CITY COUNCIL MEETING
Monday, November 2nd, 2026 - 6:00 P.M.
CITY COUNCIL CHAMBERS
110 N. POPLAR ST., WEST BRANCH, IOWA
https://zoom.us/j/5814699699
*or **dial in phone number 1-312-626-6799** with **Meeting ID 581 469 9699.***

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda. /Move to action. *(This is the time to approve the agenda as presented or amend the agenda (such as tabling items). Amendments or changes to the agenda require a motion, second and a full council vote.*
6. Approve Consent Agenda/Move to action.
    a. Approve Minutes from the October 19, 2026 City Council meeting.
    b. Approve a Special Event Application for Christmas Past.
    c. Approve July Financial Reporting.
    d. Approve Claims for November 2, 2026.
7. Presentations/Communications/Open Forum
    a. West Branch Public Library Annual Report
8. Public Hearings/Non-Consent Agenda
    a. **Second Reading, Ordinance 843** Amending Chapter 69 – Traffic and Vehicles./ Move to Action.
    b. **Resolution 2026-111** Approving a grant application submission to Iowa DOT for a Transporation Alternatives (TAP Grant)./ Move to Action.
    c. **Resolution 2026-113** Approval of Processing Fee for submission of FEMA LOMR./ Move to Action.
    d. **Resolution 2026-114** Establishing a New Capital Fund./ Move to Action.
9. Discussion
10. City Administrator Report
11. City Attorney Report
12. City Engineer Report
13. City Staff Reports
14. Comments from Mayor and Council Members
15. Motion to adjourn.

Mayor: Roger Laughlin · **Council Members:** Colton Miller, Chantry Noel, Tom Dean, Jerry Sexton, Mike Horihan
City Administrator Adam Kofoed · **City Clerk** Alycia Friis · **Finance Officer** Heidi Van Auken · **Fire Chief** Gary Savona · **Police Chief** Greg Hall · **Public Works Director** Matt Goodale · **Library Director** Jessica Schafer
Parks & Recreation Director Erin Laughlin

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

West Branch, Iowa	**City Council**	**October 19, 2026**
Council Chambers	**Regular Meeting**	**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, Tom Dean Mike Horihan, Colton Miller and Chantry Noel.
City Staff present: City Clerk Alycia Friis, Finance Officer Heidi Van Auken, Engineer Dave Schechinger, City Attorney Kevin Olsen, Public Works Director Matt Goodale, Police Chief Greg Hall.
Attending by Zoom: Library Director Jessi Shaffer

APPROVE THE AGENDA

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

APPROVE CONSENT AGENDA

Approve Minutes from the October 5, 2026 City Council meeting.
Approve a Block Party for
Approve Claims for October 19, 2026.

EXPENDITURES	10/19/2026	
AERO RENTAL	SLIDE PROJECTOR - LIBRARY	55.00
ALATALO, BRIAN	REIMB UPGRADED EQUIPMENT	26.99
AMAZON.COM	VARIOUS ITEMS - LIBRARY, P&R	72.45
CEDAR COUNTY COOP	FUEL - PW, CEMETERY, FIRE	4,927.29
ELITE HOLDING	BBALL JERSEYS	2,860.00
FRIIS, ALYCIA	MILEAGE REIMB IA LEAGUE	71.44
HAWKINS	CHEMICALS	3,068.71
KOFOED, ADAM	MILEAGE REIMB IACMA CONFERENCE	27.66
MOPPY MO'S	JANITORIAL SERVICES - LIBRARY	402.50
NOEL, CHANTRY	MILEAGE REIMB IA LEAGUE	150.80
OVERDRIVE	DIGITAL & AUDIO BOOKS	402.43
PALMER, SIMON	REIMB UNIFORM ALLOWANCE	284.99
SAVONA, GARY	MEDICAL LICENSE RENEWAL	29.00
TOTAL		12,379.26
	9/25/2026	81,301.64
	10/9/2026	71,784.94
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS		153,086.58

PAID BETWEEN MEETINGS		
AMAZON.COM	BOOKS & DVD'S - LIBRARY	211.21
BERGANKDV	AUDIT FY26 1ST PAYMENT	19,000.00
HAWKINS	CHEMICALS	3,153.93
HD SUPPLY	TRASH BAGS - P&R	136.16
JETCO ELECTRIC	PLC REPAIR ON WATER PLANT - PW	1,513.50
LYNCH'S EXCAVATING	CUBBY PARK SEWER REPAIR - P&R	3,014.00
NORTHWAY WELL AND PUMP	WELL #2 REPAIR	116,920.89
US BANK	CREDIT CARD PURCHASES	4,839.87
WEST BRANCH TIMES	LEGAL PUBLICATIONS	524.89
SISCO	HEALTH CLAIMS 9-21-2026	90.98
AMAZON.COM	BOOKS - LIBRARY	68.59
AUTO TOYZ	GRAPHICS FOR NEW CAR - PD	650.00
BOOMERANG	CEDAR JOHNSON RD PAY EST 12	16,534.62
BROWN'S WEST BRANCH	KEY FOBS FOR NEW CAR - PD	437.60
FUSIONSITE MIDWEST	WAPSI BATHROOM - P&R	132.25
HD SUPPLY	TRASH BAGS/SOAP & DISPENSERS - P&R	99.08
STERICYCLE	SHREDDING SERVICES	112.53
VERIZON WIRELESS	VERIZON WIRELESS	463.29
METLIFE	INSURANCE PREMIUM	3,044.98
SISCO	INSURANCE PREMIUM	22,141.96
UMB BANK	GO BOND FEES	600.00
SISCO	HEALTH CLAIMS 10-5-2026	85.52
SISCO	HEALTH CLAIMS 10-5-2026	274.50
IOWA ALCOHOL BEV. DIVISION	FIRE DEPT HHTD ALCOHOL LICENSE	24.38
AMAZON.COM	MULTIPLE VARIOUS ITEMS - LIBRARY, P&R	1,217.62
ARNOLD MOTOR SUPPLY	FLOOR DRY - FIRE	146.80
AT & T MOBILITY	WIRELESS SERVICE	242.13
EASTERN IOWA TREE CLEANUP	TREE REMOVAL	8,000.00
EASTERN IOWA YOUTH BBALL	5/6 GRADE BB REGISTRATION	1,020.00
ELITE HOLDING	AWARDS - P&R	101.00
GOERDT INSPECTION	BLDG INSPECTIONS	756.00
HEIMAN FIRE EQUIP	GLOVES - FIRE	98.78
HI-LINE	SHOP SUPPLIES - PW	186.32
IMWCA	IMWCA FY27 INSTALLMENT 4	3,890.00
IOWA DNR	2027 ANNUAL WATER USE FEE	120.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	52.20
JOHN DEERE FINANCIAL	SAFETY SUPPLIES/CLOTHING - PW	839.22
KANOPY	ON DEMAND VIDEO SERVICE	32.00
LEAF CAPITAL FUNDING	COPIER LEASE - LIBRARY	209.17
LEXISNEXIS RISK SOLUTIONS	UB INFO SEARCH SERVICE	200.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,590.45
LYNCH'S PLUMBING	MENS TOILET ISSUES - LIBRARY	125.00
MOPPY MO'S	CLEANING SERVICES-CITY TH, P&R	525.00
OASIS ELECTRIC	REPLACE WIRES AT WELL 4	369.64
OLSON, KEVIN D	LEGAL SERVICES SEPTEMBER 2026	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	108.51
PROTECT YOUTH SPORTS	BACKGROUND CHECKS - P&R	72.50
SMITH SANITATION SERVICES	TRASH & RECYCLING SEPT 2026	23,569.00
STATE INDUSTRIAL PRODUCTS	CHEMICALS	855.02
STOREY KENWORTHY	RECEIPT BOOKS	306.00
TRUGREEN	PARKS LAWN CARE - P&R	2,381.00
TYLER TECHNOLOGIES	JOURNAL ENTRY TRAINING - CLERK	320.00

UNIVERSITY OF IOWA HEALTH	DRUG TEST - POLICE	68.00
USA BLUE BOOK	WATER PLANT SUPPLIES	3,405.76
VEENSTRA & KIMM	VARIOUS PROJECTS	8,152.26
WEX BANK	VEHICLE FUEL	4,178.29
ALLIANT ENERGY	ALLIANT ENERGY	19,331.47
BARNHART'S CUSTOM SERVICES	STOCK PILE	260.00
CORRIDOR ENERGY	STREET LIGHTS	350.31
CULLIGAN	WATER SOFTENER SERVICE	76.48
MARTIN AGENCY INSURANCE	FIRE DEPT INSURANCE RENEWAL	26,008.00
MISCELLANEOUS VENDOR	UB REFUND	28.12
MOPPY MO'S	JANITORIAL SERVICES - FIRE	17.50
MOTOROLA SOLUTIONS	POLICE USB DOCK VHCL CHARGER	249.00
RIVER PRODUCTS COMPANY	ROCK FOR STOCK PILE	433.52
SPECTRUM PAINT	LINE LAZER/ PAINTER PARTS - PW	210.87
TRIPLE B CONSTRUCTION	W. MAIN ST PAY EST 3	61,977.29
WEST BRANCH REPAIRS	CHEVY HEADLIGHT - PD	51.21
MISCELLANEOUS VENDOR	UB REFUND	239.24
TOTAL		367,945.41
GRAND TOTAL EXPENDITURES		533,411.25

FUND TOTALS	
001 GENERAL FUND	151,642.93
022 CIVIC CENTER	689.94
031 LIBRARY	13,500.21
036 TORT LIABILITY	26,008.00
110 ROAD USE TAX	14,265.53
112 TRUST AND AGENCY	55,705.80
226 DEBT SERVICE	600.00
321 WIDENING WAPSI CREEK	148.50
331 CEDAR JOHNSON RD RECONS	16,782.12
332 W MAIN ST IMPROVE	69,733.55
600 WATER FUND	156,300.66
610 SEWER FUND	26,673.99
740 STORM WATER UTILITY	1,360.02
GRAND TOTAL	533,411.25

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Dustin Opatz with Creative Planning shared the overview of this year's annual audit with the council.

PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 2026-105 Approving Pay Estimate Number 13 (Final) in the amount of $65,789.29 to Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project./ Move to Action.

Motion by Miller, second by Dean to approve Resolution 2026-105. AYES: Miller, Dean, Noel, Horihan, Sexton. NAYS: None. Motion carried.

Resolution 2026-106 Approving Completion of the W Main Street Overlay Project./ Move to Action.

Motion by Dean, second by Miller to approve Resolution 2026-106. AYES: Dean, Miller, Sexton, Horihan, Noel. NAYS: None. Motion carried

Resolution 2026-107 Approving the release of Easement and Payment for use of the Gaskill property during the Wapsi Creek Widening Project./ Move to Action.

Motion to amend the agreement from $10,000.00 total payout to $10,500.00 and approve Resolution 2026-107 made by Miller, second by Sexton. AYES: Miller, Sexton, Horihan, Noel. NAYS: Dean. Motion carried

Resolution 2026-108 Setting Public Hearing dates for Ordinance 836 changes to Chapter 165 Zoning Regulations./ Move to Action.

Motion by Miller, second by Horihan to approve Resolution 2026-108. AYES: Miller, Horihan, Noel, Dean, Sexton. NAYS: None. Motion carried

Resolution 2026-109 Approving a Wage Increase for Matt Goodale./ Move to Action.

Motion by Miller, second by Horihan to approve Resolution 2026-109. AYES: Miller, Horihan, Sexton, Noel, Dean. NAYS: None. Motion carried

Resolution 2026-110 Accepting Meadows Part 3, Lot 2, Parcel G of Outlot A./ Move to Action.

Motion by Miller, second by Dean to approve Resolution 2026-110. AYES: Miller, Dean, Noel, Horihan, Sexton. NAYS: None. Motion carried

First Reading, Ordinance 843 Amending Chapter 69 – Traffic and Vehicles./ Move to Action.

Motion by Miller, second by Noel to approve the First Reading of Ordinance 843. AYES: Miller, Noel, Horihan, Sexton, Dean. NAYS: None. Motion carried

DISCUSSION ITEMS

Discussion/Possible Action – Parcel at 411 E Main Street

Administrator Kofoed looked at the property and all items that were on the original infraction have been addressed. Now that we have permission to access the property, there are other items that will need to be addressed and new letters will be sent to address these.

Discussion/Possible Action – Bobby Sexton property drainage upgrade.

Engineering found that the 1st option wouldn't pass drainage law. This could end up being a liability for the city. If water pools creating icy situations on the road or dangerous conditions in the area, the city could become

liable. More discussion was had between Bobby and the Council and Mayor about the situation and possible options. With no resolution at this time, it was stated that Bobby could utilize an engineer to draw up an appropriate engineered solution to the issue.

CITY ADMINISTRATOR REPORT - None

CITY ATTORNEY REPORT - None

CITY ENGINEER REPORT

No projects currently. Still working on IUP report and collecting the final data to complete.

STAFF REPORTS

Clerk Friis reminded everyone that City Hall would be closed October 21st – 23rd due to staff training.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Fall Fest appeared to be a success last weekend. Noel and Friis shared their experiences and the high number of visitors to the various events happening during Fall Fest.

Motion to go into Closed Session made by Miller, second by Dean. AYES: Miller, Dean, Horihan, Noel, Sexton. NAYS: None. Motion Carried.

Closed Session – Iowa Code 21.5 Personnel Matters

Closed session opened at 6:42pm

Closed Session closed at 7:22pm.

ADJOURNMENT

Motion to adjourn by Miller second by Dean. Motion carried on a voice vote. City Council meeting adjourned at 7:23 p.m.

_____

Roger Laughlin, Mayor

ATTEST:

_____

Alycia Friis, City Clerk

Special Event Permit Application

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

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

_____

_____

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

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

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

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

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

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

West Branch Administration_____West Branch Fire Department_____West Branch Police Department _____

West Branch Public Library_____ West Branch Public Works_____ West Branch Parks and Recreation ____

Other_____

Notes: _____

CITY OF WEST BRANCH IOWA

Special Event Permit Application

Event Title/Name: A Christmas Past 2026

Event Organization: Main Street West Branch Phone: 643-7100

Organization Address: 127 W Main St, PO Box 786 City, State, Zip: WB, IA 52358

Event Website: mainstreetwestbranch.org/christmas

Event Email: jessi@mainstreetwestbranch.org / becky@mainstreetwestbranch.org

Event Coordinator Name and Title: Becky Knoche, Promotions & Event Coordinator

Event Coordinator Cell #: 319-430-2246

Event Coordinator Email: becky@mainstreetwestbranch.org

Event Coordinator Address: Same

Description of Event: Holiday Festival focused on timeless traditions for the whole family. Aims to support local economic vitality, placemaking and a positive experience in West Branch.

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

Town Hall, Heritage Square, Mural Park. See attached for other details.

Event set up will begin: (date, day of the week and time)	Event will begin: (date, day of the week, and time)	Event will end: (date, day of the week, and time)	Removal and clean-up will be completed: (date, day of the week, and time)
See attached.			

Maximum Number of Attendees During Event: ~1500/day Maximum Number of Vehicles: 400

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

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

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

Has all approval from non-city agencies (such as NPS, Johnson County, Cedar County, WBCSD) been granted?
Please list other agencies involved: Yes. NPS, HPF, Lions, WBFD, PTO...

Traffic Control Plan (please attach diagram): SEE ATTACHED.

Public Notification Plan: Newspaper + Social Media + Website. City public notices for street closures.

Amplified Sound/Noise Plan: Light holiday music playing throughout downtown via bluetooth speakers 4-8pm both days.

Site Plan/Race Course Map (please attach diagram): See attached for horse-drawn wagon route & new proposed golf cart parade route.

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

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

See attached for details.

Security Plan: Local police and volunteers are assigned throughout the area at all key activities.

Restoration Plan: Each collaborating organization will restore their area after the event.

Trash Management Plan: Extra trash cans requested throughout the downtown area, emptied once on Saturday.

Restroom Plan: Will direct guests to public restrooms - Fire Station, Town Hall, Rummells Center, Visitor's Center, downtown businesses.

Signs/Banner Plan: Sponsor banners placed at Town Hall and Heritage Square. A-Frame signs used throughout the area to direct foot traffic to event activities,

Insurance policy: MSWB, Lions & Clip Clop Carriages to provide proof of insurance for activities.

Signature: Rebecca J Knoche Date: **10/20/2026**

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

Return completed form to: West Branch City Office, PO Box 218 or 110 N. Poplar St., West Branch, IA 52358 or email to cityclerk @westbranchiowa.org

Special Event Item/Service Fee Schedule

Items:	Price:	Number of items requested:
Road Cones	**$50.00 for up to 10 (Deposit*)**	As needed for attached activities.
Barricades	**$50.00 for up to 4 (Deposit*)**	2 (Poplar / Wetherell)
Tents	**$20.00 (Deposit*)**	
Snow Fence	**$5.00 / roll (Deposit*)**	
Caution Tape	**$5.00 / roll**	
Garbage Cans	**$25.00 for up to 5 (Deposit*)**	As needed for attached activities.
Garbage Bags	**$10.00 for a roll of 10 bags**	As needed for attached activities.
Signs	**$10.00 / sign (Deposit *)**	As needed for attached activities.
Tables	**$25.00 for up to 5 tables (Deposit*)**	
Chairs	**$20.00 for up to 10 chairs (Deposit*)**	
Picnic Tables	**$25.00 per table (Deposit*)**	TBD
Stage	**$20.00 (Deposit*)**	

*Main Street West Branch respectfully requests a waiver of permit fees in recognition of the community benefit provided by A Christmas Past and our ongoing partnership with the City of West Branch. This event brings residents and visitors together, supports local businesses, and strengthens community pride through free, family-friendly holiday activities.

Services:

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

Delivery and Pickup:

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

Traffic Control/Security:

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

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

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

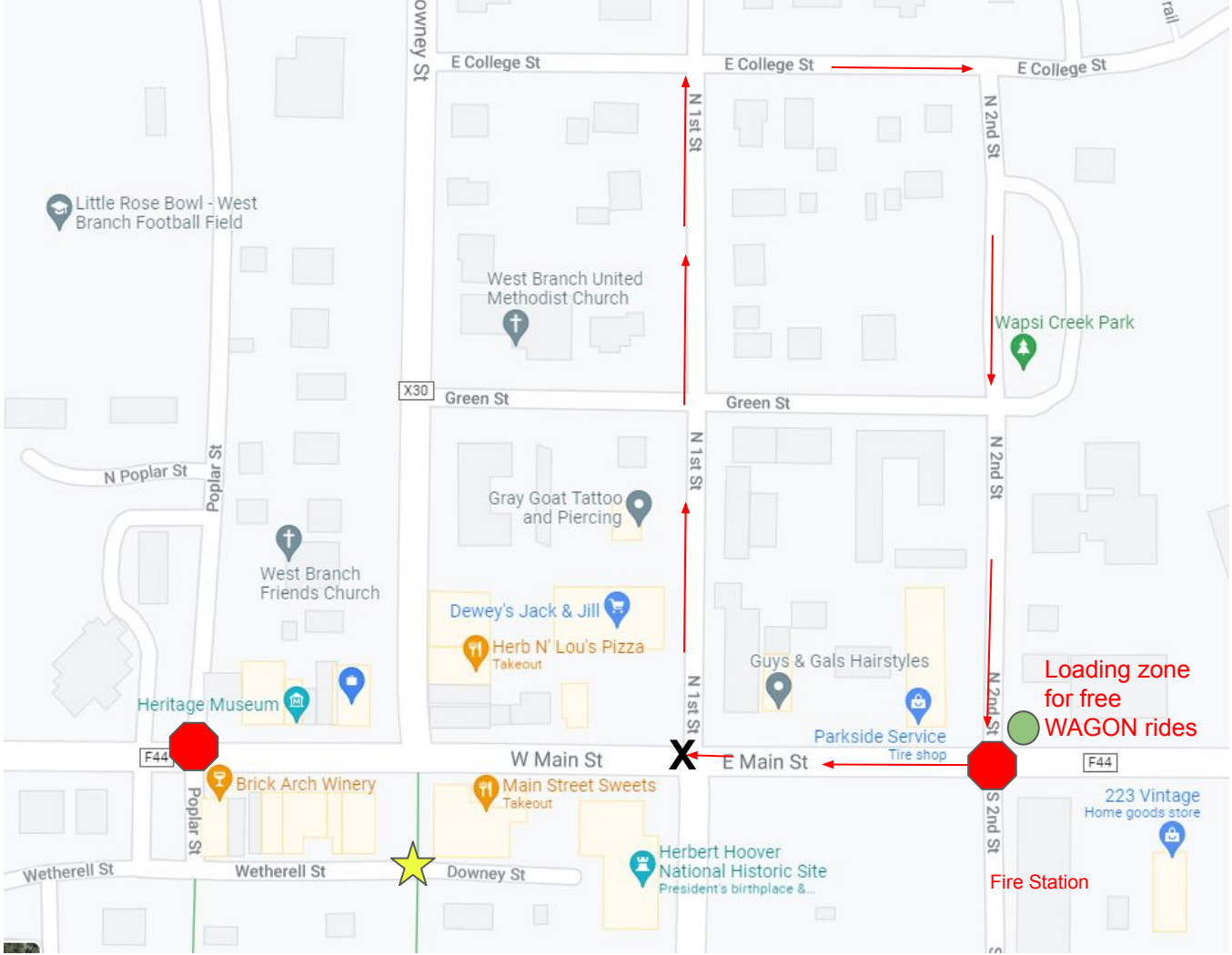
CITY OF
WEST BRANCH
IOWA

Christmas Past 2026 - Requested City Locations (for Special Event Permit)

City Owned Location:	**Event Set Up:**	**Event will Begin:**	**Event will End:**	**Details:**	**Clean Up / Removal:**
Parking spots around Mural Park *(cones/signage for no parking)*	Friday. Dec 4th (morning)	Fri. Dec. 4th @ 5pm	Sat. Dec 5th @ 8pm	Area used for Horse-Drawn Wagon Ride loading/unloading Fri/Sat evening (free to the public)	Cones removed Saturday PM. PW to pick up Monday.
Town Hall (has been reserved)	Friday. Dec 4th (morning)	Fri. Dec. 4th @ 5pm	Sat. Dec 5th @ 8pm	Town Hall used for Photos with Santa on Fri/Sat evening. (free to the public)	Saturday PM. Photo area rented items picked up Sunday.
Heritage Square Park	Friday. Dec 4th (morning)	Fri. Dec. 4th @ 5pm	Sat. Dec 5th @ 8pm	Antique Sleigh display and Fa-la-la-la-llamas (photo opp/petting zoo) on Fri/Sat evening. Animals in pen and staffed. (free to the public)	Saturday PM.
Temporary Stop Signs on Main Street at the 2nd Street and Poplar Street intersections	Friday. Dec 4th (afternoon)	Fri. Dec. 4th @ 5pm *And* Sat. Dec. 5th @ 4pm	Fri. Dec 4th @ 8pm *And* Sat. Dec. 5th @ 8pm	Requested to improve safety and allow pedestrians to cross at high traffic areas during the event both evenings.	Removed at the end of each night by event team
1 Police officer for assistance at 4-way intersection of Main Street and 1st Street	30 mins before event start both nights	Fri. Dec. 4th @ 5pm *And* Sat. Dec. 5th @ 4pm	Fri. Dec 4th @ 8pm *And* Sat. Dec. 5th @ 8pm	Direct traffic to ensure safety with increased pedestrians *and* horse-drawn wagons on the street	End of event.
Police escort for Golf Cart Parade on Main Street	Saturday, Dec 5th @ 1:00pm	Saturday, Dec 5th @ 1:30pm	Saturday, Dec 5th @ 2:00pm	Lead or tail the golf cart parade down Main Street to ensure visibility	Participants disperse once they reach Fire Station around 1:45pm
Extra Trash	Friday. Dec 4th	Fri. Dec.	Sat. Dec	Extra trash cans	PW to pick up

Cans *(PW empty once Sat AM)*	(morning)	4th @ 5pm	5th @ 8pm	with bags throughout downtown. A couple at Heritage Square, Fire Station, Mural Park, Wapsi.	Monday.
South Poplar / Wetherell Street closure and detour	Friday. Dec 4th (afternoon)	Fri. Dec. 4th @ 4pm	Sat. Dec 5th @ 8pm	Close the section of Poplar Street on the south side of Main Street and detour local residents through the Enlow lot. Place barricade on Wetherell to ensure Horse-drawn carriages are not disrupted by cars.	Pick up Monday.

SEE FULL SCHEDULE OF EVENTS including all partner organizations at
mainstreetwestbranch.org/christmas



Horse-Drawn Wagon Route 2026

This is the same route from the last couple years. We will load at the Mural Lot (E Main St/S 2nd St). This is a FREE ride, we're only running ONE wagon.

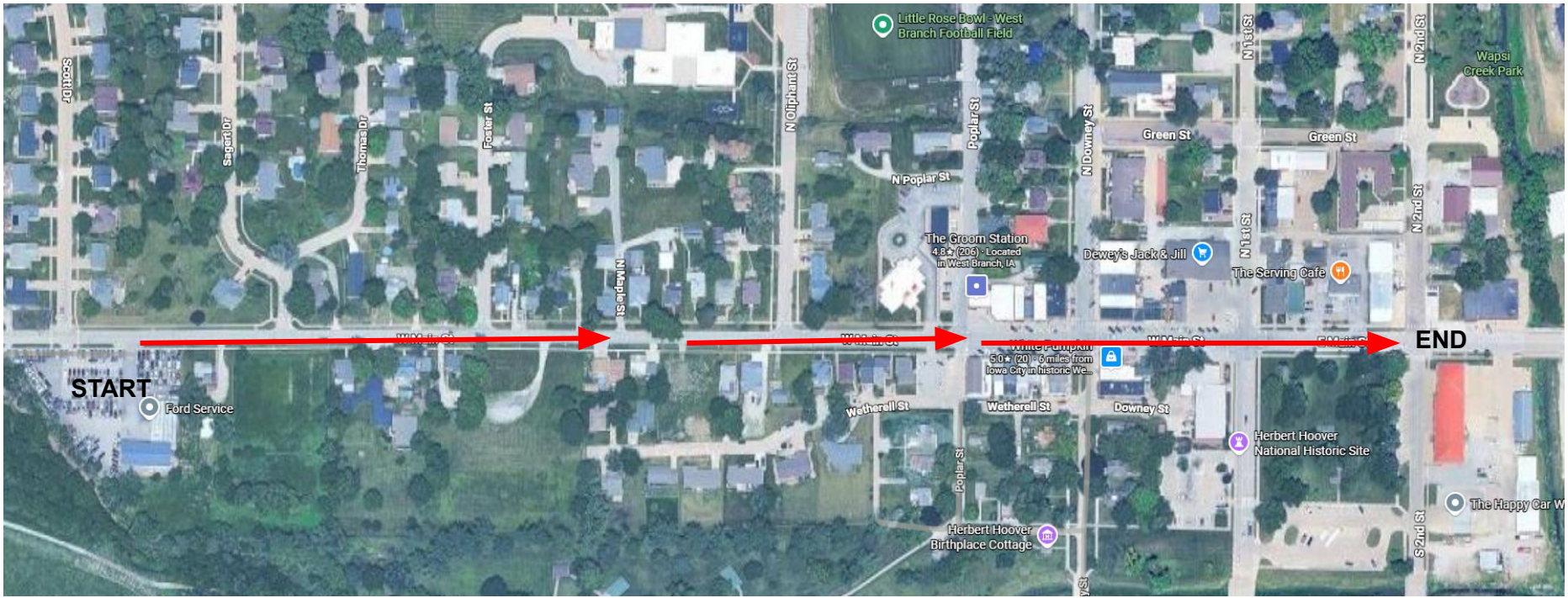
Loading Zone

Temp Stop Signs

X = traffic control (police)

= Carriage Rides load here for route in NPS Park

NEW: “Deck the Carts” holiday-themed golf cart parade



Start at former Brown’s Ford dealership lot to line up. Golf carts will drive East on Main Street and end at the Fire Station / Mural Park. **Do not need to close the street, but would like a police escort if available. Need permission to drive carts on Main Street for this period of time.** 1:30pm - 2:30pm Saturday Dec 5th.

Poplar/Wetherell Routes



Loading near Heritage Square

Street Closures:

Wetherell & S. Poplar, direct local residents out Enlow Lot.

NOTES:

This is for the Horse-Drawn Carriage rides which will load on the south end of Heritage Square and follow a route in the National Historic Site, including Wetherell Street.

		BANK TO BOOK RECONCILIATION		
		7/31/2026		
BANK BALANCE @ _____				
	CASH - FIDELITY BANK & TRUST			$ 10,569,745.59
	CASH - FIDELITY BANK & TRUST - PERPETUAL CARE FUND			$ 39,390.60
	SUB TOTAL			**$ 10,609,136.19**
ADD:	CD'S:	Bank/CD #	Maturity Date	
	ENLOW BUILDING CD	LIBERTY SAVINGS	7/13/2026	$ 12,391.54
	CEMETERY PERPETUAL CARE CD	HILLS BANK	7/11/2026	$ 76,219.67
	LIBRARY-HANSEN DONATION CD	GREENSTATE-1041 (Old 1037)	8/4/2026	$ 65,805.08
	LIBRARY-KROUTH PRINCIPAL CD	GREENSTATE-1045 (Old 1042)	6/2/2027	$ 60,562.83
	LIBRARY-KROUTH INTEREST CD	GREENSTATE-1046 (Old 1043)	6/2/2027	$ 28,391.36
	GEN FUND-STREETSCAPE-ACCIONA DONATION CD	GREENSTATE-1044 (Old 1040)	12/7/2026	$ 8,200.26
	SAVINGS ACCOUNTS			
	GENERAL FUND SAVINGS	GREENSTATE-0001		$ 5.00
	LIBRARY - KROUTH INTEREST	FIDELITY-SAVINGS ACCOUNT		$ 8,531.91
	LIBRARY - M GRAY SAVINGS	FIDELITY-SAVINGS ACCOUNT		$ 16,371.65
	TOTAL CD'S & SAVINGS ACCOUNTS			**$ 276,479.30**
	SUB TOTAL			**$ 10,885,615.49**
PLUS	O/S DEPOSITS			$ -
PLUS	ADJUSTMENTS			$ -
LESS:	O/S CREDIT CARD			$ -
LESS:	O/S CHECKS			$ 366,388.01
	ENDING BOOK BALANCE			**$ 10,519,227.48**

CLERK'S REPORT FOR THE MONTH OF JULY 2026

DESCRIPTION	CHECKING	INVESTMENT	BEGINNING BALANCE	RECEIPTS	TRANSFER IN	DISBURSED	TRANSFER OUT	NET CHANGE LIABILITIES	CLERK'S BALANCE
GENERAL									
*(001) GENERAL OPERATING FUND	$ 3,109,241.99	$ 5.00	$ 3,109,246.99	$ 56,752.38	$ 35,000.00	$ 230,140.52			$ 2,970,858.85
** FIRE APPARATUS RESERVE	$ 353,241.29	$ -	$ 353,241.29						$ 353,241.29
POLICE APPARATUS RESERVE	$ 170,200.33	$ -	$ 170,200.33						$ 170,200.33
PARK & RECREATION RESERVE	$ 17,340.39	$ -	$ 17,340.39						$ 17,340.39
PUBLIC WORKS RESERVE	$ 17,160.00	$ -	$ 17,160.00						$ 17,160.00
SIGNS-ACCIONA DTN INVESTMENT	$ 71.94	$ 8,128.32	$ 8,200.26						$ 8,200.26
PARK EQUIPMENT/RESERVE	$ 32,246.00	$ -	$ 32,246.00						$ 32,246.00
(022) CIVIC CENTER	$ 73,767.93	$ -	$ 73,767.93	$ 895.00		$ 18,746.42			$ 55,916.51
(027) MEMORIAL GARDEN PROJECT	$ 414.00	$ -	$ 414.00						$ 414.00
(028) SPLASH PAD RESERVE	$ 100.00	$ -	$ 100.00						$ 100.00
(031) LIBRARY	$ 128,276.48	$ 103,061.60	$ 231,338.08	$ 1,696.32		$ 39,353.48			$ 193,680.92
(036) TORT LIABILITY	$ 41,622.91	$ -	$ 41,622.91	$ 588.86		$ 60,765.50			$ (18,553.73)
SPECIAL REVENUE									
(110) ROAD USE TAX	$ 355,112.11	$ -	$ 355,112.11	$ 29,575.52		$ 15,430.11			$ 369,257.52
(112) TRUST & AGENCY (EMPLOYEE BENEFITS)	$ 559,969.72	$ -	$ 559,969.72	$ 5,221.75		$ 60,635.50			$ 504,555.97
(121) LOCAL OPTION SALES TAX	$ 758,933.76	$ -	$ 758,933.76	$ 28,768.49					$ 787,702.25
(125) TIF	$ 184,470.74	$ -	$ 184,470.74	$ 1,705.94					$ 186,176.68
(126) TIF LMI MEADOWS PT 4	$ 131,615.25	$ -	$ 131,615.25						$ 131,615.25
(160) REVOLVING LOAN FUND	$ 137,082.45	$ -	$ 137,082.45						$ 137,082.45
DEBT SERVICE									
(226) DEBT SERVICE	$ 193,867.15	$ -	$ 193,867.15	$ 1,686.55		$ 600.00			$ 194,953.70
CAPITAL PROJECTS									
(300) CAPITAL IMPROVEMENT RESERVE	$ 457,244.12	$ -	$ 457,244.12	$ 669.00					$ 457,913.12
(304) W MAIN ST STORMWATER IMP	$ 10,000.00	$ -	$ 10,000.00						$ 10,000.00
(312) DOWNTOWN EAST REDEVELOPMENT	$ 172,412.82	$ -	$ 172,412.82						$ 172,412.82
(321) WIDENING WAPSI CREEK @ BERANEK PARK	$ (15,421.72)	$ -	$ (15,421.72)			$ 33,581.23			$ (49,002.95)
(324) WW TREATMT FAC IMP 2021	$ 80,000.00	$ -	$ 80,000.00						$ 80,000.00
(331) CEDAR JOHNSON RD RECONSTRUCT	$ 911,893.49	$ -	$ 911,893.49			$ 1,278.10			$ 910,615.39
(332) W MAIN ST IMPROVEMENT	$ 459,724.48	$ -	$ 459,724.48			$ 229,234.17			$ 230,490.31
PERMANENT									
(500) CEMETERY PERPETUAL FUND	$ 39,330.60	$ 110,582.08	$ 149,912.68	$ 697.59		$ -	$ 35,000.00		$ 115,610.27
(501) KROUTH PRINCIPAL FUND	$ 40.90	$ 60,562.83	$ 60,603.73						$ 60,603.73
(502) KROUTH INTEREST FUND	$ -	$ 28,391.36	$ 28,391.36						$ 28,391.36
ENTERPRISE									
(600) WATER FUND	$ 607,360.29	$ -	$ 607,360.29	$ 92,884.72		$ 135,784.97	$ 5,058.30		$ 559,401.74
(603) WATER SINKING FUND	$ 2,995.53	$ -	$ 2,995.53	$ -	$ 5,058.30				$ 8,053.83
(610) SEWER FUND	$ 968,864.73	$ -	$ 968,864.73	$ 114,694.69		$ 53,601.25			$ 1,029,958.17
(611) SEWER FUND SPECIAL	$ 615,838.83	$ -	$ 615,838.83						$ 615,838.83
(740) STORM WATER UTILITY	$ 183,231.82	$ -	$ 183,231.82	$ 5,933.24		$ 12,372.84			$ 176,792.22
TOTAL	**$ 10,758,250.33**	**$ 310,731.19**	**$ 11,068,981.52**	**$ 341,770.05**	**$ 40,058.30**	**$ 891,524.09**	**$ 40,058.30**	**$ -**	**$ 10,519,227.48**
O/S CHECKS			**$79,118.26**						**$366,388.01**
ADJUSTMENTS			**$0.00**						**$0.00**
O/S DEPOSIT			**$0.05**						**$0.00**
O/S CREDIT CARD			**$0.00**						**$0.00**
BANK STATEMENT BALANCE			**$11,148,099.73**						**$10,885,615.49**

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

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	3,707,635.26	91,752.38	230,140.52	3,569,247.12	0.00	0.00	3,569,247.12
022-CIVIC CENTER	73,767.93	895.00	18,746.42	55,916.51	0.00	0.00	55,916.51
027-MEMORIAL GARDEN PROJECT	414.00	0.00	0.00	414.00	0.00	0.00	414.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	231,338.08	1,696.32	39,353.48	193,680.92	0.00	0.00	193,680.92
036-TORT LIABILITY	41,622.91	588.86	60,765.50	(18,553.73)	0.00	0.00	(18,553.73)
110-ROAD USE TAX	355,112.11	29,575.52	15,430.11	369,257.52	0.00	0.00	369,257.52
112-TRUST AND AGENCY	559,969.72	5,221.75	60,635.50	504,555.97	0.00	0.00	504,555.97
121-OPTION TAX	758,933.76	28,768.49	0.00	787,702.25	0.00	0.00	787,702.25
125-T I F	184,470.74	1,705.94	0.00	186,176.68	0.00	0.00	186,176.68
126-TIF LMI MEADOWS PT 4	131,615.25	0.00	0.00	131,615.25	0.00	0.00	131,615.25
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
226-GO DEBT SERVICE	193,867.15	1,686.55	600.00	194,953.70	0.00	0.00	194,953.70
300-CAPITAL IMPROV. RESERVE	457,244.12	669.00	0.00	457,913.12	0.00	0.00	457,913.12
304-W MAIN ST STORMWATER IMP	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
312-DOWNTOWN EAST REDEVELOPME	172,412.82	0.00	0.00	172,412.82	0.00	0.00	172,412.82
321-WIDENING WAPSI CREEK @ BE	(15,421.72)	0.00	33,581.23	(49,002.95)	0.00	0.00	(49,002.95)
324-WW TREATMT FAC IMP 2021	80,000.00	0.00	0.00	80,000.00	0.00	0.00	80,000.00
331-CEDAR JOHNSON RD RECONS	911,893.49	0.00	1,278.10	910,615.39	0.00	0.00	910,615.39
332-W MAIN ST IMPROVE	459,724.48	0.00	229,234.17	230,490.31	0.00	0.00	230,490.31
500-CEMETERY PERPETUAL FUND	149,912.68	697.59	35,000.00	115,610.27	0.00	0.00	115,610.27
501-KROUTH PRINCIPAL FUND	60,603.73	0.00	0.00	60,603.73	0.00	0.00	60,603.73
502-KROUTH INTEREST FUND	28,391.36	0.00	0.00	28,391.36	0.00	0.00	28,391.36
600-WATER FUND	607,360.29	92,884.72	140,843.27	559,401.74	0.00	0.00	559,401.74
603-WATER SINKING FUND	2,995.53	5,058.30	0.00	8,053.83	0.00	0.00	8,053.83
610-SEWER FUND	968,864.73	114,694.69	53,601.25	1,029,958.17	0.00	0.00	1,029,958.17
611-SEWER FUND SPECIAL	615,838.83	0.00	0.00	615,838.83	0.00	0.00	615,838.83
740-STORM WATER UTILITY	183,231.82	5,933.24	12,372.84	176,792.22	0.00	0.00	176,792.22
GRAND TOTAL	11,068,981.52	381,828.35	931,582.39	10,519,227.48	0.00	0.00	10,519,227.48

*** END OF REPORT ***

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

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS ENDING BAL.	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	3,707,635.26	91,752.38	230,140.52	3,569,247.12	0.00	0.00	3,569,247.12
022-CIVIC CENTER	73,767.93	895.00	18,746.42	55,916.51	0.00	0.00	55,916.51
027-MEMORIAL GARDEN PROJECT	414.00	0.00	0.00	414.00	0.00	0.00	414.00
028-SPLASH PAD RESERVE	100.00	0.00	0.00	100.00	0.00	0.00	100.00
031-LIBRARY	231,338.08	1,696.32	39,353.48	193,680.92	0.00	0.00	193,680.92
036-TORT LIABILITY	41,622.91	588.86	60,765.50	(18,553.73)	0.00	0.00	(18,553.73)
110-ROAD USE TAX	355,112.11	29,575.52	15,430.11	369,257.52	0.00	0.00	369,257.52
112-TRUST AND AGENCY	559,969.72	5,221.75	60,635.50	504,555.97	0.00	0.00	504,555.97
121-OPTION TAX	758,933.76	28,768.49	0.00	787,702.25	0.00	0.00	787,702.25
125-T I F	184,470.74	1,705.94	0.00	186,176.68	0.00	0.00	186,176.68
126-TIF LMI MEADOWS PT 4	131,615.25	0.00	0.00	131,615.25	0.00	0.00	131,615.25
160-REVOLVING LOAN FUND	137,082.45	0.00	0.00	137,082.45	0.00	0.00	137,082.45
226-GO DEBT SERVICE	193,867.15	1,686.55	600.00	194,953.70	0.00	0.00	194,953.70
300-CAPITAL IMPROV. RESERVE	457,244.12	669.00	0.00	457,913.12	0.00	0.00	457,913.12
304-W MAIN ST STORMWATER IMP	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
312-DOWNTOWN EAST REDEVELOPME	172,412.82	0.00	0.00	172,412.82	0.00	0.00	172,412.82
321-WIDENING WAPSI CREEK @ BE	(15,421.72)	0.00	33,581.23	(49,002.95)	0.00	0.00	(49,002.95)
324-WW TREATMT FAC IMP 2021	80,000.00	0.00	0.00	80,000.00	0.00	0.00	80,000.00
331-CEDAR JOHNSON RD RECONS	911,893.49	0.00	1,278.10	910,615.39	0.00	0.00	910,615.39
332-W MAIN ST IMPROVE	459,724.48	0.00	229,234.17	230,490.31	0.00	0.00	230,490.31
500-CEMETERY PERPETUAL FUND	149,912.68	697.59	35,000.00	115,610.27	0.00	0.00	115,610.27
501-KROUTH PRINCIPAL FUND	60,603.73	0.00	0.00	60,603.73	0.00	0.00	60,603.73
502-KROUTH INTEREST FUND	28,391.36	0.00	0.00	28,391.36	0.00	0.00	28,391.36
600-WATER FUND	607,360.29	92,884.72	140,843.27	559,401.74	0.00	0.00	559,401.74
603-WATER SINKING FUND	2,995.53	5,058.30	0.00	8,053.83	0.00	0.00	8,053.83
610-SEWER FUND	968,864.73	114,694.69	53,601.25	1,029,958.17	0.00	0.00	1,029,958.17
611-SEWER FUND SPECIAL	615,838.83	0.00	0.00	615,838.83	0.00	0.00	615,838.83
740-STORM WATER UTILITY	183,231.82	5,933.24	12,372.84	176,792.22	0.00	0.00	176,792.22
GRAND TOTAL	11,068,981.52	381,828.35	931,582.39	10,519,227.48	0.00	0.00	10,519,227.48

*** END OF REPORT ***

PROGRAM EXPENDITURES FOR THE MONTH OF JULY 2026

8.33%

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
PUBLIC SAFETY					
POLICE DEPARTMENT					
GENERAL FUND	$ 643,452.00	$ 98,831.82	$ 98,831.82	$ 544,620.18	15.36%
TORT LIABILITY	$ 17,000.00	$ 13,382.03	$ 13,382.03	$ 3,617.97	78.72%
TRUST & AGENCY	$ 163,984.00	$ 18,857.60	$ 18,857.60	$ 145,126.40	11.50%
FIRE DEPARTMENT					
GENERAL FUND	$ 407,900.00	$ 13,454.42	$ 13,454.42	$ 394,445.58	3.30%
TORT LIABILITY	$ 40,000.00	$ 5,891.41	$ 5,891.41	$ 34,108.59	14.73%
TRUST & AGENCY	$ 118,207.00	$ 18,770.64	$ 18,770.64	$ 99,436.36	15.88%
BUILDING INSPECTIONS					
GENERAL FUND	$ 60,721.00	$ 3,191.05	$ 3,191.05	$ 57,529.95	5.26%
TRUST & AGENCY	$ 16,887.00	$ 1,080.64	$ 1,080.64	$ 15,806.36	6.40%
ANIMAL CONTROL	$ 4,050.00	$ -	$ -	$ 4,050.00	0.00%
TOTAL PUBLIC SAFETY	**$ 1,472,201.00**	**$ 173,459.61**	**$ 173,459.61**	**$ 1,298,741.39**	**11.78%**
PUBLIC WORKS					
ROADS & STREETS					
GENERAL FUND	$ 51,250.00	$ -	$ -	$ 51,250.00	0.00%
TORT LIABILITY	$ 22,000.00	$ 16,832.60	$ 16,832.60	$ 5,167.40	76.51%
ROAD USE TAX FUND	$ 339,392.00	$ 15,430.11	$ 15,430.11	$ 323,961.89	4.55%
TRUST & AGENCY	$ 72,861.00	$ 7,092.39	$ 7,092.39	$ 65,768.61	9.73%
STREET LIGHTING - GENERAL FUND	$ 45,000.00	$ 3,067.53	$ 3,067.53	$ 41,932.47	6.82%
SOLID WASTE - GENERAL FUND	$ 352,616.00	$ 34,818.00	$ 34,818.00	$ 317,798.00	9.87%
TOTAL PUBLIC WORKS	**$ 883,119.00**	**$ 77,240.63**	**$ 77,240.63**	**$ 805,878.37**	**8.75%**
TOTAL HEALTH & SOCIAL SERVICES	**$ -**	**$ -**	**$ -**	**$ -**	**#DIV/0!**
CULTURE & RECREATION					
LIBRARY					
GENERAL FUND	$ 253,411.00	$ 39,353.48	$ 39,353.48	$ 214,057.52	15.53%
TORT LIABILITY	$ 10,000.00	$ 7,406.54	$ 7,406.54	$ 2,593.46	74.07%
TRUST & AGENCY	$ 45,668.00	$ 4,599.09	$ 4,599.09	$ 41,068.91	10.07%
PARKS & RECREATION					
GENERAL FUND	$ 271,487.00	$ 13,784.13	$ 13,784.13	$ 257,702.87	5.08%
TORT LIABILITY	$ 10,000.00	$ 6,479.84	$ 6,479.84	$ 3,520.16	64.80%
TRUST & AGENCY	$ 44,943.00	$ 3,679.61	$ 3,679.61	$ 41,263.39	8.19%
CEMETERY					

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
GENERAL FUND	$ 116,995.00	$ 7,694.32	$ 7,694.32	$ 109,300.68	6.58%
TORT LIABILITY	$ 5,000.00	$ 2,272.71	$ 2,272.71	$ 2,727.29	45.45%
TRUST & AGENCY	$ 25,043.00	$ 1,649.85	$ 1,649.85	$ 23,393.15	6.59%
CIVIC CENTER					
GENERAL FUND	$ 35,900.00	$ 18,746.42	$ 18,746.42	$ 17,153.58	52.22%
COMMUNITY & CULTURAL DEV.	$ 25,000.00	$ 5,025.35	$ 5,025.35	$ 19,974.65	20.10%
LOCAL CABLE ACCESS	$ 22,741.00	$ 20,258.11	$ 20,258.11	$ 2,482.89	89.08%
HISTORIC PRESERVATION	$ 2,000.00	$ -	$ -	$ 2,000.00	0.00%
TOTAL CULTURE & RECREATION	**$ 868,188.00**	**$ 130,949.45**	**$ 130,949.45**	**$ 737,238.55**	**15.08%**
COMMUNITY & ECONOMIC DEV.					
ECONOMIC DEVELOPMENT	$ 36,000.00	$ 2,575.00	$ 2,575.00	$ 33,425.00	7.15%
PLANNING & ZONING	$ 30,000.00	$ 25.08	$ 25.08	$ 29,974.92	0.08%
REVOLVING LOAN FUND	$ -	$ -	$ -	$ -	#DIV/0!
TIF DEBT SERVICE	$ 177,500.00	$ -	$ -	$ 177,500.00	0.00%
TIF LMI MEADOWS PT 4	$ -	$ -	$ -	$ -	#DIV/0!
TOTAL COMMUNITY & E.D.	**$ 243,500.00**	**$ 2,600.08**	**$ 2,600.08**	**$ 240,899.92**	**1.07%**
GENERAL GOVERNMENT					
MAYOR & COUNCIL					
GENERAL FUND	$ 20,500.00	$ 435.19	$ 435.19	$ 20,064.81	2.12%
TRUST & AGENCY	$ 3,418.00	$ 47.39	$ 47.39	$ 3,370.61	1.39%
CLERK & TREASURER					
GENERAL FUND	$ 246,723.00	$ 25,133.32	$ 25,133.32	$ 221,589.68	10.19%
TORT LIABILITY	$ 13,000.00	$ 8,500.37	$ 8,500.37	$ 4,499.63	65.39%
TRUST & AGENCY	$ 59,167.00	$ 4,858.29	$ 4,858.29	$ 54,308.71	8.21%
LEGAL SERVICES	$ 27,000.00	$ 1,847.20	$ 1,847.20	$ 25,152.80	6.84%
TOTAL GENERAL GOVERNMENT	**$ 369,808.00**	**$ 40,821.76**	**$ 40,821.76**	**$ 328,986.24**	**11.04%**
GO DEBT SERVICE	**$ 926,333.00**	**$ 600.00**	**$ 600.00**	**$ 925,733.00**	**0.06%**
CAPITAL PROJECTS					
(312) DOWNTOWN EAST REDEVELOP	$ 40,000.00	$ -	$ -	$ 40,000.00	0.00%
(321) WIDENING WAPSI CREEK	$ 200,000.00	$ 33,581.23	$ 33,581.23	$ 166,418.77	16.79%
(331) CEDAR JOHNSON RD RECON	$ 30,000.00	$ 1,278.10	$ 1,278.10	$ 28,721.90	4.26%
(332) W MAIN ST IMPROVEMENT	$ 1,300,000.00	$ 229,234.17	$ 229,234.17	$ 1,070,765.83	17.63%
TOTAL CAPITAL PROJECTS	**$ 1,570,000.00**	**$ 264,093.50**	**$ 264,093.50**	**$ 1,305,906.50**	**16.82%**

FUNCTIONS	BUDGET EXP	MTD EXP	YTD EXP	REMAINING BALANCE	PERCENT OF EXPENSES
BUSINESS TYPE ACTIVITIES					
WATER FUND	$ 635,601.00	$ 135,784.97	$ 135,784.97	$ 499,816.03	21.36%
WATER SINKING FUND	$ 60,700.00	$ -	$ -	$ 60,700.00	0.00%
SEWER FUND	$ 484,407.00	$ 53,601.25	$ 53,601.25	$ 430,805.75	11.07%
SEWER FUND SPECIAL	$ 613,120.00	$ -	$ -	$ 613,120.00	0.00%
STORM WATER UTILITY	$ 37,761.00	$ 12,372.84	$ 12,372.84	$ 25,388.16	32.77%
TOTAL BUSINESS TYPE ACTIVITIES	**$ 1,831,589.00**	**$ 201,759.06**	**$ 201,759.06**	**$ 1,629,829.94**	**11.02%**
NON-DEPARTMENTAL TRANSFERS					
GENERAL FUND	$ 216,211.00	$ -	$ -	$ 216,211.00	0.00%
LOCAL OPTION SALES TAX	$ 123,943.00	$ -	$ -	$ 123,943.00	0.00%
TIF	$ 295,678.00	$ -	$ -	$ 295,678.00	0.00%
CEMETERY PERPETUAL FUND	$ -	$ 35,000.00	$ 35,000.00	$ (35,000.00)	#DIV/0!
WATER FUND	$ 138,700.00	$ 5,058.30	$ 5,058.30	$ 133,641.70	3.65%
SEWER FUND	$ 682,663.00	$ -	$ -	$ 682,663.00	0.00%
SEWER FUND SPECIAL				$ -	#DIV/0!
STORM WATER UTILITY				$ -	#DIV/0!
TOTAL NON-DEPARMENTAL TRANSFERS	**$ 1,457,195.00**	**$ 40,058.30**	**$ 40,058.30**	**$ 1,417,136.70**	**2.75%**
TOTAL FOR ALL FUNCTIONS	**$ 9,621,933.00**	**$ 931,582.39**	**$ 931,582.39**	**$ 8,690,350.61**	**9.68%**

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

001-GENERAL FUND

08.33% OF FISCAL YEAR

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL NON-PROGRAM	1,457,195.00	40,058.30	40,058.30	2.75	1,417,136.70
TOTAL PUBLIC SAFETY	1,472,201.00	173,459.61	173,459.61	11.78	1,298,741.39
TOTAL PUBLIC WORKS	883,119.00	77,240.63	77,240.63	8.75	805,878.37
TOTAL HEALTH & SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CULTURE & RECREATION	868,188.00	130,949.45	130,949.45	15.08	737,238.55
TOTAL COMMUNITY & ECON DEVELOP	243,500.00	2,600.08	2,600.08	1.07	240,899.92
TOTAL GENERAL GOVERNMENT	369,808.00	40,821.76	40,821.76	11.04	328,986.24
TOTAL DEBT SERVICE	926,333.00	600.00	600.00	0.06	925,733.00
TOTAL CAPITAL PROJECTS	1,570,000.00	264,093.50	264,093.50	16.82	1,305,906.50
TOTAL BUSINESS TYPE/ENTERPRISE	1,831,589.00	201,759.06	201,759.06	11.02	1,629,829.94
TOTAL EXPENDITURES	9,621,933.00	931,582.39	931,582.39	9.68	8,690,350.61

REVENUE-FISCAL YEAR 2026

FUND		JULY
001	GENERAL FUND	56,752.38
022	CIVIC CENTER	895.00
031	LIBRARY	1,696.32
036	TORT LIABILITY	588.86
110	ROAD USE TAX	29,575.52
112	TRUST & AGENGY	5,221.75
121	LOCAL OPTION SALES TAX	28,768.49
125	TIF	1,705.94
226	DEBT SERVICE	1,686.55
300	CAPITAL IMPROVEMENT RESERVE	669.00
500	CEMETERY PERPETUAL FUND	697.59
600	WATER FUND	92,884.72
610	SEWER FUND	114,694.69
740	STORM WATER UTILITY	5,933.24
TOTAL		**341,770.05**

REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2026

AGENDA ITEM:	Claims for November 2, 2026
PREPARED BY:	Jessica Brown, Deputy City Clerk
DATE:	November 2, 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		**11/2/2026**
BROWN, JESSICA	FALL 26 IMFOA CONF MILAGE/FOOD	208.22
CJ COOPER & ASSOCIATES	ANNUAL ADMIN/CLEARING FEES	425.00
FRIIS, ALYCIA	FALL 26 IMFOA CONF MILAGE	196.08
GOERDT INSPECTION	BLDG INSPECTIONS	1,302.00
ICMA	ICMA 2026 MEMBERSHIP	608.94
L. L. PELLING	POTHOLE PATCH - PW	1,120.00
MAINSTAY SYSTEMS	COMPUTER CHARGER - P&R	25.00
MISCELLANEOUS VENDOR	AMY BOAZ:PARK REFUND	20.00
PIP PRINTING & MARKETING	BUSINESS CARDS - FIRE	268.13
PLUNKETT'S PEST CONTROL	PEST CONTROL - LIBRARY	50.00
QUILL	LOCK FOR MED OFFICE - FIRE	132.99
SMITH SANITATION	TRASH AND RECYCLING OCT 2026	23,616.50
VAN AUKEN, HEIDI	TRAINING & MILEAGE - VAN AUKEN	41.94
TOTAL		**28,014.80**
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	**10/23/2026**	**80,456.55**

PAID BETWEEN MEETINGS

BEAN & BEAN	GRAVE OPENINGS	1,300.00
HATFIELD CONCRETE	SIDEWALK REPAIR 227 5TH ST	2,400.00
HD SUPPLY	BUILDING SUPPLIES - P&R	58.73
MEDIACOM	CABLE SERVICES	41.90
MENARDS	SUPPLIES - PW	410.59
MOORE'S WELDING	TRUCK REPAIR - PW	400.50
OFFICE OF AUDITOR OF STATE	AUDIT FY26 FILING FEE	625.00
PLUNKETT'S PEST CONTROL	PEST CONTROL - CITY OFFICE, TOWN HALL	114.54
QUILL	BLDG & OFFICE SUPPLIES - CITY	118.76
SCOTT M THOMA	CUBBY RENTAL CANCELLED	143.20
STATE HYGIENIC LAB	LAB ANALYSIS	1,898.50
STATE INDUSTRIAL PRODUCTS	CHEMICALS	533.96
STERICYCLE	SHREDDING SERVICES	115.39
STRYKER SALES	LIFEPAK CR2 ELECTRODE KIT - PD	193.22
SURVEYING AND MAPPING	ANNUAL GIS WEBSITE MAINTENANCE	3,960.00
US BANK CARD	VARIOUS ITEMS	4,208.47
VERIZON WIRELESS	VERIZON WIRELESS	392.74
WEST BRANCH TIMES	LEGAL PUBLICATIONS	346.30
METLIFE	INSURANCE PREMIUM	3,043.82
SISCO	INSURANCE PREMIUM	21,845.16
SISCO	HEALTH CLAIMS 10-19-2026	238.69
SISCO	HEALTH CLAIMS 10-26-2026	374.66
IPERS	K STOOLMAN IPERS PAYMENT	22,420.13

TOTAL	**65,184.26**
GRAND TOTAL EXPENDITURES	**173,655.61**
FUND TOTALS	
001 GENERAL FUND	69,038.18
022 CIVIC CENTER	88.88
031 LIBRARY	5,056.65
110 ROAD USE TAX	8,397.54
112 TRUST AND AGENCY	60,588.51
600 WATER FUND	16,209.48
610 SEWER FUND	13,462.76
740 STORM WATER	813.61
GRAND TOTAL	**173,655.61**

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
FIRE OPERATION	GENERAL FUND	PIP PRINTING & MARKETING SERVICES	BUSINESS CARDS - FIRE	85.02
		QUILL CORP	LOCK FOR MED OFFICE - FIRE	132.99
			TOTAL:	218.01
BUILDING INSPECTIONS	GENERAL FUND	GOERDT INSPECTION & CONSULTATION SERVI	BLDG INSPECTIONS	1,302.00
			TOTAL:	1,302.00
PARK & RECREATION	GENERAL FUND	MISCELLANEOUS V AMY BOAZ	AMY BOAZ:PARK REFUND	20.00
		MAINSTAY SYSTEMS OF IOWA LLC	COMPUTER CHARGER - P&R	25.00
			TOTAL:	45.00
CLERK & TREASURER	GENERAL FUND	CJ COOPER & ASSOCIATES	ANNUAL ADMIN/CLEARING FEES	425.00
		ICMA	ICMA 2026 MEMBERSHIP	608.94
		VAN AUKEN, HEIDI	TRAINING & MILEAGE - VAN A	41.94
		BROWN, JESSICA	FALL 26 IMFOA CONF MILAGE/	208.22
		FRIIS, ALYCIA	FALL 26 IMFOA CONF MILAGE	196.08
			TOTAL:	1,480.18
SOLID WASTE	GENERAL FUND	SMITH SANITATION SERVICES LLC	TRASH AND RECYCLING OCT 20	23,616.50
			TOTAL:	23,616.50
COMMISSION	GENERAL FUND	PIP PRINTING & MARKETING SERVICES	BLDG INSPECTION FORMS	183.11
			TOTAL:	183.11
LIBRARY	LIBRARY	PLUNKETT'S PEST CONTROL INC	PEST CONTROL - LIBRARY	50.00
			TOTAL:	50.00
ROADS & STREETS	ROAD USE TAX	L. L. PELLING CO. INC	POTHOLE PATCH - PW	1,120.00
			TOTAL:	1,120.00

FUND TOTALS		
001	GENERAL FUND	26,844.80
031	LIBRARY	50.00
110	ROAD USE TAX	1,120.00
	GRAND TOTAL:	28,014.80

TOTAL PAGES: 1

FY26 Annual Report

west branch public library
wbpl

July 1, 2025-June 30, 2026



Patron Visits
18,139 ↑

Programs
261 ↑ Programs
6,685 ↑ Attendees

Circulation

Physical
17,220 ↑
FY25: 16,628

Digital
12,760 ↑
10,863

Amount Saved ↑
$972,768
$44,168





$578 per account ↑

The amount the average library user saved this year by using the library instead of buying media themselves.

Collection

Physical items

790 | 360 | 16,263 ↓

Digital items

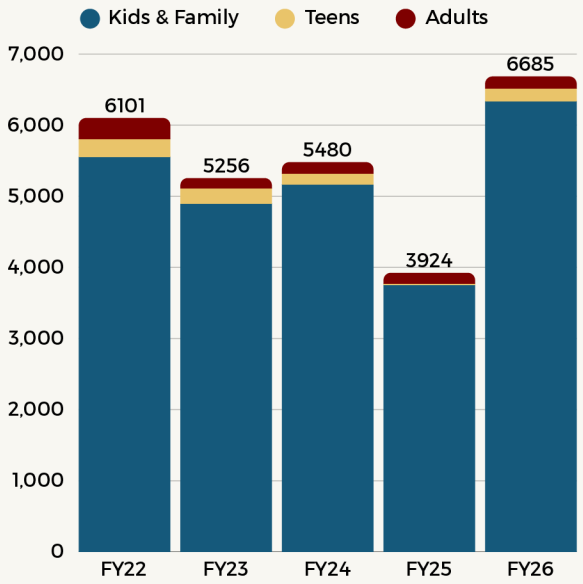
165,543 ↑



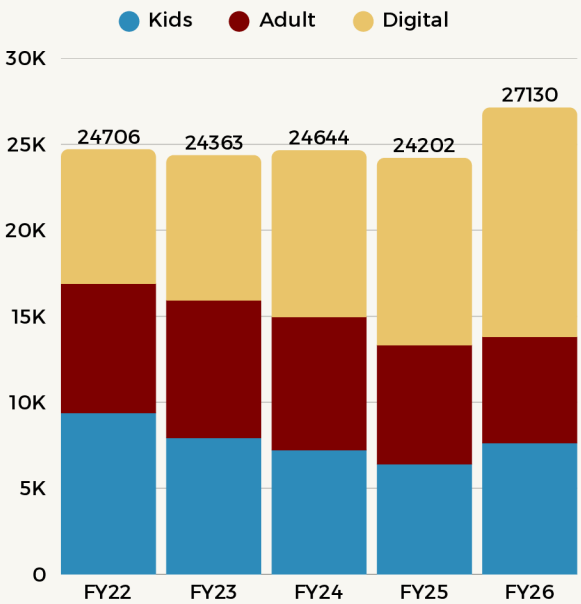
Computer Use
3,595 users ↑

Wifi Use
1,573 users ↑

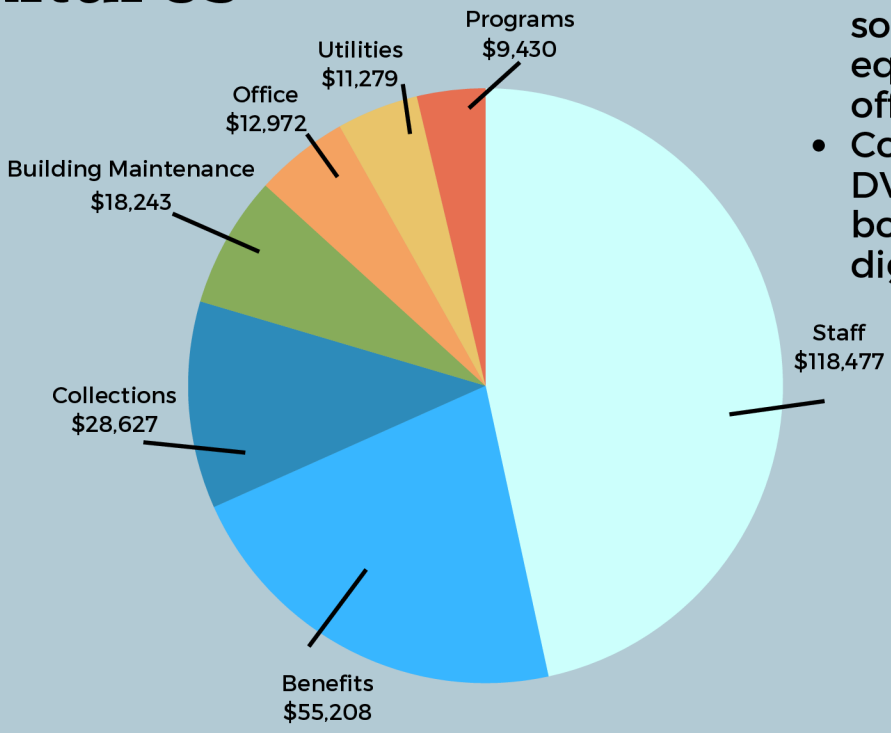
Program Attendance



Circulation



Expenditures



- Office: technology, software, office equipment, postage, office supplies
- Collections: books, DVDs, games, digital books, audiobooks, digital video

Condition of the Library







Recent projects:

- Brick platforms for picnic tables
- Wind-resistent umbrellas
- Extended wifi network, added third access point for better coverage
- Reconfigure storage room as study room/private space for telehealth
- Replaced 8-year-old staff computer
- LED lighting upgrades (in progress)

Upcoming projects:

- New metal roof
- Replace oldest furnace
- Update automatic door openers
- Repair east side sidewalks
- Repair interior tile

west branch public library
wbpl

Staff

Library Director: Jessica Schafer • Public Services Librarian: Kat Korsmo • Programming Librarian: Mary Buol

Board of Trustees

Erin Monaghan, President • Chris Humrichouse, Vice President • Holly Wasion
Faye Goodspeed • Rachel Richards • Terri O'Leary • Kathy Burkle

Friends of the Library

Lisa Nelson, President • Shawn Pierce, Vice President • Kelley Schlitz, Treasurer
Liz Solchenberger, Secretary • Faye Goodspeed, at-large member

REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2026

AGENDA ITEM:	**Second Reading - Ordinance 834 An ordinance regulating No Parking Zones.**
PREPARED BY:	City Clerk, Alycia Friis
DATE:	October 28, 2026

ITEM SUMMARY

Sycamore Drive at Parkside Hills Reimagined is a public street, but it is narrow. Recently, cars have been parking on that street. This street serves as a main entrance to the back and front of the development.

The City Administrator, Fire Chief, Police Chief, and the developers consultant, Jon Marner of MMS agree that there should be no parking on Sycamore Drive.

ORDINANCE 843

ORDINANCE REGULATING NO PARKING ZONES.

WHEREAS, the City of West Branch, Iowa has jurisdiction to establish Parking Regulations within the corporate limits of the City of West Branch; and

WHEREAS, No Parking Zones shall mean, no stop, stand, or parking of a vehicle in any of the following designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal; and

WHEREAS, the City Council has heretofore deemed it necessary and desirable to pass legislation regulating the no parking zones within the City.

NOW, THEREFORE, BE IT ORDAINED, that:

1. Amendment. Section 69.08 of the Code of Ordinances is hereby adding subsection sixty-Seven (28) with the following:

    28. Both sides of Sycamore Drive will have no parking. Parking would be allowed during special events, when authorized by the City Council or the Chief of Police.

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.

First reading: Oct. 19, 2026

Second reading: Nov. 2, 2026

Third Reading: Nov. 16, 2018

_____
Roger Laughlin, Mayor

ATTEST:

_____
Alycia Friis, City Clerk

REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2026

AGENDA ITEM:	**Resolution 2026-111** Approving the Application for the purpose of receiving benefits from the Region 10 RPA
PREPARED BY:	Alycia Friis, City Clerk
DATE:	October 29, 2026

BACKGROUND:

The City Clerk and Parks and Rec Director have been working to initiate some grants in conjunction with the trail project to run along side of HHH and in the right of way just in front of the WB High School.

With the award of funds from the Iowa DNR REAP Grant program and securing $75,000.00 in funding, we are now ready to move forward with the RPA Region 10 TAP Grant.

Currently, we have the following secured for the project:

School Donation	$20,000.00
DNR REAP Funds	$75,000.00
City Match Funds- 20%	$57,381.00
Total Confirmed Funding	$152,381.00

The additional funding needed for the total approximate project total of $286,905.00 is:

$134,524.00

RESOLUTION NO. 2026 - 111

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST BRANCH, IOWA APPROVING THE APPLICATION FOR THE PURPOSE OF RECEIVING BENEFITS FROM THE REGION 10 RPA.

WHERAS, the Regional Planning Affiliation for Region 10 (RPA 10) has grant funds available that target pedestrian, bicycle, and community enhancement projects, that will be dedicated to public use, and

WHEREAS, the RPA 10, Transportation Alternatives Program (TAP), has a grant application cycle that ends December 15, 2026 and

WHEREAS, the City of West Branch is supportive of these targets for improvements to the community and county and will maintain this trail connection for the lifetime of the trail with a minimum of 20 years following the completion of the project to ensure safe, public use, and

WHEREAS, one or more applications from the City of West Branch, and/or from organizations with projects that will take place on municipal property, will be submitted to the RPA 10 TAP program by the December 15, 2026 deadline,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of West Branch, Iowa that the City of West Branch authorizes the following grant applications to be submitted to the RPA 10, ECICOG TAP program for the December, 2026 application cycle:

1. Connection Trail in front of the West Branch High School, to connect to the Johnson County Trail and to connect the trail to the Federal Park in West Branch.

Passed and adopted this 2nd day of November, 2026.

_____
Roger Laughlin, Mayor

ATTEST:

_____
Alycia A Friis, City Clerk

REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2026

AGENDA ITEM:	**Resolution 2026-113** Approal of Processing Fee for submission of FEMA LOMR./ Move to Action
PREPARED BY:	Adam Kofoed, City Administrator
DATE:	October 29, 2026

SUMMARY:

The City must pay an $8,000 processing fee to FEMA for a Letter of Map Revision (LOMR) associated with the Wapsi Creek Widening Project. Because the fee exceeds the City Administrator's $7,500 spending authority, City Council approval is required.

COUNCIL ACTION: Approve the $8,000 FEMA processing fee for the Letter of Map Revision associated with the Wapsi Creek Widening Project. Payment of this fee is necessary for FEMA to complete its review and update the City's official floodplain maps to reflect the revised floodplain boundaries. Without payment, FEMA will not finalize the revision, and the City's floodplain maps will remain unchanged.

HOW IS IT FUNDED:
The stormwater reserve operating cash fund has $178,121.19 as of August 31, 2026. We are still in relatively good shape but there are other costs coming out of this account so council should be aware the storm water fund should take a break from funding large projects.

Other Costs:

- FEMA Fee $8,000
- Three-year tree analysis $30,000
- Gaskill's Property Agreement $10,500
- 2022 Forecast under projection $50,00

RESOLUTION 2026 - 113

A RESOLUTION APPROVING THE PROCESSING FEE TO FEMA LOMR IN THE AMOUNT OF $8,000.00.

WHEREAS, the City of West Branch has recently completed the Wapsi Creek Widening Project; and

WHEREAS, it is now time to update the City's official floodplain maps; and

WHEREAS, along with the project documents, there is a fee, in the amount of $8,000.00 that is due to FEMA in order to have them review and update the City's official floodplain maps.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the City Council approves the payment of the fee to FEMA in the amount of $8,000.00 for the LOMR processing.

PASSED AND APPROVED this 2nd day of November, 2026.

_____
Roger Laughlin, Mayor

ATTEST:

_____
Alycia Friis, City Clerk

REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	November 2, 2026

AGENDA ITEM:	**Resolution 2026-114** Establishing a New Capital Fund./ Move to Action
PREPARED BY:	Adam Kofoed, City Administrator
DATE:	October 29, 2026

SUMMARY:
The City Council is the authorizing body to create new fiscal funds. We are starting to get engineering bills for the Water Treatment Plant. We are asking for council approval for a new capital improvement fund for the Water Treatment Plant Improvements project.

COUNCIL ACTION:
Approving a new capital fund for the water treatment plant project.

RESOLUTION 2026-114

RESOLUTION ESTABLISHING A NEW CAPITAL FUND

WHEREAS, the City Council of the City of West Branch, Iowa is planning to complete a capital project and funds for this capital project must be established.

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

Section 1. A Capital Project fund for the Water Treatment Plant Improvements – (Fund 333) is hereby created.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the aforementioned creation of a new fund is hereby approved.

Passed and approved this 2nd day of November, 2026.

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Roger Laughlin, Mayor

ATTEST:

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Alycia Friis, City Clerk