
CLERK & TREASURER					
GENERAL FUND	\$ 239,898.00	\$ 15,238.84	\$ 175,057.98	\$ 64,840.02	72.97%
TORT LIABILITY	\$ 13,000.00	\$ -	\$ 8,405.78	\$ 4,594.22	64.66%
TRUST & AGENCY	\$ 65,192.00	\$ 3,494.16	\$ 49,164.63	\$ 16,027.37	75.42%
LEGAL SERVICES	\$ 27,000.00	\$ 3,500.50	\$ 24,287.30	\$ 2,712.70	89.95%
TOTAL GENERAL GOVERNMENT	\$ 367,338.00	\$ 22,716.08	\$ 278,766.11	\$ 88,571.89	75.89%
GO DEBT SERVICE	\$ 941,653.00	\$ 821,866.83	\$ 913,678.08	\$ 27,974.92	97.03%
CAPITAL PROJECTS					
(308) PARK IMPROVEMENTS	\$ 14,827.00	\$ -	\$ 6,698.00	\$ 8,129.00	45.17%
(321) WIDENING WAPSI CREEK	\$ 1,000,000.00	\$ 16,583.84	\$ 951,729.07	\$ 48,270.93	95.17%
(324) WW TREATMENT FACILITY 2021	\$ 1,100,000.00	\$ -	\$ 367,753.20	\$ 732,246.80	33.43%
(326) ROUNDABOUT MAIN & CEDAR	\$ -	\$ -	\$ 62,302.50	\$ (62,302.50)	#DIV/0!
(331) CEDAR JOHNSON RD RECON	\$ 4,000,000.00	\$ 1,028.78	\$ 2,151,450.82	\$ 1,848,549.18	53.79%
(332) W MAIN ST IMPROVEMENT	\$ 100,000.00	\$ 42,451.23	\$ 90,806.48	\$ 9,193.52	90.81%
TOTAL CAPITAL PROJECTS	\$ 6,214,827.00	\$ 60,063.85	\$ 3,630,740.07	\$ 2,584,086.93	58.42%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
BUSINESS TYPE ACTIVITIES					
WATER FUND	\$ 707,280.00	\$ 35,659.64	\$ 569,181.22	\$ 138,098.78	80.47%
WATER SINKING FUND	\$ 135,040.00	\$ -	\$ 12,676.01	\$ 122,363.99	9.39%
SEWER FUND	\$ 515,250.00	\$ 26,252.97	\$ 340,317.06	\$ 174,932.94	66.05%
SEWER FUND SPECIAL	\$ 641,280.00	\$ -	\$ 82,772.69	\$ 558,507.31	12.91%
STORM WATER UTILITY	\$ 39,905.00	\$ 7,114.25	\$ 29,501.72	\$ 10,403.28	73.93%
TOTAL BUSINESS TYPE ACTIVITIES	\$ 2,038,755.00	\$ 69,026.86	\$ 1,034,448.70	\$ 1,004,306.30	50.74%
NON-DEPARTMENTAL TRANSFERS					
GENERAL FUND	\$ 194,298.00	\$ 194,298.00	\$ 194,298.00	\$ -	100.00%
EMERGENCY TAX FUND	\$ 7,020.00	\$ 7,019.38	\$ 7,019.38	\$ 0.62	99.99%
LOCAL OPTION SALES TAX	\$ 61,403.00	\$ 61,403.00	\$ 61,403.00	\$ -	100.00%
TIF	\$ 292,778.00	\$ 292,778.00	\$ 292,778.00	\$ -	100.00%
(326) ROUNDABOUT PROJECT	\$ 156,501.00	\$ 94,198.22	\$ 94,198.22	\$ 62,302.78	60.19%
(329) EAST SIDE WATER MAINS PH1	\$ 320,332.00	\$ 320,331.70	\$ 320,331.70	\$ 0.30	100.00%
WATER FUND	\$ 209,640.00	\$ 84,921.27	\$ 188,133.97	\$ 21,506.03	89.74%
SEWER FUND	\$ 710,823.00	\$ 120,171.86	\$ 646,130.67	\$ 64,692.33	90.90%
STORM WATER UTILITY	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ -	100.00%
TOTAL NON-DEPARMENTAL TRANSFERS	\$ 2,052,795.00	\$ 1,275,121.43	\$ 1,904,292.94	\$ 148,502.06	92.77%
TOTAL FOR ALL FUNCTIONS	\$ 15,033,988.00	\$ 2,433,757.46	\$ 10,069,241.95	\$ 4,964,746.05	66.98%

CITY OF WEST BRANCH
 EXPENDITURES BY ACTIVITY (UNAUDITED)
 AS OF: MAY 31ST, 2026

001-GENERAL FUND

91.67% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	2,052,795.00	1,275,121.43	1,904,292.94	92.77	148,502.06
TOTAL PUBLIC SAFETY	1,340,167.00	69,173.01	882,376.96	65.84	457,790.04
TOTAL PUBLIC WORKS	869,732.00	46,803.73	654,941.52	75.30	214,790.48
TOTAL CULTURE & RECREATION	846,442.00	65,910.83	632,775.99	74.76	213,666.01
TOTAL COMMUNITY & ECON DEVELOP	362,279.00	3,074.84	137,221.58	37.88	225,057.42
TOTAL GENERAL GOVERNMENT	367,338.00	22,716.08	278,766.11	75.89	88,571.89
TOTAL DEBT SERVICE	941,653.00	821,866.83	913,678.08	97.03	27,974.92
TOTAL CAPITAL PROJECTS	6,214,827.00	60,063.85	3,630,740.07	58.42	2,584,086.93
TOTAL BUSINESS TYPE/ENTERPRISE	2,038,755.00	69,026.86	1,034,448.70	50.74	1,004,306.30
TOTAL EXPENDITURES	15,033,988.00	2,433,757.46	10,069,241.95	66.98	4,964,746.05



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Claims for July 7, 2026

PREPARED BY: Jessica Brown, Deputy City Clerk
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DATE: July 7, 2026

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**7/7/2026**

ESO SOLUTIONS	EMERGENCY SOFTWARE - FIRE	5,014.98
GREATER IOWA CITY	FY27 MEMBER DUES	2,575.00
IMWCA	IMWCA DEPOSIT FY27	9,082.00
IOWA COMMUNITIES ASSURANCE	FY27 ICAP INSURANCE PREMIUM	84,063.00
IOWA LEAGUE OF CITIES	MEMBERSHIP DUES FY27	2,147.00
LEXIPOL	POLICY MANUAL & TRAINING FY27	4,264.33
MAINSTAY SYSTEMS OF IOWA	WATCHGUARD 3 YRS	24,172.00
TYLER TECHNOLOGIES	ANNUAL SOFTWARE MAINT FY27	25,550.45

TOTAL **156,868.76**

REGULAR PAYROLL 6/19/2026 72,926.64
VACATION PAYOUT 6/19/2026 1,127.55

PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS **74,054.19**

PAID BETWEEN MEETINGS

BOUND TREE MEDICAL	MEDICAL SUPPLIES-FIRE	160.98
COMMERCIAL RECREATION	CUBBY SHADE INSTALLATION	12,267.00
CORRIDOR ENERGY COOP	STREET LIGHTS	348.27
CULLIGAN WATER	WATER SOFTENER SERVICE	75.23
DINGES FIRE COMPANY	APPARATUS REPAIRS	4,038.25
DORSEY & WHITNEY	WAPSI '26 SRF SPONSOR PROJECT	10,000.00
EOCENE ENVIRONMENTAL GROUP	WIDENING WAPSI CREEK	3,182.00
HOTSY CLEANING SYSTEMS	MISC PARTS & SOAP	214.10
JOHNSON COUNTY EMERGENCY	FY27 HAZMAT TEAM 28E AGREEMENT	75.00
MEDIACOM	CABLE SERVICES	41.90
PAPAS TRUCK & TRAILER	196 REPAIR	1,729.22
PROTECT YOUTH SPORTS	FIRE CHIEF BACKGROUND CHECKS	43.50
SWANK MOVIE LICENSING	SITE LICENSE-MOVIES	117.00
TUTTLE, PETER	ICE MACHINE REPAIR-FIRE	195.00
WEST BRANCH REPAIRS	DODGE SERVICE & REPAIR	683.30
AMAZON.COM	VARIOUS ITEMS - LIBRARY	1,324.30
CJ COOPER & ASSOCIATES	DOT FOR CDL - PW	75.00
CROELL	WAPSI BATHROOM PAD	657.00
HAWKINS	CHEMICALS	2,796.00
IOWA CITY PRESS-CITIZEN	SUBSCRIPTION 7-1-26-6-30-27	245.02
LIBRARICA	COMPUTER MGMT SOFTWARE-LIB	328.20
LYNCH'S EXCAVATING	GREEN VIEW WATER MAIN BREAK	3,840.00
LYNCH'S PLUMBING	HYDRANT FLUSHING RESIDENT INVOICE	90.95
MAINSTAY SYSTEMS	LAPTOP/DOCK/MONITORS - FIRE, PW, CITY	7,549.00
OLSON, KEVIN	LEGAL SERVICES - JUNE 2026	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	1,023.10

PACHECO, HUGO VINICIO HERN	PAVERS FOR PICNIC AREA - LIB	1,650.00
PETERSON CONTRACTORS	WAPSI CREEK WIDE PAY EST 4 & 5	257,105.41
PLUNKETT'S PEST CONTROL	PEST CONTROL - TH, LIBRARY, CITY	164.54
QUILL	OFFICE SUPPLIES - POLICE	866.04
STATE HYGIENIC LAB	LAB ANALYSIS	1,326.50
STATE INDUSTRIAL PRODUCTS	CHEMICALS	533.96
VERIZON WIRELESS	VERIZON WIRELESS	424.71
WEST BRANCH TIMES	LEGAL PUBLICATIONS	613.20
ACTION SEWER & SEPTIC	RESTROOM BACK UP & LINE CLEAN	611.00
AMAZON.COM	DOOR STOP,BASE PLUGS - TH, P&R	164.18
AT & T MOBILITY	WIRELESS SERVICE	258.14
BROWN, JESSICA	MPI MILAGE, MEAL REIMBURSEMENT	257.35
DEERY BROTHERS	2019 F550 REPAIR - PW	3,064.36
EARL MAY NURSERY & GARDEN	TREE REPLACMENT FOR ROW TREE	299.00
FRIIS, ALCYIA	MPI MILEAGE REIMBURSEMENT	197.20
FUSIONSITE MIDWEST	CUBBY BACKUP IN BATHROOM	228.99
GOERDT INSPECTION	BLDG INSPECTIONS	1,260.00
GOODALE, MATTHEW	MILEAGE REIMBURSEMENT	178.35
HD SUPPLY	BATHROOM SUPPLIES - P&R	267.12
IMAGINATION PLAYGROUND	YOUTH PROGRAM SUPPLIES	166.37
IOWA ONE CALL	UTILITY LOCATION SERVICE	68.40
JETCO ELECTRIC	DIAGNOSTIC AND REPAIR - PW	851.75
KATRINA KORSMO	SUMMER LIBRARY PROGRAM PRIZES	17.76
LAUGHLIN DESIGN	GAZEBO PAINTING & ROOFING	10,500.00
LYNCH'S PLUMBING	CUBBY PARK SEWER BACKUP	1,096.00
MAINSTAY SYSTEMS	CUBBY SECURITY SYSTEM - P&R	2,043.50
MISCELLANEOUS VENDORS	P&R SWIMMING & STORMWATER REIMB	1,181.75
MOPPY MO'S	JANITORIAL SERVICES - FIRE	17.50
OASIS ELECTRIC	RETROFIT LIGHT FIXTURES - LIB	1,535.15
OVERDRIVE	DIGITAL & AUDIO BOOKS	244.99
STEEN, CATHERINE	NSRO FLIGHT REIMBURSE- STEEN	665.45
STERICYCLE	SHREDDING SERVICES	107.38
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	3,646.77
VAN AUKEN, HEIDI	MPA MILEAGE REIMBURSEMENT	187.89
VEENSTRA & KIMM	VARIOUS PROJECTS	15,401.91
MISCELLANEOUS VENDORS	UB REFUNDS	350.00
SISCO	HEALTH CLAIMS 6-12-2026	480.44
SISCO	HEALTH CLAIMS 6-23-2026	684.75
SISCO	HEALTH CLAIMS 6-26-2026	3,655.61
METLIFE	INSURANCE PREMIUM	2,649.70
SISCO	INSURANCE PREMIUM	18,745.73
UMB BANK	GO BOND FEES	750.00
IOWA ALCOHOL BEV. DIVISION	FIRE DEPT HHTD ALCOHOL LICENSE	24.38
IOWA ALCOHOL BEV. DIVISION	FIRE DEPT HHTD ALCOHOL LICENSE	24.38
TOTAL		387,166.93

GRAND TOTAL EXPENDITURES

618,089.88

FUND TOTALS

001 GENERAL FUND	117,865.19
022 CIVIC CENTER	65.25
031 LIBRARY	11,535.10
036 TORT LIABILITY	60,693.50
110 ROAD USE TAX	10,839.11
112 TRUST AND AGENCY	47,296.88
226 DEBT SERVICE	750.00
308 PARK IMP - PEDERSEN VALLEY	8,129.20
321 WIDENING WAPSI CREEK	275,911.04
331 CEDAR JOHNSON RD RECON	3,897.28
332 W MAIN ST IMPROVE	5,086.00
600 WATER FUND	40,719.50
610 SEWER FUND	34,180.60
740 STORM WATER UTILITY	1,121.23

GRAND FUND TOTAL

618,089.88

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	MAINSTAY SYSTEMS OF IOWA LLC LEXIPOL, LLC	TECH SERVICES PD	4,467.00
			POLICY MANUAL & TRAINING F	<u>4,264.33</u>
			TOTAL:	8,731.33
FIRE OPERATION	GENERAL FUND	ESO SOLUTIONS, INC.	EMERGENCY SOFTWARE - FIRE	<u>5,014.98</u>
			TOTAL:	5,014.98
CEMETERY	GENERAL FUND	TYLER TECHNOLOGIES	ANNUAL SOFTWARE MAINT FY27	<u>1,600.00</u>
			TOTAL:	1,600.00
ECONOMIC DEVELOPMENT	GENERAL FUND	GREATER IOWA CITY, INC.	FY27 MEMBER DUES	<u>2,575.00</u>
			TOTAL:	2,575.00
CLERK & TREASURER	GENERAL FUND	IOWA LEAGUE OF CITIES TYLER TECHNOLOGIES	MEMBERSHIP DUES FY27	2,147.00
			ANNUAL SOFTWARE MAINT FY27	<u>3,950.45</u>
			TOTAL:	6,097.45
LOCAL CABLE ACCESS	GENERAL FUND	IOWA COMMUNITIES ASSURANCE POOL MAINSTAY SYSTEMS OF IOWA LLC	FY27 ICAP INSURANCE PREMIU	336.26
			WATCHGUARD 3 YRS	5,905.00
			IT SUPPORT - POLICE FY27	4,284.00
			IT SUPPORT ADMIN, PW, P&R	4,224.00
			IT SUPPORT - FIRE FY27	504.00
			IT SUPPORT - LIBRARY FY27	<u>4,788.00</u>
			TOTAL:	20,041.26
POLICE OPERATIONS	TORT LIABILITY	IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	<u>13,366.03</u>
			TOTAL:	13,366.03
FIRE OPERATION	TORT LIABILITY	IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	<u>5,884.41</u>
			TOTAL:	5,884.41
ROADS & STREETS	TORT LIABILITY	IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	<u>16,812.60</u>
			TOTAL:	16,812.60
LIBRARY	TORT LIABILITY	IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	<u>7,397.54</u>
			TOTAL:	7,397.54
PARK & RECREATION	TORT LIABILITY	IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	<u>6,472.84</u>
			TOTAL:	6,472.84
CEMETERY	TORT LIABILITY	IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	<u>2,269.71</u>
			TOTAL:	2,269.71
CLERK & TREASURER	TORT LIABILITY	IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	<u>8,490.37</u>
			TOTAL:	8,490.37
POLICE OPERATIONS	TRUST AND AGENCY	IMWCA	IMWCA DEPOSIT FY27	<u>1,442.00</u>
			TOTAL:	1,442.00
FIRE OPERATION	TRUST AND AGENCY	IMWCA	IMWCA DEPOSIT FY27	<u>6,003.00</u>
			TOTAL:	6,003.00
BUILDING INSPECTIONS	TRUST AND AGENCY	IMWCA	IMWCA DEPOSIT FY27	<u>30.00</u>
			TOTAL:	30.00
ROADS & STREETS	TRUST AND AGENCY	IMWCA	IMWCA DEPOSIT FY27	901.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	901.00
LIBRARY	TRUST AND AGENCY	IMWCA	IMWCA DEPOSIT FY27	53.00
			TOTAL:	53.00
PARK & RECREATION	TRUST AND AGENCY	IMWCA	IMWCA DEPOSIT FY27	204.00
			TOTAL:	204.00
CEMETERY	TRUST AND AGENCY	IMWCA	IMWCA DEPOSIT FY27	85.00
			TOTAL:	85.00
CLERK & TREASURER	TRUST AND AGENCY	IMWCA	IMWCA DEPOSIT FY27	93.00
			TOTAL:	93.00
WATER OPERATING	WATER FUND	TYLER TECHNOLOGIES	ANNUAL SOFTWARE MAINT FY27	10,000.00
		IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	11,516.62
		IMWCA	IMWCA DEPOSIT FY27	201.00
			TOTAL:	21,717.62
SEWER OPERATING	SEWER FUND	TYLER TECHNOLOGIES	ANNUAL SOFTWARE MAINT FY27	10,000.00
		IOWA COMMUNITIES ASSURANCE POOL	FY27 ICAP INSURANCE PREMIU	11,516.62
		IMWCA	IMWCA DEPOSIT FY27	70.00
			TOTAL:	21,586.62

===== FUND TOTALS =====

001	GENERAL FUND	44,060.02
036	TORT LIABILITY	60,693.50
112	TRUST AND AGENCY	8,811.00
600	WATER FUND	21,717.62
610	SEWER FUND	21,586.62

	GRAND TOTAL:	156,868.76



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Third Reading- Ordinance 840 Adopt Limits to the use of Automated License Plate Readers and to Provide Transparency./ Move to Action.
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PREPARED BY: Alycia Friis, City Clerk
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DATE: July 2, 2026

BACKGROUND:

Automated/automatic license plate readers (ALPRs) capture computer-readable images that allow law enforcement to compare plate numbers against plates of stolen cars or cars driven by individuals wanted on criminal charges.

The data collected can enhance law enforcement's ability to investigate and enforce the law but also raises concerns that information collected may be placed into databases and shared without restrictions on use, retained longer than necessary, and used or abused in ways that could infringe on individuals' privacy.

The City of West Branch desires to equip its Police Department with the tools needed to perform their jobs in the most efficient and effective manner possible.

The City of West Branch seeks to balance the needs of law enforcement and the need for transparency and privacy concerns of its residents.

ORDINANCE NO. 840

AN ORDINANCE TO ADOPT LIMITS TO THE USE OF AUTOMATED LICENSE PLATE READERS AND TO PROVIDE PUBLIC TRANSPARENCY

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

Section 1. Action. Adopting the Code of Ordinances Chapter 71 Automated License Plate Readers (ALPRs):

71.01 PURPOSE AND INTENT:

Automated/automatic license plate readers (ALPRs) capture computer-readable images that allow law enforcement to compare plate numbers against plates of stolen cars or cars driven by individuals wanted on criminal charges.

The data collected can enhance law enforcement's ability to investigate and enforce the law but also raises concerns that information collected may be placed into databases and shared without restrictions on use, retained longer than necessary, and used or abused in ways that could infringe on individuals' privacy.

The City of West Branch desires to equip its Police Department with the tools needed to perform their jobs in the most efficient and effective manner possible.

The City of West Branch seeks to balance the needs of law enforcement and the need for transparency and privacy concerns of its residents.

71.02 DEFINITIONS:

AUTOMATIC LICENSE PLATE READER SYSTEM

Automated License Plate Readers (ALPRs) also known as License Plate Recognition (LPR) are high-speed, computer-controlled camera systems that automatically capture images of vehicle license plates. They convert plate images into text, date-time stamp them, and check them against "hot lists" of vehicles for law enforcement, such as stolen cars, missing persons, or suspects in criminal investigations.

71.03 ORDINANCE:

1. All data retention shall be subject to the Iowa State Code. Any captured plate data collected or retained by the City of West Branch through the use of an automated license plate recognition (ALPR) system may not be stored or retained for more than 30 days unless the data is retained or stored as part of an ongoing criminal investigation or

prosecution. In that case, the data shall be retained as a part of the criminal case file, and the City will follow the department's evidence retention policies.

2. The selling or providing data generated by ALPRs to a non-law enforcement entity is hereby prohibited except where provided by state law. All data generated by the ALPRs shall not be provided to a third party unless they are a Federal, State, County or Municipal Law Enforcement Agency or a person or entity that is under contract with a Federal, State, County or Municipal Law Enforcement agency for the purpose of protecting public safety, conducting criminal investigations, or to ensure compliance with federal, state or local laws.

3. The City of West Branch will not use ALPR data for facial recognition purposes but can use images of the occupants collected by the ALPR as part of the investigation or prosecution of a crime.

4. This ordinance prohibits the City of West branch from placing ALPR cameras or directing the ALPR cameras directly at a place of religious worship.

Section 2. Effective Date. This ordinance shall take effect immediately upon passage and publication as required by law.

Passed, adopted and approved this 1st day of June, 2026.

1st Reading: June 1, 2026
2nd Reading: June 15, 2026
3rd Reading: July 7, 2026

Mayor, Roger Laughlin

Attest:

City Clerk, Alycia A Friis

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2026.

City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 7, 2026
AGENDA ITEM:	Resolution 2026-61 Approving Change Order #2 in the amount of \$11,830.50 for the 2025 Channel Widening Flood Improvements Project.
PREPARED BY:	City Clerk, Alycia Friis
DATE:	June 11, 2026

SUMMARY:

Peterson Contractors, Inc of Reinbeck, Iowa was awarded the construction contract for the 2025 Channel Widening Flood Improvement Project by the West Branch City Council through the passage of Resolution 2025-87 on August 4, 2025 in the amount of \$1,110,692.64.

The City has received and approved the following Change Orders for the project to date:

Pay Estimate Number	Amount	Resolution #	Date
1	\$9,200.00	2026-56	June 15,2026

RESOLUTION 2026-61

A RESOLUTION APPROVING CHANGE ORDER #2 IN THE AMOUNT OF \$11,830.50 FOR THE 2025 CHANNEL WIDENING FLOOD IMPROVEMENTS PROJECT

WHEREAS, Peterson Contractors, Inc. of Reinbeck, Iowa was awarded the construction contract for the 2025 Channel Widening Flood Improvement Project (the “Project”) by the West Branch City Council through the passage of Resolution 2025-87 on August 4, 2025 in the amount of \$1,110,692.64; and

WHEREAS, Change Order #2 makes modifications to the project as described on Exhibit A; and

WHEREAS, Change Order #2 decreases the contract amount by \$11,830.50; and

WHEREAS, it is now necessary to approve Change Order #2 in the amount of \$11,830.50 for the 2025 Channel Widening Flood Improvements Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, that Change Order #2 in the amount of \$11,830.50 for the 2025 Channel Widening Flood Improvements Project is approved.

Passed and approved this 7th day of July, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia A Friis, City Clerk



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000
www.v-k.net

June 24, 2026

CHANGE ORDER NO. 2

WEST MAIN STREET OVERLAY
WEST BRANCH, IOWA

Change Order No. 2 is for the following modifications to the project:

1. Additional labor, equipment and material to extend subdrain on north side of West Main Street including Case C, Type 1 subdrain and one outlet. 355LF @ \$12.50/LF \$ 4,437.50

2. Additional labor, equipment and materials for core-out and replacement of unstable subgrade.
 - a. Remove and salvage modified subbase. LS \$ 500.00
 - b. Class 10, Waste 65CY @ \$21/CY \$ 1,365.00
 - c. Macadam Stone 65CY @ \$68.50/CY \$ 4,452.50


3. Contractor overhead and mark-up 10%. No additional days added to contract. LS \$ 1,075.50

Total: \$11,830.50

Change Order No. 2 increases the contract amount by \$ 11,830.50.

TRIPLE B CONSTRUCTION CORP.

CITY OF WEST BRANCH, IOWA

By 

By _____

Title President

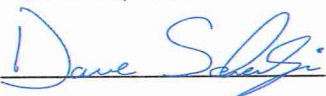
Title _____

Date 6/24/26

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By 

By _____

Title Project Engineer

Title _____

Date June 24, 2026

Date _____

V&K Job No. 368332



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Resolution 2026-62 –Amending Resolution 2026-52 setting salaries for appointed officials and employees of the City of West Branch, Iowa for FY27. /Move to action.

PREPARED BY: City Clerk, Alycia Friis
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DATE: July 2, 2026

BACKGROUND:

Based on the budget season, each employee will be given a 3.8% cost of living increase as of March 2026.

For the 3.8% estimate please see the following news release from the U.S. Department of Labor - Bureau of Labor Statistics. <https://www.bls.gov/news.release/pdf/cpi.pdf>

Employees in good standing were eligible for an additional .2 - 9% merit increase. Council has been informed of any exceptions to the merit increases. In addition, some employees may be under an orientation period and are not eligible for a raise this July. Employee evaluations are not public record established by State Code 22.7 of Iowa. Council questions on pay should be directed to the City Administrator or Mayor in private.

The only change to the previous approved salaries, will be the Annual Calculation for the hourly employees. There was a slight difference in the total Annual Salary amount and this needs to be approved.

None of the hourly salary amounts have changed, just the annual totals by \$.21 to \$7.60 in the final totals.

RESOLUTION 2026-62

A RESOLUTION AMENDING RESOLUTION 2026-52 SETTING SALARIES FOR EMPLOYEES OF THE CITY OF WEST BRANCH, IOWA FOR FISCAL YEAR 2027.

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

SECTION 1. The following persons and positions named shall be paid the salaries or hourly wages indicated and the Finance Officer/ City Clerk is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, bi-weekly, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the City Council. This is an amendment to Resolution 2026-52 that was approved on June 1, 2026.

<u>Administration</u>	<u>Name</u>	<u>Salary</u>	<u>Status</u>
City Administrator	Adam Kofoed	\$117,103.79	Salaried
Finance Officer	Heidi Van Auken*	\$89,646.34	Salaried
City Clerk	Alycia Friis*	\$30.41 / \$63,252.80	Hourly
Deputy/Utility Clerk	Jessica Brown*	\$26.86 / \$55,868.80	Hourly

<u>Police Department</u>	<u>Name</u>	<u>Salary</u>	<u>Status</u>
Police Chief	Greg Hall	\$98,626.00	Salaried
Police Sergeant	Cathy Steen	\$43.57 / \$90,625.60	Hourly
Police Officer	Ryan Dorsey	\$39.99 / \$83,179.20	Hourly
Police Officer	Brad Longlett	\$41.19 / \$85,675.20	Hourly
Police Officer	Paul (Kevin) Bailey	\$41.19 / \$85,675.20	Hourly
Police Officer (part-time)		\$32.00	Hourly

<u>Public Works Department</u>	<u>Name</u>	<u>Salary</u>	<u>Status</u>
Public Works Director	Matt Goodale	\$94,000.00	Salaried
Water /Sewer Operator	Drew Finnegan	\$34.22 / \$71,177.60	Hourly
Streets Maintenance	Kobe Simon	\$24.98 / \$51,958.40	Hourly
Streets Maintenance	Harrison Goodale	\$23.71 / \$49,316.80	Hourly
Streets Maintenance	Kenneth Burmeister	\$24.21 / \$50,356.80	Hourly

<u>Parks & Recreation</u>	<u>Name</u>	<u>Salary</u>	<u>Status</u>
Park & Recreation Director	Erin Laughlin	\$62,879.36	Salaried

<u>Library</u>	<u>Name</u>	<u>Salary</u>	<u>Status</u>
Library Director	Jessica Schafer	\$60,989.24	Salaried
Library Clerk	Katrina Korsmo	\$20.03 / \$41,662.40	Hourly
Program librarian	Mary Buol (part-time)	\$20.78	Hourly
Program librarian	Becky Knoche (temporary)	\$15.36	Hourly

SECTION 2. Employee's indicated with an * include Clerk training and certification increases.

SECTION 3. All the above employees are subject to the City of West Branch Employee Handbook applicable to their department.

SECTION 4. This resolution will be effective upon final passage of the City Council.

SECTION 5. The hourly wages and salaries established in this resolution shall be effective July 1, 2026.

Passed and approved this 7th day of July, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 7, 2026
AGENDA ITEM:	Resolution 2026-63 - Approving Change Order Number 5 in the amount of \$23,250.00 to the contract with Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project. / Move to action.
PREPARED BY:	City Clerk, Alycia Horras
DATE:	July 2, 2026

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 approved the following Change Orders for the project to date:

Pay Estimate Number	Amount	Resolution #	Date
1	\$10,945.37	2025-62	July 21, 2025
2	\$3,821.40	2025-100	September 15, 2025
3	\$1,500.00	2025-110	October 6, 2025
4	\$11,300.00	2025-125	November 17, 2025

RESOLUTION 2026-63

**RESOLUTION APPROVING CHANGE ORDER NO. 5 TO THE CONTRACT WITH
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 a change order to be initiated to increase the amount of the project in the above mentioned contract by the amount of \$23,250.00 per the breakdown of labor and equipment provided by Boomerang Corp. and verified by project managers Veenstra & Kimm.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the West Branch, Iowa, that Change Order No. 5 in the amount of \$23,250.00 is approved.

PASSED AND APPROVED this 7th day of July 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia A Friis, City Clerk

Cedar Johnson Road Reconstruction
West Branch, Iowa
Change Order 5 Breakdown

Change Order 5 Items

Item	Description	Unit	Quantity	Unit Price	Extended Price	City	V&K	Notes
a.	Street grinding	LS	1	\$ 2,350.00	\$ 2,350.00	0	\$ 2,350.00	V&K Surface File Error - V&K cover
b.	Remove and replace curb and gutter at Lot 18	LF	20	\$ 70.00	\$ 1,400.00	0	\$ 1,400.00	Previous discussion w/ City - V&K cover
c.	Regrading	LS	1	\$ 6,750.00	\$ 6,750.00	\$ 3,375.00	\$ 3,375.00	Price was higher via. CO. V&K cover overage
d.	15" RCP	LF	16	\$ 225.00	\$ 3,600.00	\$ 1,800.00	\$ 1,800.00	Price was higher via. CO. V&K cover overage
e.	15" FES	Ea.	1	\$ 3,500.00	\$ 3,500.00	\$ 1,750.00	\$ 1,750.00	Price was higher via. CO. V&K cover overage
f.	Remobilization for grading	LS	1	\$ 5,650.00	\$ 5,650.00	0	\$ 5,650.00	Extra cost due to remob - V&K cover
					\$ 23,250.00	\$ 6,925.00	\$ 16,325.00	

Work included in change order to incorporate into project and include in maintenance bond.

V&K proposes to deduct the \$16,325 from future work (Example: prepare PER for WTP and IUP application at no cost to City)



A Kleinfelder Company

VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

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April 21, 2026

CHANGE ORDER NO. 5

2025 CEDAR JOHNSON ROAD RECONSTRUCTION
WEST BRANCH, IOWA

Change Order No. 5 is for the following modifications to the project:

1. Additional labor, material and equipment for adding the following items to the project:
 - a. Street grinding LS \$ 2,350.00
 - b. Removal and replacement of curb and gutter 20 LF @ \$70/LF \$ 1,400.00
 - c. Regrading LS \$ 6,750.00
 - d. New 15" RCP 16 LF @ \$225/LF \$ 3,600.00
 - e. New 15" FES 1 Ea. @ \$3,500/Ea. \$ 3,500.00
 - f. Remobilization LS \$ 5,650.00

Total: \$ 23,250.00

Change Order No. 5 increases the contract amount by \$ 23,250.00.

BOOMERANG CORP.

CITY OF WEST BRANCH, IOWA

By Keegan Parizek

By _____

Title Project Manager

Title _____

Date 04/21/2026

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By [Signature]

By _____

Title Project Engineer

Title _____

Date April 21, 2026

Date _____

V&K Job No. 368318



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026
AGENDA ITEM: Resolution 2026-64 - Approving Pay Estimate Number 10 in the amount of \$42,604.34 to Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project. / Move to action.
PREPARED BY: City Clerk, Alycia Friis
DATE: July 2, 2026

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
2	\$309,539.52	2025-81	July 21, 2025
3	\$136,261.66	2025-88	August 18, 2025
4	\$844,850.72	2025-99	September 15,2025
5	\$341,044.03	2025-112	October 6, 2025
6	\$186,750.08	2025-124	November 17, 2025
7	\$70,238.92	2025-139	December 15, 2025
8	\$1200.38	2026-05	January 20, 2026
9	<u>\$14,512.13</u>	2026-30	April 6, 2026
	\$2,095,417.91		

RESOLUTION 2026-64

RESOLUTION APPROVING PAY ESTIMATE NUMBER 10 IN THE AMOUNT OF \$42,604.34 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 10 in the amount of \$42,604.34 to Boomerang Corp.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the West Branch, Iowa, that Pay Estimate Number 10 in the amount of \$42,604.34 to Boomerang Corp. is approved.

PASSED AND APPROVED this 7th day of July, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia A Friis, City Clerk



A Kleinfelder Company

VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000
www.v-k.net

June 20, 2026

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

PAY ESTIMATE NO. 10

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

Contract Amount \$2,127,723.71

Contract Date April 1, 2025

Pay Period April 01, 2026- June 15, 2026

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, Cl 10, Rdwy+Borrow	CY	7,542	\$ 8.00	\$ 60,336.00	7,592	\$ 60,736.00
1.4	Exc, Cl 10, Unsuit/Unstable Matrl, Core-Out	CY	1,500	\$ 10.00	\$ 15,000.00	590	\$ 5,900.00
1.5	Excavation, Class 13, Waste	CY	81	\$ 20.00	\$ 1,620.00	81	\$ 1,620.00
1.6	Special Backfill - Macadam Stone Base	CY	1,125	\$ 44.00	\$ 49,500.00	412.59	\$ 18,153.96
1.7	Special Backfill - Modified Subbase	CY	375	\$ 42.00	\$ 15,750.00	352	\$ 14,784.00
1.8	Topsoil, Furn+Spread	CY	1,167	\$ 50.00	\$ 58,350.00	1595	\$ 79,750.00
1.9	Topsoil, Strip, Salvage and Spread	CY	1,167	\$ 6.00	\$ 7,002.00	50	\$ 300.00
1.10	Subgrd Stablz Mtrl,PolyGrid NX-650	SY	1,500	\$ 5.00	\$ 7,500.00	7,127	\$ 35,635.00
1.11	Modified Subbase	CY	2,882	\$ 40.00	\$ 115,280.00	2,938	\$ 117,520.00
1.12	Choke Stone - Temporary Road	Ton	400	\$ 24.00	\$ 9,600.00	593.46	\$ 14,243.04
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	3	\$ 300.00
1.15	PCC Pav't, Cl C, Cl 3 Durabl, 8 In.	SY	8,871	\$ 54.00	\$ 479,034.00	9,124.00	\$ 492,696.00
1.16	PCC Pavement Samples	LS	1	\$ 1,200.00	\$ 1,200.00	1	\$ 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	119.22	\$ 19,671.30
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	4	\$ 1,200.00
1.22	Surfacing, Driveway, Class A Crushed Stone	Ton	32	\$ 26.00	\$ 832.00	42	\$ 1,092.00
1.23	Rmvl of Existing Structures - Retaining Wall	LS	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
1.24	Combo Concrete Sidewalk & Retaining Wall	CY	20.2	\$ 800.00	\$ 16,160.00	20.2	\$ 16,160.00
1.25	Safety Rail	LF	45	\$ 210.00	\$ 9,450.00	45	\$ 9,450.00
1.26	Aprons, Concrete, 30 In. Dia.	Each	3	\$ 4,400.00	\$ 13,200.00	1	\$ 4,400.00
1.27	Aprons, Concrete, 42 In. Dia.	Each	1	\$ 6,200.00	\$ 6,200.00	3	\$ 18,600.00
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	\$ 10,000.00
1.30	Intake, SW-507	Each	12	\$ 4,400.00	\$ 52,800.00	12	\$ 52,800.00
1.31	Intake, SW-509	Each	8	\$ 6,000.00	\$ 48,000.00	8	\$ 48,000.00
1.32	Intake, SW-511	Each	2	\$ 2,900.00	\$ 5,800.00	2	\$ 5,800.00
1.33	Intake, SW-512	Each	1	\$ 1,800.00	\$ 1,800.00	1	\$ 1,800.00
1.34	Manhole Adjustment, Minor	Each	1	\$ 2,600.00	\$ 2,600.00	3	\$ 7,800.00
1.35	Manhole Adjustment, Major	Each	1	\$ 4,200.00	\$ 4,200.00	2	\$ 8,400.00
1.36	Subdrain, Longitudinal, (Backslope) 6 In. Dia.	LF	2,754	\$ 13.00	\$ 35,802.00	2,754	\$ 35,802.00
1.37	Subdrain Outlet, DR-303	Each	20	\$ 200.00	\$ 4,000.00	22	\$ 4,400.00
1.38	Subdrain Cleanout	Each	4	\$ 300.00	\$ 1,200.00	4	\$ 1,200.00
1.39	Storm SWR Grav Main, Trenched, HDPE, 10 In	LF	13	\$ 50.00	\$ 650.00	13	\$ 650.00
1.40	Storm SWR Grav Main, Trenched, RCP, 15 In.	LF	1,129	\$ 70.00	\$ 79,030.00	1,172	\$ 82,040.00

	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	43	\$ 3,440.00
1.42	Storm SWR Grav Main, Trenched, RCP, 24 In.	LF	319	\$ 84.00	\$ 26,796.00	340	\$ 28,560.00
1.43	Storm SWR Grav Main, Trenched, RCP, 30 In.	LF	299	\$ 110.00	\$ 32,890.00	308	\$ 33,880.00
1.44	Storm SWR Grav Main, Trenched, RCP), 42 In.	LF	185	\$ 200.00	\$ 37,000.00	185	\$ 37,000.00
1.45	Remove Pipe Less Than or Equal to 36 In.	LF	981	\$ 5.00	\$ 4,905.00	981	\$ 4,905.00
1.46	Remove Pipe Greater Than 36 In.	LF	152	\$ 10.00	\$ 1,520.00	152	\$ 1,520.00
1.47	Storm SWR Abandnmnt, Fill & Plug, ≤ 36 In. D	CY	3	\$ 200.00	\$ 600.00	3	\$ 600.00
1.48	Sanitary SWR Grav Main, Trenched, PVC, 8 In.	LF	56	\$ 100.00	\$ 5,600.00	56	\$ 5,600.00
1.49	Sanitary Sewer Service Stub, PVC, 4 In.	LF	250	\$ 44.00	\$ 11,000.00	250	\$ 11,000.00
1.50	Sanitary Sewer Service Relocation	Each	1	\$ 1,800.00	\$ 1,800.00	1	\$ 1,800.00
1.51	Revetment, Class E	Ton	72	\$ 70.00	\$ 5,040.00	65.14	\$ 4,559.80
1.52	Removal of Pavement	SY	7,679	\$ 5.00	\$ 38,395.00	7,679	\$ 38,395.00
1.53	Removal of Sidewalk	SY	39	\$ 5.00	\$ 195.00	59	\$ 295.00
1.54	Removal of Intakes and Utility Accesses	Each	1	\$ 200.00	\$ 200.00	1	\$ 200.00
1.55	Recreational Trail, PCC, 6 In.	SY	792	\$ 45.00	\$ 35,640.00	820.29	\$ 36,913.05
1.56	Sidewalk, P.C. Concrete, 6 In.	SY	847	\$ 46.00	\$ 38,962.00	952.31	\$ 43,806.26
1.57	Detectable Warnings	SF	140	\$ 50.00	\$ 7,000.00	140	\$ 7,000.00
1.58	Driveway, P.C. Concrete, 6 In.	SY	529	\$ 50.00	\$ 26,450.00	568.02	\$ 28,401.00
1.59	Removal Of Paved Driveway	SY	225	\$ 10.00	\$ 2,250.00	370.5	\$ 3,705.00
1.60	Fence, Safety	LF	2,665	\$ 6.00	\$ 15,990.00	2,915	\$ 17,490.00
1.61	Removal and Reinstallation of Fence,	LF	105	\$ 58.00	\$ 6,090.00	105	\$ 6,090.00
1.62	Remove and Reinstall Sign as per plan	Each	8	\$ 275.00	\$ 2,200.00	8	\$ 2,200.00
1.63	Removal of Type A Sign	Each	6	\$ 125.00	\$ 750.00	6	\$ 750.00
1.64	Install Stop Sign Assembly	Each	4	\$ 450.00	\$ 1,800.00	4	\$ 1,800.00
1.65	Construction Survey	LS	1	\$ 26,000.00	\$ 26,000.00	1	\$ 26,000.00
1.66	Traffic Control	LS	1	\$ 13,000.00	\$ 13,000.00	1	\$ 13,000.00
1.67	Mobilization	LS	1	\$ 150,000.00	\$ 150,000.00	1	\$ 150,000.00
1.68	Water Main, Trenched, PVC, 8 In., DR-18	LF	236	\$ 60.00	\$ 14,160.00	139	\$ 8,340.00
1.69	Water Main, Trenched, PVC, 12 In., DR-18	LF	363	\$ 80.00	\$ 29,040.00	310	\$ 24,800.00
1.70	Water Service Stub, Copper, 1 In.	Each	3	\$ 1,800.00	\$ 5,400.00	3	\$ 5,400.00
1.71	Valve, Gate, DIP, 8 In.	Each	5	\$ 2,800.00	\$ 14,000.00	3	\$ 8,400.00
1.72	Valve, Gate, DIP, 12 In.	Each	1	\$ 4,800.00	\$ 4,800.00	1	\$ 4,800.00
1.73	Valve Removal,	Each	1	\$ 200.00	\$ 200.00	2	\$ 400.00
1.74	Fire Hydrant Assembly, WM-201	Each	2	\$ 9,600.00	\$ 19,200.00	2	\$ 19,200.00
1.75	Fire Hydrant Assembly Removal	Each	2	\$ 200.00	\$ 400.00	2	\$ 400.00
1.76	Flushing Device (Blowoff), 2 In.	Each	1	\$ 1,600.00	\$ 1,600.00	2	\$ 3,200.00
1.77	Valve Box Adjustment, Minor	Each	1	\$ 450.00	\$ 450.00	4	\$ 1,800.00
1.78	SWPPP Preparation and Management	LS	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
1.79	Dust Control - Saw Cutting	LS	1	\$ 600.00	\$ 600.00	1	\$ 600.00
1.80	Mulching	Acre	3	\$ 1,000.00	\$ 3,000.00	3.45	\$ 3,450.00
1.81	Native Grass Seeding	Acre	1.1	\$ 1,500.00	\$ 1,650.00	1.45	\$ 2,175.00
1.82	Seed&Fertlz (Rural)-HydroSeed w/BondedFibe	Acre	0.7	\$ 4,500.00	\$ 3,150.00	0.63	\$ 2,835.00
1.83	Seeding & Fertilizing (Urban) - Hydraulic Seed	Acre	1.6	\$ 4,500.00	\$ 7,200.00	1.47	\$ 6,615.00
1.84	Sodding	SQ	35	\$ 60.00	\$ 2,100.00	144	\$ 8,640.00
1.85	Turf Reinforcement Mat, Type 2	SQ	9.7	\$ 42.00	\$ 407.40	2.88	\$ 120.96
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	1120	\$ 2,800.00
1.89	Rmvl of Permtr&Slope/DitchCheck Sedit Cntrl	LF	840	\$ 0.02	\$ 16.80	435	\$ 8.70
1.90	Open-Throat Curb Intake Sedmnt Filter, EC-60	LF	110	\$ 16.00	\$ 1,760.00	112	\$ 1,792.00
1.91	Maint of Open-Throat CurbIntake Sedimt Filte	Each	110	\$ 0.50	\$ 55.00		\$ -
1.92	Rmvl of Open-Throat Curb Intake Sediment Fi	Each	110	\$ 0.50	\$ 55.00	112	\$ 56.00

	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	2	\$ 250.00
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	9	\$ 5,400.00
1.97	Trees	Each	8	\$ 500.00	\$ 4,000.00	3	\$ 1,500.00
2.1	Excavation, Cl 10, Rdwy+Borrow	CY	664	\$ 8.00	\$ 5,312.00	664	\$ 5,312.00
2.2	Exc, Cl 10, Unsuit/Unstable Matrl, Core-Out	CY	200	\$ 10.00	\$ 2,000.00	160	\$ 1,600.00
2.3	Excavation, Class 13, Waste	CY	13	\$ 20.00	\$ 260.00	13	\$ 260.00
2.4	Special Backfill - Macadam Stone Base	CY	150	\$ 44.00	\$ 6,600.00	160	\$ 7,040.00
2.6	Topsoil, Furn+Spread	CY	415	\$ 50.00	\$ 20,750.00	340	\$ 17,000.00
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	506	\$ 2,530.00
2.9	Modified Subbase	CY	520	\$ 42.00	\$ 21,840.00	520	\$ 21,840.00
2.10	Choke Stone - Temporary Road	Ton	224	\$ 24.00	\$ 5,376.00	224	\$ 5,376.00
2.11	Macadam Stone Base - Temporary Road	Ton	833	\$ 26.00	\$ 21,658.00	838.21	\$ 21,793.46
2.12	PCC Pav't, Cl C, Cl 3 Durabl, 8 In.	SY	1,628	\$ 54.00	\$ 87,912.00	1,628	\$ 87,912.00
2.13	PCC Pavement Samples	LS	1	\$ 400.00	\$ 400.00	1	\$ 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	244.89	\$ 40,406.85
2.17	Calcium Chloride Applied	Ton	4	\$ 1,400.00	\$ 5,600.00	1.1	\$ 1,540.00
2.18	Water for Surface Appl of Calcium Chloride	MGal	8	\$ 400.00	\$ 3,200.00	0.4	\$ 160.00
2.19	Surfacing, Driveway, Class A Crushed Stone	Ton	8	\$ 26.00	\$ 208.00	8	\$ 208.00
2.20	Intake, SW-507	Each	2	\$ 5,400.00	\$ 10,800.00	2	\$ 10,800.00
2.21	Manhole Adjustment, Minor	Each	2	\$ 2,600.00	\$ 5,200.00	0	\$ -
2.22	Manhole Adjustment, Major	Each	1	\$ 4,200.00	\$ 4,200.00	2	\$ 8,400.00
2.23	Subdrain, Longitudinal, (Backslope) 6 In. Dia.	LF	890	\$ 13.00	\$ 11,570.00	890	\$ 11,570.00
2.24	Subdrain Outlet, DR-303	Each	2	\$ 200.00	\$ 400.00	2	\$ 400.00
2.25	Storm Sewer Gravity Main, Trenched, RCP,15	LF	39	\$ 70.00	\$ 2,730.00	39	\$ 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	4	\$ 280.00
2.28	Removal of Pavement	SY	1,157	\$ 7.00	\$ 8,099.00	1,157	\$ 8,099.00
2.29	Removal of Sidewalk	SY	16	\$ 5.00	\$ 80.00	21	\$ 105.00
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	363.73	\$ 16,367.85
2.32	Sidewalk, P.C. Concrete, 6 In.	SY	68	\$ 50.00	\$ 3,400.00	17.9	\$ 895.00
2.33	Detectable Warnings	SF	30	\$ 50.00	\$ 1,500.00	30	\$ 1,500.00
2.34	Driveway, P.C. Concrete, 6 In.	SY	118	\$ 50.00	\$ 5,900.00	197.14	\$ 9,857.00
2.35	Removal of Paved Driveway	SY	180	\$ 10.00	\$ 1,800.00	258.73	\$ 2,587.30
2.36	Fence, Safety	LF	825	\$ 6.00	\$ 4,950.00	945	\$ 5,670.00
2.37	Remove and Reinstall Sign as per plan	Each	1	\$ 275.00	\$ 275.00	1	\$ 275.00
2.38	Construction Survey	LS	1	\$ 1,750.00	\$ 1,750.00	1	\$ 1,750.00
2.39	Traffic Control	LS	1	\$ 2,500.00	\$ 2,500.00	1	\$ 2,500.00
2.40	Mobilization	LS	1	\$ 1,983.31	\$ 1,983.31	1	\$ 1,983.31
2.41	Valve Box Adjustment, Minor	Each	1	\$ 250.00	\$ 250.00	1	\$ 250.00
2.42	Mulching	Acre	0.5	\$ 1,500.00	\$ 750.00	0.39	\$ 585.00
2.43	Seeding & Fertilzng (Urban) - Hydraulic Seedin	Acre	0.55	\$ 4,500.00	\$ 2,475.00	0.39	\$ 1,755.00
2.44	Sodding	SQ	148	\$ 55.00	\$ 8,140.00	81	\$ 4,455.00
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		\$ 2,124,368.84

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 2,127,723.71	\$ 2,124,368.84
Approved Change Order (list each)	Change Order No. 1	\$ 10,945.37	\$ 10,945.37
	Change Order No. 2	\$ 3,821.40	\$ 3,821.40
	Change Order No. 3	\$ 1,500.00	\$ 1,500.00
	Change Order No. 4	\$ 11,300.00	\$ 11,300.00
	Change Order No. 5	\$ 23,250.00	\$ 23,250.00
	Revised Contract Price	\$ 2,178,540.48	\$ 2,175,185.61

Stored \$ -

Total Earned \$ 2,175,185.61

Retainage (3%) \$ 65,255.57

Total Earned Less Retainage \$ 2,109,930.04

Total Previously Approved (list each)				
Pay Estimate No. 1	\$	162,928.26		
Pay Estimate No. 2	\$	309,539.52		
Pay Estimate No. 3	\$	136,261.66		
Pay Estimate No. 4	\$	844,850.72		
Pay Estimate No. 5	\$	341,044.03		
Pay Estimate No. 6	\$	186,750.08		
Pay Estimate No. 7	\$	70,238.92		
Pay Estimate No. 8	\$	1,200.38		
Pay Estimate No. 9	\$	14,512.13		

Total Previously Approved \$ 2,067,325.70

Percent Complete 100%

Amount Due This Request \$ 42,604.34

The amount \$ 42,604.34 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

Signature: _____

Signature: _____

Name: Keegan Parizek

Name: Dave Schechinger

Name: _____

Title: Project Manager

Title: Engineer

Title: _____

Date: 6/21/26

Date: June 20, 2026

Date: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Resolution 2026-65 Approving the use of the Perpetual Care Account funds to complete the road improvement project in the West Branch Cemetery.
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PREPARED BY: City Clerk, Alycia Friis
--

DATE: July 2, 2026

BACKGROUND/ SUMMARY:

Request to utilize up to \$35,000.00 of the Perpetual Care Funds to add to the already budgeted \$30,000.00 to repair all of the roads in the West Branch cemetery.

RESOLUTION 2026-65

A RESOLUTION APPROVING THE USE OF PERPETUAL CARE ACCOUNT FUNDS TO COMPLETE THE ROAD IMPROVEMENT PROJECT IN THE WEST BRANCH CEMETERY

WHEREAS, the City is utilizing funds from the budget the repair the roads in the West Branch cemetery; and

WHEREAS, the funds that have been budgeted will complete the repair for half of the streets within the cemetery and total approximately \$29,185.73; and

WHEREAS, the discussion to move forward with repairing all roads within the West Branch cemetery was completed at the June 15, 2026 council meeting and it was discussed that funds from the Perpetual Care CD Account would be utilized to cover the other half of the streets in the West Branch cemetery. The needed funds would amount to \$30,000 to \$35,000 from the Perpetual Care CD; and

WHEREAS, the discussion outlined utilizing up to \$35,000.00 in Perpetual Care Funds and then to reinvest the remainder for future use.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the funds to be utilized from the Perpetual Care CD Account have been approved for use on West Branch cemetery road repair in the amount of up to \$35,000.00. Further, the Finance Officer is directed to execute the transfer of these funds from the Perpetual Care CD Account, to the General Fund for further disbursement to cemetery road repair invoices.

Passed and approved the 7th day of July, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Resolution 2026-66 Setting a Public Hearing on the Capital Improvement Plan Implementation.
--

PREPARED BY: City Clerk, Alycia Friis
--

DATE: July 2, 2026

ITEM SUMMARY

Setting a public hearing date on the Capital Improvement Plan for July 7, 2026 at 6:00pm.

RESOLUTION 2026-66

RESOLUTION SETTING A PUBLIC HEARING ON THE CAPITAL IMPROVEMENT PLAN IMPLEMENTATION

WHEREAS, the City Council of the City of West Branch, Iowa, has heretofore deemed it necessary and desirable to create a new Capital Improvement Plan for the City of West Branch; and

WHEREAS, accordingly, the City Council, did heretofore direct the preparation of plans and specifications for future city projects; and

WHEREAS, it is now necessary to set a date for a public hearing on said plans and specifications to determine next steps and how to prioritize projects; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that a public hearing on the Capital Improvement Plan implementation shall be set for 6:00 p.m. on Monday, July 20, 2026, in the Council Chambers at 110 N. Poplar Street. Further, the City Clerk is further directed to publish notice of said public hearing as required by law.

Passed and approved this 7th day of July, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Resolution 2026-67 Approving a Salary Adjustment for Public Works Employee, Harrison Goodale.

PREPARED BY: City Clerk, Alycia Friis
--

DATE: July 2, 2026

ITEM SUMMARY

Harrison obtained his Class C CDL certification and is now due an increase of \$.50/ hour.

RESOLUTION 2026-67

**A RESOLUTION APPROVING A SALARY ADJUSTMENT FOR
PUBLIC WORKS EMPLOYEE, HARRISON GOODALE**

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

Section 1. Per the City of West Branch Employee Handbook, all Public Works employees shall earn a pay increase of \$.50 per hour for completion of the Class B CDL certification.

Section 2. Public Works employee, Harrison Goodale has successfully completed his training and has been certified as of June 16, 2026.

Section 3. The following person and position named shall be paid the hourly wage indicated below 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	Current Wage	New Wage
Public Works	Harrison Goodale	\$23.71/ hour	\$24.21/ hour

SECTION 4. The salary increase will go into effect on June 29, 2026.

Passed and approved this 7th day of July, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Resolution 2026-68 Approving the Amendment to Resolution 2026-59 in order to receive benefits from the Iowa Dot.

PREPARED BY: City Clerk, Alycia Friis
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DATE: July 2, 2026

ITEM SUMMARY

The SRT Grant was due and submitted on July 1, 2026. A request came from the receiver asking for further clarification in the Resolution to ensure that all requirements are spelled out with support from the City Council.

The following has been added within this Resolution:

1. support the application for the SRT Grant with a 25% match of the approved granted funds
2. commits to maintain and repair the projected trail that is being presented for grant funds for the required 20 Years and beyond to ensure safe public use of the trail

RESOLUTION NO. 2026 - 68

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST BRANCH, IOWA APPROVING THE AMENDMENT TO RESOLUTION 2026-59 IN ORDER TO RECEIVE BENEFITS FROM THE IOWA DOT.

WHEREAS, the Iowa DOT has grant funds available that target the acquisition, construction or improvement of recreational trails open for public use or trails that will be dedicated to public use, and

WHEREAS, the Iowa DOT, State Recreational Trails Program (SRT), has a grant application cycle that ends July 1, 2026 and

WHEREAS, the City of West Branch is supportive of these targets for improvements to the community and County and will maintain the completed project to ensure safe, public use, and

WHEREAS, one or more applications from the City of West Branch, and/or from organizations with projects that will take place on municipal property, will be submitted to the Iowa DOT SRT program by the July 1, 2026 deadline,

WHEREAS, the City Council of the City of West Branch, **Iowa resolves to support the application for the SRT Grant with a 25% match of the approved granted funds;** and

WHEREAS, the City Council of the City of West Branch, Iowa **commits to maintain and repair the projected trail that is being presented for grant funds for the required 20 Years and beyond to ensure safe public use of the trail.**

NOW THEREFORE BE IT RESOLVED by the City Council of the City of West Branch, Iowa that the City of West Branch authorizes the following grant applications to be submitted to the Iowa DOT SRT program for the July, 2026 application cycle with the above commitments in place.

Passed and adopted this 7th day of July, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia A Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: Nonprofit Agreement with HHTD
PREPARED BY: City Administrator, Adam Kofoed
DATE: June 23, 2026

ITEM SUMMARY

The attached resolution approves an agreement between the City of West Branch and the Hoover’s Hometown Days Committee for the purpose of providing funding to support planning and implementation of the annual Hoover’s Hometown Days festival.

Hoover’s Hometown Days is a longstanding community event that promotes tourism, supports local businesses, highlights West Branch’s historical identity, and provides community engagement opportunities for residents and visitors. The City Council has determined that providing financial assistance to the Committee serves a valid public purpose by advancing community development, economic development, historic preservation awareness, tourism, and the general welfare of the residents of West Branch.

The resolution also authorizes the Mayor and City Clerk to execute the agreement on behalf of the City.

BACKGROUND

Section 364.1 of the Code of Iowa grants cities broad authority to exercise powers and perform functions to preserve and improve the peace, safety, health, welfare, comfort, and convenience of their residents. Under that authority, the City may provide funding to outside organizations when doing so serves a valid public purpose.

The Hoover’s Hometown Days Committee organizes an annual festival that brings residents and visitors to West Branch and contributes to the community’s identity and local economy. The agreement formalizes the City’s financial support and establishes the terms under which the Committee will receive funding.

FISCAL IMPACT

Funding will be provided in accordance with the approved budget and the terms of the agreement.

Amount: \$5,000

Budget Line Item: \$5,000

RECOMMENDATION

Staff recommends approval of the resolution approving the agreement to provide funding to the Hoover's Hometown Days Committee.

ATTACHMENTS

1. Resolution Approving an Agreement to Provide Funding to the Hoover's Hometown Days Committee
2. Funding Agreement between the City of West Branch and the Hoover's Hometown Days Committee

RESOLUTION 2026-69

A RESOLUTION APPROVING A COMMUNITY AND ECONOMIC DEVELOPMENT FUNDING AGREEMENT WITH THE HOOVER'S HOMETOWN DAYS COMMITTEE AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT

WHEREAS, the City of West Branch is authorized under Iowa law to expend public funds for valid public purposes, including community development, economic development, tourism promotion, cultural activities, and the general welfare of its residents; and

WHEREAS, the Hoover's Hometown Days Committee is an Iowa nonprofit organization that annually plans, organizes, and conducts Hoover's Hometown Days within the City of West Branch; and

WHEREAS, Hoover's Hometown Days attracts approximately 5,000 visitors to West Branch each year, generating economic activity by increasing patronage of local businesses, restaurants, lodging establishments, retailers, and service providers while promoting the City as a destination for tourism and community events; and

WHEREAS, the West Branch City Council finds that supporting Hoover's Hometown Days serves a valid public purpose by fostering tourism, encouraging economic development, promoting civic engagement, enhancing the quality of life for residents, and strengthening the local economy; and

WHEREAS, the City and the Hoover's Hometown Days Committee have negotiated a Community and Economic Development Funding Agreement that establishes the public purposes for the expenditure of City funds, identifies eligible uses of the funds, and requires accountability through reporting and documentation of the public benefits provided.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, as follows:

Section 1. The Community and Economic Development Funding Agreement between the City of West Branch and the Hoover's Hometown Days Committee is hereby approved in substantially the form presented to the City Council.

Section 2. The City Council finds that the Agreement serves a valid municipal public purpose by supporting community and economic development, tourism promotion, and activities that benefit the residents and businesses of West Branch.

Section 3. The Mayor is hereby authorized and directed to execute the Community and Economic Development Funding Agreement on behalf of the City, and the City Clerk is authorized to attest the Mayor's signature.

Section 4. The City Administrator and City Clerk are authorized to take such additional actions as are necessary to carry out the intent of this Resolution and the Agreement.

Section 5. This Resolution shall take effect immediately upon its passage and approval as provided by law.

Passed and approved this 7th day of July 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia A Friis, City Clerk

COMMUNITY AND ECONOMIC DEVELOPMENT FUNDING AGREEMENT

This Community and Economic Development Funding Agreement ("Agreement") is entered into this ____ day of _____, 20, by and between the City of West Branch, Iowa, an Iowa municipal corporation ("City"), and the Hoover's Hometown Days Committee, an Iowa nonprofit organization ("Organization").

WHEREAS, the City is authorized under Iowa law to expend public funds for public purposes, including community development, economic development, tourism promotion, cultural and recreational activities, and the general welfare of its residents; and

WHEREAS, the Organization conducts and promotes Hoover's Hometown Days, an annual community festival that attracts approximately **5,000 visitors** to the City of West Branch each year; and

WHEREAS, Hoover's Hometown Days generates economic activity by increasing patronage of local restaurants, retail establishments, lodging facilities, and other businesses while enhancing the City's reputation as a destination for tourism and community events; and

WHEREAS, the City Council has determined that supporting Hoover's Hometown Days serves a valid public purpose by promoting economic development, tourism, community engagement, and quality of life for the residents of West Branch; and

WHEREAS, the Organization possesses the experience and resources necessary to organize and administer Hoover's Hometown Days in a manner that advances these public purposes.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1. Purpose

The purpose of this Agreement is to provide financial assistance to the Organization for the planning, promotion, coordination, administration, and operation of Hoover's Hometown Days in order to further the City's economic development, tourism, and community development objectives.

2. Funding

The City agrees to provide funding in the amount of \$5,000, subject to annual appropriation by the West Branch City Council.

Nothing in this Agreement obligates future City Councils to appropriate funding beyond the current fiscal year.

3. Authorized Uses of Funds

Funds provided under this Agreement may be used for expenses including, but not limited to:

- Event promotion and advertising;
- Entertainment and programming;
- Equipment rental;
- Public safety and security expenses;
- Insurance;
- Temporary facilities and infrastructure;
- Administrative costs directly related to the event; and
- Other reasonable expenses necessary to conduct Hoover's Hometown Days.

Funds shall not be used for purposes unrelated to the event or for activities that do not further the public purposes identified in this Agreement.

4. Public Benefit

The Organization acknowledges that the City's financial assistance is provided solely because Hoover's Hometown Days produces measurable public benefits, including:

- Increased tourism;
- Additional spending at local businesses;
- Promotion of West Branch as a destination community;
- Increased community engagement;
- Cultural and historical education relating to President Herbert Hoover and the City's heritage; and
- Enhancement of the City's overall economic vitality.

5. Reporting Requirements

Within ninety (90) days following the completion of Hoover's Hometown Days, the Organization shall provide the City with a report containing:

1. Attendance estimates;
2. A summary of event activities;
3. A financial accounting of City funds received and expended;
4. A description of community and economic impacts; and
5. Any additional information reasonably requested by the City.

6. Records

The Organization shall maintain financial records relating to expenditures of City funds for a minimum of three (3) years following the event.

Upon reasonable notice, the City may inspect such records to verify compliance with this Agreement.

7. Compliance With Laws

The Organization agrees to comply with all applicable federal, state, and local laws, regulations, permits, licensing requirements, and nondiscrimination requirements applicable to the event.

8. Insurance

The Organization shall maintain liability insurance appropriate for the event and shall provide proof of insurance upon request by the City.

9. Indemnification

To the extent permitted by Iowa law, the Organization agrees to indemnify and hold harmless the City, its elected officials, employees, and agents from claims arising out of the Organization's negligent acts or omissions in connection with Hoover's Hometown Days.

10. Term and Termination

This Agreement shall become effective upon execution and shall remain in effect until all obligations have been completed.

The City may terminate this Agreement upon written notice if the Organization materially breaches its obligations or uses City funds for purposes inconsistent with this Agreement.

If terminated for cause, the Organization shall return any unexpended funds upon demand.

11. Independent Organization

Nothing contained herein shall be construed as creating an employer-employee relationship, partnership, or joint venture between the City and the Organization.

The Organization remains solely responsible for planning and conducting Hoover's Hometown Days.

12. Governing Law

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Iowa.

Venue for any action arising under this Agreement shall lie in the Iowa District Court for Cedar County, Iowa.

13. Entire Agreement

This Agreement constitutes the entire understanding between the parties and supersedes all prior negotiations or understandings concerning the subject matter herein.

Any amendment shall be in writing and approved by both parties.

IN WITNESS WHEREOF

The parties have executed this Agreement on the dates indicated below.

CITY OF WEST BRANCH, IOWA

By: _____

Mayor

Date: _____

ATTEST:

City Clerk

HOOVER'S HOMETOWN DAYS COMMITTEE

By: _____

President

Date: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: July 7, 2026

AGENDA ITEM: 707 Cedar-Johnson Road Utility Bill Relief
--

PREPARED BY: City Administrator, Adam Kofoed

DATE: July 2, 2026

Background

Property owners Lisa and Tim Stull of 707 Cedar Johnson Road have asked for a reduction in their utility bill due to increased water usage associated with the Cedar-Johnson County Road Reconstruction Project.

As part of the roadway reconstruction, approximately one-half of the property's front yard was disturbed during construction activities. Following restoration efforts, the homeowners were required to frequently water newly installed sod to establish and maintain the lawn. This resulted in higher water consumption than would normally occur.

The homeowners have indicated that the increased water usage was necessary to preserve the replacement sod and was directly related to the impacts of the public improvement project.

Staff Analysis

The City's utility billing policies do not specifically address water usage associated with public construction restoration projects. However, the Council may determine that this circumstance is unique because the increased water consumption resulted from restoring property impacted by a City infrastructure project rather than normal residential use.

If the Council wishes to provide relief, it may direct staff to calculate an appropriate credit based on the additional water consumed for sod establishment or authorize another amount it determines to be equitable.

Granting this request should be considered on a case-by-case basis and should not be interpreted as establishing an ongoing policy for future utility billing adjustments.

Upon looking at the Stull's billing it shows an average water usage of 3,000 to 4,000 gallons of water per month. The month of June their bill was for 6,000 gallons of water. If that is the amount that went through the landscape meter and not extra water usage, and the council chooses to credit back the landscape meter water usage for the month of June the extra amount of water

would come to **\$21.84 credit**. Stull will also get credited back the sewer charges once the landscape meter is turned back into the office and verified with the account on actual usage.

Recommended Motions

Option 1 – Approve:

Motion to approve a utility bill reduction for the property located at 707 Cedar Johnson Road, with the amount to be calculated and applied as directed by the City Council.

Option 2 – Deny:

Motion to deny the request for a utility bill reduction for the property located at 707 Cedar Johnson Road.