



CITY COUNCIL MEETING
Tuesday, September 8th, 2026 - 6:00 P.M. (AMENDED)
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 August 17, 2026 City Council meeting.
 - b. Approval of a Block Party Permit at 5th Street.
 - c. Approval of Library Board of Trustees member – T. O’Leary
 - d. Approval of discharge of bill for 107 W Tidewater.
 - e. Approve Claims for September 8, 2026.
7. Presentations/Communications/Open Forum
8. Public Hearings/Non-Consent Agenda
 - a. **Second Reading – Ordinance 841** Amending Chapter 92 – Water Rates./ Move to Action.
 - b. **Resolution 2026-90** Approving a bid for work to 411 E Main Street with Barnhart’s Custom Services in the amount of \$11,465.00 with the City of West Branch, Ia./ Move to Action.
 - c. **Resolution 2026-91** Approving an Increase to the Sewer Agreement with West Branch Village LLC, c/o Cambio Communities. ./ Move to Action.
 - d. **Resolution 2026-92** Approving the City of West Branch Employee Handbook with all revisions and amendments in place./ Move to Action.
 - e. **Resolution 2026-93** Approving Pay Estimate Number 11 in the amount of \$722.40 to the Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project./ Move to Action.
 - f. **Resolution 2026-94** Approving Change Order #6 in the amount of \$14,196.00 to the Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project./ Move to Action.
 - g. **Resolution 2026-95** Approving Change Order #7 in the amount of \$2,850.00 to the Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project./ Move to Action.
 - h. **Resolution 2026-96** Approving a Salary Adjustment for Matt Goodale./ Move to Action.
 - i. **Resolution 2026-97** Approving a Quote for Insurance Coverage for the West Branch Fire Department and Equipment for FY27./ Move to Action.
 - j. **Resolution 2026-98** Approving a Salary Adjustment for Alycia Friis./ Move to Action.
 - k. **Resolution 2026-99** Approving a Salary Adjustment for Heidi Van Auken./ Move to Action.
9. Discussion
 - a. Transfer of Funds for WB Police Department.
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.
16. CLOSED SESSION:
 - A. Iowa Code 21.5(1)(j) – Real Estate Discussion
17. Adjourn Closed Session

(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

August 17, 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; Jerry Sexton, Chantry Noel, Tom Dean and Mike Horihan. Colton Miller-Absent.
City Staff present: City Clerk Alycia Friis, City Administrator Adam Kofoed, V&K Engineer Eric Gould, City Lawyer Kevin Olson, Deputy Clerk Jessica Brown.
Attending by Zoom: Library Director Jessie Shaffer.

APPROVE THE AGENDA

Motion to Approve the Agenda made by Dean and second by Sexton. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Approve Minutes from the August 3, 2026 City Council meeting.
Approve Class “C” Retail Alcohol License Renewal for Mexico Lindo
Approve Claims for August 17, 2026.

EXPENDITURES	8/17/2026	
ACTION SEWER & SEPTIC	MAIN ST Project ,STORM SEWER CLEAN OUT	4,300.00
HD SUPPLY	CLEANING SUPPLIES - TH	11.67
L. L. PELLING	ANNUAL SEAL COAT	94,520.60
SAFELITE GROUP	AUTOGLASS REPLACEMENT - PD	501.28
STATE HYGIENIC LAB	LAB ANALYSIS	1,762.50
TOTAL		101,096.05
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	8/14/2026	70,452.58
PAID BETWEEN MEETINGS		
CHICAGO MOTORS	2021 FORD EXPLORER - PD	26,700.00
FUSIONSITE MIDWEST	WAPSI PORT-O-POTTY	249.10
IMWCA	IMWCA EXP DISTRIBUTION FY27	3,890.00
PETERSON CONTRACTORS	WAPSI CREEK WIDE PAY EST 6	32,423.38
TRIPLE B CONSTRUCTION	W MAIN ST PAY EST 1	201,282.04
VEENSTRA & KIMM	VARIOUS PROJECTS	30,413.16
ALLIANT ENERGY	ALLIANT ENERGY	25,325.36
AMAZON.COM	MULTIPLE ITEMS - LIB, CLERK, PD	375.83
AT & T MOBILITY	WIRELESS SERVICE	258.22
BEAN & BEAN	GRAVE OPENINGS	650.00
CEDAR COUNTY COOP	FUEL - MOWER - CEMETERY - PW	1,051.64
CEDAR COUNTY RECORDER	RECORDING FEES	14.00
E O JOHNSON	COPIER MAINTENANCE - CITY	178.65
HAWKINS	CHEMICALS	2,863.22
KANOPY	ON DEMAND VIDEO SERVICE	32.00
LEAF CAPITAL FUNDING	COPIER LEASE - LIBRARY	194.53
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,586.97
LRS HOLDINGS	TRASH & RECYCLING JULY 2026	20,520.75
MOPPY MO'S	JANITORIAL SERVICES - LIB, CITY, TH, P&R	945.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	148.13
QUILL	OFFICE SUPPLIES - CITY OFFICE	49.71
RELION	FY27 CRIME THEFT PREMIUM	173.00
SUMMIT FIRE PROTECTION	ANNUAL FIRE EXT SERVICE	1,289.00
TRUGREEN	LAWN TREATMENT - P&R	565.00
WEST BRANCH REPAIRS	VEHICLE WORK -P&R, PD	386.95
WEX BANK	VEHICLE FUEL	2,099.80
VARIOUS VENDORS	UB REFUNDS	1,276.55
SISCO	HEALTH CLAIMS 8-3-2026	542.00
SISCO	HEALTH CLAIMS 8-10-2026	1,218.74
GLOBAL PAYMENTS	POSTAGE FEES	11.80
CARDCONNECT	ANNUAL COMPLIANCE SVC FEE	29.99
IOWA ALCOHOL BEV. DIVISION	FIRE DEPT HHTD ALCOHOL LICENSE	24.38
IOWA ALCOHOL BEV. DIVISION	FIRE DEPT HHTD ALCOHOL LICENSE	24.38
TOTAL		356,793.28
GRAND TOTAL EXPENDITURES		528,341.91
FUND TOTALS		
001 GENERAL FUND	146,015.47	
022 CIVIC CENTER	1,093.07	
031 LIBRARY	6,786.99	
036 TORT LIABILITY	125.00	
110 ROAD USE TAX	47,465.89	
112 TRUST AND AGENCY	18,885.85	
321 WIDENING WAPSI CREEK	33,581.23	
331 CEDAR JOHNSON RD RECONS	1,278.10	
332 W MAIN ST IMPROVE	229,234.17	
600 WATER FUND	21,253.67	
610 SEWER FUND	17,800.56	
740 STORM WATER UTILITY	4,821.91	
GRAND FUND TOTAL	528,341.91	

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM - NONE
PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 2026-84 Approving an Invoice in the Amount of \$231.49 to Eocene (Formerly Known as Impact7G Inc.) for the Wapsi Creek Widening – SRF sponsored project./Move to Action
Motion by Dean, second by Noel to approve Resolution 2026-84. AYES: Dean, Noel, Horihan, Sexton.
NAYS: None. ABSENT: Miller. Motion carried.

Resolution 2026-85 Approving Pay Estimate #2 in the amount of \$496,619.15 to Triple B Construction Corp for the W Main Street Overlay Project./ Move to Action

Motion by Dean, second by Noel to approve Resolution 2026-85. AYES: Dean, Noel, Sexton, Horihan. NAYS: None. ABSENT: Miller. Motion carried.

Resolution 2026-86 Approving Change Order #3 in the amount of \$3,629.73 for the W Main Street Overlay Project./ Move to Action.

Motion by Noel, second by Sexton to approve Resolution 2026-86. AYES: Noel, Sexton Horihan, Dean. NAYS: None. ABSENT: Miller. Motion carried.

Resolution 2026-87 Approving an agreement for Solid Waste and Recycling Collection Services with Smith Sanitation Services, LLC./ Move to Action.

Josh and Wes Smith shared that 75% of the needed cart inventory has been brought to West Branch and staged for delivery. Their plan is to start delivering carts at the end of the week, either Thursday and Friday or Friday and Saturday. Each residence will have a garbage and recycle cart in the same size as they currently have, along with a flyer sharing information about what is accepted and not accepted through Smith Sanitation. They wanted to ensure that residents are aware of the new start time for pick up on Fridays. ***Smith will start picking up garbage and recycle at 6:00am and they encourage residents to have their carts out for pick up either Thursday evening or before 6:00am.*** The first service day for Smith Sanitation will be Friday, September 4, 2026. There will still be stickers sold to be placed on bulky items or additional bags that do not fit in the garbage card. These will be \$3.50 each and sold at City Hall and Jack and Jill.

Motion by Dean, second by Noel to approve Resolution 2026-87. AYES: Dean, Noel, Horihan, Sexton. NAYS: None. ABSENT: Miller. Motion carried.

Resolution 2026-88 Approving the Cedar County Hazard Mitigation Plan for the City of West Branch, Iowa./ Move to Action.

Motion by Noel, second by Dean to approve Resolution 2026-88. AYES: Noel, Dean, Sexton, Horihan. NAYS: None. ABSENT: Miller. Motion carried.

First Reading – Ordinance 840 Amending Chapter 92 – Water Rates./ Move to Action.

Discussion about the addition of the following to the Water Rates Ordinance: “The water rate per 1000 gallons shall increase annually each July 1st thereafter by two percent (2%).”. This ensures that the ordinance reflects the same as the verbiage for the Sewer Rates.

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

Resolution 2026-89 Approving the General Agreement between the United States Department of the Interior National Park Service and the City of West Branch, Iowa regarding snow removal, road striping, brine production & storage./ Move to Action.

Motion by Sexton, second by Dean to approve Resolution 2026-89. AYES: Sexton, Dean, Noel, Horihan. NAYS: None. ABSENT: Miller. Motion carried

DISCUSSION ITEMS

- a. Reimbursement for the sidewalk on the Corner of 5th St. and College St – Road Improvement –
The sidewalk located at the corner of 5th St. and College St. was damaged approximately 5 years ago due to the removal of a tree by city staff. The discussion was around the estimate that was given by Hatfield of \$2400.00 for the repairs. Council agreed that this damage was due to city work, so it should be repaired by the city. City Lawyer Olsen will draft an agreement to move forward.

CITY ADMINISTRATOR REPORT – None

CITY ATTORNEY REPORT – None

CITY ENGINEER REPORT – Engineer Gould shared the W Main Street Overlay project should be wrapped up by the end of this week, and just in time for school to start back up on Monday. Seeding will be done following.

STAFF REPORTS – Brown shared information on a subject about landlords being kept in the loop on renter delinquencies on utilities. She stated that she called 8 other cities of various size to see what their process is when a renter moved out and the in between time of renters occupying the parcel and various questions on how rental properties are handled within their cities. She also shared that there are different rules and regulations for electric services vs water and sewer.

City Clerk Friis discussed the current rate for sewer that is charged quarterly to Cambio Community for the new section of West Branch Village (Grant St. and Lou Henry Lane). With the annual increase of 2% to our residential sewer rate each year, the question came up of why were we not increasing our monthly rate for this area as well. In discussion, the council members agreed that this needed to be looked at and adjusted. Friis and Kofoed will pull together a recommendation and ask for approval of the recommendation at the next council meeting.

Friis also shared the opportunity she had to go through the IPAWS/RAVE alerting system training last week with the Emergency Management team. This system allows the City Clerks within Cedar County the ability to share information on 3 areas such as boil orders, water main breaks and snow emergencies, through this system to then send out an alert message by cellular device to residents in that area. This would increase our level of communication and will now be utilized for these 3 warnings/alerts.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS –

Mayor Laughlin shared that the WB Library earned accreditation of Tier III from the State of Iowa and has maintained this for the last 3 years. This is the highest level of accreditation that a Library can receive from

the State. Discussion about a successful Hoover Hometown Days was shared along with the Presidential Library and Museum reopening and the visitors from Tennessee that brought a team to experience Hoover ball and share in the festivities. Some discussion around an incident with youth that were riding on an ebike, running into a pedestrian during Hoover Hometown Days weekend. It appears that the rider was under the age of 16. Some of the suggestions were to ensure that riders that are 15 years of age and under would be required to wear a helmet and to possibly enforce that not more than 1 rider at a time can be riding the ebike at a time. City Lawyer Olsen will be looking into the State laws and regulations about ebikes, the tiers of the bikes and the current rules around them to further the discussion as to if West Branch needed to update and enforce an Ordinance on this subject. The last question was about the Lions Club Pickleball Courts at Cubby Park and where the project was at in the development phase. Adam will follow up and inform the Council.

ADJOURNMENT

Motion to adjourn by Dean, second by Noel. Motion carried on a voice vote. City Council meeting adjourned at 6:42 p.m.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
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AGENDA ITEM: Block Party Permit on 5 th Street
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PREPARED BY: City Administrator, Adam Kofoed

DATE: August 21, 2026

BACKGROUND:

The permit was submitted by Merle Eggert and is requesting a temporary closure for the 200 block of 5th Street, located between Green ST and College St. This would happen on September 12th from 4:30pm – 7:30pm.



BLOCK PARTY PERMIT APPLICATION

A block party is defined as an event open to a specific/defined neighborhood or area; where no admission fee is charged for attendance; where alcoholic beverages are not sold or where no entrance fee or admission is charged for service of alcoholic beverages; where a street closure, if necessary, shall not exceed six (6) hours; where the use of portable restroom facilities is not necessary.

Any and all requests for temporary street closings require approval by the West Branch City Council.

Name: MELIE EGGERT

Address: 214 N. 5th St

City: WEST BRANCH State: IOWA Zip: 52358

Email: MELIEEGGERT@OUTLOOK.COM Home Phone: 319-643-2078

Business Phone: _____ Cell Phone: 319-321-0598

Street(s) requested to be temporarily closed for block party, including termination points:

5th STREET, 200 BLOCK BETWEEN
GREEN AND COLLEGE

(example: Main Street between N. 1st St. and N. 2nd St.)

Date(s) Requested for Block Party

SEPT 12th

Alternate Date(s) Requested

Start Time of Block Party

4:30 PM

End Time of Block Party

7:30 PM

Will there be outdoor, live or amplified music? Y/N

If "yes", please be aware of noise provisions in West Branch Code of Ordinances, Chapter 40.03(2).

Have all neighbors within the enclosed area and/or impacted area been notified of the temporary street closure for the event? Y/N

City Barricade Requirements

A \$50 refundable deposit is required for the use of barricades. All block parties within the City of West Branch are required to use barricades provided by the City of West Branch. The West Branch Public Works Department will deliver barricades on the weekday prior to the block party at the address provided. Please return the barricades to the same address to be picked up the first work day following the block party. The barricade deposit shall be refunded at the sole discretion of the City of West Branch. Submit a check for \$50, made payable to the City of West Branch and mail it to: City of West Branch, PO Box 218, West Branch, IA 52358 or drop it off at the City Office at 110 N. Poplar Street, West Branch, IA.

I Agree:

I have been advised of the requirements for a Block Party Permit and agree to meet all requirements established by the City of West Branch. Furthermore, I understand that if all requirements are not met, the Block Party Permit can be cancelled by the City of West Branch at any time, including at the start of or during the event. In the event that an organization is the applicant, I hereby certify, that I have the legal authority to represent the applicant and/or the participants, and that I have read the above requirements, understand the provisions, and freely and voluntarily sign it. I further understand that the City Council of the City of West Branch had the authority to grant or deny for this event.

I further voluntarily assume all risk of loss, damage, or injury that may be sustained by me or my guests while participating in, traveling from, or observing any of the events that are part of the block party, and I hereby release the City of West Branch and all its offices, elected officials, employees, and other agents from any and all liability associated with the block party.

All picnic tables, inflatables, etc. must be placed on ONE side of the street within the approved temporary street closing area in the event that emergency vehicle access is needed.

Signature: Mule Eggen

Date: 8/18/26

For Office Use Only:

Date Application Received: 8-20-26 City Council Meeting Date: 9-8-26

City Council Action: ☒ Approved ☐ Denied

Date Applicant Notified: _____

Date Public Works Notified: _____ Date WBPB Notified: _____

Date WBFD Notified: _____

Barricade Fee \$50.00 (refundable) Paid: _____ Date Refunded: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
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AGENDA ITEM: Appointments to the Library Board of Trustees.
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PREPARED BY: City Clerk, Alycia Friis
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DATE: August 24, 2026

BACKGROUND/ SUMMARY:

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

Terri O'Leary to replace a Library Board member vacancy.

The Library Board of Trustees approved the application Wednesday, August 12, 2026.



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 Library Board Today's Date 7-15-26

(Please print)

Name: Terri O'Leary Address: 329 W. Main St.

Phone: (home) _____ Phone: (cell) 319-541-1378

Email: toleary.21@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? 3 years

Occupation: Rdg. Practicum Supervisor Employer: Univ. of Iowa

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?

— elementary teacher for over 20 years
in ICCSD. I worked with fellow educators,
children, families, developed curriculum,
mentored new teachers, hosted student

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

working as part of a team to
ensure WBPL continues to provide
essential services for our community.

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



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
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AGENDA ITEM: Approving a write off of bill for 107 W Tidewater Dr.

PREPARED BY: City Clerk, Alycia Friis
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DATE: August 31, 2026

SUMMARY:

The owner of the business located at 107 W Tidewater Dr, has filed bankruptcy. Per direction from our legal council, it is now time to write off the current outstanding bill amount of \$317.34.

The last payment made on the account was 5/18/2026 and the balance is the amount owed for June, July and August billing statements and is now being requested for account write off.

The account number affected is 02-07300-03.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
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AGENDA ITEM: Claims for September 8, 2026
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PREPARED BY: Jessica Brown, Deputy City Clerk
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DATE: September 8, 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**9/8/2026**

AMAZON.COM	VARIOUS ITEMS - LIBRARY	673.14
BUOL, MARY	STORAGE TOTES FOR LIBRARY	159.80
FUSIONSITE MIDWEST	WAPSI BATHROOM - P&R	132.25
GOERDT INSPECTION	BLDG INSPECTIONS	1,806.00
HD SUPPLY	SOAP & HOLDER - P&R	15.72
IMWCA	IMWCA FY27 INSTALLMENT 3	3,890.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,596.88
QUILL	OFFICE SUPPLIES - CLERK	65.84
SAVONA, GARY	REIMB - MILEAGE TO FIRE CALL	28.27
VAN AUKEN, HEIDI	MILEAGE REIMBURSEMENT	34.66
VEENSTRA & KIMM	VARIOUS PROJECTS	21,683.54
TOTAL		30,086.10

PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS**8/28/2026 80,832.95****PAID BETWEEN MEETINGS**

101 MOBILITY	LIFT REPAIR	1,221.20
AMAZON.COM	VARIOUS ITEMS - LIBRARY	466.41
BOUND TREE MEDICAL	MEDICAL SUPPLIES - FIRE	250.62
CEDAR COUNTY COOP	FUEL - FIRE	295.46
CJ COOPER & ASSOCIATES	PREEMPLOYMENT TEST - PW	75
CORRIDOR ENERGY COOP	STREET LIGHTS	348.22
CULLIGAN WATER	WATER SOFTENER SERVICE	31.49
FELD FIRE EQUIPMENT	KNOBS LV SERIES VALVE, OIL & FILTERS-FIRE	1,046.00
HEIMAN FIRE EQUIPMENT	COATS & PANTS - FIRE	11,616.09
IOWA DEP OF NATURAL RESOURCES	NPDES FEE FY27	210
JONES & BARTLETT LEARNING	TRAINING BOOKS - FIRE	472.85
LEXISNEXIS RISK SOLUTIONS	UB INFO SEARCH SERVICE	200
LIBERTY DOORS	LIFT KEY BOX INSTALLATION	320
MACQUEEN EQUIPMENT	SBCA MASKS - FIRE	2,641.65
MOPPY MO'S	JANITORIAL SERVICES - FIRE	17.5
PLUNKETT'S PEST CONTROL	PEST CONTROL - CITY OFFICE, LIB, TH	164.54
WEST BRANCH REPAIRS	REPLACE O RING, EXHAUST FLOOD- FIRE	147.97
WEST BRANCH TIMES	LEGAL PUBLICATIONS	1,003.85
WITMER PUBLIC SAFETY GROUP	HELMET SHIELD & BADGES - FIRE	177.1
AMAZON.COM	VARIOUS ITEMS - P&R, CITY, LIBRARY	682.00
CJ COOPER & ASSOCIATES	PREEMPLOYMENT TEST - PW	105.00
EOCENE ENVIRONMENTAL	WIDENING WAPSI CREEK	231.49
HATFIELD CONCRETE	ADA TRAIL EXT FOR 300 BLK E. M	9,228.00
IOWA PARKS AND RECREATION	2026 FALL WORKSHOP - P&R	175.00
IOWA PRISON INDUSTRIES	HATS - PD	29.99
MAINSTAY SYSTEMS	DOCK, KEYBOARD & MOUSE- FIRE	290.00

MEDIACOM	CABLE SERVICES	41.90
OLSON, KEVIN D	LEGAL SERVICES - AUGUST 2026	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	413.71
RAINMASTER IRRIGATION	CUBBY IRRIGATION PUMP	2,974.00
THOMAS HEATING & AIR	REFRIGERANT TO AC - FIRE	216.00
TRIPLE B CONSTRUCTION	W MAIN ST PAY EST 2	496,619.15
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	5,555.11
VERIZON WIRELESS	VERIZON WIRELESS	463.29
AEROSAW	FLAG POLE HOLES DOWNTOWN	700.00
IOWA ONE CALL	UTILITY LOCATION SERVICES	52.20
LEAF CAPITAL FUNDING	COPIER LEASE - CITY OFFICE	396.00
OASIS ELECTRIC	POWER FOR GAZEBO ON HHTD	1,042.28
OVERDRIVE	DIGITAL & AUDIO BOOKS	47.50
STATE INDUSTRIAL PRODUCTS	CHEMICALS	533.96
STERICYCLE	SHREDDING SERVICES	222.65
U OF I HEALTH	DOT PHYSICAL & DRUG TESING-PW	561.00
WESTRUM LEAK DETECTION	2026 LEAK DETECTION SURVEY	2,800.00
ZACH AND OLLIE'S PUBLISHING	YOUTH PROGRAM - LIBRARY	75.00
SISCO	HEALTH CLAIMS 8-17-2026	1,926.72
SISCO	HEALTH CLAIMS 8-24-2026	812.00
SISCO	HEALTH CLAIMS 8-31-2026	797.78
JOHN DEERE FINANCIAL	SUPPLIES & UNIFORMS - PW	1,635.28
MAINSTAY SYSTEMS	BATTERIES FOR SERVER - PD	82.00
SUNBURY SOD	SOD FOR HERITAGE SQUARE	551.90
MISCELLANEOUS VENDOR	UB REISSUED REFUND CHECKS	378.38
FIDELITY BANK & TRUST	UB RETURNED UNPAID FEE	10.00
METLIFE	INSURANCE PREMIUM	2,952.71
SISCO	INSURANCE PREMIUM	20,721.68
MISCELLANEOUS VENDOR	UB REFUND CHECKS	114.09
TOTAL		575,643.72
GRAND TOTAL EXPENDITURES		686,562.77
FUND TOTALS		
001 GENERAL FUND		67,129.27
022 CIVIC CENTER		1,598.47
031 LIBRARY		7,530.65
110 ROAD USE TAX		8,506.71
112 TRUST AND AGENCY		43,668.62
312 DOWNTOWN EAST REDEVEOP		9,228.00
321 WIDENING WAPSI CREEK		231.49
331 CEDAR JOHNSON RD		1,677.52
332 W MAIN ST IMPROVE		516,625.17
600 WATER FUND		16,835.70
610 SEWER FUND		12,704.79

740 STORM WATER

826.38

GRAND TOTAL

686,562.77

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	LIBERTY COMMUNICATIONS	SERVICES	328.03
			TOTAL:	328.03
FIRE OPERATION	GENERAL FUND	LIBERTY COMMUNICATIONS	SERVICES	91.06
		SAVONA, GARY	REIMB - MILEAGE TO FIRE CA	28.27
			TOTAL:	119.33
BUILDING INSPECTIONS	GENERAL FUND	GOERDT INSPECTION & CONSULTATION SERVI	BLDG INSPECTIONS	1,806.00
			TOTAL:	1,806.00
PARK & RECREATION	GENERAL FUND	LIBERTY COMMUNICATIONS	SERVICES	125.85
		FUSIONSITE MIDWEST LLC	WAPSI BATHROOM - P&R	132.25
		HD SUPPLY, INC.	SOAP & HOLDER - P&R	15.72
			TOTAL:	273.82
CLERK & TREASURER	GENERAL FUND	QUILL CORP	OFFICE SUPPLIES - CLERK	65.84
		LIBERTY COMMUNICATIONS	SERVICES	466.77
		VAN AUKEN, HEIDI	MILEAGE REIMBURSEMENT	34.66
			TOTAL:	567.27
LOCAL CABLE ACCESS	GENERAL FUND	LIBERTY COMMUNICATIONS	SERVICES	74.95
			TOTAL:	74.95
LIBRARY	LIBRARY	LIBERTY COMMUNICATIONS	SERVICES	230.50
		AMAZON.COM.CA., INC.	BOOKS, DVDS, YOUTH PROG SU	24.58
			BOOKS, DVDS, YOUTH PROG SU	162.57
			YOUTH PROG SUPPLIES-LIB	28.48
			BOOKS - LIB	42.64
			DVDS	37.91
			YOUTH PROGRAM SUPPLIES	40.99
			BOOKS, AUDIO BOOKS	177.87
			BOOKS - LIB	84.65
			DVDS	19.95
			BOOKS-LIB	15.99
			BOOKS-LIB	9.99
			YOUTH PROG SUPPLIES-LIB	27.52
		BUOL, MARY	STORAGE TOTES FOR LIBRARY	159.80
			TOTAL:	1,063.44
ROADS & STREETS	ROAD USE TAX	LIBERTY COMMUNICATIONS	SERVICES	93.24
			TOTAL:	93.24
POLICE OPERATIONS	TRUST AND AGENCY	IMWCA	WORK COMP - POLICE	617.64
			TOTAL:	617.64
FIRE OPERATION	TRUST AND AGENCY	IMWCA	WORK COMP - FIRE	2,571.05
			TOTAL:	2,571.05
BUILDING INSPECTIONS	TRUST AND AGENCY	IMWCA	WORK COMP - BLDG INSPECT	12.65
			TOTAL:	12.65
ROADS & STREETS	TRUST AND AGENCY	IMWCA	WORK COMP - STREETS	386.03
			TOTAL:	386.03
LIBRARY	TRUST AND AGENCY	IMWCA	WORK COMP - LIBRARY	22.80
			TOTAL:	22.80

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
PARK & RECREATION	TRUST AND AGENCY	IMWCA	WORK COMP - PARK & REC	87.42
			TOTAL:	87.42
CEMETERY	TRUST AND AGENCY	IMWCA	WORK COMP - CEMETERY	36.42
			TOTAL:	36.42
CLERK & TREASURER	TRUST AND AGENCY	IMWCA	WORK COMP - ADMIN	39.87
			TOTAL:	39.87
CAPITAL PROJECT	CEDAR JOHNSON RD R VEENSTRA & KIMM INC.		CEDAR JOHNSON RD RECON	1,677.52
			TOTAL:	1,677.52
CAPITAL PROJECT	W MAIN ST IMPROVE	VEENSTRA & KIMM INC.	W MAIN ST IMPROVE	4,405.22
			W MAIN ST IMPROVE	15,600.80
			TOTAL:	20,006.02
WATER OPERATING	WATER FUND	IMWCA	WORK COMP - WATER	86.02
		LIBERTY COMMUNICATIONS	SERVICES	93.24
			TOTAL:	179.26
SEWER OPERATING	SEWER FUND	IMWCA	WORK COMP - SEWER	30.10
		LIBERTY COMMUNICATIONS	SERVICES	93.24
			TOTAL:	123.34

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===== FUND TOTALS =====
001 GENERAL FUND                3,169.40
031 LIBRARY                     1,063.44
110 ROAD USE TAX                 93.24
112 TRUST AND AGENCY            3,773.88
331 CEDAR JOHNSON RD RECONS     1,677.52
332 W MAIN ST IMPROVE          20,006.02
600 WATER FUND                  179.26
610 SEWER FUND                  123.34
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GRAND TOTAL:                    30,086.10
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REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
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AGENDA ITEM: Second Reading Ordinance 841 - Amending Chapter 92 – Water Rates.

PREPARED BY: City Clerk, Alycia Horras

DATE: August 19, 2026

SUMMARY: West Branch Code of Ordinance update:

(Current language)

92.02 RATES FOR SERVICE.

Water service shall be furnished at the following monthly rates within the City:

(Code of Iowa, Sec. 384.84)

1. Rate effective July 1, 2024: \$10.71 per 1000 gallons with 1,700 gallon minimum.
Rate effective July 1, 2025: \$10.92 per 1000 gallons with 1,700 gallon minimum.
Rate effective July 1, 2026: \$11.14 per 1000 gallons with 1,700 gallon minimum.
Rate effective July 1, 2027: \$11.36 per 1000 gallons with 1,700 gallon minimum.

(Subsection 1 – Ord. [814](#) – Jul. 24 Supp.)

(New language)

92.02 RATES FOR SERVICE. Water service shall be furnished at the following monthly rates within the City:

(Code of Iowa, Sec. 384.84)

1. Rate effective July 1, 2024: \$10.71 per 1000 gallons with 1,700 gallon minimum.
2. Rate effective July 1, 2025: \$10.92 per 1000 gallons with 1,700 gallon minimum.
3. Rate effective July 1, 2026: \$11.14 per 1000 gallons with 1,700 gallon minimum.
4. Rate effective July 1, 2027: \$11.36 per 1000 gallons with 1,700 gallon minimum.
5. The water rate per 1000 gallons shall increase annually each July 1st thereafter by two percent (2%).

(Subsection 1 – Ord. [814](#) – Jul. 24 Supp.)

ORDINANCE NO. 841

AN ORDINANCE AMENDING CHAPTER 92 – WATER RATES

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

1. Amendment. Section 92.02 is hereby amended by deleting it in its entirety and replacing it with the following:

92.02 RATES FOR SERVICE. Water service shall be furnished at the following monthly rates within the City:

(Code of Iowa, Sec. 384.84)

1. Rate effective July 1, 2024: \$10.71 per 1000 gallons with 1,700 gallon minimum.
2. Rate effective July 1, 2025: \$10.92 per 1000 gallons with 1,700 gallon minimum.
3. Rate effective July 1, 2026: \$11.14 per 1000 gallons with 1,700 gallon minimum.
4. Rate effective July 1, 2027: \$11.36 per 1000 gallons with 1,700 gallon minimum.
5. The water rate per 1000 gallons shall increase annually each July 1st thereafter by two percent (2%).

(Subsection 1 – Ord. [814](#) – Jul. 24 Supp.)

2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.
3. Adjudication. If any section, provision or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.
4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

Passed and approved on the 17th day of August, 2026.

First Reading: August 17, 2026
Second Reading: September 8, 2026
Third Reading: September 21, 2026

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk

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

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM:	Resolution 2026-90 – Approving a bid from Barnhart’s Custom Services, LLC./ Move to Action
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PREPARED BY:	Alycia Friis, City Clerk
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DATE:	August 21, 2026
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BACKGROUND:



The City Administrator has made repeated attempts to request the owner cleanup the property and remove all the excess foliage to comply with City Ordinances. City Attorney Olsen , followed the legal process to gain an Order of Judgement allowing the city access on to the property to cleanup the nuisance area.

Request: Accepting the bid from Barnhart’s Custom Services, LLC in the amount of \$11,465.00 for the cleanup of 411 E Main Street.

RESOLUTION 2026-90

**A RESOLUTION APPROVING A BID FROM BARNHART'S CUSTOM SERVICES,
LLC**

WHEREAS, the City identified the property at 411 E Main Street, that has not been maintained and has become a nuisance. After multiple attempts in request for the owner to clean up and maintain the property, legal action has been enforced; and

WHEREAS, the owner did not meet the required timeframe for cleanup and judgement has been made in order for the city to gain access to the property to remedy the nuisance; and

WHEREAS, the City Administrator requested and has received bids from outside vendors to do the work to remedy the nuisance areas of 411 E Main Street. Upon review of the bids, the bid for Barnhart's Custom Services has been considered and is recommended by staff for the resolution of this nuisance. The total bid amount is \$11,465.00 for the mowing, clean up, volunteer tree removal, stump removal, backfill, seeding and other work as needed to repair the nuisance area.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the aforementioned bid has hereby been approved. Further, the City Administrator is directed to accept the bid and request the work be completed at 411 E Main Street and for payment to follow when work has been completed.

Passed and approved this 8th day of September, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk

Barnhart's Custom Services, L.L.C.

PO Box 36

West Branch Iowa 52358

Office: 319-643-7230

Cell: 319-631-1101

August 17, 2026

City of West Branch
ATTN: Adam Kofoed

RE: Clean up at 411 E Main Street

SCOPE OF WORK AS DISCUSSED WITH ADAM KOFOED ON SITE ON 8/10/26: Mow entire lot including large weeds and small volunteer trees; remove larger volunteer trees and cut off stumps with trees re-growing with excavator; trim trees hanging over house and buildings using ISA Certified Arborist; clean up and dispose of old building materials and debris in yard; grind stump at southwest corner of porch – it is too close to the porch foundation to remove via excavation; provide black dirt to fill stump excavation holes and seed yard where it is disturbed from cleanup; landfill fees included.

This bid does not include anything that arises that is unforeseen or not known about or discussed during site visit and discussion between Bruce Barnhart and Adam Kofoed. Additional charges may be incurred.

The City of West Branch agrees to reimburse Barnhart's Custom Services, LLC for any legal fees incurred resulting from performing this work for the City.

TOTAL BID: \$11,465.00

BARNHART'S CUSTOM SERVICES, LLC

CITY OF WEST BRANCH

 8-17-26
Bruce Barnhart, Member/Owner DATE

 8-17-26
Adam Kofoed, City Administrator DATE

Bowers Custom Services, LLC

P.O Box 238

West Branch, IA 52358

Ph: 319-631-4878

Office: 319-643-2007

Owner/Manager of proposal: Dustin Bowers

Quote 411 E Main City of West Branch Estimate Quote Number: 19283

Quote remains valid for 30 days Change Order Apply to changing scope of work with \$100 office fee

Project City of West Branch Property Clean-up 411 E Main Total BID: \$15,000

Bid Date: 08/07/2026

Inclusions:

- Remove all trees from right of way
- Remove debris surrounding home/dwelling
- Remove shrubs and trees discussed on site
- Haul to dump and or landfill
- Fees and labor, equipment, operation included
- Grass seed and grading on right of way with erosion mesh if necessary

Exclusions:

- Unmarked utility repairs/ or tile repairs
- Interior work or shed clean-up

Notes: Terms and conditions net due 10 days after completion of work. Interest will be charged any day after net 10 to all materials and labor.

Signature of Customer: _____

Signature Of Supplier: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
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AGENDA ITEM:	Resolution 2026-91 Approving an Increase to the Sewer Agreement with West Branch Village LLC C/O Cambio Communities
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PREPARED BY:	City Clerk, Alycia Friis
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DATE:	August 19, 2026
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SUMMARY:

Resolution 2023-31 approved on April 3, 2023, approved and instated the agreement of discharge of all sewer and storm water from the expanded area of Lou Henry Lane and Grant Street, to the City's sewer system at a monthly charge of \$50.00 per month, per unit. There is currently 65 units (LHL=28 & GS=37) and the quarterly charge is \$9,750.00.

There has been no increase during the almost 4 years that this has been in place, however there is an annual increase to the sewer fee for each residence through town. The resolution also states that there will be "necessary monthly adjustments to the sewer rates according to the city's annual sewer rate increase". During some research this was pointed out and with the continued hesitation of the management company to further movement to install the purchased meter to gauge actual usage and to charge accordingly, staff recommends that we enforce an increase to the \$50.00/month, per unit.

The recommendation:

- Increase \$5.00 per year that this has been in place.
- October 1, 2026 and each October 1st following there would be an increase of \$5.00 to the current rate.
- Current rate is \$50.00 and would move to \$70.00 on October 1, 2026 to reflect the 4th year of agreement and increases to the sewer rate each year.

We are asking for approval to instate the increase and to allow the City Clerk to communicate such increase asap for activation of October 1, 2026.

RESOLUTION 2026-91

**RESOLUTION APPROVING AN INCREASE TO THE SEWER AGREEMENT WITH
WEST BRANCH VILLAGE LLC C/O CAMBIO COMMUNITIES**

WHEREAS, the West Branch Village LLC, c/o Cambio Communities expanded West Branch Village to accommodate sixty-five additional homes; and

WHEREAS, the new homes are required to discharge all sewer and storm water to the City's sewer system; and

WHEREAS, West Branch Village is required to install a sewer/water meter that is compatible to the current City's metering system; and

WHEREAS, an agreement has been previously approved through Resolution 2023-31 approved and dated April 3, 2023 to Cambio Communities for the City to bill a monthly charge of \$50.00 per month, per dwelling unit until at which time the sewer meter is installed and accurately measuring flow for accurate billing; and

WHEREAS, it is also necessary to adjust the monthly sewer rates according to the city's annual sewer rate increase; and

WHEREAS, the rate of \$50.00 has not been increased during the 46 months that this usage has been in place, as the first billing shows a start date of November 2022 for billing; and

WHEREAS, it is now time to correct the outage and increase the monthly rate per each unit at a rate of \$5.00 per year, per unit added to the current rate. This is to start on October 1, 2026 and will continue each October 1st for the following years.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned agreement between the City of West Branch and West Branch Village LLC c/o Cambio Communities for sewer billing is hereby approved at a rate of \$70.00 per month, per unit to begin on October 1, 2026. Further, the City Clerk is directed to communicate this increase and further increases to Cambio Communities immediately.

* * * *

Passed and approved this 8th day of September, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM: Resolution 2026-92 – Approving the 2026 Employee Handbook

PREPARED BY: City Administrator, Adam Kofoed

DATE: August 21, 2026

SUMMARY:

There are no changes to the handbook. Staff is adding amendments to the handbook over the last two years.

Here are the following amendments being added to the Handbook.

Amendment	Name	Resolution #	Date
1	Police OT Hours	2024-103	Sept. 16, 2024
2	Defining Police Hrs	2024-106	Oct. 17, 2024
3	Time Worked	2025-19	Feb. 18, 2025
4	Police Living Mileage	2025-27	Mar. 3, 2025
5	Juneteenth	2025-30	Mar. 17, 2025
6	Sick Leave Change	2025-127	November 21, 2025
7	Meal Reimburse.	2026-50	June 1, 2026

RESOLUTION 2026-92

A RESOLUTION AMENDING THE CITY OF WEST BRANCH, EMPLOYEE HANDBOOK (DATED MARCH 17, 2025) TO INCORPORATE ALL APPROVED HANDBOOK AMENDMENTS TO DATE

WHEREAS, the City of West Branch Employee Handbook, dated March 17, 2025 will be amended to include all of the approved amendments that have been made up to September 8, 2026; and

WHEREAS, there are no new amendments to any area of the City of West Branch Employee Handbook that has not been reviewed and approved. This resolution is to incorporate the changes that have been previously approved as follows:

Here are the following amendments being added to the Handbook.

Amendment	Name	Resolution #	Date
1	Police OT Hours	2024-103	Sept. 16, 2024
2	Defining Police Hrs	2024-106	Oct. 17, 2024
3	Time Worked	2025-19	Feb. 18, 2025
4	Police Living Mileage	2025-27	Mar. 3, 2025
5	Juneteenth	2025-30	Mar. 17, 2025
6	Sick Leave Change	2025-127	November 21, 2025
7	Meal Reimburse.	2026-50	June 1, 2026

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned Amendments have been merged into the City of West Branch Employee Handbook and is being approved as such.

Passed and approved this 8th day of August, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia A Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM: Resolution 2026-93 - Approving Pay Estimate Number 11 in the amount of \$722.40 to Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project. / Move to action.

PREPARED BY: City Clerk, Alycia Friis
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DATE: August 19, 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	\$14,512.13	2026-30	April 6, 2026
10	\$20,051.84	2026-64	July 7, 2026
	\$2,095,417.91		

RESOLUTION 2026-93

**RESOLUTION APPROVING PAY ESTIMATE NUMBER 11 IN THE AMOUNT OF
\$722.40 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 11 in the amount of \$722.40 to Boomerang Corp.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the West Branch, Iowa, that Pay Estimate Number 11 in the amount of \$722.40 to Boomerang Corp. is approved.

PASSED AND APPROVED this 8th day of September, 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

September 1, 2026

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

PAY ESTIMATE NO. 11 (rev)

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

Contract Amount \$2,127,723.71

Contract Date April 1, 2025

Pay Period June 15, 2026 - July 20, 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 Seedi	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	6	\$ 252.00
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	1120	\$ 22.40
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 Fil	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	10	\$ 6,000.00
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		\$ 2,125,113.58

MATERIALS STORED SUMMARY

	Description	# of Units	Unit Price	Extended Cost
Total				\$ -

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 2,127,723.71	\$ 2,125,113.58
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	\$ 2,175,930.35

Stored \$ -

Total Earned \$ 2,175,930.35

Retainage (3%) \$ 65,277.91

Total Earned Less Retainage \$ 2,110,652.44

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	
	Pay Estimate No. 10	\$ 42,604.34	

Total Previously Approved \$ 2,109,930.04

Percent Complete 100%

Amount Due This Request \$ 722.40

The amount \$722.40 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: <u>Keegan Parizek</u>	Signature: <u></u>	Signature: _____
Name: <u>Keegan Parizek</u>	Name: <u>Eric Gould</u>	Name: _____
Title: <u>Project Manager</u>	Title: <u>Engineer</u>	Title: _____
Date: <u>9/1/26</u>	Date: <u>September 1, 2026</u>	Date: _____



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
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AGENDA ITEM: Resolution 2026-94 Approving Change Order #6 in the amount of \$14,196.00 for the 2025 Cedar Johnson Road Reconstruction Project.

PREPARED BY: City Clerk, Alycia Friis
--

DATE: August 19, 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	2025-6 2	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
5	\$23,250.00	2026-63	July 7, 2026

The attached pay request and two change orders are to get this project squared away so we can get it ready for closeout. **The first change order (CO_6)** is due to extra haul off that Boomerang had to do early in the project because of loss of space for them to place it on site. The areas that were initially scheduled for fill material were already partially filled since Meadows grading occurred in the spring just prior to Boomerang starting the Cedar Johnson Road project. We surveyed the site as this issue was discussed to capture the “existing conditions”. After quite a bit of back and forth with Boomerang looking over photos and survey data, we have quantified the volume of the fill are that was lost along the Meadows property and have agreed on the volume with Boomerang. They are requesting compensation for hauling that material offsite.

The second change order (CO_7) is a request from Boomerang to be compensated for lost production due to delays associated with Lynch Excavating constructing the water main across Cedar Johnson Road at Orange Street. The coordination was discussed between Boomerang and Lynch, however, Lynch took longer than planned to get started and also took longer than discussed to get the crossing completed and get their equipment out of Boomerang’s way. Boomerang constructed a temporary haul path off to the side of Lynch’s work area for each half of the water main construction so they could still get trucks through. They initially sent the invoice to Lynch but were told it would not be paid. They are now sending it to the City as an expense associated with the project hoping the City can pass the cost on to Lynch.

RESOLUTION 2026-94

**RESOLUTION APPROVING CHANGE ORDER NO. 6 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 \$14,196.00 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. 6 in the amount of \$14,196.00 is approved.

PASSED AND APPROVED this 8th day of September, 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

August 17, 2026

CHANGE ORDER NO. 6

2025 CEDAR JOHNSON ROAD RECONSTRUCTION
WEST BRANCH, IOWA

Change Order No. 6 is for the following modifications to the project:

1. Fill sections identified in project plans were partially filled by adjacent Meadows development grading activities which required Boomerang to haul material offsite. This change order compensates Boomerang for the additional labor equipment and fuel cost to haul and dispose of material offsite. 1,183 CY @ \$12/CY \$ 14,196.00

Total: \$ 14,196.00

Change Order No. 6 increases the contract amount by \$ 14,196.00.

BOOMERANG CORP.

By Keegan Parizek

Title Keegan Parizek

Date 08/18/26

VEENSTRA & KIMM, INC.

By 

Title Project Engineer

Date August 17, 2026

CITY OF WEST BRANCH, IOWA

By _____

Title _____

Date _____

ATTEST:

By _____

Title _____

Date _____

V&K Job No. 368318

BUILDING RELATIONSHIPS **ENGINEERING SOLUTIONS**

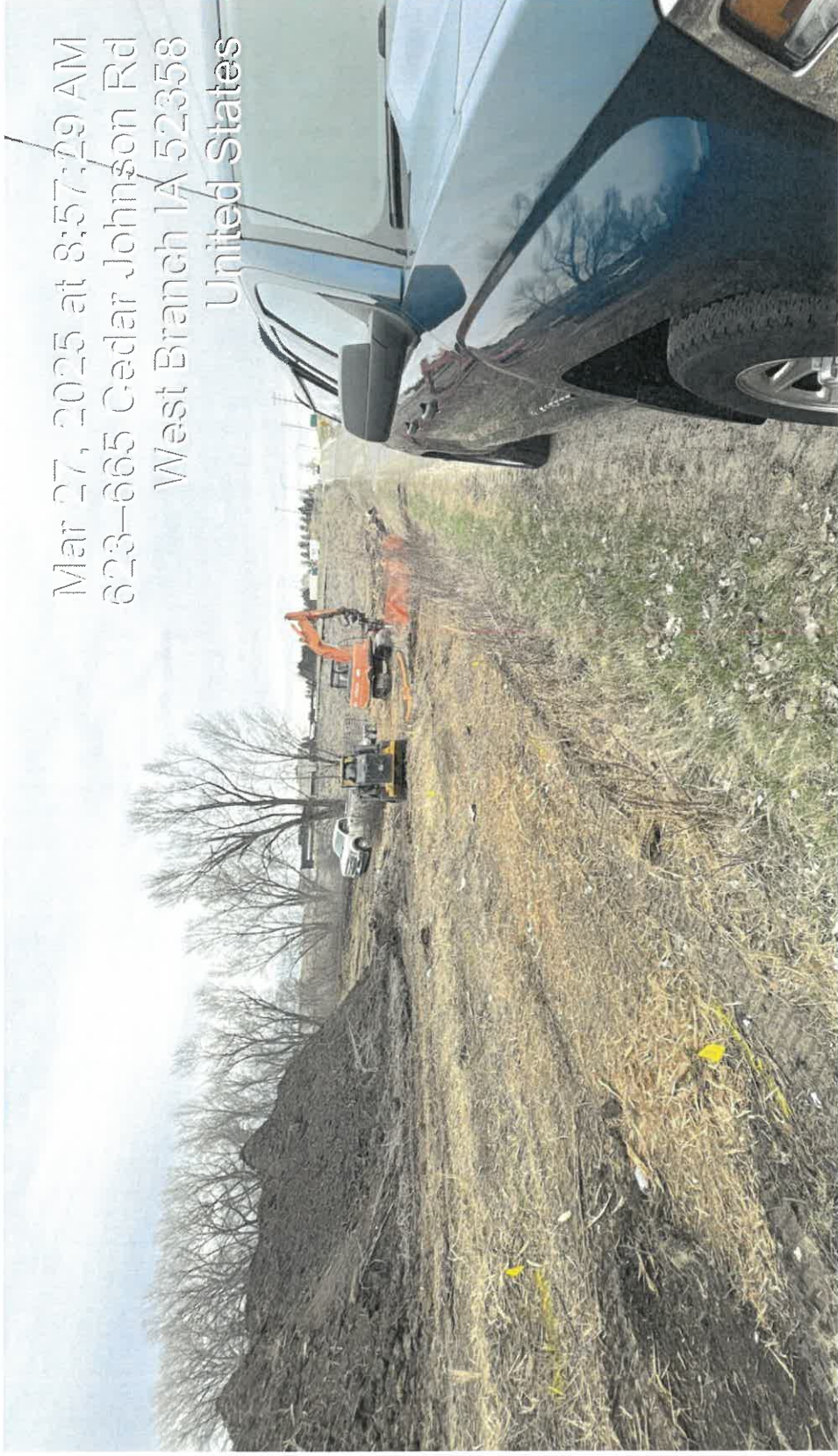
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West Branch IA 52358
United States

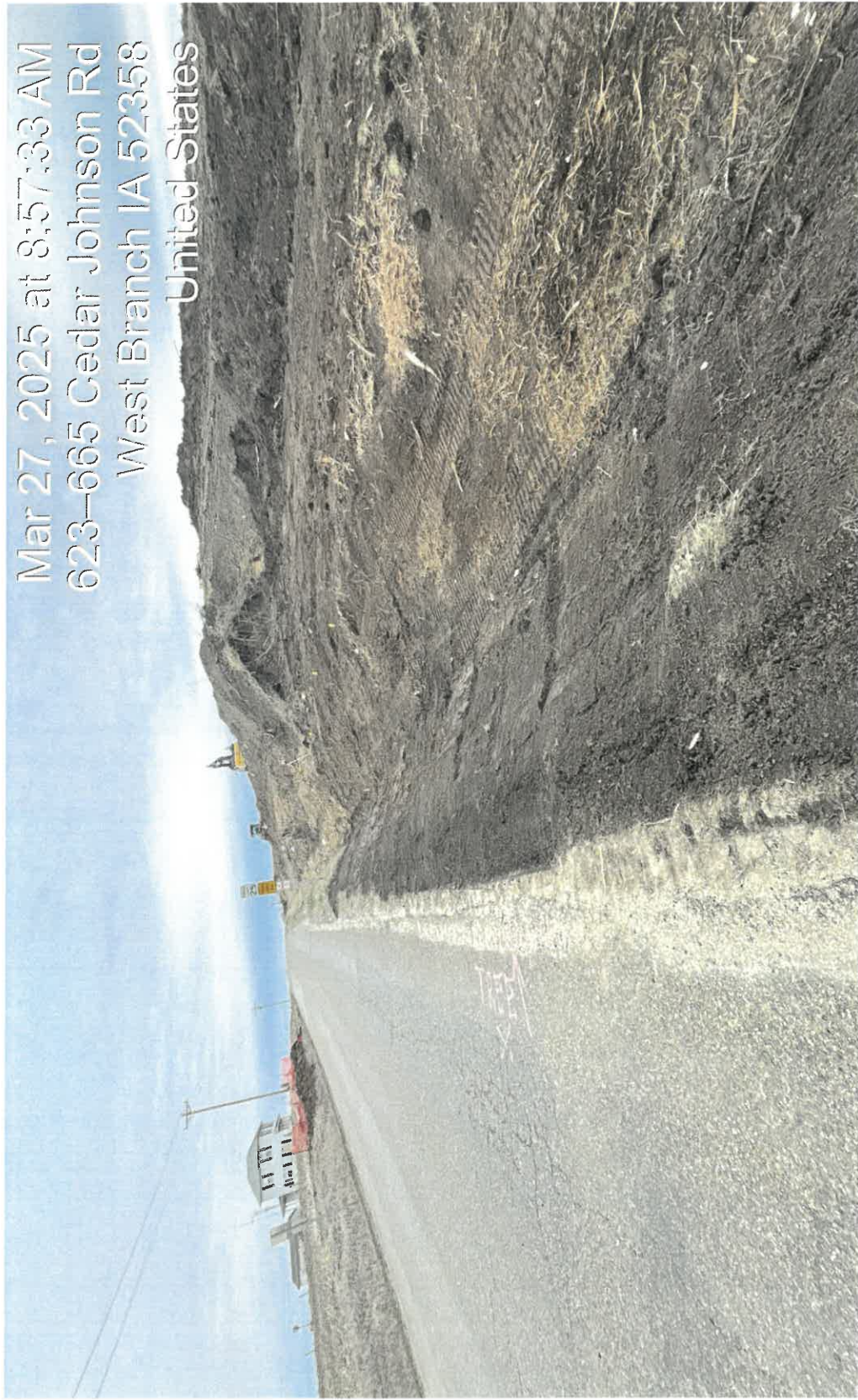


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West Branch IA 52358
United States



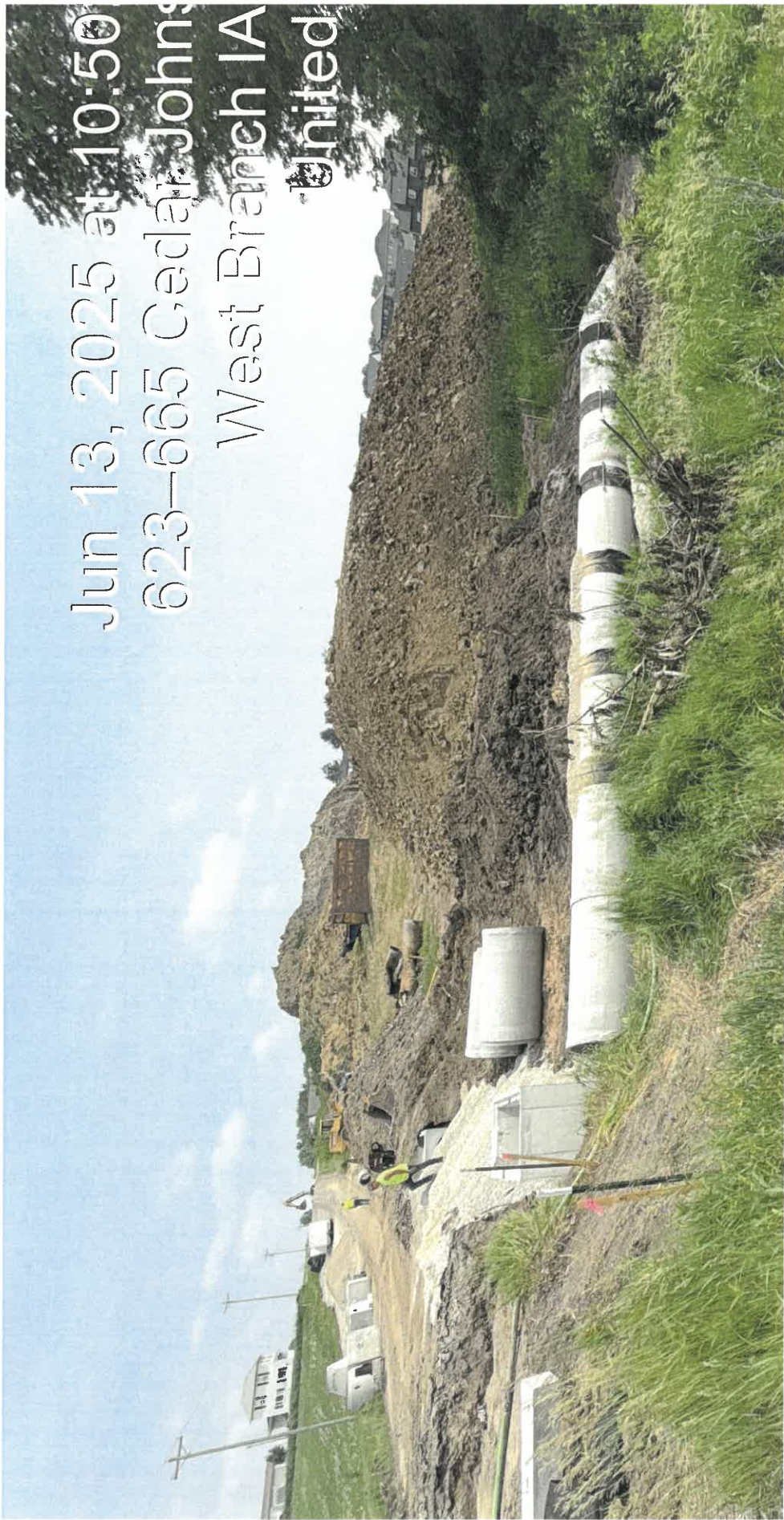
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West Branch IA 52358
United States

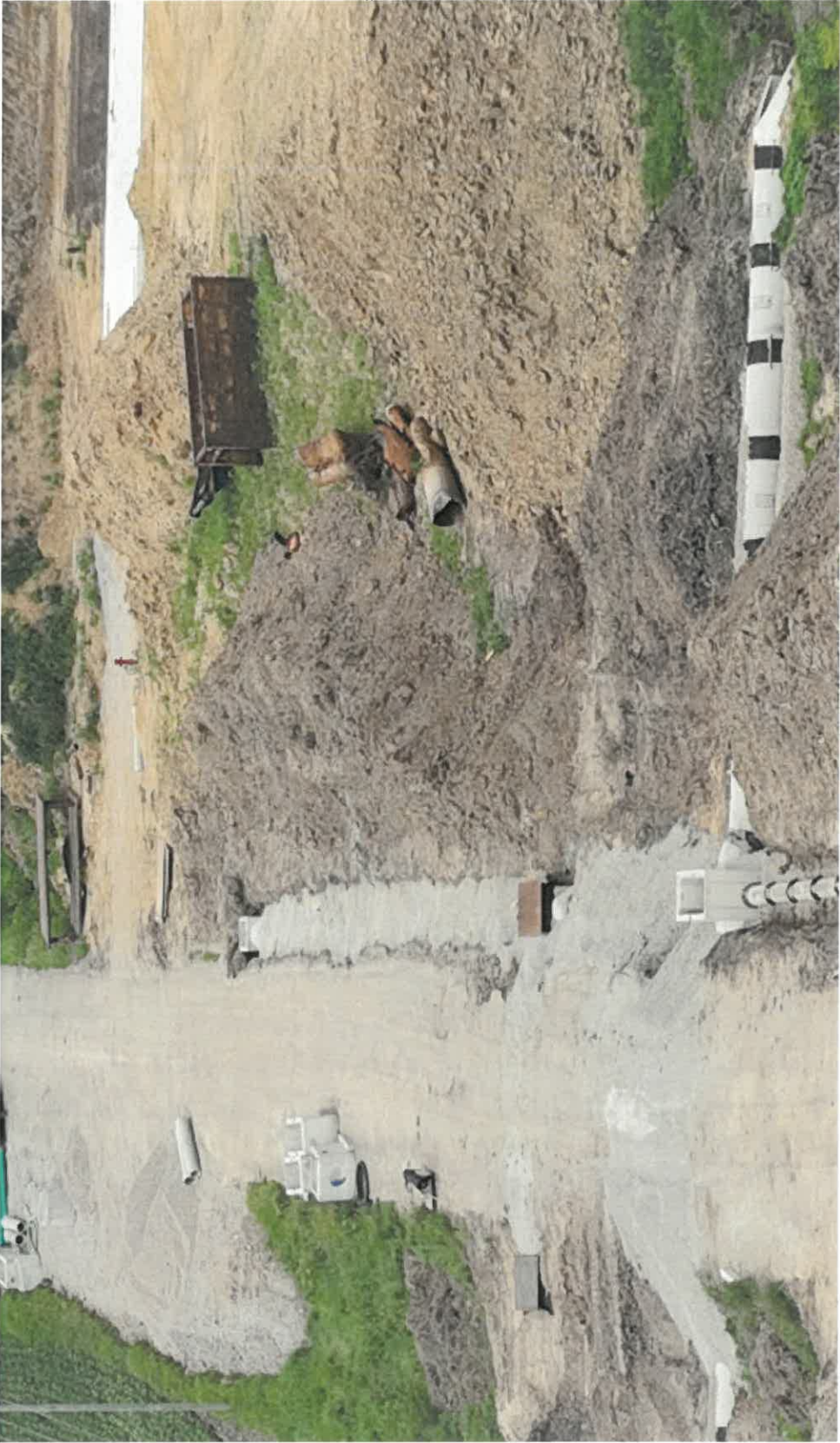




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United States











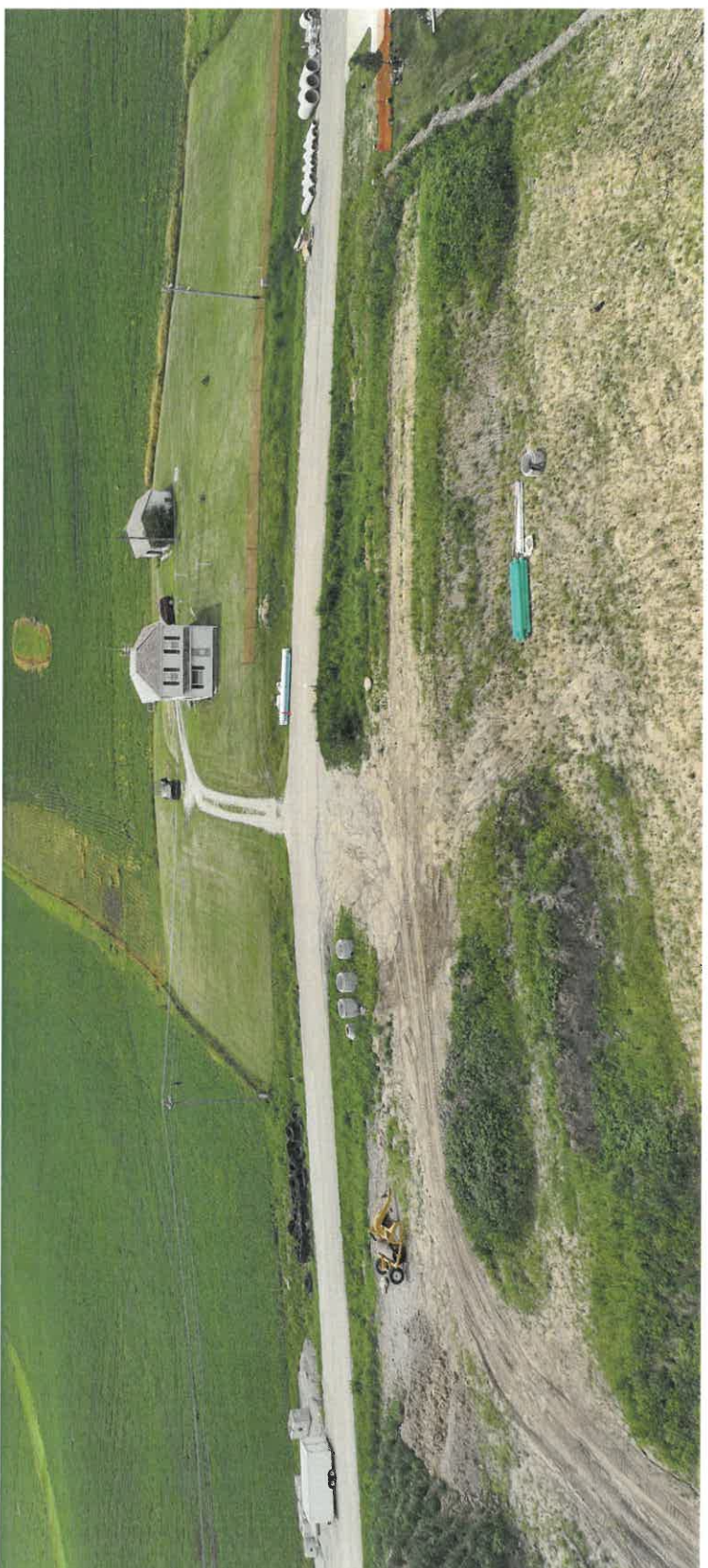














West Branch, Iowa
Cedar Johnson Reconstruction
Earth Work Calculation

EDG

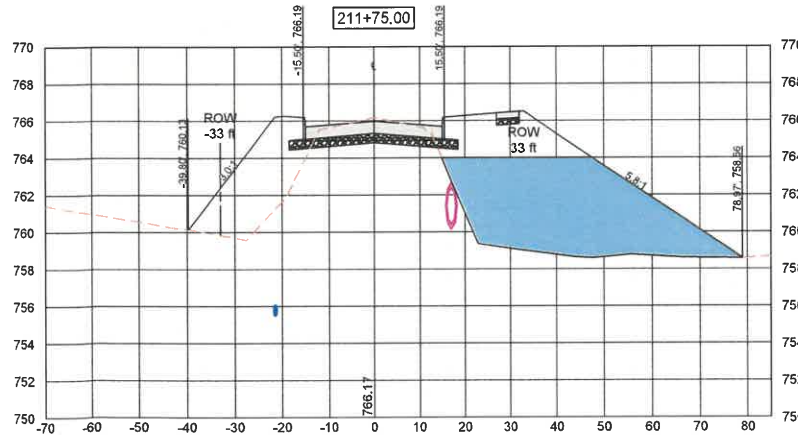
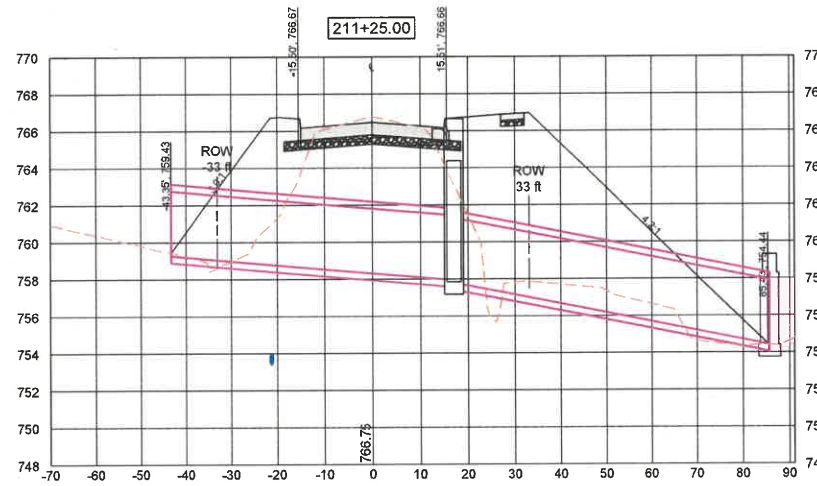
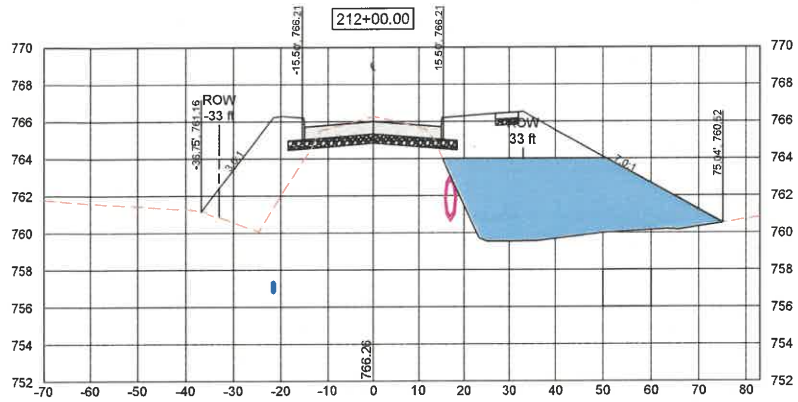
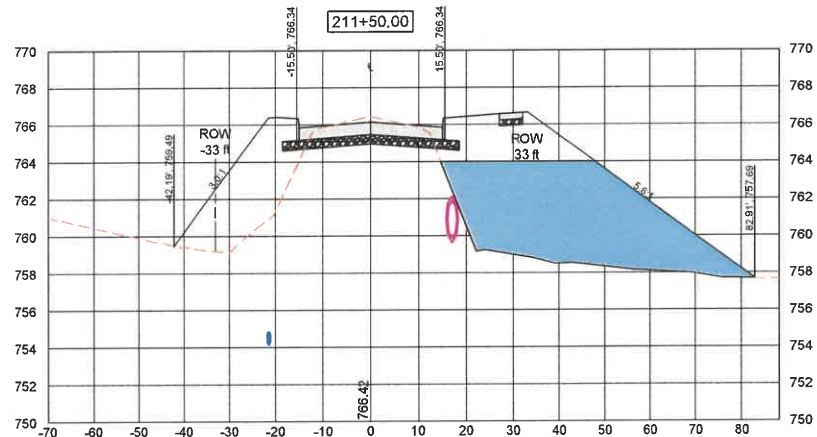
6/8/2026

End area Method

$V=L*(A_1+A_2)/2$

Sta.	Area (ft ²)	Length (ft)	Volume (ft ³)	CY
211+50	252			
211+75	225.5	25	5969	221
212+00	185.25	25	5134	190
212+25	142	25	4091	152
212+50	93.25	25	2941	109
212+75	97.5	25	2384	88
213+00	63.75	25	2016	75
213+25	50.5	25	1428	53
213+50	41	25	1144	42
213+75	17.75	25	734	27
214+00		Road Connection		
214+25	33			
214+50	44.5	25	969	36
214+75	24	25	856	32
215+00	22.5	25	581	22
215+25	11.5	25	425	16
215+50	1.75	25	166	6
215+75	10.25	25	150	6
216+00	2	25	153	6
216+25	0	25	25	1
216+50	2.75	25	34	1
216+75	10.25	25	163	6
217+00	13.25	25	294	11
217+25	26.5	25	497	18
217+50	19.25	25	572	21
217+75	29.5	25	609	23
218+00	9.75	25	491	18
218+25	0	25	122	5
				1183

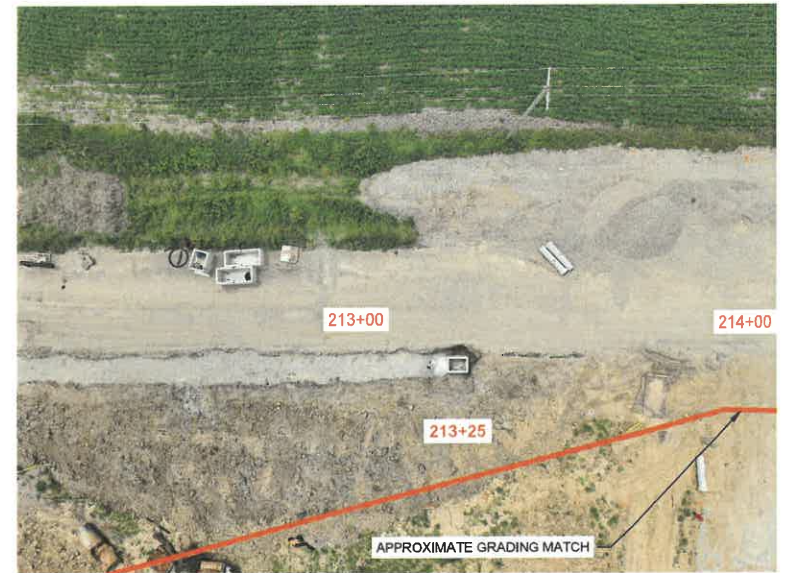
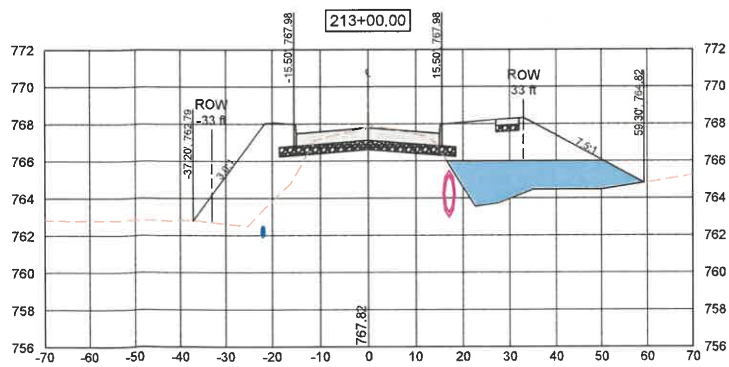
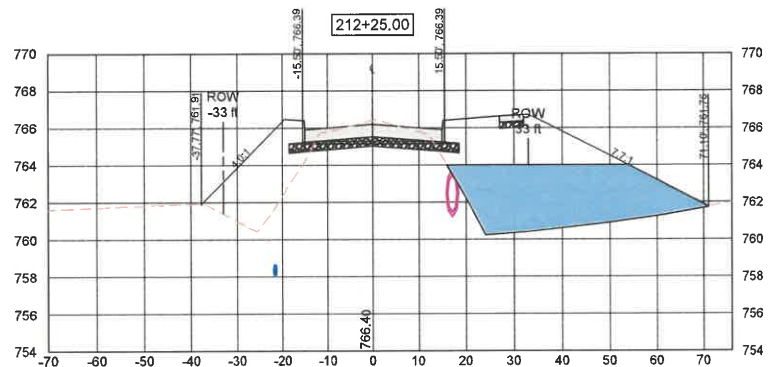
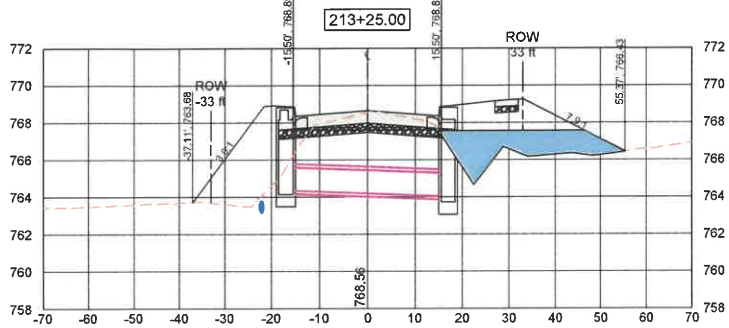
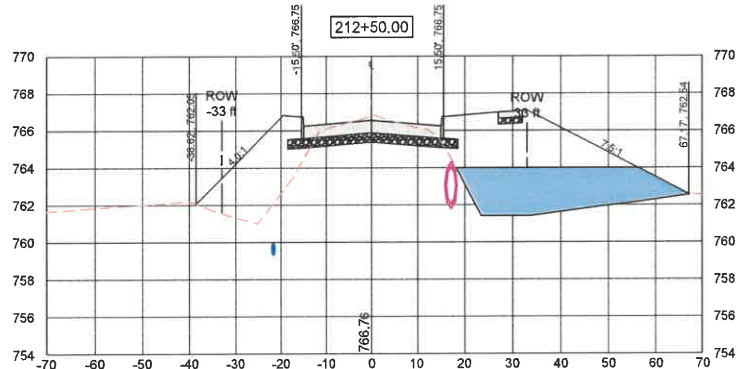
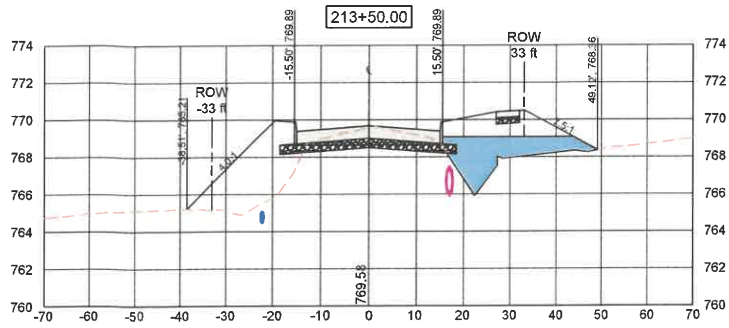
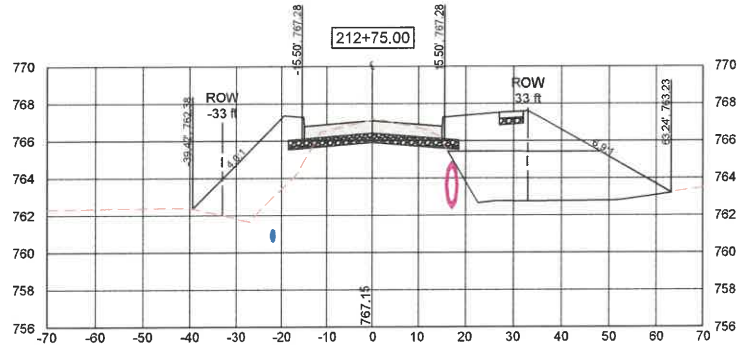
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DATE	REVISIONS	SCALE	AS NOTED	2025 CEDAR JOHNSON ROAD RECONSTRUCTION CITY OF WEST BRANCH		CROSS SECTIONS - CJ ROAD		SHEET NO.
		DRAWN	HCS					W.04
		CHECKED	EDG	2600 University Parkway, Suite 1 • Coralville, Iowa 52241 319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)				PROJECT
		APPROVED	LJB					368312
		DATE	2-21-2025					
		ISSUED FOR	BID					



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DATE	REVISIONS	SCALE	AS NOTED
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		CHECKED	EDG
		APPROVED	LJB
		DATE	2-21-2026
		ISSUED FOR	BID



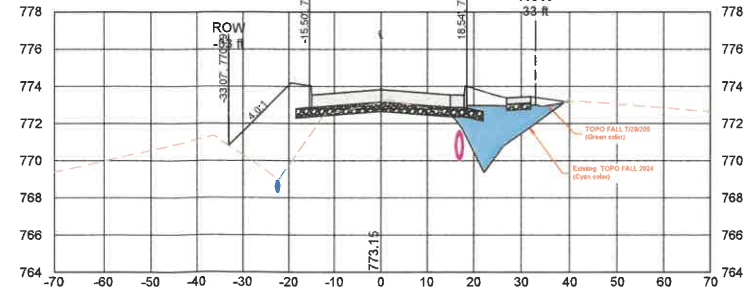
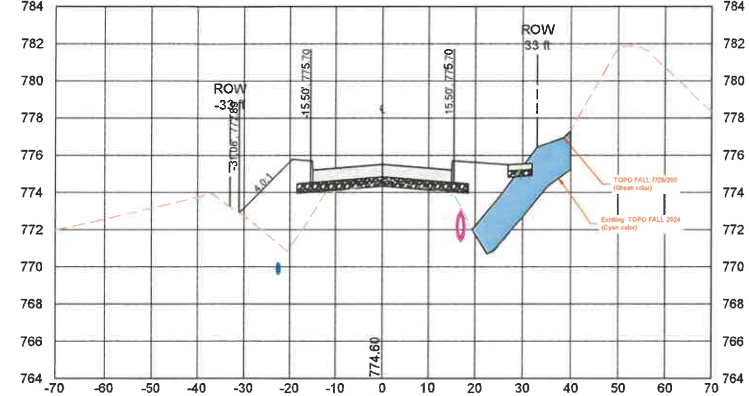
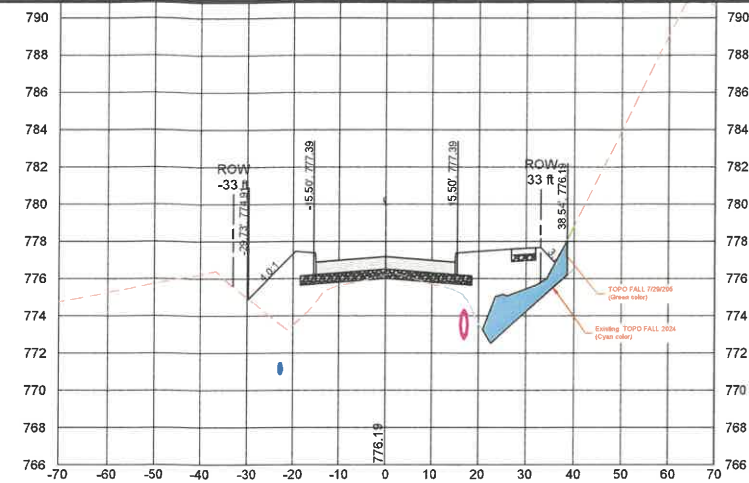
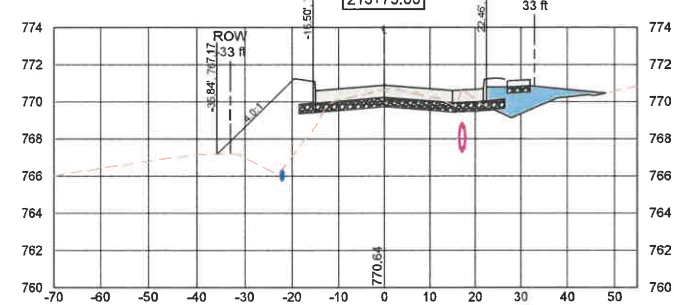
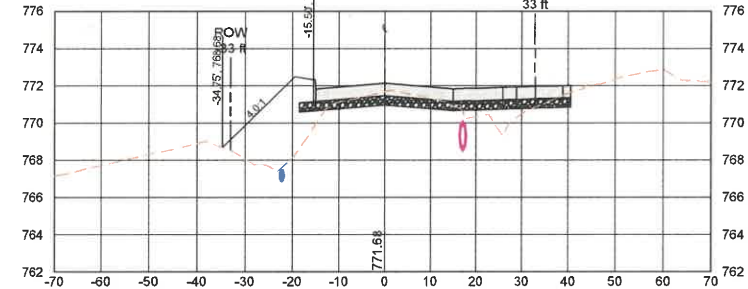
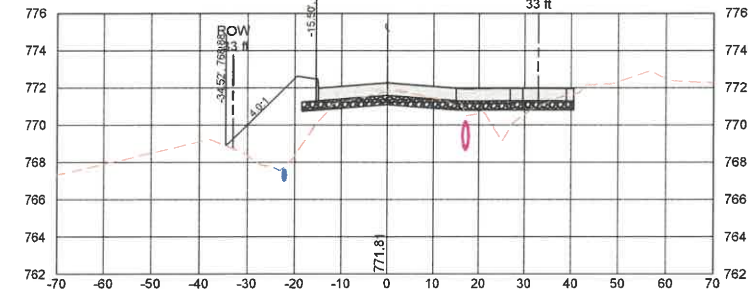
2025 CEDAR JOHNSON ROAD RECONSTRUCTION
CITY OF WEST BRANCH

2600 University Parkway, Suite 1 • Coralville, Iowa 52241
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

CROSS SECTIONS - CJ ROAD

SHEET NO.
W.05
PROJECT 368312

X-REFS: 368312 Topo & 368312 Aerial & 368312 Geometry & Meadows Ph3 & 368312 WB Surveyed Prop Lines



DATE	REVISIONS	SCALE	AS NOTED
07-30-2025	1. ADJUSTED GRADING LIMIT TO AVOID STOCKPILE.	DRAWN	HCS
		CHECKED	EDG
		APPROVED	LJB
		DATE	2-21-2025
		ISSUED FOR	BID



**VEENSTRA
& KIMM INC.**

2025 CEDAR JOHNSON ROAD RECONSTRUCTION
CITY OF WEST BRANCH

2600 University Parkway, Suite 1 • Coralville, Iowa 52241
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

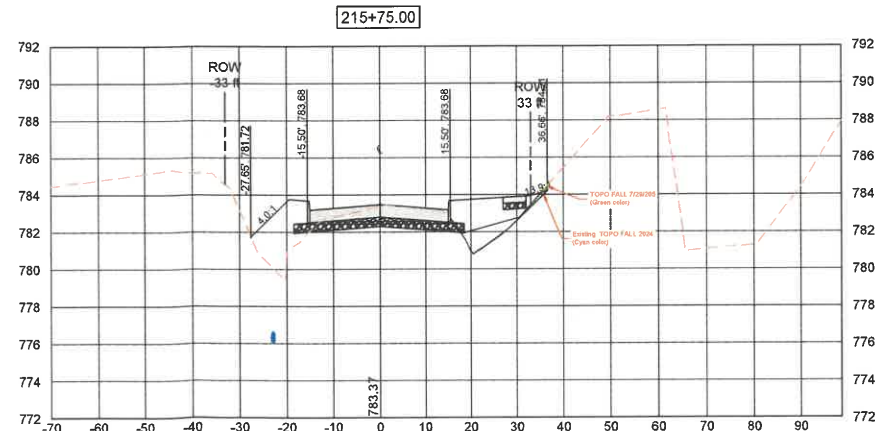
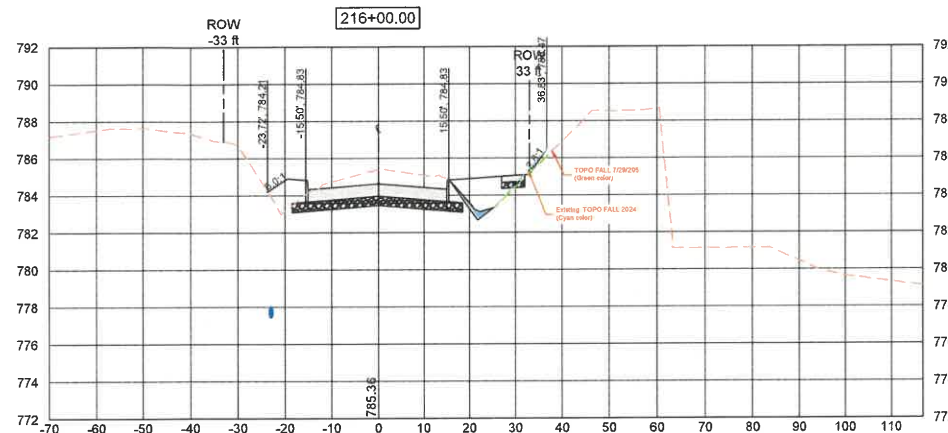
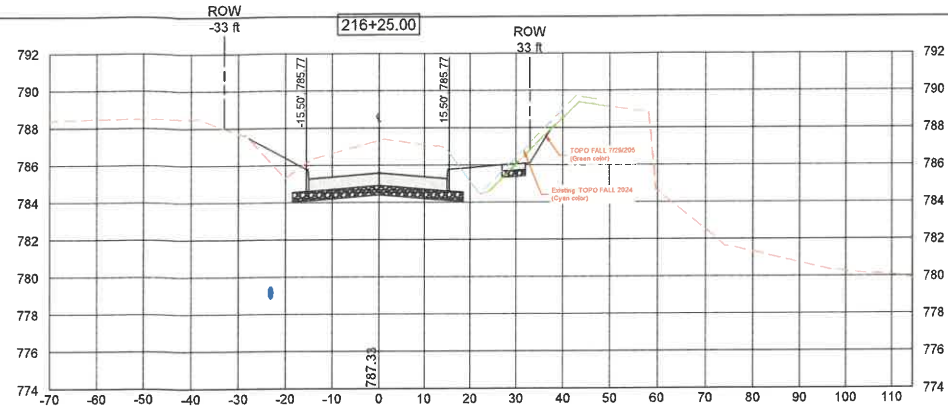
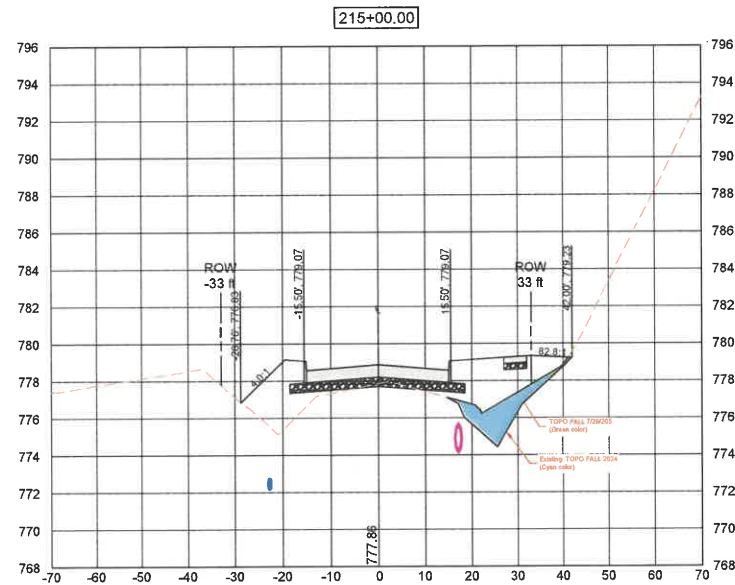
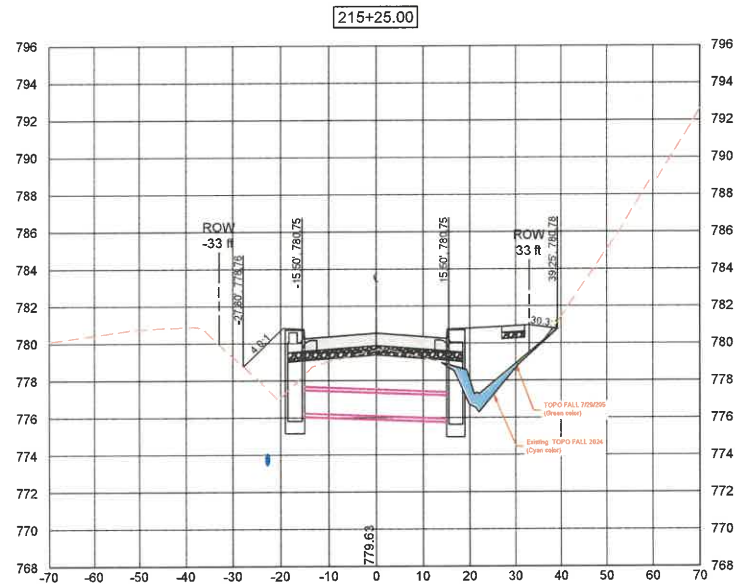
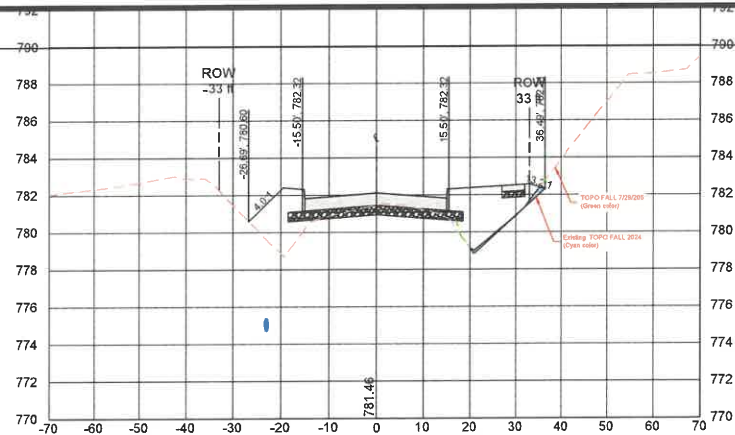
CROSS SECTIONS - CJ ROAD

SHEET NO.

REV-1
W.06

PROJECT	368312
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APPROXIMATE GRADING MATCH

DATE	REVISIONS	SCALE	AS NOTED
07-30-2025	1. ADJUSTED GRADING LIMIT TO AVOID STOCKPILE.	DRAWN	HCS
		CHECKED	EDG
		APPROVED	LJB
		DATE	2-21-2026
		ISSUED FOR	BID



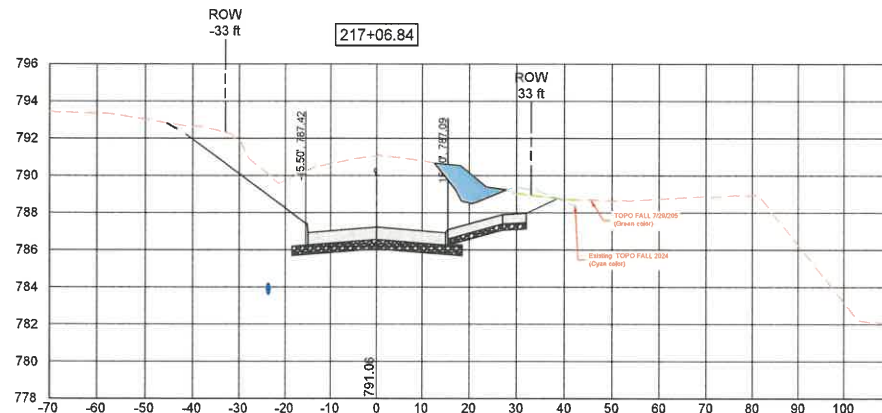
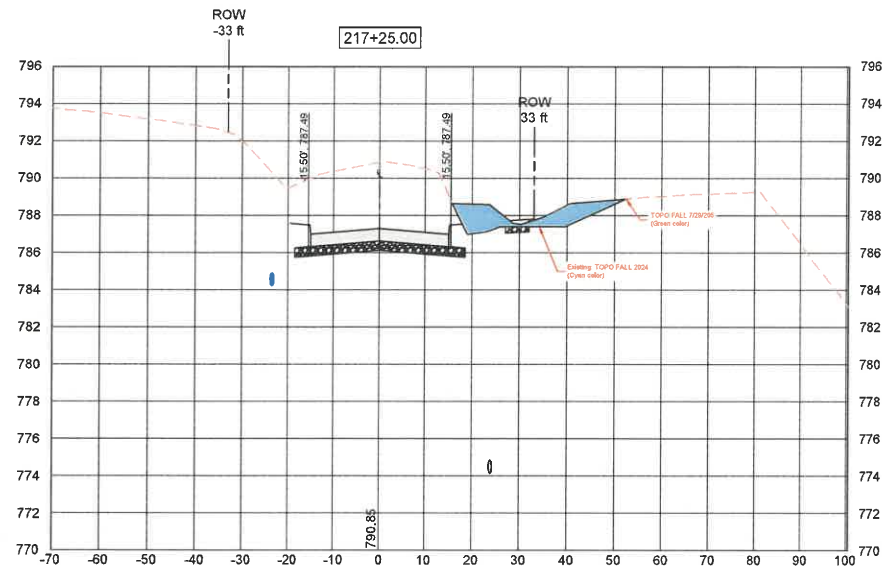
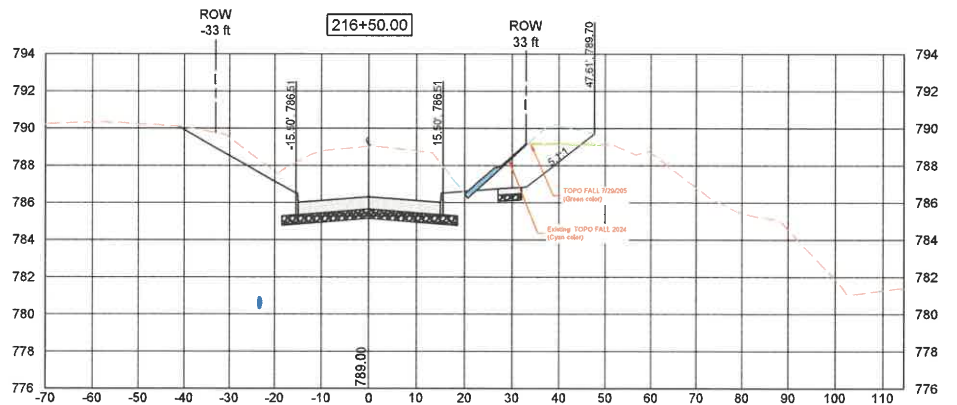
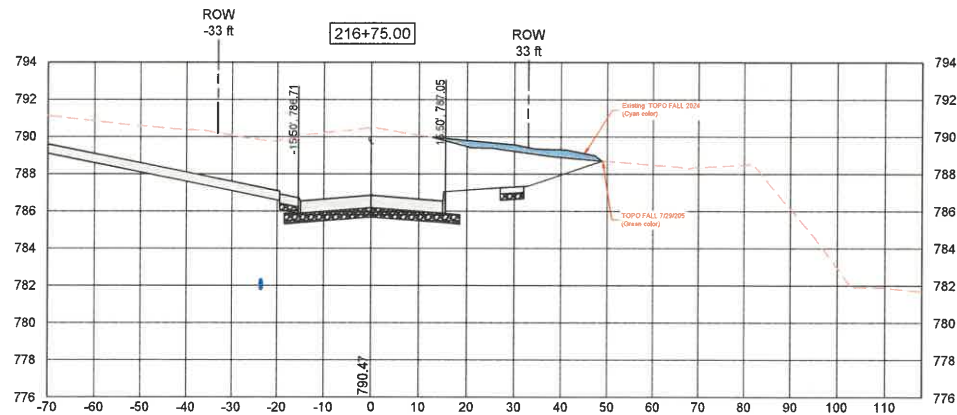
2025 CEDAR JOHNSON ROAD RECONSTRUCTION
CITY OF WEST BRANCH

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CROSS SECTIONS - CJ ROAD

SHEET NO.
REV-1 W.07
PROJECT 368312

X-REFS: 368312 Topo & 368312 Geometry & Meadows Ph3 & 368312 WB Surveyed Prop Lines
FILE PATH: \\CORA-NASNP01\KLEINFELDER\COM\CRV\SHARE\0300\0368-WEST_BRANCH\0368-0312_2025_CEDAR_JOHNSON_RD_RECONSTRUCT_DESIGN_AND_PLANNING\CADD\DESIGN\368312 EARTHWORK\2025.6.1 DESIGN\TOPO\368312 WB SURVEYED PROP LINES.dwg, August 6, 2025 11:46:53 AM



DATE	REVISIONS	SCALE	AS NOTED
07-30-2025	1. ADJUSTED GRADING LIMIT TO AVOID STOCKPILE.	DRAWN	HCS
		CHECKED	EDG
		APPROVED	LJB
		DATE	2-21-2025
		ISSUED FOR	BID



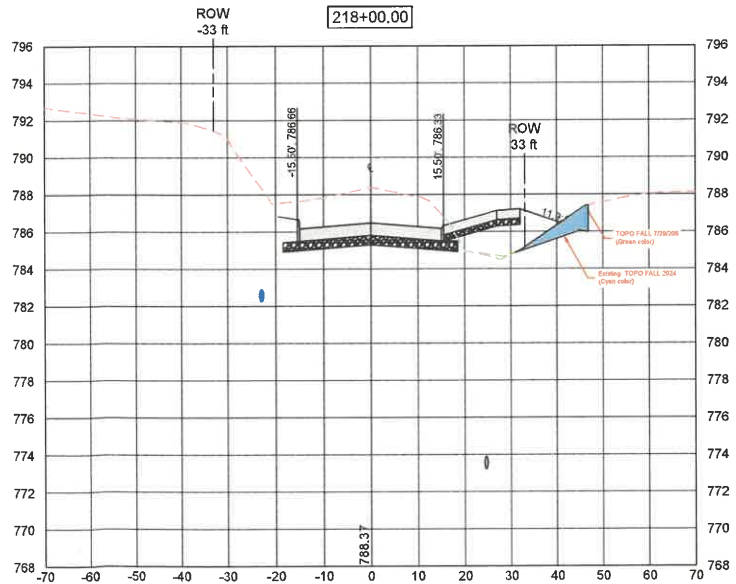
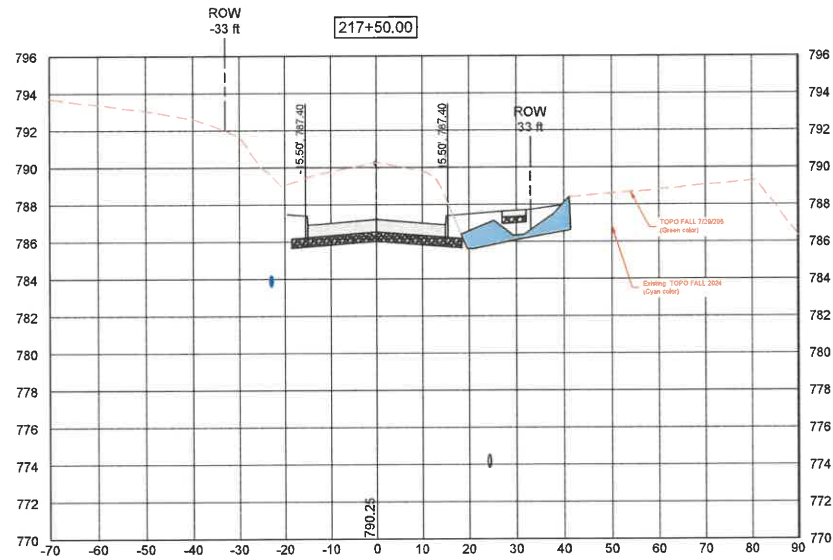
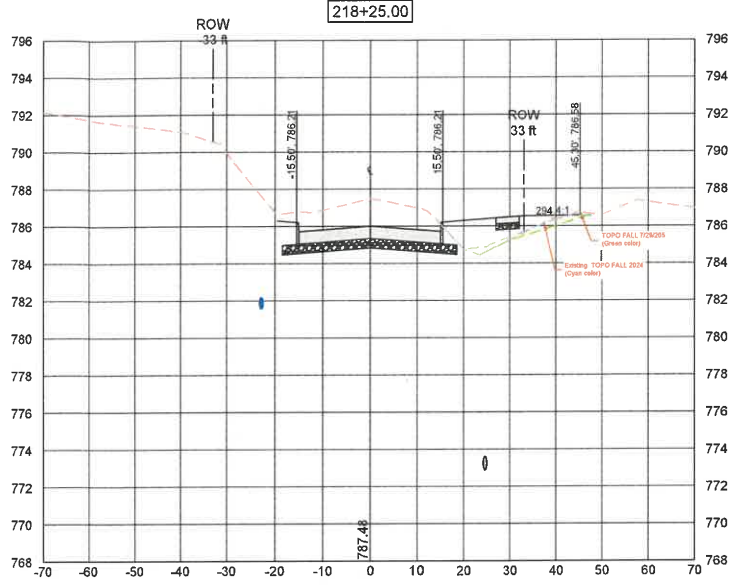
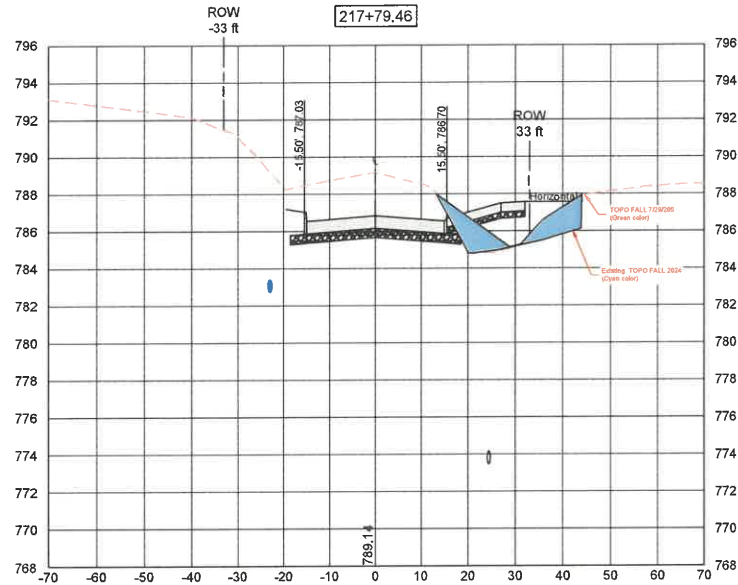
2025 CEDAR JOHNSON ROAD RECONSTRUCTION
CITY OF WEST BRANCH

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319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

CROSS SECTIONS - CJ ROAD

SHEET NO.
REV-1 W.08
PROJECT 368312

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DATE	REVISIONS

SCALE	AS NOTED
DRAWN	HCS
CHECKED	EDG
APPROVED	LJB
DATE	2-21-2025
ISSUED FOR	BID



2025 CEDAR JOHNSON ROAD RECONSTRUCTION
CITY OF WEST BRANCH

2600 University Parkway, Suite 1 • Coralville, Iowa 52241
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

CROSS SECTIONS - CJ ROAD

SHEET NO.
W.09
PROJECT
368312



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM: Resolution 2026-95 Approving Change Order #7 in the amount of \$2,850.00 for the 2025 Cedar Johnson Road Reconstruction Project.
--

PREPARED BY: City Clerk, Alycia Friis
--

DATE: August 19, 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	2025-6 2	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
5	\$23,250.00	2026-63	July 7, 2026
6	\$14,196.00	2026-94	September 8, 2026

The attached pay request and two change orders are to get this project squared away so we can get it ready for closeout. **The first change order (CO_6)** is due to extra haul off that Boomerang had to do early in the project because of loss of space for them to place it on site. The areas that were initially scheduled for fill material were already partially filled since Meadows grading occurred in the spring just prior to Boomerang starting the Cedar Johnson Road project. We surveyed the site as this issue was discussed to capture the “existing conditions”. After quite a bit of back and forth with Boomerang looking over photos and survey data, we have quantified the volume of the fill are that was lost along the Meadows property and have agreed on the volume with Boomerang. They are requesting compensation for hauling that material offsite.

The second change order (CO_7) is a request from Boomerang to be compensated for lost production due to delays associated with Lynch Excavating constructing the water main across Cedar Johnson Road at Orange Street. The coordination was discussed between Boomerang and Lynch, however, Lynch took longer than planned to get started and also took longer than discussed to get the crossing completed and get their equipment out of Boomerang’s way. Boomerang constructed a temporary haul path off to the side of Lynch’s work area for each half of the water main construction so they could still get trucks through. They initially sent the invoice to Lynch but were told it would not be paid. They are now sending it to the City as an expense associated with the project hoping the City can pass the cost on to Lynch.

RESOLUTION 2026-95

**RESOLUTION APPROVING CHANGE ORDER NO. 7 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 \$2,850.00 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. 7 in the amount of \$2,850.00 is approved.

PASSED AND APPROVED this 8th day of September, 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

August 17, 2026

CHANGE ORDER NO. 7

2025 CEDAR JOHNSON ROAD RECONSTRUCTION
WEST BRANCH, IOWA

Change Order No. 7 is for the following modifications to the project:

1. Boomerang attempted to coordinate water main installation across Cedar Johnson Road with Lynch's Excavating for work on Meadows Subdivision at Orange Street. Work did not occur for several days from initial coordination date which impacted Boomerang operations for an extended period for grading and subbase construction.

LS \$ 2,850.00

Total: \$ 2,850.00

Change Order No. 7 increases the contract amount by \$ 2,850.00.

BOOMERANG CORP.

By Keegan Parizek

Title Keegan Parizek

Date 08/18/26

VEENSTRA & KIMM, INC.

By 

Title Project Engineer

Date August 17, 2026

CITY OF WEST BRANCH, IOWA

By _____

Title _____

Date _____

ATTEST:

By _____

Title _____

Date _____

V&K Job No. 368318

BUILDING RELATIONSHIPS **ENGINEERING SOLUTIONS**



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM: Resolution 2026-96 – Approving a Salary Adjustment for Matt Goodale.
--

PREPARED BY: City Clerk, Alycia Friis
--

DATE: August 28, 2026

SUMMARY:

Matt Goodale has completed the requirements for and obtained certification of Grade III Water Distribution. Per the City of West Branch employee handbook, this qualifies Matt to earn a raise of \$1.00 per hour to his current pay rate.

The final salary amount with this raise is calculated by being broken down to an hourly rate, the \$1.00 raise added to that hourly rate and then calculated back to an annual salary amount.

This raise takes effect starting on the August 24, 2026 pay period and will be utilized following this approval for the next payroll calculation.

RESOLUTION 2026-96

**A RESOLUTION APPROVING A SALARY ADJUSTMENT FOR MATT
GOODALE.**

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

Section 1. The City of West Branch Employee Handbook (dated March 2025), states that Public Works employees shall earn a pay increase for successfully completing a Grade III Water Distribution certification.

Section 2. Matt Goodale successfully completed the Grade III Water Distribution certification on August 18, 2026.

Section 3. The following person and position named shall be paid the salary indicated below and the City Clerk/Finance Officer 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 Director	Matt Goodale	\$94,000.00	\$96,075.20

SECTION 4. The salary increase will go into effect on August 24, 2026.

Passed and approved this 8th day of September, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM:	Resolution 2026-97 – Approving an insurance proposal with Provident Fire Plus, Iowa Municipal Insurance Ltd.
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PREPARED BY:	City Clerk, Alycia Friis
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DATE:	September 10, 2025
--------------	--------------------

SUMMARY:

This insurance proposal is for the West Branch Fire Department and West Branch Firefighters Inc. also known as Provident / Fire Plus insurance.

This renewal will be for a term of 10/1/2026 – 10/1/2027.

RESOLUTION 2026-97

RESOLUTION APPROVING AN INSURANCE PROPOSAL WITH PROVIDENT FIRE PLUS, IOWA MUNICIPAL INSURANCE LTD.

WHEREAS, the West Branch Fire Department and West Branch Firefighters Inc., received an insurance renewal quote from the Iowa Municipal Insurance LTD; and

WHEREAS, after reviewing the insurance renewal quote and recommendation by the West Branch Fire Chief, the City Council has decided to accept it and continue membership with Iowa Municipal Insurance Ltd., effective October 1, 2026.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the insurance proposal with Provident Fire Plus and Iowa Municipal Insurance is hereby approved.

Passed and approved this 8th day of September, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



**INSURANCE PROPOSAL
PREPARED FOR:**

West Branch Municipal Fire Department and West Branch Firefighters, Inc.

PROPOSED EFFECTIVE DATE:

10/1/2026 - 10/1/2027

PRESENTED BY:

Iowa Municipal Insurance Ltd

PROGRAM MANAGER

www.providentfireplus.com
Allied Public Risk, LLC
National Producer Number: 17536322
Provident Agency, Inc.
National Producer Number: 2007953
(800) 447- 0360
info@providentfireplus.com

PREMIUM SUMMARY

NOTE: This proposal is prepared from information supplied to us on the application submitted by your insurance broker. It may or may not contain all terms requested on the application. It also may contain inadvertent errors. This proposal does not amend, or otherwise affect or alter, the provisions of coverage on the policy. It is not a representation that coverage does or does not exist for any particular claim or loss under any such policy. Coverage depends on the applicable provisions of the issued policy, the facts and circumstances involved in the claim and any applicable law. Specimen policies are available from your insurance broker.

SECTION	COVERAGE		PREMIUM
1	PROPERTY	\$	940.00
2	INLAND MARINE (EMERGENCY SERVICES EQUIPMENT)	\$	5,805.00
3	COMMERCIAL CRIME (Including Faithful Performance, if granted)	\$	613.00
4	COMMERCIAL GENERAL LIABILITY (Including Professional Healthcare Liability, if granted)	\$	3,602.00
5	PUBLIC OFFICIALS & MANAGEMENT LIABILITY (Including Wrongful Acts, Employment Practices, Employee Benefits, if granted)	\$	1,026.00
6	BUSINESS AUTO (Including Primary Member Auto Liability and Physical Damage, if granted)	\$	9,922.00
7	COMMERCIAL EXCESS LIABILITY (Including Commercial General Liability, Professional Healthcare Liability, Wrongful Acts, Employment Practices, Employee Benefits, Business Auto, and Employers Liability, if granted)	\$	4,000.00
Total Annual Premium (excludes state-imposed taxes, surcharges, and fees)		\$	25,908.00
Terrorism Premium		\$	Included at No Charge
Risk Management Services Fee		\$	100.00
State-Imposed Taxes, Surcharges, & Fees		\$	N/A
TOTAL AMOUNT DUE*		\$	26,008.00

*Payment is due in accordance with the producer agreement.

NOTES:

Quote subject to receiving the following signed documents, which are all **due at binding: SOV.**

Terrorism automatically included for no additional premium.

Section 1. PROPERTY (Included in the proposal? Yes)

CARRIER: Munich Re Specialty Insurance affiliate company
A+ XV (Excellent) A.M. Best Rating

FORM: Proprietary

LIMITS

Real Property (See SOV)	\$0
Personal Property (See SOV)	\$120,000
Loss of Income:	\$250,000
Extra Expense:	\$250,000
Equipment Breakdown:	\$120,000
Earthquake (Each Occurrence):	Excluded
Flood Zone Low/Moderate [N/A]: (Each Occurrence):	Excluded
Flood Zone High [N/A]: (Each Occurrence)	Excluded

DEDUCTIBLES

Property Deductible (per occurrence)	\$500	Flood Zone High (\$) Deductible (per occurrence)	N/A
Equipment Breakdown Deductible (per occurrence)	\$500	Wind/Hail ¹ \$ Deductible (per occurrence / per premises)	N/A
Earthquake (\$) Deductible (per occurrence)	N/A	Wind/Hail ¹ % Deductible (per occurrence / (reference form for applicability))	N/A
Earthquake (%) Deductible (per occurrence)	N/A		
Flood Zone Low/Moderate (\$) Deductible (per occurrence)	N/A		

COINSURANCE (Does not apply to GRC valuations): N/A

POLICY HIGHLIGHTS:

- ◆ Broad Definition of Covered Property
- ◆ Option for Special Property Floater
- ◆ Glass Deductible Waiver

VALUATION:

- ◆ Replacement Cost (Non Fire/EMS Locations): Real Property & Business Personal Property
- ◆ Guaranteed Replacement Cost (Fire/EMS Locations only): Real Property & Business Personal Property (All Buildings subject to Property Valuation)
- ◆ Replacement Cost: Commandeered Property
- ◆ Actual Loss Sustained: Loss of Income & Extra Expense (12 months or the Limits listed above, whichever is less)
- ◆ Optional Extended Loss of Income (12 months Actual Loss Sustained or \$1,000,000, whichever is less).

INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.
EFFECTIVE DATE: 10/1/2026

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

SPECIAL COVERAGES

Newly Acquired or Under Construction Real Property and Related Personal Property: Pays up to **\$2,500,000** for your newly acquired real property or under construction “real property” intended for use in your “operations” acquired or where construction began after policy inception. This applies to “real property” you buy, lease, rent, or construction, including temporary structures. An additional **\$500,000** limit of insurance applies to “personal property” located at new premises.

Equipment Breakdown³: Pays up to the limit in the declarations for direct physical damage to covered real property or personal property and loss of income sustained and extra expense incurred that is the result of an accident or electronic circuitry impairment. The most paid under any one equipment breakdown is the limit for real property and personal property for the applicable premises. The most paid for loss of income or extra expense in any one equipment breakdown is the limit of insurance shown in the declarations under C. Loss of Income and D. Extra Expense, respectively. The limits in this extension are part of and not in addition to the limits applicable in Section I – Coverages.

Under this extension, the following coverages also apply to loss caused by or directly resulting from an accident or electronic circuitry impairment. However, with respect to coverage (9) Service Interruption below, coverage will apply only to the direct result of an accident and will not apply to the direct result of an electronic circuitry impairment. The coverages described in (1) through (10) below do not provide additional amounts of insurance, they are part of and not in addition to the applicable limits of insurance:

- (1) **Data Restoration** – Pays up to your reasonable and necessary cost to research, replace and restore lost electronic data. The most we will pay for loss, damage, or expense for electronic data restoration including actual loss of income you sustain and necessary extra expense you incur is **\$500,000**.
- (2) **Expediting Expenses** – With respect to your covered real property and personal property that is damaged, we will pay the reasonable cost to make temporary repairs; and expedite permanent repairs or permanent replacement. The most we will pay for loss or expense under this coverage is **\$100,000**.
- (3) **Extra Expense** – Extra expense is extended to apply to extra expense incurred as a result of an accident or electronic circuitry impairment covered under this extension, and subject to the limit stated in the Property Coverage Declarations.
- (4) **Green** – Subject to more extensive provisions outlined in the policy, we will pay additional costs for the repair, replacement, disposal, and/or damages as they relate to items associated with a “recognized environmental standards program.” The most we will pay for any qualifying loss, damage, or expense under this coverage, including actual loss of Loss of Income you sustain and any necessary Extra Expense you incur is **\$100,000**.
- (5) **Hazardous Substances** – Pays for the additional cost to repair or replace covered real property or personal property because of contamination by a hazardous substance. This includes the additional expense to clean up or dispose of such property. This does not include contamination of perishable goods by refrigerant. The most we will pay for loss, damage, or expense under this coverage, including actual loss of income you sustain and necessary extra expense you incur is **\$250,000**.
- (6) **Loss of Income** – Loss of Income is extended to apply to loss of income sustained as a result of an accident or electronic circuitry impairment covered under this extension, and subject to the policy limit as shown in the Property Coverage Part Declarations.
- (7) **Off-Premises Equipment Breakdown** – Subject to more extensive provisions outlined in the policy, this extends coverage to an accident or electronic circuitry impairment for the following types of equipment used in the insured’s firefighting, ambulance or rescue operations, whether mobile/portable or permanently mounted on a vehicle, anywhere in the policy territory: 1) mobile cascade units; 2) mobile electrical generators; 3) portable pumping units; and 4) portable extrication devices, such as jaws-of-life. For equipment other than that used in your firefighting, ambulance or rescue operations, we will pay for physical damage to transportable covered equipment that, at the time of the accident or impairment is not at a covered location, among other offerings. The most we will pay is **\$25,000**.

- (8) **Public Relations** – Subject to you sustaining an actual loss of income covered under this extension, this pays for reasonable costs for professional services to create and disseminate communications, when the need for such communications arises direction for the interruption of your business. Communication must be directed to the media, public, or your customers/clients/members. Costs are subject to during the period of restoration or up to 30 days. The most we will pay for loss or expense under this coverage is **\$5,000**.
- (9) **Service Interruption** – Subject to more extensive provisions outlined in the policy, any insurance provided for loss of income, extra expense, data restoration or spoilage is extended to apply to your loss, damage, or expense caused by a failure or disruption of service. Failure or disruption of service needs to exceed 24 hours immediately following the “accident”.
- (10) **Spoilage** – We will pay for physical damage to perishable goods due to spoilage; for physical damage to perishable goods due to contamination from the release of refrigerant; and/or any necessary expenses you incur to reduce the amount of loss under this coverage. Valuation and replacement conditions apply. The most we will pay for loss, damage or expense under this coverage is **\$100,000**.

³Please consult the exact policy language for all provisions that apply to each of the above Equipment Breakdown coverage.

Pollution Remediation Expenses: Pays up to **\$100,000** (Covered Causes of Loss) or **\$250,000** (Specified Cause of Loss) for remediation expenses incurred because of an actual, alleged, or threatened presence of pollution conditions at a premises described in the Declarations occurring during the policy period and reported within 180 days. Covered Causes of Loss means risks of direct physical loss unless the loss is excluded or limited by the Property Coverage Form. Specified Cause of Loss means the following: fire, lightning, windstorm or hail, explosion, riot or civil commotion, vehicles or aircraft, smoke, sonic boom, vandalism and malicious mischief, sprinkler leakage, sinkhole collapse, volcanic action, falling objects, weight of ice, snow or sleet, or water damage. Water damage means only accidental discharge or leakage of water or steam as the direct result of the breaking or cracking of any part of a system or appliance containing water or steam.

Property In Transit or Off Premises: Pays up to \$100,000 for direct physical loss or damage to covered property (real and personal property) while in transit or while temporarily off premises caused by a covered cause of loss, including your covered computer hardware while off premises.

Unintentional Errors: Pays up to \$250,000 for any unintentional error or omission you make in determining or reporting values or in describing the covered property or covered locations.

Personal Effects: Pays up to \$25,000 for direct physical loss or damage to personal effects owned by you, your officers, managers, elected or appointed officials, employees, or volunteer workers caused by a covered cause of loss at your premises. Will pay up to “replacement cost”.

Lock Replacement: Pays up to \$25,000 for lock, lock cylinder, & key replacement after theft at insured premises or damage as a result of a covered cause of loss at an insured premises. No deductible applies.

Sirens and Antennas: Your real property, loss of income, and extra expense coverages are extended to include sirens, antennas, towers and similar structures located on a described premise.

Foundations: Your real property includes foundations located on a described premise.

KEY DEFINITIONS

Covered Equipment: Means covered real property and personal property that generates, transmits, or utilizes energy or which, during normal usage, operates under vacuum or pressure, other than the weight of its contents. Covered equipment may utilize conventional design and technology or new or newly commercialized design and technology. None of the following is covered equipment: (a) structures, foundation, cabinet or compartment; (b) insulating or refractory material; (c) sewer piping, buried vessels or piping, piping forming or part of a sprinkler or fire suppression system; (d) water piping other than boiler feedwater piping, boiler condensate return piping or water piping form as part of a refrigerating or air conditioning system; (e) vehicle or any equipment mounted on a vehicle; (f) satellite, spacecraft or any equipment mounted on a satellite or spacecraft; (g) dragline, excavation, or construction equipment; (h) equipment manufactured by you for sale; or (h) electronic data.

Electronic Circuitry: Means microelectronic components, including but not limited to circuit boards, integrated circuits, computer chips, and disk drives.

Electronic Circuitry Impairment:

- (a) Means a fortuitous event involving electronic circuitry within covered equipment to suddenly lose its ability to function as it had been functioning immediately before such event. This definition is subject to the conditions specified in (b), (c), and (d) below.
- (b) We shall determine that the reasonable and appropriate remedy to restore such covered equipment's ability to function is the replacement of one or more electronic circuitry components of the covered equipment.
- (c) The covered equipment must be owned or leased by you or operated under your control.
- (d) None of the following is an electronic circuitry impairment:
 - (i) Any condition that can be reasonably remedied by:
 - 1) Normal maintenance, including but not limited to replacing expendable parts, recharging batteries or cleaning;
 - 2) Rebooting, reloading, or updating software or firmware; or
 - 3) Providing necessary power or supply.
 - (ii) Any condition caused by or related to:
 - 1) Incompatibility of the covered equipment with any software or equipment installed, introduced, or networked within the prior 30 days; or
 - 2) Insufficient size, capability, or capacity of the covered equipment;
 - 3) Exposure to adverse environmental conditions, including but not limited to change in temperature or humidity, unless such conditions result in an observable loss of functionality. Loss of warranty shall not be considered an observable loss of functionality.

Outdoor Property: Fixed or permanent structures including but not limited to:

- ◆ Docks, wharves, piers, pilings, or bulkheads;
- ◆ Dumpsters, concrete trash containers, or permanent recycling bins;
- ◆ Electric utility power transmission and distribution lines, poles and related equipment owned by the insured;
- ◆ Exterior signs not located at a premises;
- ◆ Fences and retaining walls;
- ◆ Historical markers and flagpoles;
- ◆ Hydrants, not associated with a sprinkler system;
- ◆ Lighting towers;
- ◆ Playground equipment, park shelters, pedestrian-only bridges, picnic tables, water fountains or coolers, benches, dugouts, bleachers, or scoreboards;
- ◆ Storage sheds, garages, pavilions, or other similar buildings or structures not located at a premises; or
- ◆ Traffic lights, streetlights, traffic signs, parking meters, or bus shelters.

Personal Property: Means all property used in your operations other than real property, including but, not limited to:

- ◆ Furnishings and office equipment
- ◆ Building contents;
- ◆ Computer equipment;
- ◆ Communication systems;

- ◆ Materials, supplies (including your inventory of vehicle parts and supplies) while held on your premises awaiting installation;
- ◆ Base stations and dispatching systems, provided the property is on your premises and also provided you own the property or the property is in your custody or control, and you are responsible for it, even though it belongs to someone else;
- ◆ Value of your right to use improvements made as a tenant, if you have paid for alterations or additions to any building or structure that you do not own (improvements must be at a premises).

Pollution Conditions (Wording differs in the State of Indiana – please refer to the policy for exact verbiage): The discharge, dispersal, release, seepage, migration, or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gases, hazardous materials, waste materials (including medical, infectious and pathological wastes) or electromagnetic fields into or upon land or any structures thereon, the atmosphere, or any watercourse or body of water including groundwater.

Real Property: The items at a premises described in the Declarations. This includes:

- ◆ Aboveground piping;
- ◆ Aboveground and belowground “penstock”;
- ◆ Additions under construction;
- ◆ Air cascade units that are not designed to be used off “premises”;
- ◆ All appurtenant buildings or structures other than playground equipment, park shelters, pedestrian-only bridges, picnic tables, water fountains or coolers, benches, dugouts, bleachers, or scoreboards;
- ◆ Alterations and repairs to the buildings or structures;
- ◆ Completed additions;
- ◆ Exterior signs, meaning neon, automatic, mechanical, electric or other signs either attached to the outside of a building or structure, or standing free in the open;
- ◆ Foundations;
- ◆ Materials, equipment, supplies and temporary structures you own or for which you are responsible, on the “premises” or in the open (including property inside “vehicles”) within 1,000 feet of the “premises”, used for making additions, alterations or repairs to buildings or structures at the “premises”;
- ◆ Outdoor fixtures;
- ◆ Paved surfaces such as sidewalks, bike paths, walkways, patios or parking lots;
- ◆ Permanently installed fixtures, machinery, and equipment;
- ◆ “Personal property” used for the maintenance and service of buildings or structures, including tools, lawn care equipment, and free-standing appliances for refrigerating, ventilating, cooking, dishwashing and laundering;
- ◆ Submersible pumps, pump motors and engines; or
- ◆ Underground piping located on or within 100 feet of a “premises” described in the Declarations.

Remediation Expenses: Expenses incurred for or in connection with the investigation, monitoring, removal, disposal, treatment, or neutralization of pollution conditions to the extent required by: (1) federal, state or local laws, regulations or any subsequent amendments thereof enacted to address pollution conditions; and (2) a legally executed state voluntary program governing the cleanup of pollution conditions.

Tools and Equipment: All tools and equipment, together with attached devices, accessories and trailers, that are used in your operations. Tools and equipment includes, but is not limited to, hand tools, mechanics tools, power tools, meter readers, generators, air compressors, welders, trash pumps, trenchers, saws, jack hammers, maintenance or diagnostic equipment including specialized audio-visual equipment and its associated laptop, as well as recreational equipment, such as outdoor portable seating, temporary stands, food service trailers not licensed for road use, or portable restrooms.

Tools and equipment also includes mobile equipment such as, but not limited to, bulldozers, mobile equipment that travels on crawler treads, tractors, loaders, backhoes, excavators, graders, or road surfacing equipment, and equipment whether self-propelled or not, maintained primarily to provide mobility to permanently mounted cranes, shovels, loaders, diggers, and drills. Tools and equipment also includes snow plows, salt spreaders, and other similar equipment when not attached to a vehicle.

PROPERTY SUBLIMITS	
Coverage	Limit
Accounts Receivable	\$500,000
Arson, Theft, or Vandalism Information Reward	\$25,000
Building Glass – Tenant	Lesser of replacement cost or amount liable under contract
Claim Expense	\$20,000
Commandeered Property (RC + loss of use)	For the time you officially use the commandeered property + reasonable return time.
Damage to Building from Theft	\$100,000
Debris Removal Expenses	50% + \$100,000
Fine Arts	\$50,000 (appraised) \$25,000 (not appraised – subject to \$1,500/item max)
Fire Department Charges	\$25,000
Fire Extinguishing Equipment Recharge Costs	“Necessary and reasonable” (per policy)
Limited Coverage for Fungus, Wet Rot or Dry Rot	\$25,000
Lock Replacement	\$25,000
Newly Acquired or Under Construction Real Property (Coverage A) and Related Personal Property (Coverage B)	Coverage A: \$2,500,000 Coverage B: \$500,000
Non-owned Detached Trailers	\$50,000
Ordinance Coverage: Coverage A: Undamaged Real Property Coverage B: Demolition Coverage C: Increased Cost	Coverage A: Limit of Insurance (applicable to that item) Coverage B and Coverage C: Greater of 100% of direct physical loss or \$1,000,000
Outdoor Property	\$150,000
Personal Effects	\$25,000
Pollution Remediation Expense	\$100,000 (covered cause of loss) \$250,000 (specified cause of loss)
Preservation of Property	Included
Real Property or Personal Property in Transit or Off-Premises	\$100,000
Software	\$500,000
Spoilage Due to Off Premises Electric Service Interruption	\$50,000
Utility Services – Direct Damage	\$100,000
Trees, Shrubs, Plants and Lawns (max \$1,000 any one item)	\$25,000
Valuable Papers and Records	\$500,000
Water Contamination Notification Expense	\$25,000 (annual aggregate)
Water Sewer Backup	\$25,000

NOTES:

Premium is calculated from application's property schedule. (Please review property schedule for coverage and limit accuracy).

*Flood and Earthquake coverage are excluded.

INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.

EFFECTIVE DATE: 10/1/2026

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



Section 2. INLAND MARINE (Included in the proposal? Yes)

CARRIER: Munich Re Specialty Insurance affiliate company
A+ XV (Excellent) A.M. Best Rating

FORM: Proprietary

LIMITS

Coverage A: Blanket Tools and Equipment: (Unscheduled, Maximum \$10,000 any one item)	\$25,000
Coverage B: Mobile Equipment (Scheduled):	\$50,184
Coverage C: Blanket Emergency Services Equipment:	Guaranteed Replacement Cost

COVERAGE EXTENSIONS – Adds or extends the coverage under Section I – Coverages. Unless stated otherwise in the policy, a) each extension is limited to direct physical loss or damage cause by or resulting from a covered cause of loss; b) the limits in each extension are in addition to the limits applicable in Section I – Coverages; and c) All other applicable terms and conditions of the coverage form apply to each extension. (**whichever comes first)

1. Debris Removal Expenses (whichever is greater)	25% of direct physical loss or \$5,000
2. Employee Tools (no deductible applies)	Max \$25,000 (per occurrence)
3. Emergency Services and Law Enforcement Personal Effects (Coverage C extension, no deductible applies)	Replacement Cost
4. Rented or Borrowed Equipment · Coverage A: Blanket Tools and Equipment and Coverage C: Blanket Emergency Services Equipment (\$1,000 deductible applies) · Coverage B: Scheduled Equipment (Extended to equipment not owned by you, \$1,000 deductible applies)	**Replacement Cost or \$10,000 (per occurrence) **Actual Cash Value or \$100,000 (per occurrence)
5. Newly Acquired Scheduled Equipment (Coverage B extension)	30 days on Replacement Cost Basis (not to exceed the purchase price)
6. Personal Watercraft and Watercraft (Coverage A & C extension only)	**Replacement Cost or \$25,000 (per occurrence)
7. Rental Reimbursement for Scheduled Equipment (Coverage B extension, no deductible applies)	Max \$10,000 (per occurrence)
8. Unmanned Aircraft (\$500 deductible applies)	Max \$25,000 (per occurrence)
9. Fire Department Charges (no deductible applies)	Max \$1,000 (per occurrence)
10. Fire Extinguishing Recharge Costs (no deductible applies)	Necessary and reasonable costs (extinguishing equipment must be for the protection of your inland marine equipment)

DEDUCTIBLES

Coverage A: Blanket Tools and Equipment:	\$500
Coverage B: Scheduled Equipment:	\$500
Coverage C: Blanket Emergency Services Equipment:	\$500

INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.
EFFECTIVE DATE: 10/1/2026

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

**POLICY HIGHLIGHTS:**

- ◆ Blanket Coverages: "Tools and Equipment" and "Emergency Services Equipment"
- ◆ Emergency Services Organizations Inland Marine Enhancement Endorsement
- ◆ Emergency Services and Law Enforcement Personal Effects Coverage
- ◆ Expanded Coverage for Newly Acquired Scheduled Equipment
- ◆ Expanded Coverage for Personal Watercraft and Watercraft
- ◆ Coverage Extension Added for Member Theft
- ◆ Rental Reimbursement for Scheduled Equipment

VALUATION:

- ◆ Coverage A: Blanket Tools and Equipment: Replacement Cost
- ◆ Coverage B: Scheduled Equipment: Replacement Cost or Actual Cash Value
- ◆ Coverage C: Blanket Emergency Services Equipment: Guaranteed Replacement Cost

NOTES:



Section 3. COMMERCIAL CRIME (Included in the proposal? Yes)

CARRIER: Munich Re Specialty Insurance affiliate company
A+ XV (Excellent) A.M. Best Rating

FORM: Proprietary

LIMITS

Coverage Group	Employee Theft	Forgery or Alteration	Theft of Money & Securities	Robbery or Safe Burglary	Outside the Premises	Computer and Funds Transfer Fraud	Money Orders/ Counterfeit Money
4	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

DEDUCTIBLE

\$500 each claim

POLICY HIGHLIGHTS:

- Separate Limits Apply to Each Coverage
- Broad Definition of Employee
- Faithful Performance of Duty

NOTES:



Section 4. COMMERCIAL GENERAL LIABILITY (Included in the proposal? Yes)

CARRIER: Munich Re Specialty Insurance affiliate company
A+ XV (Excellent) A.M. Best Rating

FORM: Proprietary

LIMITS

General Aggregate	\$10,000,000
Products & Completed Operations Aggregate	\$10,000,000
Each Occurrence or Medical Incident	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
Damage to Premises Rented to You	\$1,000,000
Medical Payments	\$10,000
Line of Duty Reimbursement – Accidental Death Benefit (Each Employee/Volunteer)	\$10,000

DEDUCTIBLE

N/A (each occurrence)

SELECTED OPTIONAL COVERAGES WITH SEPARATE LIMITS

Abuse or Molestation Liability Coverage (Each Act / Aggregate)	Excluded	Excluded
Alleged Participant(s) (Each Act / Aggregate)	Excluded	Excluded
• Occurrence or Claims-Made?		N/A
• Abuse or Molestation Retroactive Date		N/A
• Special Supplementary Payment Limit		N/A

SELECTED OPTIONAL COVERAGES

Liquor Liability

POLICY HIGHLIGHTS:

- ◆ Duty to Defend w/ Defense Costs In Addition to Limits
- ◆ Broad Definition of Insured
- ◆ Pollution & Asbestos Liability Exceptions Unique to ESO
- ◆ Professional Healthcare Liability
- ◆ Host Liquor Liability
- ◆ Owned & Non-owned Watercraft
- ◆ Contractual Liability
- ◆ Blanket Additional Insured
- ◆ Non-auditable

NOTES:

***CITY OPERATIONS ARE EXCLUDED – EXCLUSION DESIGNATED OPERATIONS**

INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.
EFFECTIVE DATE: 10/1/2026

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

SPECIAL COVERAGES

Professional Health Care Liability: We will pay those sums that the insured becomes legally obligated to pay as damages because of injury arising out of a medical incident, which includes any act, error or omission by the insured in the rendering of or failure to render professional healthcare services.

Damage to Property: We will pay for property damage to personal property belonging to anyone receiving service from any insured during any emergency service activity because of loss by theft, physical damage or disappearance of such property during the period when volunteers or employees of the insured arrive on the scene or while they are rendering service to others and ending when they either leave the scene, complete their service, or transfer care of a transported patient to others.

Asbestos: Coverage is provided for bodily injury or property damage arising from or the costs of abatement, removal or disposal of asbestos released as a result of emergency service activity or training operations away from premises which are either owned by, rented to, or occupied by any insured.

Pollution: Coverage is provided for bodily injury or property damage which occurs or takes place as a result of your operations and arises out of the following:

- ◆ Emergency operations conducted away from premises owned by or rented to you or any fire department, hazardous materials unit, first aid squad, ambulance squad or rescue squad qualifying as an insured under this coverage form;
- ◆ Training operations;
- ◆ Water runoff from the cleaning of equipment used in emergency operations;
- ◆ Urgent response for the protection of property, human life, health or safety conducted away from premises owned by or rented to or regularly occupied by you;
- ◆ Smoke drift from controlled or prescribed burning that has been authorized and permitted by the respective regulatory agency; or
- ◆ Fuels, lubricants or other operating fluids needed to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of mobile equipment or its parts.

Who is Insured: Coverage is extended to Scheduled Named Insureds comprising individuals, spouses, partnerships, joint ventures, corporations, trusts, limited liability companies, public entities, operating authorities, boards, commissions, districts, governmental units, nonprofit entities, and other organizations. Insureds also include: elected or appointed officials; employees or volunteer workers; real estate managers; temporary custodians; legal representatives; medical directors; mutual aid agreements; Good Samaritans; owners of commandeered equipment; blanket additional insureds; and newly acquired or formed entities.

KEY DEFINITIONS

Emergency Operations: Emergency operations means actions:

- ◆ Which are urgent responses for protection of property, human life, health or safety; and
- ◆ Which result from the performing or attempting to perform firefighting services, hazardous materials unit services, first aid, ambulance or rescue squad services, or related services, including the stabilizing or securing of an emergency scene; and
- ◆ Which are sanctioned or authorized by the chief or other senior officer or other officially authorized individual, committee, board or counsel of the fire department, hazardous materials unit, or first aid, ambulance or rescue squad qualifying as an insured.

Medical Incident: Medical incident means any act, error or omission in the rendering of or failure to render professional health care services by the insured or by anyone for whose professional health care services the insured is legally responsible. Any act, error or omission, together with all related acts, errors or omissions in the provision of “professional healthcare services” to any one person, shall be considered one medical incident.

Professional Healthcare Services: Professional healthcare services means:

- ◆ Providing Medical or nursing services;
- ◆ Providing professional services provided of any other healthcare professional including emergency medical technicians and paramedics;
- ◆ Furnishing or dispensing of drugs, or medical, surgical or dental supplies appliances;
- ◆ Handling of patients:
- ◆ From the place where they are accepted for movement into or onto the means of transport, during transport, and from the means of transport to the place where they are finally delivered;
- ◆ Dispatching of, including the failure or refusal to dispatch, personnel to provide any of the above services;
- ◆ Serving on, or carrying out the orders of, a healthcare accreditation board or similar professional board or committee; and
- ◆ Establishing medical protocol, creating medical training curricula, providing medical training, conducting medical quality assurance programs and carrying out similar duties.

Training Operations: Training operations means activities used to prepare, train, or instruct members of a fire department, hazardous materials unit, or a first aid, ambulance or rescue squad in accepted and recognized emergency procedures, including municipal, state and federal standards.

Section 5. PUBLIC OFFICIALS & MANAGEMENT LIABILITY

(Included in the proposal? Yes)

CARRIER: Munich Re Specialty Insurance affiliate company
A+ XV (Excellent) A.M. Best Rating

FORM: Occurrence
Defense Costs Outside the Limits of Liability

LIMITS

Coverage A: Wrongful Acts - Employment Practices - Employee Benefit Plans	\$1,000,000 Excluded Excluded	Each Wrongful Act or Offense
Coverage B: Injunctive Relief	\$5,000	Each Action
Aggregate Limit	\$10,000,000	Coverage A & B Combined
HIPAA Fines and Penalties Coverage	\$100,000	Per Claim
Wage and Hour Laws – Defense Expenses	Excluded	Per Claim

WRONGFUL ACTS DEDUCTIBLE	EMPLOYMENT PRACTICES DEDUCTIBLE
\$1,000 (each Wrongful Act or Offense)	N/A (each Wrongful Act or Offense)
WRONGFUL ACTS RETROACTIVE DATE (CLAIMS-MADE)	EMPLOYMENT PRACTICES RETROACTIVE DATE (CLAIMS-MADE)
N/A	N/A

EMPLOYEE BENEFITS LIABILITY RETROACTIVE DATE (CLAIMS-MADE)

N/A

POLICY HIGHLIGHTS:

- ◆ Duty To Defend
- ◆ Broad Definition of Named Insured
- ◆ Outside Directorship (not restricted to nonprofit entities only)
- ◆ Nonauditable

NOTES:

*CITY OPERATIONS IS EXCLUDED

Section 6. BUSINESS AUTO (Included in the proposal? Yes)

CARRIER:	Munich Re Specialty Insurance affiliate company A+ XV (Excellent) A.M. Best Rating
FORM:	ISO & Proprietary

PORTFOLIO

Coverage	Symbol	Limit
Combined Single Limit for Bodily Injury & Property Damage (each accident)	1, 10, 19	\$1,000,000
Hired Auto Liability	8	\$1,000,000
Non-Owned Auto Liability	9	\$1,000,000
"No-Fault" or Statutory Personal Injury Protection (each person)	N/A	Excluded
Medical Payments	2, 19	\$5,000
Uninsured / Underinsured Motorists	2, 19	\$1,000,000
Hired Physical Damage	8	\$500,000
Owned Physical Damage – Comprehensive	7, 10, 19	AV
Owned Physical Damage – Collision	7, 10, 19	AV

DEDUCTIBLE

Liability:	N/A (per accident)
Comprehensive:	See Quote (each covered auto)
Collision:	See Quote (each covered auto)

POLICY HIGHLIGHTS

- | | |
|--|---|
| <ul style="list-style-type: none"> ◆ Primary Auto Liability (members) ◆ Fellow Employee ◆ Commandeered Auto as Covered Auto ◆ Audio, Visual or Electronic Equipment ◆ Glass Repair Deductible Waiver ◆ Care, Custody or Control ◆ Airbag Repair ◆ Customized Accessories & Equipment ◆ Broadened Named Insured ◆ Additional Insured – Automatic Status | <ul style="list-style-type: none"> ◆ Primary Physical Damage (Fire/EMS/Ambulance Districts) ◆ Extra Expense for Stolen Autos ◆ Temporary Vehicle Substitute ◆ Garage Liability @ \$1,000,000 ◆ Garage Keepers @ \$50,000 ◆ Towing & Disablement Repairs @ \$2,500 ◆ Rental Reimbursement @ \$100 per day (non-firefighting) and up to \$250 per day (Fire/EMS/Ambulance Districts) up to 40 days ◆ Personal Effects @ \$1,000 ◆ Loss of Earnings @ \$300 a day |
|--|---|

NOTES:

Section 7. COMMERCIAL EXCESS LIABILITY (Included in the proposal? Yes)

CARRIER: Munich Re Specialty Insurance affiliate company
A+ XV (Excellent) A.M. Best Rating

FORM: Following Form

LIMITS

\$3,000,000/\$3,000,000

SCHEDULED UNDERLYING COVERAGE FORMS

Commercial General Liability – Included

Auto Liability – Included

Public Officials & Management Liability (Wrongful Acts) – Included

NOTABLE COVERAGES INCLUDED IN THE EXCESS (require minimum underlying limits of \$1,000,000)

Professional Healthcare Liability (General Liability) - Included

Hired and Non-Owned Auto Liability (Owned Auto) –Included

RATING BASIS:

- ◆ On file with underwriter; Non auditable

NOTABLE EXCLUSIONS:

- ◆ Workers' Compensation
- ◆ Abuse or Molestation Liability
- ◆ Uninsured Motorists Liability

NOTES:

Employers' Liability subject to MRSI security requirements.

ALLIED PUBLIC RISK - STATEMENT OF VALUES
INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.
POLICY YEAR EFFECTIVE: 10/1/2026 - 10/1/2027

LOC./ BLDG NUM	ADDRESS	BUILDING DESCRIPTION	INCL IN BLANKET	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	FLOOD (Y or N)	EARTH- QUAKE (Y or N)
001- 001	105 South 2nd Street, West Branch, IA 52358	Fire Station	No	\$0	\$100,000	\$100,000	N/A	No	No
001- 002	105 South 2nd Street, West Branch, IA 52358	Storage	No	\$0	\$20,000	\$20,000	N/A	No	No

Total Values Subject to the Blanket: \$0

All Other Values: \$120,000

PRINTED NAME

AUTHORIZED SIGNATURE

DATE

ALLIED PUBLIC RISK - INLAND MARINE SCHEDULE
INSURED: West Branch Municipal Fire Department and West Branch Firefighters, Inc.
POLICY YEAR EFFECTIVE: 10/1/2026 - 10/1/2027

ITEM NUM	IM CATEGORY	DESCRIPTION	SERIAL #/ID#	TOTAL INSURED VALUE	DEDUCTIBLE	VALUATION
1	Scheduled Equipment Item	Caterpillar Natural Gas Engine Generator #G100LG4	GXG02718	\$50,184	\$500	RC

PRINTED NAME

AUTHORIZED SIGNATURE

DATE

IOWA UNINSURED MOTORISTS COVERAGE AND UNDERINSURED MOTORISTS COVERAGE REJECTION

Applicant/Named Insured:	Policy Effective Date:
Company:	Producer:

Iowa law permits you to make certain decisions regarding Uninsured Motorists Coverage and Underinsured Motorists Coverage. This document briefly describes these coverages.

Uninsured Motorists Coverage provides insurance protection to an insured for compensatory damages which the insured is legally entitled to recover from the owner or operator of an uninsured motor vehicle because of bodily injury caused by an automobile accident. Also included are damages due to bodily injury that result from an automobile accident with a hit-and-run vehicle whose owner or operator cannot be identified.

Underinsured Motorists Coverage provides insurance protection to an insured for compensatory damages which the insured is legally entitled to recover from the owner or operator of an underinsured motor vehicle because of bodily injury caused by an auto accident.

Iowa Law requires that all automobile liability policies contain both Uninsured Motorists Coverage and Underinsured Motorists Coverages, unless you reject either or both coverages.

You should read this document carefully and contact us or your agent if you have any questions regarding Uninsured or Underinsured Motorists Coverage and your options with respect to these coverages.

If you wish to reject either or both of these coverages, you may do so by initialing and signing below.

If more than one named insured is shown on the Declaration Page(s), each named insured must separately reject Uninsured Motorists Coverage and/or Underinsured Motorists Coverage by initialing next to the item and signing below.

A. Rejection Of Uninsured Motorists Coverage

(Initials)	
_____ I reject Uninsured Motorists Coverage.	
_____	_____
Applicant's/Named Insured's Signature	Date

(Initials)	
_____ I reject Uninsured Motorists Coverage.	
_____	_____
Applicant's/Named Insured's Signature	Date

(Initials)

_____ **I reject Uninsured Motorists Coverage.**

Applicant's/Named Insured's Signature

Date

B. Rejection Of Underinsured Motorists Coverage

(Initials)

_____ **I reject Underinsured Motorists Coverage.**

Applicant's/Named Insured's Signature

Date

(Initials)

_____ **I reject Underinsured Motorists Coverage.**

Applicant's/Named Insured's Signature

Date

(Initials)

_____ **I reject Underinsured Motorists Coverage.**

Applicant's/Named Insured's Signature

Date

IOWA SELECTION OF UNINSURED MOTORISTS COVERAGE AND UNDERINSURED MOTORISTS COVERAGE LIMITS

Applicant/Named Insured: West Branch Municipal Fire Department and West Branch Firefighters, Inc.	Policy Effective Date: 10/1/2026
Company: American Alternative Insurance Corporation	Producer: Iowa Municipal Insurance Ltd

Iowa law permits you to make certain decisions regarding Uninsured Motorists Coverage and Underinsured Motorists Coverage. This document briefly describes these coverages and the options available.

You should read this document carefully and contact us or your agent if you have any questions regarding Uninsured Motorists Coverage or Underinsured Motorists Coverage and your options with respect to these coverages.

This document includes general descriptions of coverage. However, no coverage is provided by this document. You should read your policy and review your Declaration Page(s) and/or Schedule(s) for complete information on the coverages you are provided.

Uninsured Motorists Coverage provides insurance protection to an insured for compensatory damages which the insured is legally entitled to recover from the owner or operator of an uninsured motor vehicle because of bodily injury caused by an automobile accident. Also included are damages due to bodily injury that result from an automobile accident with a hit-and-run vehicle whose owner or operator cannot be identified.

Underinsured Motorists Coverage provides insurance protection to an insured for compensatory damages which the insured is legally entitled to recover from the owner or operator of an underinsured motor vehicle because of bodily injury caused by an automobile accident.

Unless rejected, the Uninsured Motorists Coverage and Underinsured Motorists Coverage contained in your policy will be afforded at limits at least equal to: 1) split limits of \$20,000 for each person/\$40,000 for each accident; or 2) a combined single limit of \$40,000 for each accident. If you elect both Uninsured Motorists Coverage and Underinsured Motorists Coverage, both coverages must be provided at the same limits.

Please complete Sections **A.** and **B.** below.

A. Selection Of Uninsured Motorists Coverage Limits

Please indicate your choice by initialing next to the appropriate item and by signing below.

(Initials) _____ I have already rejected all Uninsured Motorists coverage in connection with my policy. _____ I select the following limits for Uninsured Motorists Coverage. (The limit(s) selected cannot exceed the Liability limit(s) of your policy.) (Choose one):				
(Initials)	Split Limits	OR	(Initials)	Combined Single Limits
_____	\$ 20,000/40,000		_____	\$ 40,000
_____	25,000/50,000		_____	50,000
_____	50,000/100,000		_____	55,000
_____	100,000/300,000		_____	75,000
_____	250,000/500,000		_____	100,000
_____	500,000/500,000		_____	200,000
_____	500,000/1,000,000		_____	250,000
_____	1,000,000/1,000,000		_____	300,000
_____	_____		_____	350,000
	(Other)		_____	500,000
			_____	1,000,000
			_____	_____
				(Other)
_____ Applicant's/Named Insured's Signature			_____ Date	

B. Selection Of Underinsured Motorists Coverage Limits

Please indicate your choice by initialing next to the appropriate item and by signing below.

(Initials) _____	I have already rejected all Underinsured Motorists coverage in connection with my policy.			
(Initials) _____	I select the following limits for Underinsured Motorists Coverage. (The limit(s) selected cannot exceed the Liability limit(s) of your policy.)			
(Choose one):				
(Initials)	Split Limits	OR	(Initials)	Combined Single Limits
_____	\$ 20,000/40,000		_____	\$ 40,000
_____	25,000/50,000		_____	50,000
_____	50,000/100,000		_____	55,000
_____	100,000/300,000		_____	75,000
_____	250,000/500,000		_____	100,000
_____	500,000/500,000		_____	200,000
_____	500,000/1,000,000		_____	250,000
_____	1,000,000/1,000,000		_____	300,000
_____	_____		_____	350,000
	(Other)		_____	500,000
			_____	1,000,000
			_____	_____
				(Other)
_____ Applicant's/Named Insured's Signature			_____ Date	

Named Insured: West Branch Municipal Fire Department and West Branch Firefighters, Inc.

Type of Policy: Property or General Liability

Effective Date: 10/1/2026

Insurance Company: American Alternative Insurance Corporation

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE**

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you now have a right to purchase insurance coverage for losses resulting from acts of terrorism, *as defined in Section 102(1) of the Act*: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury--in consultation with the Secretary of Homeland Security, and the Attorney General of the United States--to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

Coverage for certified acts of terrorism has been included in your policy. No additional premium has been charged under this policy for such terrorism coverage.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 80% BEGINNING ON JANUARY 1, 2020 OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE, IF ANY, IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION, IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

HOW DOES THE ACT AFFECT YOUR INSURANCE COVERAGE?

You have a policy of insurance issued by us which has no terrorism exclusion attached to it.

- This policy will remain in effect as written for the remainder of the policy period shown in the Declarations of the policy.
- The decision not to include a terrorism exclusion to your policy when it was issued or last renewed was based on a number of reasons, and the continuation or importance of these reasons may or may not have been altered by the passage of the Act.
- In the time between now and the next renewal we will examine and refine our treatment of terrorism under your policy. This means that you may or may not have the same terms offered to you upon renewal and that the premium charged may or may not reflect alteration based upon the terrorism exposure.

WHAT IS THE TERRORISM RISK INSURANCE ACT ?

The following is a partial summary of the Terrorism Risk Insurance Act, as amended, (hereinafter referred to as the Act). Only the provisions of the Act determine the scope of the insurance protection available for the losses covered under the Act. The Act has been extended through December 31, 2027.

The Act provides coverage for property and casualty insurance for "insured losses" as a result of an "act of terrorism." As stated in the Act:

- A. "Insured loss" means any loss resulting from an "act of terrorism" (including an act of war, in the case of worker's compensation) that is covered by primary or excess property and casualty insurance issued by an insurer if such loss:
1. Occurs within the United States; or
 2. Occurs to an air carrier (as defined in section 40102 of title 49, United States Code), to a United States flag vessel (or a vessel based principally in the United States, on which US income tax is paid and whose insurance coverage is subject to regulation in the United States), regardless of where the loss occurs, or at the premises of any United States mission.
- B. "Act of terrorism" means any act or acts that are certified by the Secretary of Treasury, in consultation with the Secretary of Homeland Security and the Attorney General of the United States:
1. To be an act of terrorism;
 2. To be a violent act or an act that is dangerous to:
 - a. Human life;
 - b. Property; or
 - c. Infrastructure;
 3. To have resulted in damage within the United States, or outside of the United States in the case of:
 - a. An air carrier or vessel described in paragraph (5)(B) of Section 102 of the Act; or
 - b. The premises of a United States mission; and

4. To have been committed by an individual or individuals, as part of an effort to coerce the civilian populations of the United States or to influence the policy or affect the conduct of the United States Government by coercion.
- C. Section 102 (1)(B) of the Act states “no act shall be certified by the Secretary as an act of terrorism if:
1. The act is committed as part of the course of a war declared by the Congress, except that this clause shall not apply with respect to any coverage for workers' compensation; or
 2. Property and casualty insurance losses resulting from the acts, in the aggregate, do not exceed \$5,000,000.”
- D. The Act also contains a “program trigger” in Section 103(e)(1)(B), pursuant to which the federal government does not pay compensation for losses resulting from a certified act occurring after December 31, 2007, unless aggregate industry insured losses from such a certified act exceed a certain amount, or “trigger.” For insured losses occurring in 2008 and for all additional calendar years, the program trigger is \$100,000,000 through 2015, \$120,000,000 beginning on January 1, 2016, \$140,000,000 beginning on January 1, 2017, \$160,000,000 beginning on January 1, 2018, \$180,000,000 beginning on January 1, 2019, \$200,000,000 beginning on January 1, 2020, of aggregate industry insured losses.
- E. The Act does not apply to: crop or livestock insurance; private mortgage insurance or title insurance; financial guaranty insurance issued by monoline financial guaranty insurance corporations; insurance for medical malpractice; health or life insurance; flood insurance provided under the National Flood Insurance Act of 1968; commercial automobile insurance; burglary and theft insurance; surety insurance; professional liability insurance (except Directors and Officers Liability); or farm owners multiple peril insurance.
- F. Under the Act for calendar years through December 31, 2027, the federal government will reimburse the insurance company for 80% beginning on January 1, 2020 of its insured losses in excess of a deductible, until aggregate “insured losses” in any calendar year exceed \$100 billion. Each insurer's deductible will be 20% of its direct earned premium for property and casualty insurance (as reported on Page 14 of the company's Annual Statement), over the immediately preceding calendar year.
- For the purposes of determining such deductibles, direct earned premium means only the premiums earned on the commercial lines property and casualty insurance covered by the Act for U.S. risks or vessels, aircraft and foreign missions outside the U.S. covered by the Act.
- Neither the insurance company (having met its statutorily mandated share as described above) nor the federal government will be liable for payment of any portion of “insured losses” under the Act that exceeds \$100 billion in the aggregate during any calendar year.



A D J U S T E R S , I N C

• CLAIMS ADMINISTRATORS • ADJUSTERS • INVESTIGATORS

Stanford Place I - 8055 East Tufts Avenue, Suite 600, Denver, CO 80237 – Ph: 877-533-1211

CLAIM CALL CENTER

**8055 E. Tufts Ave
Suite 600
Denver, CO 80237**

877-533-1211

**Adam Beltz– Ext 765
Reyleen Wood Ext 699
J. Mayer – Ext 664**

**Karen Zapata – Ext. 326
Subrogation Supervisor**

TO REPORT A NEW CLAIM OR LOSS

- **PHONE** **877-533-1211 Option 3
24 Hour Call Center**

- **E-MAIL** **claims@providentfireplus.com**

BUSINESS AUTO VEHICLE COVERAGES CONDENSED RATING WORKSHEET

POLICY NO: 26 CA FP West Branch Mun VER: 1 EFFECTIVE: 10/01/2026 - 10/01/2027
 ACCOUNT: West Branch Municipal FD and West TRANSACTION: Quote
 NAMED INSURED: West Branch Municipal Fir PROCESSOR: CKIENXT
 COMPANY: American Alternative Insurance Corporation
 PRODUCER: B03125 - Allied Public Risk, LLC

Covered Auto

Iowa(14)

Revisions: State: R11-25 LCM: Multco0126

Limit of Liability: \$1,000,000(18)
 Liability Deductible: Full CSL(01)
 Uninsured Motorists: \$1,000,000(18)
 Underinsured Motorists: \$1,000,000(18)
 Medical Payment Limit: \$5,000(06)

Veh.	Year	Make	Model	Type	VIN/Serial Number
1	08(P)	Chevrolet	Grass Rig	Fire Dep	1GBESC3938F418018
2	10(M)	Internatio	250 Gal Ta	Fire Dep	1HTWGAZR5AJ246005
3	14(I)	Chevrolet	Equipment	Fire Dep	1GC1KXCG1EF109569
4	15(H)	Freightlin	Rescue Tru	Fire Dep	3ALDCYCYXFDGT3718
5	17(F)	Trailer	Trailer	Trk Trac Trlr	4RWR11223HH017114

Veh.	Description	Use	Radius	Zone	Class Code	Cost New	Agreed	ST-Ter
1	Medium Truc				7909	0	262500	14-123
2	Heavy Truck				7909	0	735000	14-123
3	Medium Truc				7909	0	157500	14-123
4	Heavy Truck				7909	0	630000	14-123
5	Trailer Typ	T	Local		68499	0	2800	14-123

Veh.	Liab	Med	UM	UI	PIP	AR	Liability Prem
1	153	4	2	11			\$170
2	153	4	2	11			\$170
3	153	4	2	11			\$170
4	153	4	2	11			\$170
5	8						\$8

Veh.	Phys Dam OTC	Deductibles Coll	OTC Prem	Coll Prem	Rental Reimbursement OTC	Coll	Tow	Phys Dam Prem
1	\$500(726)	\$1000(078)	140	333				\$473
2	\$1000(727)	\$1000(078)	217	559				\$776
3	\$500(726)	\$1000(078)	147	366				\$513
4	\$1000(727)	\$1000(078)	244	700				\$944
5	\$500(726)	\$1000(078)	20	12				\$32

Veh.	Total Premium
1	\$643
2	\$946
3	\$683
4	\$1114
5	\$40

POLICY NO: 26 CA FP West Branch Mun VER: 1 EFFECTIVE: 10/01/2026 - 10/01/2027

Covered Auto

Iowa(14)

Revisions:

State:

R11-25

LCM:

Multco0126

Veh.	Year	Make	Model	Type	VIN/Serial Number
6	15(H)	Trailer	Trailer	Trk Trac Trlr	4RWR11221FH007646
7	19(D)	Pierce Mfg	1250 GPM P	Fire Dep	4P1BAAFF2KA019631
8	16(G)	Polaris	ATV	Fire Dep	4XARAA761G7747569
9	13(J)	Polaris	Ranger 800	Fire Dep	4XARH76A2D4729009
10	24(4)	Pierce Mfg	Pumper	Fire Dep	4P1BAAGF8RA027158

Veh.	Description	Use	Radius	Zone	Class Code	Cost New	Agreed	ST-Ter
6	Trailer Typ	T	Local		68499	0	2800	14-123
7	Heavy Truck				7909	0	1260000	14-123
8	Light Truck				7909	0	21000	14-123
9	Light Truck				7909	0	21000	14-123
10	Heavy Truck				7909	0	1365000	14-123

Veh.	Liab	Med	UM	UI	PIP	AR	Liability Prem
6	8						\$8
7	153	4	2	11			\$170
8	153	4	2	11			\$170
9	153	4	2	11			\$170
10	153	4	2	11			\$170

Veh.	Phys Dam OTC	Deductibles Coll	OTC Prem	Coll Prem	Rental Reimbursement OTC	Reimbursement Coll	Tow	Phys Dam Prem
6	\$500(726)	\$1000(078)	20	12				\$32
7	\$2000(731)	\$2000(084)	472	1587				\$2059
8	\$500(726)	\$500(077)	79	142				\$221
9	\$500(726)	\$500(077)	79	142				\$221
10	\$2000(731)	\$2000(084)	507	2134				\$2641

Veh.	Total Premium
6	\$40
7	\$2229
8	\$391
9	\$391
10	\$2811

BUSINESS AUTO STATE COVERAGES CONDENSED RATING WORKSHEET

POLICY NO: 26 CA FP West Branch Mun VER: 1 EFFECTIVE: 10/01/2026 - 10/01/2027

Additional Coverages

Iowa(14)

Revisions:

State:

R11-25

LCM:

Multco0126

Hired Automobile

Territory:

123

Limit of Liability:

\$1,000,000(18)

Liability Deductible:

Full CSL(01)

Liability - Primary

Class Code:

6619

Description:

For Autos Not Used In Motor Carrier Operations (Other than Mobile and Farm)

Cost of Hire:

\$0

Prem

Liability - Primary

\$50

Total for Hired Automobile

\$50

Non-Ownership

Class Code:

6638

Limit of Liability:

\$1,000,000(18)

Liability Deductible:

Full CSL

Number of Employees

1

Territory:

123

Prem

Liability

\$214

BUSINESS AUTO POLICY LEVEL COVERAGES CONDENSED RATING WORKSHEET

POLICY NO: 26 CA FP West Branch Mun VER: 1 EFFECTIVE: 10/01/2026 - 10/01/2027
Policy Coverages

Pollution Liability (ISO Broadened)

	Prem
Total for Pollution Liability (ISO Broadened)	\$120

Commercial Auto 360 Enhancement - Emergency Responders

	Prem
Total for Commercial Auto 360 Enhancement - Emergency Responders	\$250

Sub Total (Policy Level + Location Level Premiums):	\$9,922.00
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Total Premium:	\$9,922.00
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TOTAL	\$9,922.00
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BUSINESS AUTO POLICY TOTALS

POLICY NO: 26 CA FP West Branch Mun VER: 1 EFFECTIVE: 10/01/2026 - 10/01/2027
ACCOUNT: West Branch Municipal FD and West TRANSACTION: Quote
NAMED INSURED: West Branch Municipal Fir PROCESSOR: CKIENXT
COMPANY: American Alternative Insurance Corporation
PRODUCER: B03125 - Allied Public Risk, LLC

Summary Page	Total
Covered Autos Totals by Coverage - Iowa	
Liability	\$1,240
Uninsured Motorists	\$16
Underinsured Motorists	\$88
Medical Payments	\$32
Other Than Collision	\$1,925
Collision	\$5,987
Total for Covered Autos	\$9,288
Hired Automobile - Policy Totals	
Premium	\$50
Non-Ownership - Policy Totals	
Premium	\$214
Policy Level Coverages	
Pollution Liability (ISO Broadened)	\$120
Commercial Auto 360 Enhancement - Emergency Responders	\$250
Policy Premium before Fees, Taxes, and Surcharges	\$9,922.00
Total Fees, Taxes, and Surcharges	\$0.00
Total Policy Premium	\$9,922.00

BUSINESS AUTO VEHICLE SCHEDULE WORKSHEET

POLICY NO: 26 CA FP West Branch Mun VER: 1 EFFECTIVE: 10/01/2026 - 10/01/2027
ACCOUNT: West Branch Municipal FD and West TRANSACTION: Quote
NAMED INSURED: West Branch Municipal Fir PROCESSOR: CKIENXT
COMPANY: American Alternative Insurance Corporation
PRODUCER: B03125 - Allied Public Risk, LLC

Veh #	Year	Make	Model	VIN/Serial Number	OTC Ded	Coll Ded	Original Cost New	Agreed Amount
1	2008	Chevrolet	Grass Rig	1GBESC3938F418018	\$500	\$1,000		\$262,500
2	2010	International	250 Gal Tanker	1HTWGAZR5AJ246005	\$1,000	\$1,000		\$735,000
3	2014	Chevrolet	Equipment Truck	1GC1KXCG1EF109569	\$500	\$1,000		\$157,500
4	2015	Freightliner	Rescue Truck	3ALDCYCYXFDGT3718	\$1,000	\$1,000		\$630,000
5	2017	Trailer	Trailer	4RWR11223HH017114	\$500	\$1,000		\$2,800
6	2015	Trailer	Trailer	4RWR11221FH007646	\$500	\$1,000		\$2,800
7	2019	Pierce Mfg	1250 GPM Pum	4P1BAAFF2KA019631	\$2,000	\$2,000		1260000
8	2016	Polaris	ATV	4XARAA761G7747569	\$500	\$500		\$21,000
9	2013	Polaris	Ranger 800	4XARH76A2D4729009	\$500	\$500		\$21,000
10	2024	Pierce Mfg	Pumper	4P1BAAGF8RA027158	\$2,000	\$2,000		1365000



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM: Resolution 2026-98 – Approving a Salary Adjustment for Alycia Friis.
--

PREPARED BY: City Administrator, Adam Kofoed

DATE: August 31, 2026

SUMMARY:

Alycia Friis has completed the requirements for and obtained certification of Iowa Certified Municipal Clerk. Per the City of West Branch employee handbook, this qualifies Alycia to earn a raise of \$.75 per hour to her current pay rate.

City Clerk, Alycia Friis has successfully completed her training and has been certified as of August 31, 2026.

Position	Name	Current Wage	New Wage
City Clerk	Alycia Friis	\$30.41 hourly	\$31.16 hourly

This raise takes effect starting on the September 7, 2026 pay period.

RESOLUTION 2026-98

A RESOLUTION APPROVING A SALARY ADJUSTMENT FOR CITY CLERK, ALYCIA FRIIS

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

Section 1. Per the City of West Branch Employee Handbook, all City Clerk and Finance Directors shall earn a pay increase of \$.75 per hour for completion of the Iowa Certified Municipal Clerk certification.

Section 2. City Clerk, Alycia Friis has successfully completed her training and has been certified as of August 31, 2026.

Section 3. The following person and position named shall be paid the annual wage indicated below and the City Clerk and/or Finance Officer 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
City Clerk	Alycia Friis	\$30.41 hourly	\$31.16 hourly

SECTION 4. The salary increase will go into effect on September 7, 2026.

Passed and approved this 8th day of September, 2026.

Roger Laughlin, Mayor

ATTEST:

Heidi Van Auken, Finance Officer



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM:	Resolution 2026-99 Approving a Salary Adjustment for Finance Officer Heidi Van Auken
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PREPARED BY:	City Clerk, Alycia Friis
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DATE:	August 31, 2026
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BACKGROUND:

Per the City of West Branch Employee Handbook, all City Clerk and Finance Directors shall earn a pay increase of \$.75 per hour for completion of the Iowa Certified Municipal Finance Officer certification.

Finance Officer Van Auken has successfully completed her training and has been certified as of August 31, 2026.

Position	Name	Current Wage	New Wage
Finance Officer	Heidi Van Auken	\$89,646.34 annually	\$91,208.00 annually

The Salary increase will go into effect on September 7, 2026.

RESOLUTION 2026-99

A RESOLUTION APPROVING A SALARY ADJUSTMENT FOR FINANCE OFFICER HEIDI VAN AUKEN

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

Section 1. Per the City of West Branch Employee Handbook, all City Clerk and Finance Directors shall earn a pay increase of \$.75 per hour for completion of the Iowa Certified Municipal Finance Officer certification.

Section 2. Finance Officer Van Auken has successfully completed her training and has been certified as of August 31, 2026.

Section 3. The following person and position named shall be paid the annual 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
Finance Officer	Heidi Van Auken	\$89,646.34 annually	\$91,208.00 annually

SECTION 4. The salary increase will go into effect on September 7, 2026.

Passed and approved this 8th day of September, 2026.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: September 8, 2026
--

AGENDA ITEM: Discussion on a Transfer of Funds for WB Police Department.

PREPARED BY: Greg Hall, WB Police Cheif
--

DATE: August 31, 2026

SUMMARY:

With the purchase of a police vehicle to replace the previously damaged vehicle, the following items need to be added/installed to the vehicle to ensure efficient and compliant daily use for the West Branch PD.

The following items and amounts are needed:

New Car Camera	\$5,000.00
Graphics for the Car	\$1,500.00
Install from Raycom	\$5,000.00
Wireless Internet Antenna	<u>\$1,500.00</u>

Total funding needed:	\$13,000.00
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This total will need to be transferred from the PD vehicle set aside account and into the general PD fund for use to pay for the above items. This would happen with other items through a later budget amendment to be filed in Fall - Winter of FY27.