

City of West Branch

~A Heritage for Success~

110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • city@westbranchiowa.org

CITY COUNCIL MEETING AGENDA **Monday, February 2, 2015 • 7:00 p.m.** **City Council Chambers, 110 North Poplar Street** *Action may be taken on any agenda item.*

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda/Consent Agenda/Move to action.
 - a. Approve minutes from the January 14, 2015 Special City Council Meeting.
 - b. Approve minutes from the January 14, 2015 City Council Work Session.
 - c. Approve minutes from the January 20, 2015 City Council Meeting.
 - d. Approve minutes from the January 20, 2015 City Council Work Session.
 - e. Approve claims.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
 - a. Resolution 1268, supporting a R.I.S.E local development application for constructing the Fawcett Drive Road Improvements Project, a roadway expansion project in the West Branch industrial park area, authorizing local matching funds for the project, and providing for the public use and maintenance of the proposed street./Move to action.
 - b. Resolution 1267, rescinding Resolution 1223, directing the Mayor to send a letter to the Hoover Presidential Foundation./Move to action.
 - c. Public Hearing on adoption of the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021.
 - d. Resolution 1264, adopting the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021./Move to action.
 - e. Resolution 1265, amending the City of West Branch Snow and Ice Control Policy./Move to action.
 - f. Resolution 1266, approving an agreement with Alliant Energy to install four street lights in West Branch and add the lights to the existing street light contract./Move to action.
 - g. Public Hearing on proposed amendment to sections 165.22(7) and 170.15(5)D of the West Branch Zoning Ordinance.
 - h. First Reading of Ordinance 725, amending Chapter 165 “Zoning Regulations.”/Move to action.

Mayor: Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson
City Administrator/Clerk: Matt Muckler • **Fire Chief:** Kevin Stoolman • **Library Director:** Nick Shimmin
Parks & Rec Director: Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale

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CITY COUNCIL MEETING AGENDA
Monday, February 2, 2015 • 7:00 p.m. (continued)
City Council Chambers, 110 North Poplar Street
Action may be taken on any agenda item.

- i. First Reading of Ordinance 726, amending Chapter 170 “Subdivision Regulations.”/Move to action.
8. City Staff Reports
 - a. Library Director Nick Shimmin – West Branch Public Library Update
9. Comments from Mayor and Council Members
 - a. Mayor Mark Worrell – Board & Commission Training – February 24, 2015 at the Brick Arch
 - b. Mayor Mark Worrell – Planning & Zoning Training – April 6, 2015 in Davenport
10. Adjournment

CITY COUNCIL WORK SESSION
Monday, February 2, 2015
Immediately following regular City Council Meeting
City Council Chambers, 110 North Poplar Street

1. Call to order
2. Roll call
3. Total Employee Compensation
4. General Fund Non-Salary Expenditures
5. Revenue Estimates for all other Funds
6. Non-Salary Expenditures for all other Funds
7. Council Member Input - Questions and Comments for Staff
8. Adjournment

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

Special City Council Meeting

**January 14, 2015
7:00 p.m.**

Mayor Worrell opened the West Branch City Council meeting at 7:00 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Public Works Director Matt Goodale, Library Director Nick Shimmin, Parks & Recreation Director Melissa Russell, and City Attorney Kevin Olson. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields and Mary Beth Stevenson. Absent: Deputy City Clerk Dawn Brandt.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the December 15, 2014 City Council Meeting Joint Work Session with the West Branch School District Board of Directors.
- b. Approve minutes from the December 15, 2014 City Council Meeting.
- c. Approve Fire Department payroll for December 15, 2014, in the amount of \$13,675.00.
- d. Approve claims.
- e. Approve 2015 City Council Meeting Schedule.

Motion by Shields, second by Miller to approve agenda/consent agenda. AYES: Shields, Miller, Ellyson, Pierce, Stevenson. Motion carried.

Date 1-5-15	City Of West Branch	
	Claims Report	
Blue Cross Blue Shield	Health/Dental Insurance	10,553.01
Dearborn National Insurance	Life Insurance	60.10
EFTPS	Federal Withholdings	9,414.99
Iowa Department Of Revenue	Payroll Expense - December	919.04
IPERS	IPERS	8,617.49
Johnson County Recorder	Legal – document recording	7.00
Kirkwood Comm. College	Water/sewer – training classes	1,398.00
Mediacom	Cable – service	40.90
Payroll Expense	Payroll Expense 12-19-14	46,111.54
Treasurer State Of Iowa	State Withholding Tax	2,535.00
United States Treasury	Payroll Expense - December	1,250.57
Wageworks	Flex - HCFA2014 payment	20.00
WMCA	Admin – IIMC meeting training	150.00
	Grand Total	81,077.64
Fund Totals		
001 General Fund		43,893.66
031 Library		6,318.83
112 Trust And Agency		12,613.51
600 Water Fund		9,779.63
610 Sewer Fund		8,452.01
950 BC/BS Flexible Benefit		20.00
Grand Total		81,077.64

COMMUNICATIONS/OPEN FORUM

Councilperson Shields raised the issue if trucks parking on Fawcett Drive was still occurring and said that a P&G representative would be attending the January 20, 2015 meeting to address parking and safety concerns. Shields expressed that he was in favor of maintaining a good working relationship with P&G while we work through the issues. Councilperson Miller agreed that maintaining a good relationship was very important but that resident safety is also as important. Pierce asked if signage should be placed for westbound traffic alerting drivers to potential traffic ahead. Muckler responded that he would direct Public Works to place signs as soon as possible. Police Chief Horihan commented that tickets have been issued to violators and that Fawcett Drive was being monitored hourly and that there has been a gradual reduction of parking issues. Horihan is encouraged with the progress of P&G addressing the issue.

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Mark Worrell – Recognition of Parkside Service.

Mayor Worrell recognized Parkside Service as a valued community partner and thanked them for their contributions to West Branch over the years. Worrell presented a certificate of appreciation to Dave Sr. and Lori Hosier.

Resolution 1260, adopting a policy authorizing the city clerk or deputy city clerk to pay certain bills prior to the City Council's approval./Move to Action.

Motion by Pierce, second by Stevenson. AYES: Pierce, Stevenson, Ellyson, Miller, Shields. Motion carried.

Resolution 1261, directing the Mayor to send a letter to the Iowa Department of Transportation accepting the offer of city bridge funding for the College Street Bridge./Move to Action.

Mayor Worrell started by recognizing City Engineer Dave Schechinger for his diligence in pursuing the bridge funding on the City's behalf. An estimated one million dollars is expected to be received for the project.

Motion by Miller, second by Ellyson. AYES: Miller, Ellyson, Pierce, Shields, Stevenson. Motion carried.

Councilperson Tim Shields - Appointments/Reappointments/Move to action. Gary Slach – Planning and Zoning Commission, December 31, 2018.

Councilperson Shields spoke in favor of the reappointment of Gary Slach and his past contributions and service.

Motion by Ellyson, second by Miller to reappoint Gary Slach to the Planning and Zoning Commission. AYES: Ellyson, Miller, Pierce, Shields, Stevenson. Motion carried.

Councilperson Tim Shields - Appointments/Reappointments/Move to action. Mayor Mark Worrell – Cedar County Economic Development Corporation.

Motion by Pierce, second by Ellyson. AYES: Pierce, Ellyson, Miller, Shields, Stevenson. Motion carried.

Mayor Mark Worrell - Appointments/Reappointments/Move to action.

Mayor Pro Tem – Colton Miller, Official City Newspaper-West Branch Times, Public Health Officer- Dr. Thomas Novak, Animal Control Facility-West Branch Animal Clinic, City Engineer-Dave Schechinger, Veenstra & Kimm, Inc., Amy Lynch- Animal Control Commission, December 31, 2017, Alan Bohanan-West Branch Preservation Commission, December 31, 2016, Lou Picek-West Branch Preservation Commission, December 31, 2017, John Fuller-West Branch Preservation Commission, December 31, 2017, Shane Staker-Park & Recreation Commission, December 31, 2017.

Motion by Stevenson, second by Pierce. AYES: Stevenson, Pierce, Ellyson, Miller, Shields. Motion carried.

CITY STAFF REPORTS

Park & Rec Director Melissa Russell – Park & Rec Update.

The Park & Recreation Commission approved a recommendation to the City Council to hold another bond referendum on the Phase I Park Projects on November 3, 2015. Satellite voting stations were also recommended with times and dates to be determined in the near future. Russell commented that Solon held a similar vote in the fall of 2014 and was successful. Russell also commented that current funds would be prioritized and applied in phases to show commitment and progress in park improvements.

City Administrator Matt Muckler (on behalf of Deputy City Clerk Dawn Brandt) – Property Tax Comparison, West Branch vs. Iowa City.

Muckler provided a sample tax comparison of similar priced homes in West Branch vs. Iowa City. Muckler cited that the overall property tax in West Branch is 15 percent lower than the same priced home in Iowa City. The City portion of the tax is actually 40 percent lower. Pierce asked if this information could be placed on the City's website for concerned residents to review.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Council Liaison Discussion- Worrell reviewed the current liaison roles of the Council. Councilperson Ellyson - Historic Preservation Commission, Hoover's Hometown Days and West Branch Community School District. Councilperson Miller- Animal Control Commission, Cable Access Station and Herbert Hoover National Historic Site. Councilperson Pierce - Information Technology, Library Board Association, Main Street West Branch and Park & Recreation Commission. Councilperson Stevenson – Herbert Hoover Presidential Library-Museum, Planning and Zoning Commission and Scattergood Friends School & Farm.

ADJOURNMENT

Motion to adjourn meeting by Ellyson, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 7:55 p.m.

Mark Worrell, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Work Session

**January 14, 2015
8:00 p.m.**

Mayor Worrell opened the West Branch City Council Work Session at 8:03 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Public Works Director Matt Goodale, Library Director Nick Shimmin, Parks & Recreation Director Melissa Russell, and City Attorney Kevin Olson. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields and Mary Beth Stevenson. Absent: Deputy City Clerk Dawn Brandt.

City Administrator Matt Muckler – (on behalf of Deputy City Clerk Dawn Brandt) – City of West Branch, Iowa FY 16 Proposed Budget Timeline.

Muckler provided an overview of the proposed budget timeline for reviewing and approving the FY16 general fund, revenue estimate and salary plan.

Park & Recreation Director Melissa Russell – Review of City Council Goals.

Russell reviewed the City Council 2014 goal setting results.

Library & IT Director Nick Shimmin- Fiscal Year 2013-2014 actual expenditures & revenue, and Property Tax Distribution.

Shimmin provided an overview of the West Branch (Cedar County) Property Tax Distribution, FY14 Expenditures by function, and FY14 Revenue by source.

City Administrator Matt Muckler – (on behalf of Deputy City Clerk Dawn Brandt) – Review of Budget Forms.

Muckler reviewed the budget form format that will be used by the Department Directors when completing their respective budgets. The form is the same as used in past years.

Police Chief Mike Horihan – Discussion of potentially adding a 4th Full-Time Police Officer

Horihan presented his reasons for the need to hire a 4th full-time police officer. He cited several justifications why a 4th officer is needed including that it would add additional patrol hours. Currently, only 120 hours per week are covered. Additional staff would allow more opportunities for officer training and shorten response times when off duty officers are called for an emergency or assistance. In addition, with the current staffing levels it makes adequate patrolling difficult especially when officers are on vacation or sick.

City Administrator Matt Muckler – (on behalf of Deputy City Clerk Dawn Brandt) – Total Employee Compensation- FY 2015/16.

Muckler reviewed the Total Employee Compensation plan for FY2015/16 with a presumed 3percent salary increase for all full-time employees.

COUNCIL MEMBER INPUT – QUESTIONS AND COMMENTS FOR STAFF

Muckler informed the Council that there is a Planning & Zoning training on April 6, 2015 which he felt would be beneficial to attend and invited all interested members to contact Deputy City Clerk Leslie Brick to register.

ADJOURNMENT

Motion to adjourn meeting by Pierce, second by Shields. Motion carried on a voice vote. City Council Work Session adjourned at 9:09 p.m.

Mark Worrell, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Meeting

**January 20, 2015
7:00 p.m.**

Mayor Worrell opened the West Branch City Council meeting at 7:00 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell, Public Works Director Matt Goodale, Fire Chief Kevin Stoolman and Safety/Facilities Coordinator Paul O'Neil. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson and Tim Shields. Absent: City Attorney Kevin Olson. Brian Pierce joined the meeting at 7:24 pm.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve claims.
 - b. Approve transfer of \$5,000 from LOST fund to general fund for Fire Dept. carpet payment.
 - c. Approve Class C beer license including Class B native wine and Sunday Sales privileges for Shivji LLC DBA BP Amoco.
 - d. Approve Class E liquor license, including carryout beer; carryout wine, and Sunday sales privileges for Fisher's Market Nauvoo, IL DBA Dewey's Jack & Jill.
- Motion by Shields, second by Stevenson to approve agenda/consent agenda. AYES: Shields, Stevenson, Ellyson, Miller. Absent: Pierce. Motion carried.

Date 1-20-15	City of West Branch Claims Report	
Air Cooled Engine	Streets - Supplies	22.44
Alliant Energy	Various Depts - Utilities	9,434.37
Amazon	Library - Supplies	543.84
Bachmeier Carpet One	Fire - Carpet For Mtg Room	4,777.94
Baker & Taylor	Library - Books	767.48
Barron Motor Supply	Water/Police - Supplies	534.11
Booklist	Library - Subscription	147.50
CDW Government	Police - Supplies	422.62
Cedar County Recorder	Legal - Recording Documents	24.00
Cedar County Transfer Station	Streets - Waste Disposal	36.00
Cedar Rapids Photo Copy	Library - Service Contract	52.53
Chris Jones Trucking	Streets - Hauling Sand	531.43
Compass Minerals	Streets - Salt	2,719.66
Costco	Library/P&R - Supplies	424.91
Croell Redi-Mix	St/Water/Sewer - Concrete	5,878.36
Culligan Water	Fire - Water Cond Rental	37.90
Dave Seydel Auto & Truck,	Streets - Service State Truck	142.41
David Mcilrath	Streets - Tree Removal	500.00
Debra Fiderlein	Park&Rec-Sess 6 Fitness Class	213.34
Demco	Library - Supplies	63.50
Deweys Jack & Jill	P&R/Library - Supplies	56.95
Dorsey & Whitney	Legal Services Thru Nov 2014	8,157.50
Ed.M.Feld Equipment	Fire - Supplies	256.00
EFTPS	Federal Withholdings	12,962.11
Elert & Associates	Fire/Police - Radio Sys Assess	4,850.00
Environmental Dynamics	Sewer - Aeration Works Maint	22,590.00
ETS Corporation	Water/Sewer - Credit Card Fees	35.70
FEH Associates	Park&Rec - Pre-Fund Design	1,770.00
Gierke-Robinson Company	Streets - Supplies	171.80
Hawkins	Water - Azone 15	801.50
HD Cline	Water - Filter	143.30
IMWCA	Police/Streets - WC Prem #7	3,254.00
ICAP	Fire - Insurance End#5	115.58

Iowa Library Association	Library - 2015 Membership Ren	165.00
Iowa Municipal Finance Officers	Admin - Annual Dues	55.00
Iowa One Call	Water/Sewer - Service	12.60
Jodi Yeggy	Park&Rec- Sess 6 Fitness Class	213.34
Joey Wenndt	Fire - January Fire Training	150.00
John Deere Financial	Streets/Cem - Supplies	325.41
Johnson County Refuse	Solid Waste-Recycling December	3,700.25
Kevin Olson	Legal Services For Jan 2015	1,500.00
Koch Brothers	Admin - Shipping For Copier	125.00
Lenoch & Cilek	Admin/Water - Supplies	36.65
Liberty Communications	Various Depts - Phone Service	1,078.12
Linn County R.E.C.	Streets – Utilities	138.00
Matt Parrott	Admin - Tax Forms	99.86
Menards	Water – Supplies	58.26
Michele England	Park&Rec - Fitness Classes	550.00
Midwest Janitorial Service	Lib/TH/Admin/Police - Cleaning	646.56
Moore's Welding	Streets - Service Dump Truck	237.00
Mozy Inc	Admin - Server Backup	158.95
National Recreation And Park	Park&Rec - NRPA Membership	165.00
Omnisite	Sewer - Lift Station Service	360.00
Overdrive	Library – EBooks	99.97
Payroll Expense	Payroll Expense 1/2 & 1/16/15	55,506.82
Pitney Bowes	Library - Postage Meter	120.00
Pitney Bowes	Admin - Postage Machine	218.00
Pitney Bowes	Water/Sewer/Admin - Postage	500.00
Plunkett's Pest Control	Admin - Pest Control	50.92
Porto, Mary Lee	Park&Rec - Program Refund	66.00
Qc Analytical Services	Sewer – Testing	730.00
Quality Engraved Signs	Admin - Nameplates	103.18
Quill Corp	Police/Admin - Supplies	112.10
RK Dixon	Admin - Blk/Wht/Color Copies	284.97
S & G Materials	Streets - Concrete Sand	568.34
Servicemaster 380	T Hall- Basement Restoration	8,665.48
Shanelle Peden	Cable – Videotaping	300.00
Shawn Pierce	Park&Rec-Sess 6 Fitness Class	213.34
Shimmin, Nick	Comm&Cult - HHTD Domain Name	63.75
Terence Goerdt	Admin - Building Inspections	175.00
Thomas, Jeanette	Streets - Reimb For Fence Parts	105.90
Treasurer State Of Iowa	Iowa Sales Tax Ach	2,326.00
U Of Iowa: State Hygienic Lab	Water - Testing	25.00
UPS	Sewer - Shipping	127.40
US Bank Equipment Finance	Library - Copier Contract	237.52
Veenstra & Kimm Inc.	Engineering Various Projects	5,420.45
Verizon Wireless	Various Depts - Phone Service	774.16
Wageworks	Flex - HCFA2014 Pmt	10.00
Walmart	Library - Supplies	413.12
Water Solutions	Water - Blended Phosphate	2,511.00
West Branch Ford	Police - Service Ford Taurus	171.19
West Branch Times	Legal - Publications	552.50
West Branch Repairs	Fire - Service	82.40
WEX Bank	Police/Streets - Fuel	1,236.45
	Grand Total	173,984.74

Fund Totals	
001 General Fund	77,513.27
022 Civic Center	9,579.69
031 Library	13,978.14
036 Tort Liability	3,369.58
110 Road Use Tax	6,394.34
112 Trust And Agency	2,883.45
600 Water Fund	21,725.11
610 Sewer Fund	38,531.16
950 BC/BS Flexible Benefit	10.00
Grand Total	173,984.74

COMMUNICATIONS/OPEN FORUM

Michael Hughes, Plant Manager, beauty care site Iowa City Procter & Gamble addressed the Council on the immediate actions and work process improvement project that they have put in place to improve the truck parking issues in the street near the warehouse in West Branch. They have hired four security personnel since August, added a camera system, and an instant messaging program between employees. They will be training employees on best practices and installing a sign to describe the four entry lanes that will be able to accommodate pulling in eight trucks. He said they expect to see continued improvement with the new administrative processes. Councilpersons Shields and Ellyson thanked him for setting up processes to measure and improve the issue.

PUBLIC HEARING/NON-CONSENT AGENDA

Resolution 1262, to fix a date of meeting for a public hearing on adopting the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021./Move to action.

City Administrator Muckler said this resolution will schedule a public hearing and vote to adopt option three of the Capital Improvement Plan that the Council expressed support for at a previous work session.

Motion by Ellyson, second by Shields to approve Resolution 1262. AYES: Ellyson, Shields, Miller, Stevenson. Absent: Pierce. Motion carried.

Resolution 1263, declaring a board and commission training as a public purpose and approving funding for training expenses and dinner for participants./Move to action

Muckler said this training session will be provided by Jeff Schott from the University of Iowa, Institute of Public Affairs. The training will include conflict of interest, gift law and provide other guidance to members of the City's boards and commissions. A light dinner will be from 6:00 to 6:30 pm with the training beginning at 6:30 to 8:00 pm. Councilpersons Shields, Stevenson and Ellyson agreed that this is a good idea and shows appreciation for residents that volunteer their time to serve on boards and commissions.

Motion by Stevenson, second by Ellyson to approve Resolution 1263. AYES: Stevenson, Ellyson, Miller, Pierce, Shields. Motion carried.

CITY STAFF REPORTS

Public Works Director Matt Goodale – Snow and Ice Policy.

The current snow and ice policy discourages plowing between the hours of 8:00 p.m. to 4:00 a.m. Goodale reported that the new policy sequence of service will allow snow plowing at any hour of the day.

City Engineer Dave Schechinger – Residential Plot Plans.

Schechinger noted past problems with residential development and asked if Council was still interested in pursuing an individual residential lot site plan permit process. Council was in agreement to start planning this process and setting the fee for this permit.

Main Street West Branch Executive Director Mackenzie Krob - Dessert Auction Fundraiser on Saturday February 7, 2015 at Brick Arch Winery & New Main Street West Branch App.

Krob announced the 3rd annual dessert auction fundraiser will take place on Saturday, February 7th at 7:00 pm and invited all to attend. She also gave an update on the Main Street app.

Fire Chief Kevin Stoolman – Rescue Truck Update.

Stoolman updated the Council on the sale of the old rescue truck. The City has received a \$10,000 check to hold the truck and is hoping to receive a total of \$58,500 for the sale. The new rescue truck is scheduled to be delivered by June 1, 2015.

Police Chief Mike Horihan and Fire Chief Kevin Stoolman – Public Safety Radio System Assessment Report.

Horihan and Stoolman reported on the Elert public safety radio system assessment. The law enforcement standard will be changing to a P25 system and the Police department current city repeater system will no longer function with the Cedar County equipment in December 2015. Council agreed that they would like to have further discussion with representatives from Elert & Associates concerning the Public Safety radio options.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Worrell encouraged all Council members to attend the Boards & Commission training and the Main Street dessert auction.

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Stevenson. Motion carried on a voice vote. City Council meeting adjourned at 8:51 p.m.

Mark Worrell, Mayor

ATTEST: _____
Dawn Brandt, Deputy City Clerk

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Work Session

**January 20, 2015
8:56 p.m.**

Mayor Worrell opened the West Branch City Council work session at 8:56 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell, Fire Chief Kevin Stoolman and Public Works Director Matt Goodale. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson, Brian Pierce and Tim Shields.

Fiscal Year 2015-2016 Total Employee Compensation & Initial General Fund Revenue Estimate

City Administrator Muckler provided Council with the employee compensation proposal for FY16. The proposal includes a three percent salary increase for all full-time employees, a 5.49% health insurance increase and the addition of a fourth full-time Police officer. Councilperson Stevenson said that Muckler should receive the across the board three percent salary increase. Muckler said that he moved a small salary amount for Public Works and administrative staff wages from general fund to the water and sewer funds to more accurately reflect payroll for work expected to be completed in FY16.

Discussion by Council continued on whether to add a fourth Police Officer in FY16 with Miller and Shields agreeing that the position is needed but should be a Council goal for FY17. Stevenson & Ellyson are concerned that the backfill revenue will not continue. Councilperson Pierce did not have an opinion yet. Stevenson would like to consider a long term plan for City staffing.

Muckler presented the initial general fund revenue estimate that totals \$764,285 for non-salary general fund expenditures.

Department Director Budget Non-Salary Expenditure Presentations

Public Works Director Goodale presented projects he would like to complete in FY16 which include sealcoating Greenview and Fourth Street to the cemetery, North Downey project, Wapsi Creek parking lot, sewer manholes and some work in alleys.

Fire Chief Stoolman presented his budget noting revenue increasing \$6,500 from rural townships and minor changes in expenditures. Payroll for the Fire Chief will increase from \$2,400 to \$5,000 a year and payroll for the Assistant Chief will increase \$300.00 a year.

Park & Recreation Director Russell said office supplies increased for park informational flyer mailings, the recreation supplies expenditure increased due to possibly offering three summer day camps. The capital improvement line increased for the local option sales tax park projects.

Police Chief Horihan noted the Police expenditure budget has not changed from FY15. He is being conservative due to the possibility of hiring a fourth officer for FY16.

Library Director Shimmin presented his budget with the 3% increase in salaries, and small increases in building maintenance and technology services for the front desk computer replacement.

Council Member Input - Questions and Comments for Staff

Councilperson Miller asked Muckler to remove the fourth officer and put wages back into the general fund from the water and sewer funds on the employee compensation worksheet and bring it back to Council for the February 2nd meeting.

ADJOURNMENT

Motion by Shields to adjourn the work session, second by Ellyson. Motion carried on a voice vote.

City Council work session adjourned at 10:42 p.m.

Mark Worrell, Mayor

ATTEST: _____
Dawn Brandt, Deputy City Clerk

Date 2-2-15

City Of West Branch
Claims Report

Blue Cross Blue Shield	Health/Dental Insurance	10,553.01
Brandt, Dawn	Admin – Reimb training & mileage	150.19
Dearborn National Insurance	Life Insurance	60.10
Deluxe Corporation	Admin – bank deposit slips	52.49
EFTPS	Federal Withholdings	6,999.67
F&B Communications	Admin – website hosting	29.95
Iowa Department Of Revenue	Payroll Expense - January	1380.50
Iowa Municipal Finance Off.	Admin – IMFOA Dialogue training	60.00
IPERS	IPERS	12,717.09
Muckler, Matt	Admin – Reimb training expenses	26.25
Payroll Expense	Payroll Expense 1-30-15	28,220.01
Treasurer State Of Iowa	State Withholding Tax	3,677.00
United States Treasury	Payroll Expense – January	1,884.16
Wageworks	Flex - HCFA2014 payment	68.00
	Grand Total	65,878.42

Fund Totals

001 General Fund	26,783.87
031 Library	6,321.07
112 Trust And Agency	12,988.02
600 Water Fund	10,307.82
610 Sewer Fund	9,409.64
950 BC/BS Flexible Benefit	68.00
Grand Total	65,878.42

RESOLUTION NO. 1268

A RESOLUTION IN SUPPORT OF A R.I.S.E LOCAL DEVELOPMENT APPLICATION FOR CONSTRUCTING THE FAWCETT DRIVE ROAD IMPROVEMENTS PROJECT, A ROADWAY EXPANSION PROJECT IN THE WEST BRANCH INDUSTRIAL PARK AREA, AUTHORIZING LOCAL MATCHING FUNDS FOR THE PROJECT, AND PROVIDING FOR THE PUBLIC USE AND MAINTENANCE OF THE PROPOSED STREET.

WHEREAS, the City Council of the City of West Branch endorses the Fawcett Drive Road Improvements Project, a roadway expansion project in the West Branch industrial park area; and

WHEREAS, the proposed expansions and roadway rehabilitations will be dedicated as a public use roadway upon completion of construction; and

WHEREAS, the proposed public use roadway will be adequately maintained by the City of West Branch upon completion of construction; and

WHEREAS, the RISE funding is essential to job creation opportunities by providing needed funds to design and construct a public access roadway to the future development on proposed lots; and

WHEREAS, the RISE funding is essential to design and construct roadway rehabilitation and widening on Fawcett Drive to accommodate continued job growth and expansion of services by existing businesses served by Fawcett Drive and the resulting increased truck traffic to these businesses; and

WHEREAS, the project has received wide spread support from businesses and the public as documented in letters of support received by the City; and

WHEREAS, the project is currently planned to be constructed in the West Branch Urban Renewal Plan and the City of West Branch would utilize tax increment financing as a local match.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of West Branch endorses the Fawcett Drive Road Improvements Project.

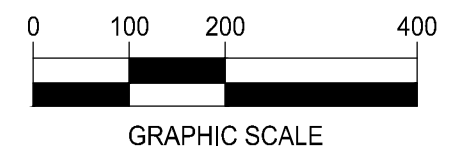
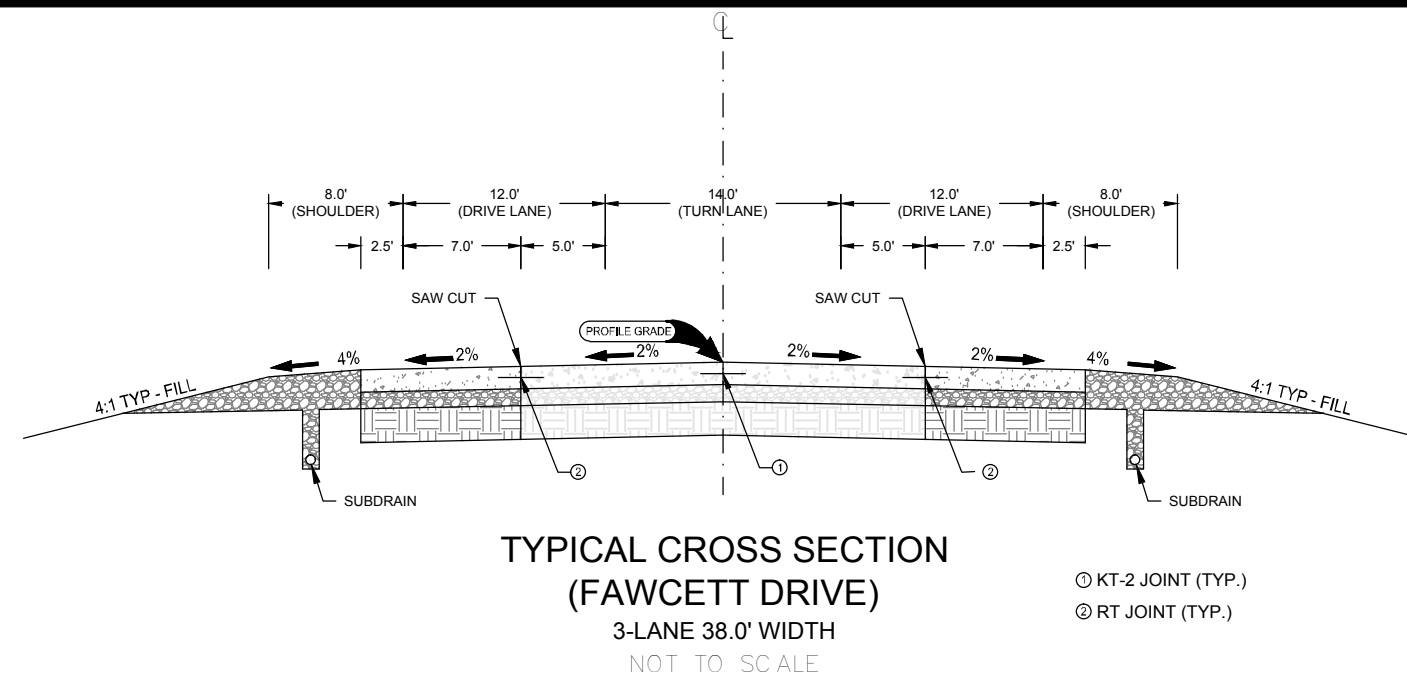
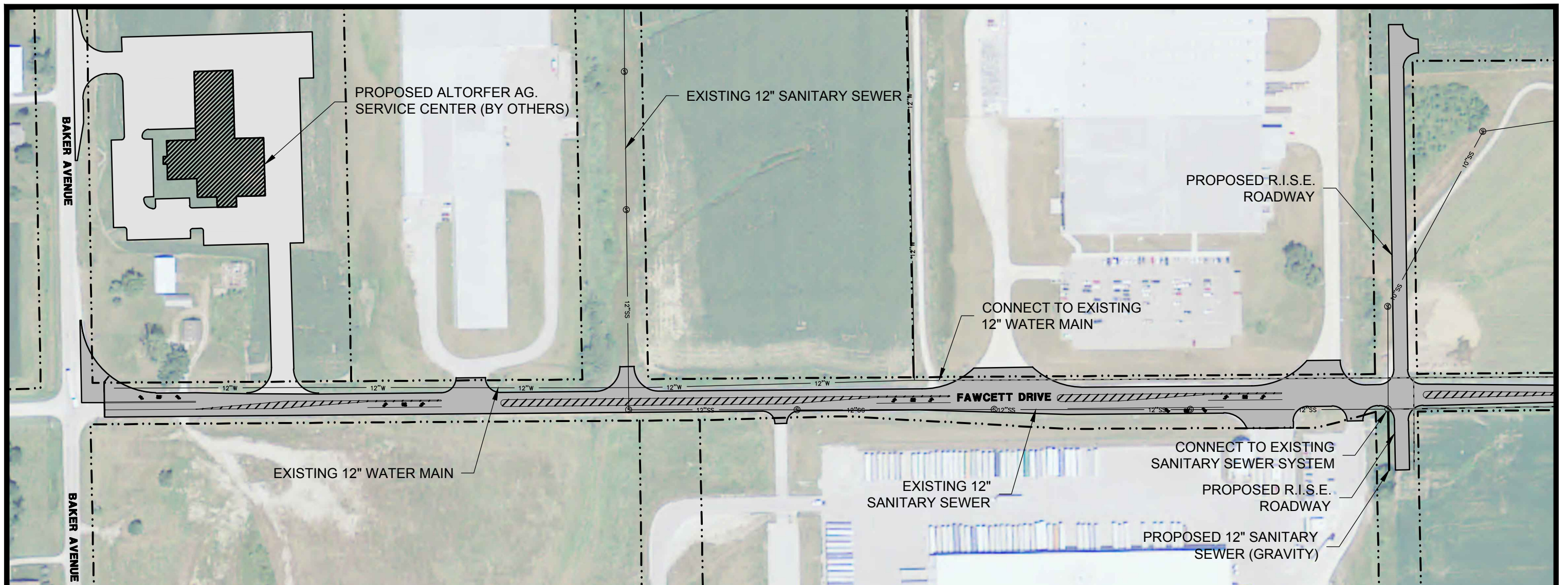
FURTHERMORE, BE IT RESOLVED that the proposed street will continue to be dedicated to public use, and that the City will maintain jurisdiction of the street and will provide adequate maintenance for same.

Passed and approved this 2nd day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk



ENGINEER
KRB

DRAWN BY
BAV

CHECKED BY
KRB

WEST BRANCH, IOWA
MEC JOB #: WEB 3614006
JANUARY, 2015

REVISIONS
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.
.



building strong communities.

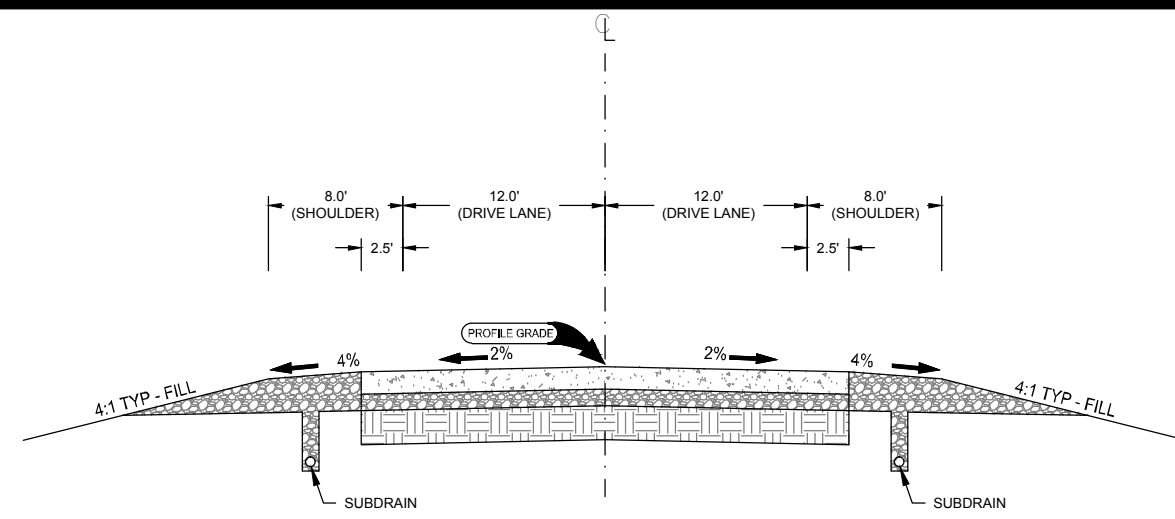
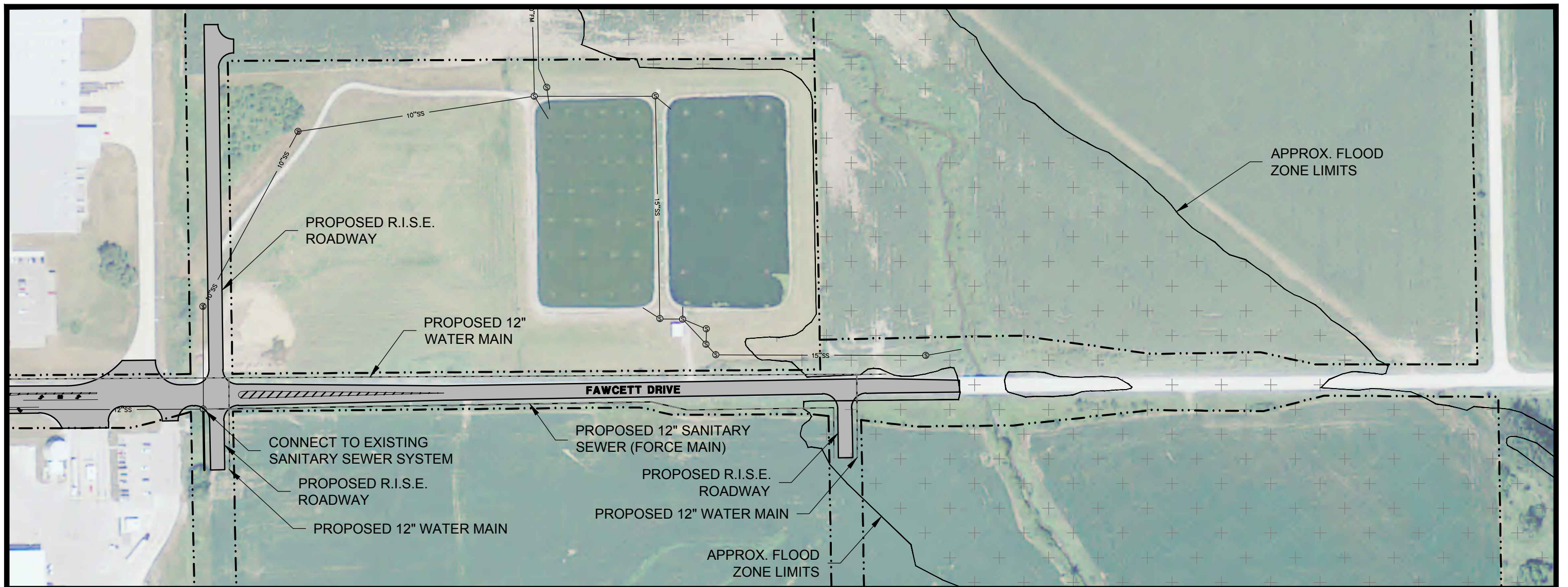
1740 Lininger Lane
North Liberty, IA 52317
main 319-626-9090
fax 319-626-9095

CITY OF WEST BRANCH

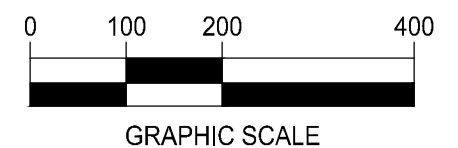
FAWCETT DRIVE
R.I.S.E. EXHIBIT

NOTICE:
McClure Engineering Company waives any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for problems which arise from failure to obtain and/or follow the engineers guidance with respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which are alleged.
COPYRIGHT:
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SHEET NO.
EX-01



**TYPICAL CROSS SECTION
(R.I.S.E. ROADWAY)**
2-LANE 24.0' WIDTH
NOT TO SCALE



RESOLUTION NO. 1267

RESOLUTION RESCINDING RESOLUTION 1223, DIRECTING THE MAYOR
TO SEND A LETTER TO THE HOOVER PRESIDENTIAL FOUNDATION.

WHEREAS, the City Council of the City of West Branch, Iowa adopted Resolution 1223 on September 2, 2014; and

WHEREAS, Resolution 1223 directed the Mayor to send a letter to the President of the Board of Trustees of the Hoover Presidential Foundation; and

WHEREAS, the intent of the letter was to preserve the partnership between the Hoover Presidential Foundation despite recent challenges; and

WHEREAS, a liaison system was agreed to by both the City of West Branch and the Hoover Presidential Foundation; and

WHEREAS, the liaison for the Hoover Presidential Foundation has contacted the Mayor and requested that a resolution be placed on the next Council Agenda to rescind Resolution 1223.

NOW, THEREFORE, It Is Resolved by the Council of the City of West Branch, Iowa, that Resolution 1223 is hereby rescinded.

Passed and approved this 2nd day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

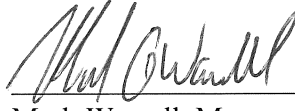
RESOLUTION NO. 1223

RESOLUTION DIRECTING THE MAYOR TO SEND A LETTER TO THE
HOOVER PRESIDENTIAL FOUNDATION.

WHEREAS, the City of West Branch would like to preserve its partnership
with the Hoover Presidential Foundation despite recent challenges.

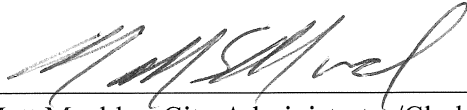
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City
of West Branch, Cedar County, Iowa, that the City Council hereby directs the
Mayor to send the letter attached as "Exhibit A" to the President of the Board of
Trustees of the Hoover Presidential Foundation.

Passed and approved this 2nd day of September, 2014.



Mark Worrell, Mayor

ATTEST:



Matt Muckler, City Administrator/Clerk

City of West Branch

~A Heritage for Success~

September 3, 2014

Mr. Charlie Becker, President
Hoover Presidential Foundation Board of Trustees
P.O. Box 696
302 Parkside Drive
West Branch, IA 52358

Dear Mr. Becker,

The City of West Branch appreciates the partnership that we have had with the Hoover Presidential Foundation, the Board of Trustees and the Foundation Membership in recent years. We have worked together on stormwater issues, community events, and in other areas to benefit the West Branch Community, the Herbert Hoover National Historic Site and the Herbert Hoover Presidential Library-Museum.

We also appreciate the opportunity to have met with you on the City's more recent dealings with the Foundation which could be improved. We are pleased that the Foundation and the City have found a way to preserve our partnership despite recent challenges. A summary of items that we share agreement on follows:

- 1) The City of West Branch and the Hoover Presidential Foundation will continue to move forward as partners to achieve shared goals.
- 2) Both organizations will appoint liaisons and these liaisons will serve as the main points of contact between the two organizations. The Foundation's liaison will serve as the honorary member on the West Branch Preservation Commission.
- 3) The Hoover Presidential Foundation will continue to plan for the Celebration of Life Ceremony and Hoover Ball National Championships during the annual Hoover's Hometown Days Celebration.

The City of West Branch is pleased that we have worked through our differences and looks forward to continued partnership with the Hoover Presidential Foundation.

Sincerely,

Mark Worrell, Mayor

110 N. Poplar St. · PO Box 218 · West Branch, Iowa 52358 · Ph. 319-643-5888
mark@westbranchiowa.org · Fax 643-2305 · www.westbranchiowa.org

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that a public hearing will be held by the City Council of the City of West Branch in the Council Chambers, at the City Hall at 110 N. Poplar Street, at 7:00 o'clock PM, Monday, February 2nd, 2015. This public hearing shall be to consider the adoption of the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021.

All interested parties may present written or oral comments to the City at the time of the hearing.

Published by order of the City Council of the City of West Branch, Iowa.

/s/Matt Muckler
West Branch City Clerk

RESOLUTION NO. 1264

RESOLUTION ADOPTING THE CITY OF WEST BRANCH CAPITAL IMPROVEMENTS
PLAN, FISCAL YEARS 2016-2021.

WHEREAS, West Branch residents and community members have provided detailed feedback on matters related to the health and prosperity of the West Branch Community through a community input survey; and

WHEREAS, the Planning and Zoning Commission and City Council met jointly to discuss and develop an update to the comprehensive plan; and

WHEREAS, the Planning and Zoning Commission determined that the comprehensive plan update met the goals of providing a legal basis for land use regulation by analyzing existing conditions and developing growth goals and presenting a unified and compelling vision for the community which includes specific actions necessary to fulfill that vision; and

WHEREAS, the Planning and Zoning Commission recommended the approval of the West Branch Comprehensive Plan by the City Council; and

WHEREAS, the West Branch City Council approved Resolution 1093 on April 1, 2013 adopting the West Branch Comprehensive Plan Update; and

WHEREAS, the City Council approved Resolution 1182 on March 3, 2014 to approve a consultant services agreement for the facilitation of a capital improvements plan with Callahan Municipal Consultants, LLC in an amount not to exceed \$2,950; and;

WHEREAS, Pat Callahan has worked with elected officials and city staff to complete a capital improvements plan; and;

WHEREAS, the City Council has solicited public feedback throughout this process and now desires to set a public hearing prior to adoption of the capital improvements plan.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the City of West Branch Capital Improvements Plan, Fiscal Years 2016-2021 is hereby adopted.

Passed and approved this 2nd day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

RESOLUTION NO. 1265

RESOLUTION AMENDING THE CITY OF WEST BRANCH SNOW AND ICE CONTROL POLICY

WHEREAS, the City Council of the City of West Branch, Iowa adopted Resolution 707 on February 22, 2005 establishing the City's Snow and Ice Control Policy; and

WHEREAS, this policy stated that snow plows and spreaders will not normally be in operation between the hours of 8:00 p.m. and 4:00 a.m.; and

WHEREAS, the section entitled "Limitation of Service" stated that the public works department would forego sanding and salting roads that are slick due to frost and roads that are slick due to freezing rain that occurs outside the City's usual working hours; and

WHEREAS, the above-mentioned time restriction and limitations to service have resulted in a level of service that is less than desirable; and

WHEREAS, for the public safety of residents who drive between 8:00 p.m. and 4:00 a.m., during or after freezing rain or at any other time where snow and ice may be present, the City Council would like to improve the level of service concerning snow and ice control.

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

Section 1. Delete subsections 1, 2, 3 and 5 in the section entitled "Sequence of Service" and replace it with the following:

1. Initial efforts will be to maintain a road surface with minimal coverage of snow. These efforts will begin when conditions on the roadway are such that hazardous driving conditions will soon exist. Initial efforts may involve plowing, sanding or brine application depending on what is warranted for each weather event.
2. The snow plows and spreaders will be called to service by the Public Works Director at any hour of the day. The decision of timing to begin

removal efforts will be made based on the amount of snow, ice and wind being forecast for the weather event. All efforts will be made to maintain minimally covered roads to allow for passage of motor vehicles at all times.

3. Snow plows may be called off the road if visibility, duration of time spent working, or other unforeseen conditions exist that would provide for a hazardous working environment.

5. After roads have been plowed, as provided in this section, intersections, hills and curves may, but not necessarily, have placed on them, salt, sand or other abrasives.

Section 2. Delete the section entitled "Limitation of Service" in its entirety.

Passed and approved this 2nd day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

RESOLUTION NO. 707

A RESOLUTION TO ESTABLISH THIS CITY'S SNOW AND ICE CONTROL POLICY DURING WINTER MONTHS, SPECIFICALLY DEFINED AS NOVEMBER THROUGH APRIL.

BE IT RESOLVED BY THE CITY COUNCIL OF WEST BRANCH, IOWA, CEDAR COUNTY, AS FOLLOWS:

WHEREAS, this policy and level of service are to be implemented within the amount of money budgeted for this service and as contained in this City's street budget and approved by the City Council, City of West Branch; and

WHEREAS, the clearance of snow or ice and maintenance of the City streets during the winter months is primarily for the benefit of the local residents of this city, each storm has individual characteristics and must be dealt with accordingly. The portion of the roadway improved for travel will have upon it snow and ice in compacted condition. These conditions may be continuous or they may be more concentrated on hills, curves and/or intersections. The City's existing snow removal equipment will be utilized for this purpose.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of West Branch, Iowa, Cedar County, that the following snow removal policies are adopted:

LEVEL OF SERVICES

Clearance of snow or ice, sanding, salting and other maintenance respecting winter conditions shall be accomplished within the amount of money budgeted for this service and as practical. The entire width of that portion of the road improved for travel may not be cleared of snow, ice, compacted snow and ice or frost. Snow cleared from that part of the roadway improved for travel shall be placed on or in the adjacent shoulder, ditch or right-of-way. Snow can be expected to accumulate adjacent to the traveled portion to the extent that a motorist's sight distance to the left and right may be greatly reduced or impaired. The snow removed from intersections will be piled in its corners in piles of unequal height. The lines of sight, sight distance or visibility of motorists approaching these intersections may be greatly reduced or impaired. The City shall not be responsible for snow pushed or otherwise placed on the roadway or shoulders by others. Motorists shall drive their vehicles during these conditions with additional caution and watchfulness, especially in respect to the surface of the roadway and reduced or impaired visibility, and are advised to reduce their speed at least 50 percent per hour below that legally permitted or advised under normal conditions. In respect to roadways that have only one lane open, further extreme watchfulness and caution should be exercised by the motorist and their speed should not exceed 10 miles per hour. During these conditions, no additional warning or regulatory signs will be placed warning of impaired sight distances, visibility at intersections, road blockages, one-lane conditions or that the road surface is slick or slippery, or what the advised speed should be: and

SEQUENCE OF SERVICE

In the implementation of snow and ice removal and other maintenance of the City streets during the winter months, the Public Works Director shall select the actual sequence of roads to be cleared as provided for in this section of the resolution, and shall determine when drifting, wind velocity and additional snow or snowstorms require the snow removal equipment be removed from the roadway. The Street Superintendent's professional judgment shall prevail unless it is clearly erroneous.

1. The initial effort will be to get all routes open to one-lane traffic as soon as possible and/or practical.
2. After one-lane travel is possible, subsequent snow removal will be carried on during normal working hours.
3. The snow plows and spreaders will not normally be in operation between the hours of 8 p.m.-4 a.m. The trucks may be called off the road if snow and blowing reduces visibility to hazardous working conditions, in the professional judgment of the Street Superintendent or his delegated representative.
4. It is not the policy of the City to provide a "dry" pavement condition.
5. After roads have been plowed, as provided in this section, intersections, hills and curves may, but not necessarily, have placed on them, salt, sand or other abrasive. These intersections, hills and curves may not be re-sanded, re-salted or have other abrasives replaced on them between snowstorms.

There is no time limit after a snowstorm in which any of the above sequence of clearance, on paved or unpaved roads, shall take place.

PRIVATE DRIVES AND ALLEYS

The City will not clear snow from private drives and alleys. Normal snow removal operations may result in snow being deposited in private drives and alleys. Snow from private drives and alleys shall not be placed on the roadway or shoulders.

MONITORING AND NOTIFICATION OF ICE/SNOW EVENTS

During normal working hours, (6:30 a.m. to 3:30 p.m., Monday through Friday) the observations of the Public Works Director or employees, or police, may alert the first response for snow and ice removal.

During off duty hours, police officers may contact the Public Works Director or City Administrator regarding street conditions.

Police and public works personnel will monitor weather conditions when inclement weather is approaching. The use of weather reports from radios, TV, the Internet and National Weather Service broadcasts will be used concurrently with existing street condition reports to determine notification timing.

Notification of the application of the snow ordinance or of road condition reports will be made by the Public Works Director working in conjunction with the City Administrator and the Police Department.

Notification of the enactment of the emergency parking ban, snow emergence declarations and road closures will be made by the Public Works Director with the consultation of the City Administrator and Police Chief.

ANTI-ICING

Prior to a precipitation event, the Supervisor may employ anti-icing operations. If frost, snow and/or ice is being forecasted and pavement temperatures are dropping at a rate they will reach freezing, one truck will be dispatched to apply salt brine to pavement at a rate of 30 gallons per lane mile. The operator will apply anti-icing materials to first priority streets only be efficiency.

MAILBOXES

Mailboxes not installed in accordance with United States Postal Service specification and damaged during snow plowing operations will not be the responsibility of the City for reimbursement for repair or replacement. Each mailbox installation should be sufficiently solid to withstand snow-clearing efforts by the City. The City is only responsible to clear streets from curb to curb. It will be the responsibility of the adjacent property owner to clear snow around mailboxes to assure mail delivery by the United States Postal Service. In the event a City vehicle damages a properly installed mailbox, the City will install a new green-treated post and/or standard black mailbox. If the property owner desires a different mailbox, the City will reimburse up to \$50 toward replacement by the property owner.

LIMITATION OF SERVICE

Notwithstanding anything else stated in this resolution, the policy and level of service provided for in this resolution shall not include the following, and the following services shall not be performed:

1. Sanding, salting or placing other abrasives upon the roadways that are slick, slippery and dangerous due to the formation of frost.
2. Sanding, salting or placing of other abrasives upon paved roadways due to freezing rain that occurs outside the City's usual working hours.

3. Placing additional warning or regulatory signs warning of impaired sight distances, visibility at intersections, road blockages, one-lane conditions or that the road surface is slick or slippery or what the advised speed should be; and

EMERGENCY

The service or the level or sequence of service may be suspended during “emergency” conditions. An “emergency” condition shall be considered as one where loss of life is probable, where a serious injury has occurred or where extensive loss of property is imminent. These conditions should be verified through a physician’s or Sheriff’s office. The City will respond to all “emergency” conditions, either during or after a snowstorm.

Service or the level or sequence of service shall be further suspended in the event the Governor, by proclamation, implements the State Disaster Plan, or the West Branch City Council, by proclamation, implements the County Disaster Plan. If such occurs, the City personnel and equipment shall be immediately subject to the direction of the Governor or the Mayor of the West Branch City Council.

Passed and Approved this _____ day of _____, 2005.

Sandy Hatfield, Mayor

Attest:

Ty Doermann, City Clerk

RESOLUTION NO. 1266

RESOLUTION APPROVING AN AGREEMENT WITH ALLIANT ENERGY
TO INSTALL FOUR STREET LIGHTS IN WEST BRANCH AND ADD THE
LIGHTS TO THE EXISTING STREET LIGHT CONTRACT

WHEREAS, four areas in West Branch were recently identified as having inadequate lighting; and

WHEREAS, Alliant Energy has prepared a proposal for the consideration of the City Council.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, Alliant Energy is hereby directed to make the following changes to the existing system at the locations described herein according to the terms expressed in the existing street light contract.

NEW INSTALLATION OR CHANGES IN EXISTING SYSTEM:

<u>Wattage</u>	<u>Style of Luminaire</u>	<u>Type and Height of Pole</u>	<u>Wiring</u>
100W	Colonial	20" Black Fiberglass	Overhead
80W	LED	35 Ft Sec Pole	Overhead
80W	LED	Shared Wood	Overhead

LOCATION OF NEW INSTALLATION OR CHANGES:

606 W. Orange Street, 430 N. 1st Street, 280th & 4th Street, Hoover Blvd. & 4th Street.

FURTHERMORE, BE IT RESOLVED that the City Council authorizes the total one-time charge for the project of \$1,432.88 and the addition of the four lights to the existing street light contract.

Passed and approved this 2nd day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk



January 19, 2015

CITY OF WEST BRANCH
PO BOX 218
WEST BRANCH, IA 52358

RE: Hoover Blvd & 4th St., 606 Orange St, 430 N 1st St., 280th & 4th St.

Dear City of West Branch:

You have requested 3 LED street lights and 1 colonial street light for the locations referenced above.

The total charge for this project is \$1,432.88. This is a one-time charge and is not refundable.

Construction will be scheduled after you return to me a signed copy of this letter along with your check and a completed Street Light Resolution. The other copy of this letter is for you records.

The illumination will provide a safe & secure feeling to the residents and an aesthetically suitable atmosphere for the area.

Sincerely,

A handwritten signature in blue ink that reads "Pat Schmitt".

Pat Schmitt
Construction Associate

(Customer Signature)

(Date)

Interstate Power & Light Company (Applicable to the Iowa Service Area)
ESTIMATE

Customer Name: City of West Branch

Date: 1/19/2015

Mailing Address: P.O. Box 218
 WEST BRANCH IA 52358

Phone # 319-643-5088

Project Address: VARIOUS LOCATIONS

Account # 25-82-014-0895-0

WR #

Contract # 47084

The lighting contemplated herein is based upon the Company's Standard Charges for installation of new facilities.

Standard Charge Description	Billing Code	QTY	Installed Cost
1 PHASE SECONDARY POLE (<= 35 FT)	E-41	1 each	\$555.00
20' BLACK FIBERGLASS LIGHTING POLE	S-05	1 each	\$518.00

Iowa Total Free Conductor Footage = 0 feet

Iowa Total Free Cable Footage = 0 feet

Iowa Free Trenching Footage = 0 feet

Street Lighting Facilities Installed Standard Charge = \$1,073.00

Iowa Contribution Tax Adder = 33.54%

Tax Amount = \$359.88

Non-Refundable Contribution In Aid of Construction Required = \$1,432.88

Reimbursable Charge Description	Billing Code	Amount
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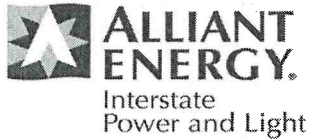
Non-Refundable Reimbursement Required = \$0.00

Tariff Item Description	Rate Code	QTY	Total Charge
80 WATTS LED or 100 WATTS HPS (DECORATIVE)	640	4 each	\$24.04
SHARED WOOD	640	3 each	\$8.10

\$32.14

Total Non-Refundable Project Contribution = \$1,432.88

COMMENTS:



Street Light Resolution

West Branch, Iowa _____, 2015.

ALLIANT ENERGY
LISBON, IA

The following Resolution was adopted by the City Council of the City of West Branch, Iowa, at a meeting held on _____, 2015.

Be it resolved by the City Council of the City of West Branch, Iowa, that Alliant Energy is hereby directed to make the following changes to the existing system, at the locations described herein (or shown on an attached map made part of this Resolution) according to the terms expressed in the existing street light contract:

NEW INSTALLATION OR CHANGES IN EXISTING SYSTEM:

Add Number	Delete Number	Wattage	Style of Luminaire	Type and Height of Pole	Wiring
2		80 watt	LEDS	Shared wood	OH <input type="radio"/> or UG <input type="radio"/>
1		80 watt	LED	35 Ft Sec Pole	OH <input type="radio"/> or UG <input type="radio"/>
1		100 watt	Colonial	20" Bk Fiberglass	OH <input type="radio"/> or UG <input type="radio"/>

LOCATION OF NEW INSTALLATION OR CHANGES

1. __ 430 N 1st St. _____

2. __ 280th and 4th ST _____

3. __ Hoover Blvd and 4th St _____

4. __ 606 Orange St. _____

Mayor _____ declared said Resolution duly passed

and adopted the _____ day of _____, 20____.

Attest: _____, City Clerk

Please send Resolution to:

Alliant Energy
Attention: Pat DeVore
105 Kraiburg Blvd
Lisbon, IA 52253
Fax: 319-455-1909

EDT 3987618

CEDAR RAPIDS / LIS

EDT: OH/UG LED Street Light

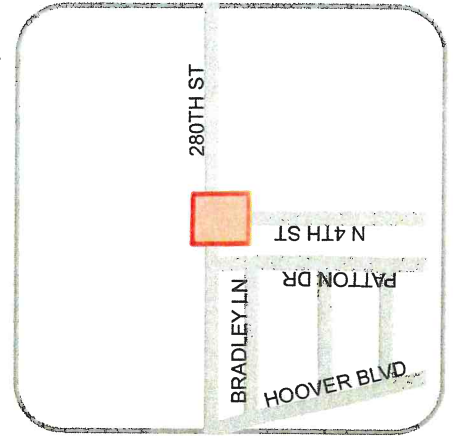
WEST BRANCH STREET LIGHTS

WEST BRANCH IA

1 Call #: [Enter verification #](#)

Classification: Confidential CEII
Alliant Energy Confidential

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EDT **3987618**

CEDAR RAPIDS / LIS

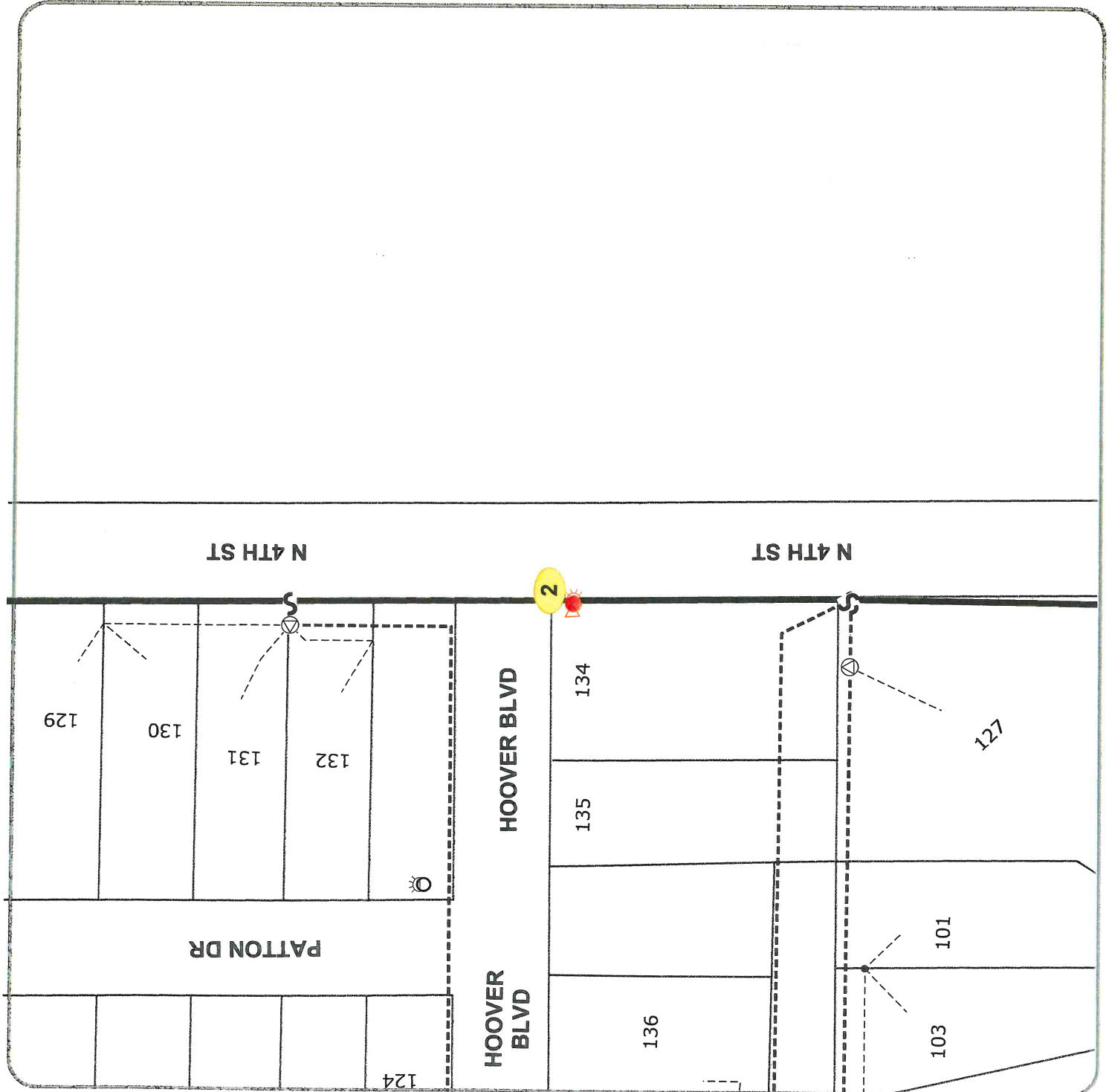
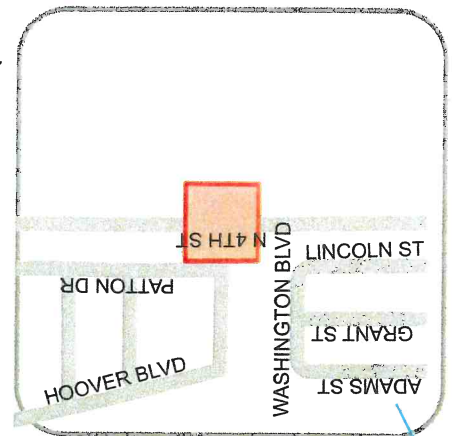
EDT: OHUG LED Street Light

WEST BRANCH STREET LIGHTS
WEST BRANCH IA

1 Call #: [Enter verification #](#)

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EDT 3987618

CEDAR RAPIDS / LIS

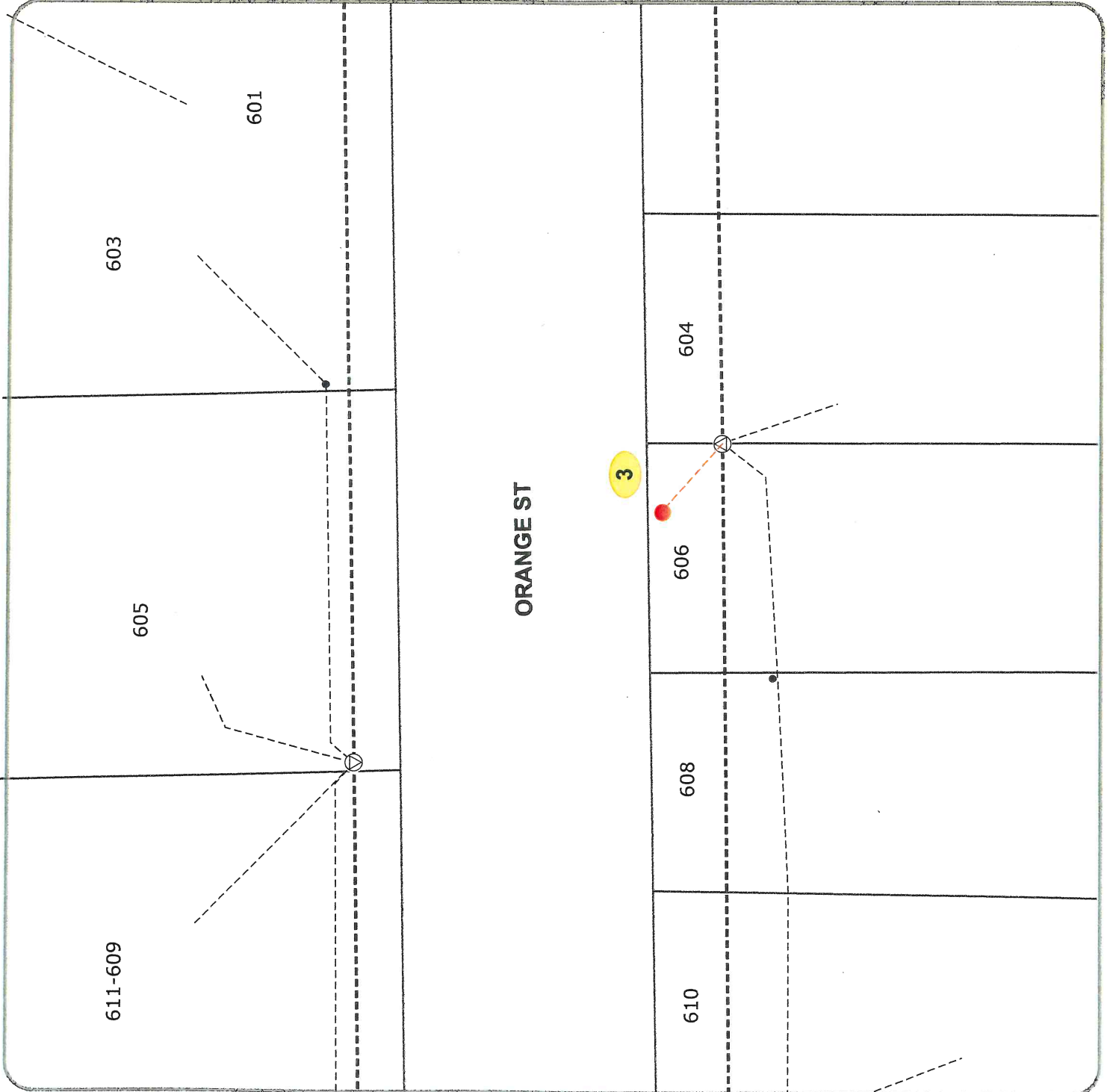
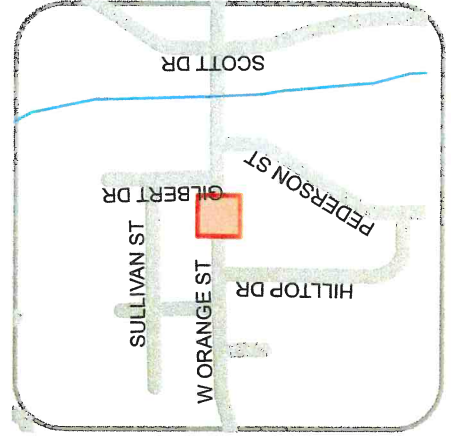
EDT: OH/IUG LED Street Light

WEST BRANCH STREET LIGHTS
WEST BRANCH IA

1 Call #: [Enter verification #](#)

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EDT 3987618

CEDAR RAPIDS / LIS

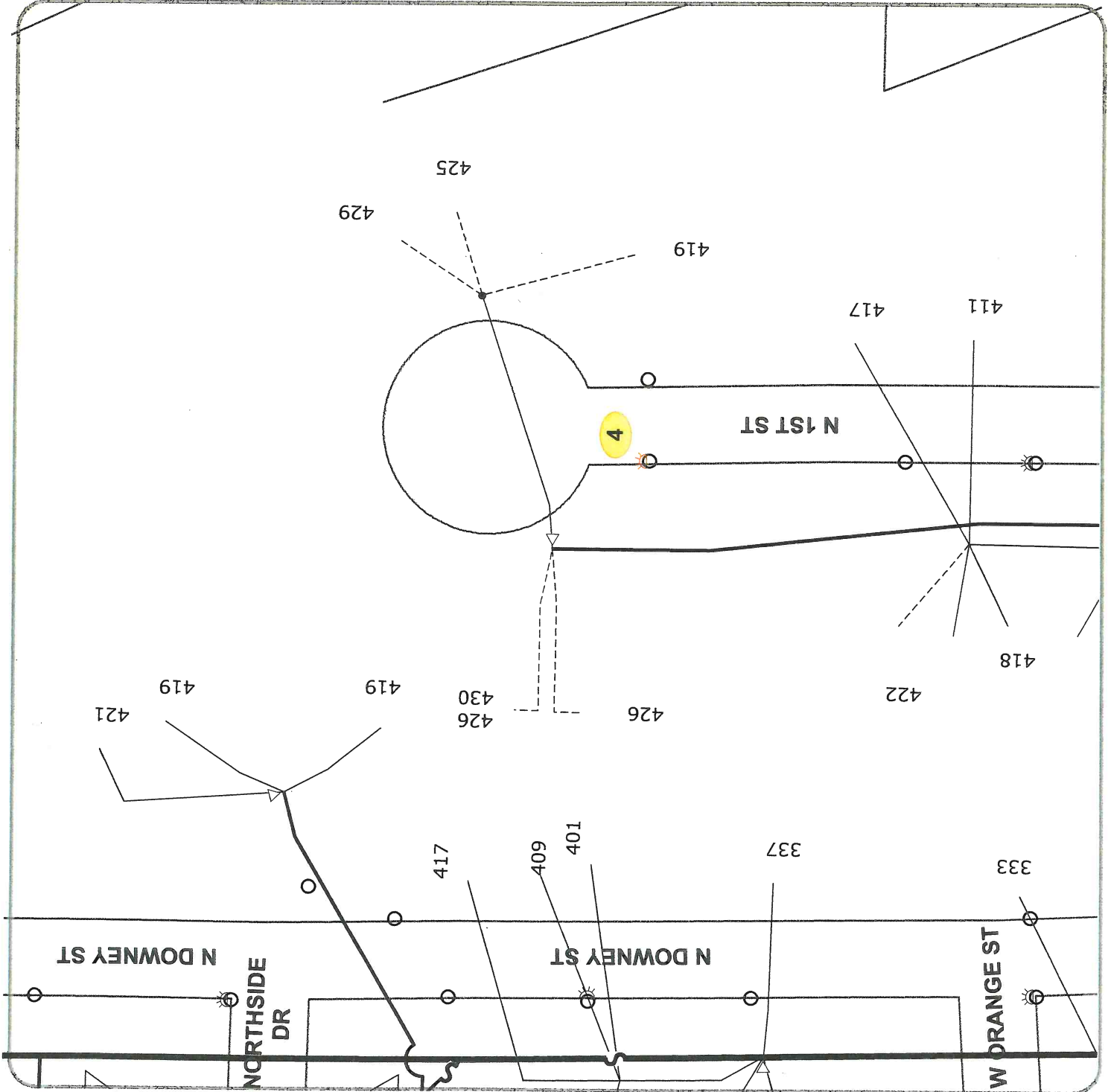
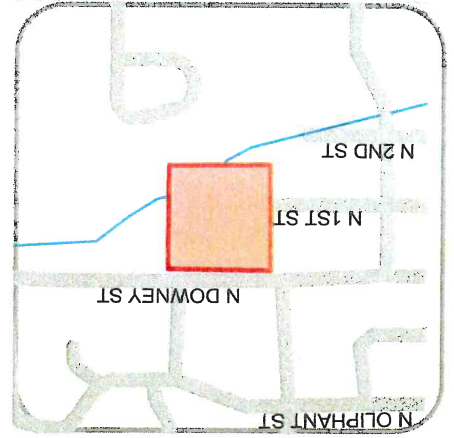
EDT: OHUG LED Street Light

WEST BRANCH STREET LIGHTS
WEST BRANCH IA

1 Call #: Enter verification #

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PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that a public hearing will be held by the City Council of the City of West Branch in the Council Chambers, at the City Hall at 110 N. Poplar Street, at 7:00 o'clock PM, Monday, February 2nd, 2015. This public hearing shall be to consider the adoption of the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021.

All interested parties may present written or oral comments to the City at the time of the hearing.

Published by order of the City Council of the City of West Branch, Iowa.

/s/Matt Muckler
West Branch City Clerk

ORDINANCE NO. 725

AN ORDINANCE AMENDING CHAPTER 165 “ZONING REGULATIONS”

WHEREAS, the City Council of the City of West Branch, Iowa, has heretofore deemed it necessary and desirable to provide a process whereby the Zoning Board of Adjustment could allow uses by special exception under certain conditions, and

WHEREAS, it is desirable for the City Code to be consistent with the State Code.

NOW, THEREFORE, BE IT ORDAINED:

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 165 “ZONING REGULATIONS” of the Code of West Branch, Iowa is hereby amended by revising the following subsection to Chapter 165:

165.22 (7) Powers of the Board of Adjustment.

165.22 (7) — Insert the following: In granting a variance, or Special Exception, the Board may attach thereto any conditions and safeguards it deems necessary or desirable in furthering the purposes of this chapter. Violation of any of these conditions or safeguards shall be deemed violation of this chapter.

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

Passed and approved this 2nd day of February, 2015.

First Reading: February 2, 2015

Second Reading:

Third Reading:

Mark Worrell, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

ORDINANCE NO. 726

AN ORDINANCE AMENDING CHAPTER 170 “SUBDIVISION REGULATIONS”

WHEREAS, it is desirable for the City’s Zoning Regulations (Chapter 165) to be consistent with the City’s Subdivision Regulations (Chapter 170).

NOW, THEREFORE, BE IT ORDAINED:

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 170 “SUBDIVISION REGULATIONS” of the Code of West Branch, Iowa is hereby amended by revising the following subsection to Chapter 170:

170.15(5)D. Street right-of-way widths shall be as follows:

- (1) Arterial Streets: a 70-foot right-of-way, 42-foot pavement, and 5-foot sidewalks per City Specifications.
 - (2) Collector Streets: a 66-foot right-of-way, 34-foot pavement, and 5-foot sidewalks per City Specifications.
 - (1) Minor Streets: a 60-foot right-of-way, 29-foot pavement, and 5-foot sidewalks per City Specifications.
2. This amendment to the ordinance shall be in full effect from and after its publication as by law provided.
3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.
4. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any part, section, or provision thereof not adjudged invalid or unconstitutional.

Passed and approved this 2nd day of February, 2015.

First Reading: February 2, 2015

Second Reading:

Third Reading:

Mark Worrell, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

Elected officials and citizen-led boards and commissions make up the backbone of the local planning and zoning process. Unfortunately, the issues surrounding land use, and the tools and techniques available to address them, are becoming increasingly complex. At the same time developers, landowners, and residents are increasingly likely to litigate over unfavorable decisions.

The Introduction to Planning and Zoning workshop is designed as a “basic training” for local elected and appointed officials on the land use issues facing them today. Using case scenarios in a highly-interactive format, it will provide participants with an overview of the roles and responsibilities of the planning commission, the board of adjustment, and the elected council and board of supervisors. It also will highlight legal issues frequently faced by local officials, such as variances, special uses, nonconforming uses, spot zoning, hearing procedures, and conflicts of interest. The workshop is intended primarily for local officials new to planning and zoning issues, though it also will serve as a refresher for veteran members.



IOWA STATE UNIVERSITY
Extension and Outreach

INTRODUCTION TO Planning & Zoning for Local Officials WORKSHOP

SPRING 2015

Presented by
IOWA STATE UNIVERSITY EXTENSION
COMMUNITY AND ECONOMIC DEVELOPMENT
with assistance from
Iowa League of Cities
Iowa's Regional Councils of Government
Iowa State Association of Counties
ISU Extension County Offices

IOWA STATE UNIVERSITY
Extension and Outreach
COMMUNITY AND ECONOMIC DEVELOPMENT
2321 North Loop Drive, Suite 121
Ames, Iowa 50010

The Introduction to Planning and Zoning for Local Officials workshops are offered annually across the state. Locations change from year-to-year so that city officials can attend a location near them at least once every two years.

March 23 Council Bluffs
Mon
Hilton Garden Inn
2702 Mid America Drive

March 24 Fort Dodge
Tue
Quality Inn
2001 Hwy 169 South

March 30 Dubuque
Mon
Hotel Julien Dubuque
200 Main Street

March 31 Waterloo
Tue
Waterloo Center for the Arts
255 Commercial Street

April 6 Davenport
Mon
Davenport Public Library -
Eastern Avenue Branch
6000 Eastern Ave

April 7 Fairfield
Tue
Fairfield Arts and Convention Center
200 North Main

April 13 Johnston
Mon
Hilton Garden Inn
8600 Northpark Drive

REGISTRATION INFORMATION

The Introduction to Planning and Zoning Workshops will be held in seven locations throughout Iowa in March and April 2015.

All programs will begin with registration and a light supper at 5:30 p.m. The program will begin at 6:00p.m. and conclude by 8:45p.m.

The registration fee is \$65 per individual. This fee is reduced to \$50 per individual if a city or country registers 5 or more officials to attend. This fee covers supper and the workshop materials.



Certification Credits

The workshop has been pre-approved by the Iowa Municipal Finance Officers Association and the Iowa League of Cities for credits toward certification.

... and justice for all
Iowa State University Extension and Outreach programs are available to all without regard to race, color, age, religion, national origin, sexual orientation, gender identity, genetic information, sex, marital status, disability, or status as a U.S. veteran. Inquiries can be directed to the Director of Equal Opportunity and Compliance, 3280 Beardshear Hall, (515) 294-7612.

Issued in furtherance of Cooperative Extension work, Acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Cathann A. Kress, director, Cooperative Extension Service, Iowa State University of Science and Technology, Ames, Iowa.

REGISTER ONLINE

We have moved exclusively to an online registration system for the Planning and Zoning for Local Officials workshops.

To register, go to

<http://blogs.extension.iastate.edu/planningBLUZ>

Click on the "Intro to Planning and Zoning Workshops" tab at the top of the page, then click on the "Register Online Here" link. When you register you will have the option to pay by credit card, or to be invoiced via email.

To receive a meal you must register at least one week before the scheduled date of the workshop you wish to attend. You may register and pay at the door on the day of the workshop if you cannot register by the one-week deadline; however, no meal will be provided.

If you have registered but find you cannot attend you may send a substitute or cancel your registration; however, no refunds will be made for cancellations received less than 3 business days prior to the workshop. No exceptions.

CONTACT FOR QUESTIONS

For registration questions please contact:

Registration Services

515-294-6222
registrations@iastate.edu

For other information about the workshops please contact:

Gary Taylor

515-290-0214
gtaylor@iastate.edu

Alan Vandehaar

515-231-6513
alanv@iastate.edu

Linda Doering

515-294-8707
ldoering@iastate.edu

To download additional brochures and link to registration page please visit

<http://blogs.extension.iastate.edu/planningBLUZ>