



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD IN THE
COUNCIL CHAMBERS
215 E. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, June 15, 2021

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, June 15, 2021 to be approved as proposed or amended.

Consent:

1. Council Minutes June 1, 2021
2. ECICOG, ECIHTF Housing Rehab Program, \$1,800.00
3. ECICOG, CDBG Rehab Grant Administration, \$1,425.00
4. FOX Engineering, 2021 Water Main Improvements, \$3,155.00
5. FOX Engineering, N. 4th Avenue Street and Utility Improvements, \$2,765.00
6. FOX Engineering, 2020 Sanitary Sewer Extension, \$1,890.00
7. A&R Land Services, Inc., ROW Services 2021 Deao Water Easement, \$300.00
8. TEAM Services, Inc., Wellness Park Ball Fields and Roadway, \$60.00
9. YMCA of Washington County, City Sports Sponsorship 2021, \$32,000.00
10. Pizza Hut, 1018 West Madison, Class B Beer Permit and Sunday Sales (**renewal**)
11. BP One Trip, 1504 E. Washington St., Cigarette/Tobacco/Alternative Nicotine Products/Vapor Products (**renewal**)
12. Dollar General Store #21535, 225 West Madison St., Cigarette/Tobacco (**renewal**)
13. Dollar General Store #2237, 1506 East Washington St., Cigarette/Tobacco (**renewal**)
14. Hy-Vee, 5287 S. Highway 1, Cigarette/Tobacco/Alternative Nicotine Products/Vapor Products (**renewal**)
15. Hy-Vee Fast and Fresh Express, 1004 West Madison, Cigarette/Tobacco/Alternative Nicotine Products/Vapor Products (**renewal**)
16. Hy-Vee Wine and Spirits, 1004 West Madison, Cigarette/Tobacco/Alternative Nicotine Products/Vapor Products (**renewal**)
17. Wine and Spirits, Wine and Spirits, 106 West 2nd Street, Cigarette/Tobacco/Alternative Nicotine Products/Vapor Products (**renewal**)
18. Flying Boys LLC Washington Liquor and Tobacco Outlet, 304 W. Madison St., Cigarette/Tobacco/Alternative Nicotine Products/Vapor Products (**renewal**)

19. Department Reports

Claims Report

- Claims for June 15, 2021
- Financial report for May 2021

SPECIAL EVENT REQUEST

- 9/11 Memorial Exhibit – emergency services escort request to Washington County Fairgrounds – July 17, 2021
- Washington Public Library – alley closure request – July 10, 2021
- Lincoln Elementary School Bike-A-Thon – September 10, 2021
- Washington Chamber of Commerce Artfest – July 31, 2021

SPECIAL PRESENTATION

- Juneteenth Proclamation
- Marshal Aaron Bailey Day Proclamation
- Nuisance Report

PRESENTATION FROM THE PUBLIC – Please limit comments to 3 Minutes.

PUBLIC HEARING

- Public Hearing On, Discussion & Consideration of a Resolution Adopting Plans, Specifications, Form of Contract & Estimate of Cost (Bazooka Sewer Extension Project)

NEW BUSINESS

1. Discussion & Consideration of a Resolution Awarding Bid (Bazooka Sewer Extension Project)
2. Discussion & Consideration of Purchase of Fire Department Pickup
3. Discussion & Consideration of Outdoor Pool Heater Replacement
4. Discussion & Consideration of Releasing Demolition Reserve (1114 E. Washington St.)
5. Discussion & Consideration of Quotes for Well 6 Odor Mitigation
6. Discussion & Consideration of Approving Website Development Proposal & Site Migration
7. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer
8. Discussion & Consideration of a Resolution Awarding Bid (2021 Sealcoat Program)
9. Discussion & Consideration of a Resolution Awarding Grant Writing & Administration Services (Water Main Project)
10. Discussion & Consideration of a Resolution Setting Public Hearing on Adopting Community Development and Housing Needs Assessment (Water Main Project)

11. Discussion & Consideration of a Resolution Setting Public Hearing on Submission of CDBG Application (Water Main Project)
12. Discussion & Consideration of Tree Maintenance Bids
13. Discussion & Consideration of First Reading of an Ordinance Amending Chapter 69 (North E No Parking)
14. Discussion & Consideration of Third and Final Reading of an Ordinance Amending Chapter 36 (Fire Department- EMS Unit)
15. Discussion & Consideration of a Resolution Setting FY22 Salaries
16. Discussion & Consideration of Third and Final Reading of an Ordinance Amending Utility Rates
17. Discussion & Consideration of Acknowledging Letter from Brent Hinson Regarding Intent to Resign as City Administrator
18. Discussion & Consideration of the City Administrator Search Process

WORKSHOP

- Discussion of Yard Waste Center Options

DEPARTMENTAL REPORT

Police Department
City Attorney
City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor
Illa Earnest
Steven Gault
Elaine Moore
Danielle Pettit-Majewski
Fran Stigers
Millie Youngquist

ADJOURNMENT

Council Minutes 6-1-2021

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, June 1, 2021 at 6:00 p.m. Mayor Rosien in the chair.

On roll call present: Earnest, Gault, Moore, Stigers, and Youngquist. Absent: Pettit-Majewski.

Motion by Gault, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 p.m., Tuesday, June 1, 2021 be approved. Motion carried.

Consent:

1. Council Minutes May 18, 2021
2. Garden & Associates, 2021 Sealcoat Improvements, \$455.30
3. Garden & Associates, Reconstruction of Adams St. and 12th St., \$13,186.17
4. Garden & Associates, South E. Avenue Reconstruction, \$3,099.88
5. Garden & Associates, General Engineering, \$1,188.37
6. Global Public Safety, Annual TAC10 Maintenance Renewal, \$8,082.00
7. Walmart Inc. #1475, 2485 Highway 92, Cigarette/Tobacco/Nicotine/Vapor **(renewal)**
8. Fareway Stores, Inc. #554, 301 N. Marion Ave., Cigarette/Tobacco/Nicotine/Vapor **(renewal)**
9. Casey's General Store #1624, 1002 W. Madison St., Cigarette/Tobacco/Nicotine/Vapor **(renewal)**
10. Casey's General Store #3528, 1730 E. Washington St., Cigarette/Tobacco/Nicotine/Vapor **(renewal)**
11. Corner Stop, 100 East Madison Street, Class B Wine Permit, Class C Beer Permit, Class E Liquor License (LE) **(renewal)**
12. Casey's General Store #3528, 1730 E. Washington St., Class B Wine Permit, Class C Beer Permit, Class E Liquor License, Sunday Sales **(renewal)**
13. Casey's General Store #1624, 1002 W. Madison, Class B Wine Permit, Class B Native Wine Permit, Class C Beer Permit, Class E Liquor License (LE), Sunday Sales **(renewal)**
14. Department Reports

Motion by Youngquist, seconded by Gault, to approve consent items 2-14. Motion carried.

Motion by Earnest, seconded by Stigers, to approve consent item 1 May 18, 2021 Council Minutes as amended. Motion carried.

Claims for June 1, 2021, were presented by Finance Director Kelsey Brown.

Motion by Youngquist, seconded by Earnest, to approve the claims for June 1, 2021. Motion carried.

Motion by Gault, seconded by Stigers, to approve the date change of Hocus Pocus in the Park from Main Street Washington for October 9, 2021. Motion carried.

Washington Public Library Director Bryna Walker via Zoom presented an event request for Tai Chi in Central Park on June 18, 2021. Motion by Youngquist, seconded by Stigers, to approve the event request. Motion carried.

Presentation from the public: Mike Murphy spoke against a driveway on South Avenue E.

Mayor Rosien announced that now is the time for public hearing for a Resolution Adopting Plans, Specifications, Form of Contract & Estimate of Cost for the 2021 Sealcoat Project. Mike Murphy asked if Avenue E is on the list. City Administrator Brent Hinson said Avenue E is on the list.

Motion by Youngquist, seconded by Stigers, to close the public hearing. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried.

Motion by Earnest, seconded by Stigers, to approve the Resolution Adopting Plans, Specifications, Form of Contract & Estimate of Cost for the 2021 Sealcoat Project. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-047)**

Mayor Rosien announced that now is the time for public hearing for a Resolution Adopting Plans, Specifications, Form of Contract & Estimate of Cost for the West Buchanan Paving Project. Mike Murphy spoke against the project and posed questions to the council.

Motion by Gault, seconded by Stigers, to close the public hearing. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried.

Motion by Moore, seconded by Youngquist, to approve the Resolution Adopting Plans, Specifications, Form of Contract & Estimate of Cost for the West Buchanan Paving Project. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-048)**

Motion by Gault, seconded by Youngquist, to approve the Final Pay Application (Pay App. No. 17) Release of Retainage for Fire Station. Motion carried.

Motion by Youngquist, seconded by Earnest, to approve the Final Pay Application (Pay App. No. 15) Release of Retainage for City Hall/Police Department. Motion carried.

Motion by Youngquist, seconded by Gault, to approve a Resolution Adopting Revisions to Sidewalk Repair Program Guidelines. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-049)**

Motion by Gault, seconded by Moore, to approve a Five-Year Maintenance Agreement with the Iowa Department of Transportation. Motion carried.

Motion by Youngquist, seconded by Stigers, to approve a Quote for Tennis Court Resurfacing for the Tennis and Pickleball Project in the amount of \$58,294 from LL Pelling Co. Motion carried.

Motion by Gault, seconded by Stigers, to approve a Quote for North 4th Patching (Stewart School Project) in the amount of \$18,305 from DeLong Construction. Motion carried.

Motion by Gault, seconded by Youngquist, to approve a Revised Farm Management Agreement with Washington State Bank. Motion carried.

Motion by Stigers, seconded by Gault, to approve the Second Reading of an Ordinance Amending Chapter 36 Fire Department – EMS Unit. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried.

Motion by Earnest, seconded by Moore, to approve the Second Reading of an Ordinance Amending Utility Rates. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried.

Motion by Moore, seconded by Stigers, that the Regular Session held at 6:00 p.m. Tuesday, June 1, 2021, is adjourned at 6:56 p.m.

Sally Y. Hart, City Clerk



EAST CENTRAL IOWA
COUNCIL OF GOVERNMENTS
YOUR REGIONAL PLANNING AGENCY

700 16th Street NE, Suite 301
Cedar Rapids, IA 52402

Invoice

Date	Invoice #
5/31/2021	9285

Phone #	Fax #
319-289-0057	319-365-9981

Bill To

CITY OF WASHINGTON
PO BOX 516
WASHINGTON IA 52353

Approved by:

Quantity	Description	Rate	Amount
1	WASHINGTON/ECIHTF HOUSING REHAB PROGRAM 615 E WASHINGTON STREET	1,800.00	1,800.00
Please remit payment within 30 days.		Total	\$1,800.00



EAST CENTRAL IOWA
COUNCIL OF GOVERNMENTS
YOUR REGIONAL PLANNING AGENCY


700 16th Street NE, Suite 301
Cedar Rapids, IA 52402

Invoice

Date	Invoice #
5/31/2021	9281

Phone #	Fax #
319-289-0057	319-365-9981

Bill To
CITY OF WASHINGTON PO BOX 516 WASHINGTON IA 52353

Approved by:


Quantity	Description	Rate	Amount
19	CDBG REHAB GRANT ADMINISTRATION	75.00	1,425.00
Please remit payment within 30 days.		Total	\$1,425.00



414 South 17th Street, Ste 107
Ames, IA 50010
515-233-0000

City of Washington
PO Box 516
Washington, IA 52353
Brent Hinson

Invoice number 47880
Date 05/30/2021

Project 342420B 2021 Washington Water Main
Improvements

Professional Services for the Period of 5/1/2021 to 5/29/2021

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
General Consultation	2,500.00	20.00	500.00	500.00	0.00
Preliminary Design	56,500.00	100.00	56,500.00	56,500.00	0.00
Final Design	49,000.00	100.00	46,060.00	49,000.00	2,940.00
Bidding Phase	8,600.00	0.00	0.00	0.00	0.00
Property Survey	9,000.00	90.00	8,100.00	8,100.00	0.00
Topographic Survey	9,600.00	100.00	9,600.00	9,600.00	0.00
Construction Administration	57,100.00	0.00	0.00	0.00	0.00
Post Construction Record Drawings	7,600.00	0.00	0.00	0.00	0.00
Total	199,900.00	61.88	120,760.00	123,700.00	2,940.00

Standard Hourly Rate Phases

	Billed Amount
Permitting	
Professional Fees	215.00
Permitting subtotal	215.00
Invoice total	\$3,155.00

Approved by:

Steven P. Soupir

Late Payment Charge: 15% per annum beginning 30 days from above date



414 South 17th Street, Ste 107
Ames, IA 50010
515-233-0000

City of Washington
PO Box 516
Washington, IA 52353
Brent Hinson

Invoice number 47884
Date 05/30/2021

Project 711419A N 4th Avenue Street and Utility
Improvements

Professional Services for the Period of 5/1/2021 to 5/29/2021

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Data Collection	1,000.00	100.00	1,000.00	1,000.00	0.00
N. 4th Avenue Improvements Scoping Study	8,200.00	100.00	8,200.00	8,200.00	0.00
N. 2nd Avenue Stormwater Pump Station Evaluation	8,300.00	100.00	8,300.00	8,300.00	0.00
Preliminary Design	82,500.00	100.00	82,500.00	82,500.00	0.00
Final Design	71,000.00	100.00	71,000.00	71,000.00	0.00
Bidding & Negotiation	9,500.00	100.00	9,500.00	9,500.00	0.00
Property Boundary Survey	7,500.00	100.00	7,500.00	7,500.00	0.00
Topographic Survey	9,500.00	100.00	9,500.00	9,500.00	0.00
Emergency Topographic Surveying Services	1,900.00	100.00	1,900.00	1,900.00	0.00
Construction Administration	65,000.00	100.00	65,000.00	65,000.00	0.00
Emergency Repair Design Services	14,300.00	100.00	14,300.00	14,300.00	0.00
Post Construction Record Drawings	7,900.00	85.00	3,950.00	6,715.00	2,765.00
Construction Staking	19,500.00	100.00	19,500.00	19,500.00	0.00
Construction Staking - Additional Services	2,900.00	100.00	2,900.00	2,900.00	0.00
Total	309,000.00	99.62	305,050.00	307,815.00	2,765.00

Invoice total **\$2,765.00**

Approved by:

Steven P. Soupir

Late Payment Charge: 15% per annum beginning 30 days from above date



414 South 17th Street, Ste 107
Ames, IA 50010
515-233-0000

City of Washington
PO Box 516
Washington, IA 52353

Invoice number 47877
Date 05/30/2021

Project 204520A Washington 2020 Sanitary
Sewer Extension

Professional Services for the Period of 5/1/2021 to 5/29/2021

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	7,100.00	100.00	7,100.00	7,100.00	0.00
Final Design	5,250.00	100.00	4,725.00	5,250.00	525.00
Bidding	3,900.00	35.00	0.00	1,365.00	1,365.00
Boundary Survey	3,100.00	100.00	3,100.00	3,100.00	0.00
Topographic Survey	2,600.00	100.00	2,600.00	2,600.00	0.00
Construction Administration	9,200.00	0.00	0.00	0.00	0.00
Post Construction	1,200.00	0.00	0.00	0.00	0.00
Construction Staking	2,100.00	0.00	0.00	0.00	0.00
Geotechnical Report	6,500.00	100.00	6,500.00	6,500.00	0.00
Total	40,950.00	63.28	24,025.00	25,915.00	1,890.00

Invoice total **\$1,890.00**

Approved by:

Steven P. Soupir

Late Payment Charge: 15% per annum beginning 30 days from above date

1609 Golden Aspen Drive, Suite 104
Ames, IA 50010
515-337-1197

INVOICE 

Name	City of Washington, Iowa, c/o Brent D. Hinson		
Address	215 East Washington Street		
City	Washington	State	IA ZIP 52353
Phone	319-653-6584		

Date	6/9/2021
Order No.	WAS-DEAO-2021

Name _____
CC # _____
Expires _____

Office Use Only: Customer will be charged 1.5% interest per month for any invoices past due over 30 days.

Your Expert Right of Way Resource

INVOICE



INVOICE NO: 1806301-0
INVOICE DATE: June 1, 2021

REMIT
TO:

TEAM Services, Inc.
717 S.E. 6th Street
Des Moines, IA 50309
ph: 515-282-8818
fax: 515-282-8741
ID No. 42-1416550

BILL TO: Brent Hinson
City of Washington
215 East Washington Street
Washington, IA 52353

PROJECT: **Wellness Park Ball Fields and Roadway**
Washington, IA
No: 9-2878

Services for period of 4/1/2021 through 4/30/2021
Reference: Laboratory Testing Services

ITEM	QTY	UNITS	DESCRIPTION	UNIT PRICE	AMOUNT
1	4.00	test	Concrete Cylinder Compressive Strength Tests, including Molds	15.00	60.00

Invoice Total: 60.00

Amount Received: \$0.00

Amount Due: \$60.00

TERMS: 1.5% Interest per month will be added after 30 days.

Billing summary through: 6/1/2021

Total billed: \$6,694.05
Total Received: \$6,634.05
Balance: \$60.00

Budget summary through: 06/01/2021

Project Budget: \$22,130.40
Total Billed: \$6,694.05
Budget Remaining: \$15,436.35

Pay by Credit Card

☐ Master Card ☐ Visa ☐ Am. Ex. ☐ Discover

Name on Card :

Card Number :

Exp. Date (MM/YY) :

Invoice Delivery: Mail

**YMCA of Washington County**

520 W 5th St
PO Box 887
Washington, IA 52353
United States
(319) 653-2141

June 9, 2021

INVOICE

AMOUNT DUE as of 6/9/2021
\$32,000.00

City of Washington

Identification: 016015

Enclosed payment amount: \$

TO City of Washington
215 E Washington
Washington, IA 52353
United States

(return this portion with payment)

Account Fees

Date	Description	Due Date	Fee	Adjusted	Sched.	Paid	Balance
06/09/21	City Sports Sponsorship - 2021 Rec Services Fees	06/09/21	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00

Total	\$32,000.00
Amount Adjusted	\$0.00
Amount Paid	\$0.00
Amount Scheduled	\$0.00
Balance	\$32,000.00

Amount Due \$32,000.00

THE CITY OF WASHINGTON

"Cleanest City in Iowa"



Jaron P. Rosien, Mayor
Brent Hinson, City Administrator
Sally Hart, City Clerk
Kevin Olson, City Attorney

P.O. Box 516
215 E. Washington St.
Washington, IA 52353
319-653-6584
Fax Only 319-653-5273

NOTIFICATION FORM –

LIQUOR/BEER/CIGARETTE/DANCE

LICENSE RENEWALS

~ Business Name: **Pizza Hut**

Business Address: **1018 West Madison**

Application #: **139080**

Type of License: New: Renewal: **X**

Beer/Wine Permit: **Class B Beer Permit**

Liquor License:

Cigarette License:

Dance Permit:

Sunday Sales: **X**

Living Quarters:

Outdoor Service Area:

Catering Privilege:

Date of Council Meeting: **June 15, 2021**

Police: DCI background check and/or local background check: Yes: No:

Police Chief sign off  Date 6-1-2021

Fire: fire inspection done: Yes: No:

Fire Chief sign off _____ Date _____

THE CITY OF WASHINGTON

"Cleanest City in Iowa"



Jaron P. Rosien, Mayor
Brent Hinson, City Administrator
Sally Hart, City Clerk
Kevin Olson, City Attorney

P.O. Box 516
215 E. Washington St.
Washington, IA 52353
319-653-6584
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NOTIFICATION FORM –

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LICENSE RENEWALS

~ Business Name: **Pizza Hut**

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Type of License: New: Renewal: **X**

Beer/Wine Permit: **Class B Beer Permit**

Liquor License:

Cigarette License:

Dance Permit:

Sunday Sales: **X**

Living Quarters:

Outdoor Service Area:

Catering Privilege:

Date of Council Meeting: **June 15, 2021**

Police: DCI background check and/or local background check: Yes: No:

Police Chief sign off _____ Date _____

Fire: fire inspection done: Yes: ☒ No: ☐

Fire Chief sign off  Date 6/1

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2021 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA BP One Trip

Physical Location Address 1504 E Washington St City Washington ZIP 52353

Mailing Address P.O. Box 178 City Brighton State IA ZIP 52540

Business Phone Number 319-653-2243

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP Cobb Oil Co., Inc.

Mailing Address P.O. Box 178 City Brighton State IA ZIP 52540

Phone Number 319-694-2200 Fax Number 319-694-2201 Email lcobb@cobbil.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☒ No ☐

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) Laura Cobb

Name (please print) _____

Signature Laura Cobb

Signature _____

Date 5-14-21

Date _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

July - June 6.30.22

Washington City of
215 E Washington St
Washington, IA 52353

21535

Iowa Department of
REVENUE

**Iowa Retail Permit Application
for Cigarette/Tobacco/Nicotine/Vapor**
<https://tax.iowa.gov>

\$75

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2021 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA DOLLAR GENERAL STORE # 21535
Physical Location Address 225 W MADISON ST City WASHINGTON ZIP 52353-1716
Mailing Address 100 MISSION RIDGE City GOODLETTSVILLE State TN ZIP 37072
Business Phone Number 3192596315

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP DOLGENCORP, LLC
Mailing Address 100 MISSION RIDGE City GOODLETTSVILLE State TN ZIP 37072
Phone Number 615-855-4000 Fax Number 877-364-4130 Email tax-beerandwinelicense@dollargeneral.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☐

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐
Has vending machine that assembles cigarettes ☐ Other ☒ Retail - General Merchandise

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) <u>Ashley Byszowski</u>	Name (please print) <u>Vendor #309964</u> ✓
Signature <u>Ashley Byszowski</u>	Signature <u>Invoice #202221535TOBCITY41</u> ✓
Date <u>5/18/21</u>	Date <u>Batch #20923</u> ✓ \$ 75.00
	Date <u>Separate Check</u>

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

• Email: iapledge@iowaabd.com
• Fax: 515-281-7375

RECEIVED MAY 18 2021

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2021 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA DOLLAR GENERAL STORE # 2237

Physical Location Address 1506 E WASHINGTON ST

City WASHINGTON

ZIP 52353-2102

Mailing Address 100

MISSION RIDGE City GOODLETTSVILLE State TN

ZIP 37072

Business Phone

Number 3198551550

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP DOLGENCORP, LLC

Mailing Address 100 MISSION RIDGE City GOODLETTSVILLE State TN ZIP 37072

Phone Number 615-855-4000 Fax Number 877-364-4130 Email tax-beerandwinelicense@dollargeneral.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☐

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐

Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☒ Retail – General Merchandise

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) Ashley Byzowski

Signature Ashley M Byzowski

Date 5/18/21

Vendor #309964 ✓

Name (pl) Invoice #202202237TOBCITY4 ✓

Signature Batch #20923 \$ 75.00

Date Separate Check

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____

• New ☐ Renewal ☐

RECEIVED MAY 18 2021

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2021 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA Hy-Vee, Inc DBA Hy-Vee

Physical Location Address 5287 S Hwy #1 City Washington ZIP 52353

Mailing Address 5820 Westown Parkway City West Des Moines State Iowa ZIP 50266

Business Phone Number 515-267-2800

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State Iowa ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2468 Email SMcMahon@hy-vee.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☒ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) Andy Schroeder

Name (please print) _____

Signature 

Signature _____

Date May 4th 2021

Date _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2021 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA Hy-Vee, Inc DBA Hy-Vee Fast & Fresh Express

Physical Location Address 1004 W Madison City Washington ZIP 52353

Mailing Address 5820 Westown Parkway City West Des Moines State Iowa ZIP 50266

Business Phone Number 515-267-2800

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State Iowa ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2468 Email SMcMahon@hy-vee.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) Andy Schroeder

Name (please print) _____

Signature 

Signature _____

Date May 4th 2021

Date _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

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- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2021 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA Hy-Vee, Inc DBA Hy-Vee Wine & Spirits

Physical Location Address 1004 W Madison City Washington ZIP 52353

Mailing Address 5820 Westown Parkway City West Des Moines State Iowa ZIP 50266

Business Phone Number 515-267-2800

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State Iowa ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2468 Email SMcMahon@hy-vee.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☒
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) Andy Schroeder

Name (please print) _____

Signature [Signature]

Signature _____

Date May 4th 2021

Date _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

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- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 06 / 30 / 2021 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA WINE + SPIRITS

Physical Location Address 106 W 2ND ST City WASHINGTON ZIP 52353

Mailing Address 106 W 2ND ST City WASHINGTON State IA ZIP 52353

Business Phone Number 319-653-2822

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP T+J WALSH, INC

Mailing Address 106 W 2ND ST City WASHINGTON State IA ZIP 52353

Phone Number 319-653-2822 Fax Number — Email winespirits@hotmail.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☒ No ☐

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐

Grocery store ☐ Hotel/motel ☐ Liquor store ☒ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) ANTHONY WALSH

Name (please print) _____

Signature [Signature]

Signature _____

Date 6-1-2021

Date _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07/01/2021 through June 30, 2022

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA Flying Boys LLC / DBA Washington Cigarette & Tobacco Outlet
Physical Location Address 304 W Madison St City Washington ZIP 52353
Mailing Address 304 W Madison St City Washington State IA ZIP 52353
Business Phone Number 319 591 8365 Cell - 319 800 1661

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP Flying Boys LLC
Mailing Address 304 W Madison St City Washington State IA ZIP 52353
Phone Number 319 591 8365 Fax Number _____ Email flyingboysllc@gmail.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☐
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐
Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) Ackyut Adhikari Name (please print) _____
Signature [Signature] Signature _____
Date 05-22-2021 Date _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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- Email: iapledge@iowaabd.com
- Fax: 515-281-7375



Washington Police Department

James Lester, Chief of Police

215 East Washington Street

Washington, Iowa 52353

Phone: 319-653-2256 Dispatch: 319-653-2107

Rhonda Hill
Administrative Assistant

Lyle Hansen
Lieutenant

Shamus Altenhofen
Lieutenant

Jason Chalupa
Sergeant

Benjamin Altenhofen
Sergeant

Brian VanWilligen
Investigator

Eric Kephart
K-9 Handler

Seth Adam
Police Officer

Tanner Lavelle
Police Officer

Christopher Raymer
Police Officer

Ethan Hansen
Police Officer

Department Activity May 2021

May was a busy month with Calls for Service and activity continuing to show increases.

Officer Kephart and K-9 Dex participated in the Dogs for Law Enforcement (DLE) training and certification process in early May.

Investigator VanWilligen did a presentation on financial abuse of the elderly for a women's group and Lieutenant Altenhofen held a discussion about drugs with members of the United Methodist Church Youth Group.

Sergeant Altenhofen participated in the Extension Service's Safety Day at Stewart Elementary talking with students about bicycle safety.

Lt Altenhofen and Sgt Altenhofen also manned the department's booth at WCHS's KidzFest in Central Park, handing out coloring books and stickers.

In addition to the many community engagement activities officers also completed monthly Police Legal Science online training and the SWAT Team had a joint training with Jefferson County.

Respectfully submitted,

Jim Lester
Chief of Police

**Washington Police Department
Activity & Offense Summary
For the Month of May 2021**

Activity	Previous Month	Current Month	Year-To-Date
Citations / Warnings	50	32	247
Traffic Stops	90	77	351
Traffic Accidents	11	10	51
Parking Tickets	2	1	32
Vehicle Unlocks	39	40	176
Arrest Warrants Served	8	16	40
Search Warrants Served	0	1	4
Calls for Service	461	463	2041
Animal Calls	25	32	104
Mental Health Responses / Suicidal Subjects	21	16	40
Arrests	26	16	118

Offense Summary

Offenses	Previous Month	Current Month	Year-To-Date
Assaults	5	4	18
Domestic Assault	3	2	9
No Contact Order Violation	2	1	6
Burglary	1	1	6
Burglary to a Motor Vehicle	2	2	4
Criminal Mischief / Vandalism	4	7	20
Disorderly Conduct	3	0	6
Driving While Intoxicated (OWI)	0	2	6
Drunkenness (Public Intoxication)	3	0	4
Drug Offenses	4	4	13
Drug Paraphernalia	3	3	9
Sexual Abuse	0	3	4
Theft (includes Shoplifting)	9	10	38
Trespass	1	1	5
Pornography / Obscene Material	0	0	2
Weapons Laws Violations	1	0	1

This chart indicates a summary of the types of offenses the Washington Police Department responded to during the reporting period. Some offense types are combined to simplify this report. It should also be noted that an offense does not always result in an arrest. Calls for service do not always include requests to return phone calls, instances where officers are approached while on patrol for minor issues or requests for assistance from other agencies such as probation / parole checks.

Elm Grove & Woodlawn Cemeteries

Council Report for April 2021

We mowed Elm Grove and Woodlawn twice in April. We started trimming and also sprayed weeds once. We settled and seeded winter graves, and I did some hydroseeding at Sunset Park. I had 6 family requests for information this month. I showed cemetery plots to several families. I also finished getting mowers and trimmers ready for mowing to start. I had 2 seasonal employees start in April. I also have been updating cemetery records as time allows.

We have had 3 funerals at Elm Grove this month, 21 interments so far this year. In May, we plan to continue with funeral services, updating cemetery records, settle and seed winter graves, continue mowing, trimming and spraying. Thank you.

Respectfully submitted,

Nicholas Duvall

Elm Grove & Woodlawn Cemeteries

Council Report for May 2021

We have had a very busy May with the weather. We mowed Elm Grove and Woodlawn four times in May. We trimmed Elm Grove and Woodlawn twice each. I sprayed weeds twice, and applied growth regulator around the headstones in both cemeteries. We reseeded winter graves that didn't come up. I had 12 family requests for information this month. I sold 15 cemetery plots in May. We did several monument repairs and have stayed very busy getting ready for Memorial Day. I also have been updating cemetery records as time allows. We also put up and took down over 400 large flags for the Memorial Day weekend. We had lots of good comments about the cemeteries, despite the weather challenges.

Cemetery clean up is scheduled to begin on 6/15/2021 at 7:00 AM.

We had 5 funerals at Elm Grove in May, 26 interments so far this year. In June, we plan to continue with funeral services, updating cemetery records, trim trees, and continue mowing, trimming and spraying as needed. Thank you.

Respectfully submitted,

Nicholas Duvall

MAINTENANCE & CONSTRUCTION DEPT. REPORT

5-29-21/6-11-21

STREETS: Personnel have been prepping seal coat streets for the annual contracted project. Personnel began street line painting around the City. Personnel poured 10 yards of concrete in numerous areas. Personnel cold patched a few areas and mowed shoulders. Crews placed rock on numerous shoulders around town, West 5th, Lexington Blvd and North 12th Ave.

WATER DISTRIBUTION: Personnel operated a few water services. Also, personnel assisted contractors and engineers with water detailed information.

SEWER COLLECTION: Personnel jetted a few areas of sanitary sewer for maintenance purposes.

STORM SEWER COLLECTION: Personnel poured a new intake on East 11th between North Iowa & North 2nd and on Country Club Road.

MECHANIC/SHOP: Personnel serviced K-9 Unit (replaced battery), #630 Backhoe (repaired grill and checked coolers), #115 (checked codes and ordered parts, plus put a cleaner in the oil), FD #2 (diagnosis leaking water valve-ordered parts), Sweeper (called Elliott Equip:main broom issue), 501 (serviced and check over), Uni loader service, PD 306 (A/C), serviced Generator and all small engines, Brush mower (repair hitch), check over Mwrap for PD audit and work on Public Surplus auction items.

OTHER: Personnel responded to 83 One Call Locates. Yard waste and bag pick-up routes continued. The brush pile at the WWTP had begun being ground. Personnel hauled cold mix and rock back to the stock piles.

*Please note that this report does not include every task M/C personnel performed, but shall be a highlight of our work performed as a department.

Water Treatment Plant: May 2021 Council Report

Here is a summary of the major updates and activities from the Water Treatment Department for May, 2021.

Street/traffic lights: Bessine Electric is scheduled to fix the traffic loops we temporarily fixed last month. They will tear out old loops and cut in new ones. They are also going to inspect all loops in the city and fill in any exposed loops. They will come when construction clears out on Madison St. We replaced a green light at Washington/2nd. Joe Marie is going to fix/replace all of the sound signals and push buttons that are not working. The goal is to have all intersections working correctly by the time school starts back up. We had to locate the traffic light lines for the construction going on at Madison St. We have no drawings and do not have the equipment or training for this. I suggest we hire a locating company like Vannguard to draw up a detailed map of all traffic light locates. I will look into the cost.

Well 6: We have received estimates from Cahoy and Gingerich/Peerless. These estimates are not 100% apples to apples. Gingerich/Peerless method is airlifting the well by forcing extremely high amounts of air (1,000 psi) to lift all the water from the well out of the wellhead. I have concerns about pumping that high of air pressure into our well. Cahoy's method is aerating the well all the way to the bottom then chemically treating it with a high pH solution and pumping it to waste. The high pH solution would neutralize the acid in the well and kill off bacteria. Both companies would chlorinate to disinfect the well when finished. Cahoy's estimate is significantly lower and, in my opinion, just as, if not more effective. I spoke with Matt Hawes from Fox and Chad McCleary with Ion Environmental and they both concur. Brent typed up a memo and we will be talking about this at council.

Water Plant Operations: I submitted the April MOR to the DNR. We have been hitting the dead meter list hard. It was the highest it's ever been due to covid. We ordered more meters, meter fittings, and gaskets. Will read book 7. We collected routine monthly bacteria samples; results were absent. We changed bag filters. We received our shipment of filters. Our monthly bulk chemicals were filled up. We collected our monthly well levels. Our VFD for our aerator was not working. Jetco installed our VFD to the aerator, and it is back up and running as it should be. Trees were planted at the water plant. We water them once or twice a week depending on rain.

Operators: Will took a few days off for vacation. I was off Memorial weekend for a short vacation. I applied to take my Grade III Water Distribution exam. Will applied to take his Grade II Water Distribution exam. I had my evaluation with Brent. I attended weekly staff meetings. If you have any questions or concerns, please don't hesitate to contact myself or Will. Thanks, stay safe!

Water Plant Superintendent: Kyle W

**WWTP report
June 15th , 2021
Council meeting**

- **After hour alarm and dog call outs –**
5-27-2021 Dog call to 700 block E Washington @ 8:20p.m. Parker
5-5-2021 Dog call to Dog Park @ 2:30p.m. Parker
6-2-2021 Alarm at Lexington lift station.
- **Annual Toxicity Test**-We collected a 24 hour composite sample for our annual toxicity test of effluent water to be tested at the state hygienic laboratory in Ankeny Iowa.
- **Dept Head meetings** –I attended the meetings on June 11th , 18th
- **Mowing**-A lot of mowing at WWTP and lift stations.
- **Hydrogen Sulfide Gas**- We continue to have meetings and conference calls with IRE, NELCO, Fox eng., and City staff to resolve the issue. We did get four more hydrogen sulfide monitors for a total of seven. We have the monitors spread through the sewer system from IRE to the WWTP. We get readings from the monitors once a week, share and go over the information with everyone.
- **WWTP May 2021, Discharge Monitoring Report (DMR)** – Average daily flow **2.725 million gallons (mg)**, maximum daily flow **5.237 mg**, minimum daily flow **1.238 mg**. There were **zero (0)** violations of the WWTP's NPDES discharge permit. Total precipitation for May = **>6.38"** (recorded at the WWTP).

CBOD5 removal 85% required	result = 94.6 %
Influent CBOD5 monthly total =	510.9 mg/L
Effluent CBOD5 monthly total =	27.25 mg/L
 TSS removal 85% required	 result = 93.73 %
Influent TSS monthly total =	751.1 mg/L
Effluent TSS monthly total =	47.03 mg/L
- **E-Coli testing**-We are currently testing for our second round of E-Coli sampling in the month of June.

**Jason Whisler
6/14/2021 9:00 A.M.**

**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
JUNE 15, 2021**

POLICE	911 CUSTOM	USB BOXES	580.00
	ACE-N-MORE	SUPPLIES	45.57
	BDH TECHNOLOGY LLC	TECH SERVICES	522.00
	CENTRAL IOWA DISTRIBUTING	PAPER TOWELS	16.00
	COBB OIL CO, INC.	FUEL	2,253.39
	CUSTOM IMPRESSIONS INC	SUPPLIES	178.95
	GALLS LLC	WATER PROOF BOOT	174.95
	GENERAL DYNAMICS	SIMUNITION TRAINING-LAVELY	620.00
	JACK'S UNIFORMS & EQUIPMENT	GUNS	2,088.00
	JOHN DEERE FINANCIAL	K9 FOOD	46.99
	KCTC	PHONE & INTERNET	360.21
	QUILL	OFFICE SUPPLIES	67.56
	UP - TOWN AUTO WASH. LLC	CAR WASH CARD	100.00
	UPS	SHIPPING CHARGES	11.14
	VERIZON WIRELESS	WIRELESS SERVICE	838.31
	WASHINGTON DISCOUNT TIRE	TIRE REPAIR	26.45
		TOTAL	7,929.52
FIRE	ACE-N-MORE	BRUSH CUTTER	263.89
	ALL AMERICAN PEST CONTROL	PEST CONTROL	31.25
	COBB OIL CO, INC.	FUEL	177.56
	FIRE SERVICE TRAINING BUREAU	TRAINING - MCAVOY	50.00
	KCTC	PHONE & INTERNET	211.96
	MIDWEST BREATHING AIR SYSTEMS	AIR TESTING	187.88
	VERIZON WIRELESS	WIRELESS SERVICE	120.03
		TOTAL	1,042.57
EMS	WASHINGTON CO AMBULANCE SERV.	START UP SUPPLIES FOR EMS	8,876.33
	WINFIELD FIRE & RESCUE	OXYGEN SUPPLIES	90.00
		TOTAL	8,966.33
DEVELOPMENT SERVICES	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	32.38
	COBB OIL CO, INC.	FUEL	49.62
	FARRIER, KELLY	GRASS ABATEMENTS	332.00
	VERIZON WIRELESS	WIRELESS SERVICE	184.56
		TOTAL	598.56
LIBRARY	ALL AMERICAN PEST CONTROL	PEST CONTROL	31.25
	ALLIANT ENERGY	ALLIANT ENERGY	1,423.43
	ARCHER APPLIANCE	BOXES FOR MOVING BOOKS	228.00
	DEMCO	LIBRARY MATERIALS	139.67
	FAREWAY STORES	PROGRAMMING	3.49
	GAZETTE COMMUNICATIONS INC	SUBSCRIPTION	468.00
	KCII	ADVERTISING	97.32
	KCTC	PHONE & INTERNET	498.63
	PRAIRIE LIGHTS	BOOKS	206.29
		TOTAL	3,096.08
PARKS	ACE-N-MORE	SUPPLIES	726.39
	ACTION SERVICES INC	PORTABLE TOILETS	473.75
	ALLIANT ENERGY	ALLIANT ENERGY	984.80
	AMAZON CAPITAL SERVICES	FOUNTAIN VALVE/SUPPLIES	126.88
	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	12.11
	COBB OIL CO, INC.	FUEL	1,298.80
	KCTC	PHONE & INTERNET	319.77
	MID-AM RES. CHEMICAL CORP	SUPPLIES	969.82
	PIONEER MFG.	BALLFIELDS	982.95

	SITLER'S SUPPLIES INC.	BANDSTAND LIGHTS	105.00
	STOUT COMPANIES	SUPPLIES	377.35
	ULINE	SUPPLIES	294.53
	VERIZON WIRELESS	WIRELESS SERVICE	41.52
	WASHINGTON DISCOUNT TIRE	REPAIR	22.50
	WASHINGTON LUMBER	MATERIAL	13.01
	WASHINGTON RENTAL	TRIMMER HEAD	12.68
		TOTAL	6,761.86
POOL	ACCO	POOL SUPPLIES	1,097.40
	ACE-N-MORE	POOL SUPPLIES	182.34
	ALLIANT ENERGY	ALLIANT ENERGY	1,512.97
	CARRICO AQUATIC RESOURCES	POOL SUPPLIES	284.11
	KCTC	PHONE & INTERNET	85.94
	PACHA, NICK	REIMB FOR POOL SUPPLIES	69.90
		TOTAL	3,232.66
CEMETERY	ACE-N-MORE	SUPPLIES	26.50
	ATCO INTERNATIONAL	SAFETY GLASSES	228.64
	COBB OIL CO, INC.	FUEL	541.20
	DULTMEIER SALES	PRESSURE WASHER SWITCH	47.47
	GRAINGER	MARKING FLAGS	187.60
	KCTC	PHONE & INTERNET	155.62
	LENGACHERS SMALL ENGINE SALES AND SERV	MOWER PARTS	194.69
	WASHINGTON DISCOUNT TIRE	TIRES	2,530.47
	WASHINGTON LUMBER	MATERIALS	290.39
		TOTAL	4,202.58
FINANCIAL ADMIN	ALL AMERICAN PEST CONTROL	PEST CONTROL	31.25
	ALLIANT ENERGY	ALLIANT ENERGY	19.65
	CENTRAL IOWA DISTRIBUTING	PAPER TOWELS	16.00
	GOOGLE LLC	MONTHLY SERVICE	396.00
	IOWA RADIO PLUS	ADVERTISING	10.00
	KCII	ADVERTISING	162.20
	KCTC	PHONE & INTERNET	919.07
	PACE PAYMENT SYSTEMS	DC/CC ADMIN FEE	20.00
	PITNEY BOWES GLOBAL FINANCIAL SERVICES	POSTAGE MACHINE RENTAL	313.44
	POSTMASTER	YEARLY POSTAGE BOX FEE	122.00
	QUILL	SUPPLIES	41.44
	RUNNING ROBOTS	MONTHLY HOSTING & MAINT WE	249.00
	VERIZON WIRELESS	WIRELESS SERVICE	86.53
	WASH CO RECORDER	RECORDING FEES	56.00
	WASH COUNTY MINIBUS	LOST- JUNE 2021	20,226.10
	WMPF GROUP LLC	ADVERTISING	1,020.55
		TOTAL	23,689.23
AIRPORT	ACE-N-MORE	SUPPLIES	10.18
	CLOUDBURST 9	INTERNET	72.09
	JAMIESON, JEAN	MAY CLEANING	245.00
	MARIE ELECTRIC INC.	PARTS AND LABOR FOR REPAIR	319.25
	MIDWEST LIQUID SYSTEMS	PARTS	35.16
	TITAN AVIATION FUELS	TITAN AVIATION FUELS	15,277.60
	VERIZON WIRELESS	WIRELESS SERVICE	50.94
	VETTER'S INC-CULLIGAN WATER	WATER	228.20
	WEST LAWN CARE	MOWING AIRPORT	4,050.00
	WINDSTREAM IOWA COMMUNICATIONS	JUNE SERVICE	189.33
		TOTAL	20,477.75
ROAD USE	ACE-N-MORE	SUPPLIES	480.49
	ALTORFER	EQUIPMENT RENTAL	272.00
	ARNOLD MOTOR SUPPLY	PARTS	28.37

	CASH-N-CARRY CHEMICALS LLC	SUPPLIES	165.00
	CJ COOPER & ASSOC.	SERVICE	35.00
	COBB OIL CO, INC.	FUEL	1,377.24
	DOUDS STONE LLC	ROADSTONE	250.16
	ELLIOTT EQUIPMENT CO	PARTS	580.21
	HENDERSON PRODUCTS, INC.	TRUCK REPAIR	9,231.79
	IDEAL READY MIX	CONCRETE - 2ND AVE/CC RD/S 2ND	3,487.50
	TRUCK CENTER COMPANIES	PARTS	38.13
	WASHINGTON LUMBER	CONCRETE FORMS	273.03
	WMPF GROUP LLC	LEGAL ADVERTISING	24.09
		TOTAL	16,243.01
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	10,404.68
	FRANZEN, DENNIS	TRAFFIC LIGHT REPAIR	85.00
		TOTAL	10,489.68
HOTEL/MOTEL TAX	RUNNING ROBOTS	MONTHLY HOSTING & MAINT WE	249.00
		TOTAL	249.00
SC RES UR	WASHINGTON STATE BANK	VOGEL-TIF REBATE	24,022.92
		TOTAL	24,022.92
CAPITAL PROJECTS	HAWKEYE FIRE & SAFETY	SUPPLIES	255.00
	WMPF GROUP LLC	LEGAL ADVERTISING	24.09
		TOTAL	279.09
INDUSTRIAL DEVELOP	WEDG	WEDG SHARE- 915 E TYLER	3,638.57
		TOTAL	3,638.57
TREE COMMITTEE	IOWA CITY LANDSCAPING	TREES	7,473.60
	FORREST KEELING NURSERY	FRIEGHT - TREES	300.00
	MCCONNELL, MARDE	REIMBURSEMENT- SAPLING EXP.	24.61
		TOTAL	7,798.21
LIBRARY GIFT	FACE ART BY BRANDI	PROGRAMMING	200.00
	KCTC	PRINTER/TECH SERVICES	901.99
	TAYLOR, EMERSON	PROGRAMMING	275.00
		TOTAL	1,376.99
WATER PLANT	ACE-N-MORE	PAINT	6.99
	ALL AMERICAN PEST CONTROL	PEST CONTROL	31.25
	ALLIANT ENERGY	ALLIANT ENERGY	13,677.99
	COBB OIL CO, INC.	FUEL	128.77
	FERGUSON WATERWORKS# 2516	METERS	8,850.86
	GLOBAL PAYMENTS	DC/CC ADMIN FEE	1,497.48
	IA DEPT OF REVENUE	WET TAX	7,025.00
	JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	16.80
	KCTC	PHONE & INTERNET	160.62
	VERIZON WIRELESS	WIRELESS SERVICE	46.52
		TOTAL	31,442.28
WATER DISTRIBUTION	ACE ELECTRIC. INC	GENERATOR MAINTENANCE	545.20
	ACE-N-MORE	GLOVES	381.23
	ALLIANT ENERGY	ALLIANT ENERGY	39.42
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	117.00
	CHEMSEARCH FE	SUPPLIES	394.70
	COBB OIL CO, INC.	FUEL	317.48

IOWA ONE CALL
 JOHN DEERE FINANCIAL
 MID-AM RES. CHEMICAL CORP
 QUAD CITIES WINWATER
 RIVER PRODUCTS
 SCHIMBERG CO.
 VERIZON WIRELESS
 WINDSTREAM IOWA COMMUNICATIONS

SERVICE 128.70
 SUPPLIES 2.79
 SUPPLIES 744.13
 CHLORINE TABLETS 992.19
 CONCRETE SANE 93.29
 PARTS 1,819.38
 WIRELESS SERVICE 93.04
 JUNE SERVICE 120.63
TOTAL 5,789.18

SEWER PLANT

ALLIANT ENERGY
 CJ COOPER & ASSOC.
 COBB OIL CO, INC.
 DETECTION INSTRUMENTS CORPORATION
 GPM
 IA DEPT OF REVENUE
 KCII
 VERIZON WIRELESS
 WINDSTREAM IOWA COMMUNICATIONS

ALLIANT ENERGY 542.67
 SERVICE 35.00
 FUEL 598.28
 H2S METER CALIBRATION 120.37
 METER PARTS 787.19
 SALES TAX 2,105.00
 EMPLOYMENT ADV 148.80
 WIRELESS SERVICE 94.42
 JUNE SERVICE 287.76
TOTAL 4,719.49

SEWER COLLECTION

ACE-N-MORE
 ALLIANT ENERGY
 ARNOLD MOTOR SUPPLY
 CARSON PLUMBING & HEATING SRVS INC
 CENTRAL IOWA DISTRIBUTING
 CHEMSEARCH FE
 CINTAS FIRST AID & SAFETY
 COBB OIL CO, INC.
 COUNTY MATERIALS CORP
 MIDWEST WHEEL
 QUAD CITIES WINWATER
 VERIZON WIRELESS
 WASHINGTON DISCOUNT TIRE
 WASHINGTON LUMBER
 WINDSTREAM IOWA COMMUNICATIONS

CONCRETE MIX 23.17
 ALLIANT ENERGY 626.66
 PARTS 145.38
 UNCLOG DRAIN-N MARION 136.91
 SUPPLIES 523.00
 SUPPLIES 186.85
 FIRST AID SUPPLIES 45.74
 FUEL 989.26
 SUPPLIES 1,551.04
 SUPPLIES & APPLICATOR 119.88
 MADISON PARK EXTENSION/SUPPLIES 1,775.44
 WIRELESS SERVICE 89.54
 TIRE REPAIR 22.50
 MATERIALS 83.63
 JUNE SERVICE 120.64
TOTAL 6,439.64

SANITATION

JOHNSON COUNTY REFUSE INC

REFUSE & REC & CITY LOCATIONS 48,438.00
TOTAL 48,438.00

SELF INSURANCE

EMPLOYEE BENEFIT SYSTEMS

EBS ADMIN FEE 341.53
TOTAL 341.53

TOTAL 241,264.73

**CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
MAY 31, 2021**

	5/1/2021					5/31/2021
FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	ENDING CASH BALANCE
001-GENERAL FUND	1,723,948.08	175,199.56	-	272,489.13	-	1,626,658.51
002-AIRPORT FUND	358,538.57	8,222.88	-	22,374.96	-	344,386.49
010-CHAMBER REIMBURSEMENT	6,199.66	6,991.15	-	6,332.88	-	6,857.93
011-MAIN STREET REIMBURSEMENT	(10,352.34)	-	-	3,786.04	-	(14,138.38)
012-WEDG REIMBURSEMENT	1,012.06	7,622.10	-	6,895.76	-	1,738.40
050-DOWNTOWN INCENTIVE GRANT	132,000.00	(68,526.85)	-	-	-	63,473.15
110-ROAD USE	524,120.57	75,358.35	-	60,852.08	-	538,626.84
112-EMPLOYEE BENEFITS	-	30,127.33	-	30,127.33	-	-
114-EMERGENCY LEVY	-	2,781.48	-	2,781.48	-	-
121-LOCAL OPTION SALES TAX	-	80,904.41	-	80,904.41	-	-
122-LOST DEBT SERVICE	127,970.00	-	-	127,670.00	-	300.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	97,091.22	9,859.22	-	1,066.84	-	105,883.60
127-UNIF COMM UR - BRIARWOOD	11,172.44	-	-	9,700.62	-	1,471.82
129-SC RES UR	33,646.78	3,540.40	-	13,164.26	-	24,022.92
134-DOWNTOWN COMM UR	3,530.17	4,627.28	-	3,530.17	-	4,627.28
145-HOUSING REHABILITATION	25,502.47	-	-	2,025.00	-	23,477.47
146-LMI TIF SET-ASIDE	110,290.77	13,164.26	-	-	-	123,455.03
200-DEBT SERVICE	728,025.45	310,129.45	-	1,031,926.25	-	6,228.65
300-CAPITAL EQUIPMENT	(1,190.18)	-	-	11,404.10	-	(12,594.28)
301-CAPITAL PROJECTS FUND	(960,474.37)	3,723.53	-	20,719.90	-	(977,470.74)
308-INDUSTRIAL DEVELOPMENT	431,007.59	8,652.07	-	3,638.57	-	436,021.09
309-MUNICIPAL BUILDING	347,020.96	60,697.31	-	-	-	407,718.27
310-WELLNESS PARK	399,002.79	68,548.64	-	-	-	467,551.43
311-SIDEWALK REPAIR & REPLACE	41,867.24	-	-	3,008.00	-	38,859.24
312-TREE REMOVAL & REPLACE	34,386.01	-	-	-	-	34,386.01
315-RESIDENTIAL DEVELOPMENT	247,229.12	-	-	-	-	247,229.12
510-MUNICIPAL BAND	4,463.16	-	-	-	-	4,463.16
520-DOG PARK	4,579.10	-	-	-	-	4,579.10
530-TREE COMMITTEE	19,248.04	684.39	-	325.02	-	19,607.41
540-POLICE FORFEITURE	3,559.72	-	-	-	-	3,559.72
541-K-9 PROGRAM	1,334.61	-	-	-	-	1,334.61
545-SAFETY FUND	4,410.50	-	-	-	-	4,410.50
550-PARK GIFT	45,114.19	0.31	-	6,520.00	-	38,594.50
570-LIBRARY GIFT	355,468.71	1,636.56	-	29.48	-	357,075.79
580-CEMETERY GIFT	7,488.00	-	-	-	-	7,488.00
600-WATER UTILITY	612,531.82	155,166.17	-	175,912.70	-	591,785.29
601-WATER DEPOSIT FUND	30,200.00	1,650.00	-	1,650.00	-	30,200.00
603-WATER CAPITAL PROJECTS	129,216.79	-	-	39,390.00	-	89,826.79
610-SANITARY SEWER	1,208,106.00	138,851.85	-	226,650.66	-	1,120,307.19
613-SEWER CAPITAL PROJECTS	-	8,000.00	-	8,000.00	-	-
670-SANITATION	75,706.69	47,196.36	-	52,300.40	-	70,602.65
950-SELF INSURANCE	394,860.87	3,524.89	-	3,039.38	-	395,346.38
951-UNEMPLOYMENT SELF INS	78,228.37	813.44	-	-	-	79,041.81
TOTAL BALANCE	7,465,231.63	1,159,146.54	-	2,228,215.42	-	6,396,162.75

Cash in Bank - Pooled Cash

Wash St. Bank - Operating Account	865,470.79 (1)	Interest Rate 0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT	555,849.05	0.20%
Wash St - Farm Mgmt Acct	142,025.85	
Wash St Bank - CD 1/14/2019	517,735.41	0.65%
Wash St Bank - CD 08/30/2018	267,627.41	0.65%
Wash St Bank - ISC Account	4,047,104.24	0.55%
TOTAL CASH IN BANK	6,396,162.75	

(1) Washington State Bank	942,061.61
Outstanding Deposits & Checks/Wages payable	(76,590.82)
	865,470.79

**CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
MAY 31, 2021**

	7/1/2020					5/31/2021
FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	ENDING CASH BALANCE
001-GENERAL FUND	1,029,564.55	3,940,162.73	-	3,343,068.77	-	1,626,658.51
002-AIRPORT FUND	291,086.69	230,388.78	-	177,088.98	-	344,386.49
010-CHAMBER REIMBURSEMENT	8,603.72	77,929.31	-	79,675.10	-	6,857.93
011-MAIN STREET REIMBURSEMENT	-	65,000.00	-	79,138.38	-	(14,138.38)
012-WEDG REIMBURSEMENT	1,218.93	55,987.61	-	55,468.14	-	1,738.40
050-DOWNTOWN INCENTIVE GRANT	80,500.00	31,473.15	-	48,500.00	-	63,473.15
110-ROAD USE	841,454.14	1,069,762.48	-	1,372,589.78	-	538,626.84
112-EMPLOYEE BENEFITS	-	739,819.16	-	739,819.16	-	-
114-EMERGENCY LEVY	-	66,531.67	-	66,531.67	-	-
121-LOCAL OPTION SALES TAX	-	947,096.62	-	947,096.62	-	-
122-LOST DEBT SERVICE	-	155,940.00	-	155,640.00	-	300.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	59,503.35	54,347.09	-	7,966.84	-	105,883.60
125-UNIF COMM UR-NE IND	-	3,039.79	-	3,039.79	-	-
127-UNIF COMM UR - BRIARWOOD	-	20,873.06	-	19,401.24	-	1,471.82
129-SC RES UR	-	75,232.18	-	51,209.26	-	24,022.92
132-UNIF COMM UR - EBD	-	42,883.58	-	42,883.58	-	-
133-UNIF COMM UR-IRE	-	111,749.84	-	111,749.84	-	-
134-DOWNTOWN COMM UR	-	120,522.25	-	115,894.97	-	4,627.28
145-HOUSING REHABILITATION	31,261.81	26,350.00	-	34,134.34	-	23,477.47
146-LMI TIF SET-ASIDE	96,822.84	26,632.19	-	-	-	123,455.03
200-DEBT SERVICE	-	1,211,722.08	-	1,205,493.43	-	6,228.65
300-CAPITAL EQUIPMENT	175,402.31	114,606.25	-	302,602.84	-	(12,594.28)
301-CAPITAL PROJECTS FUND	3,372,993.14	2,667,914.90	-	7,018,378.78	-	(977,470.74)
305-RIVERBOAT FOUND CAP PROJ	-	430,736.07	-	430,736.07	-	-
308-INDUSTRIAL DEVELOPMENT	417,305.37	165,149.64	-	146,433.92	-	436,021.09
309-MUNICIPAL BUILDING	397,332.12	131,045.00	-	120,658.85	-	407,718.27
310-WELLNESS PARK	808,285.14	736,807.32	-	1,077,541.03	-	467,551.43
311-SIDEWALK REPAIR & REPLACE	2,701.24	45,000.00	-	8,842.00	-	38,859.24
312-TREE REMOVAL & REPLACE	38,598.25	5,000.00	-	9,212.24	-	34,386.01
315-RESIDENTIAL DEVELOPMENT	64,966.02	224,972.87	-	42,709.77	-	247,229.12
510-MUNICIPAL BAND	3,963.16	500.00	-	-	-	4,463.16
520-DOG PARK	4,579.10	-	-	-	-	4,579.10
530-TREE COMMITTEE	9,142.34	20,866.39	-	10,401.32	-	19,607.41
540-POLICE FORFEITURE	3,559.72	-	-	-	-	3,559.72
541-K-9 PROGRAM	2,504.42	-	-	1,169.81	-	1,334.61
545-SAFETY FUND	4,410.50	300.00	-	300.00	-	4,410.50
550-PARK GIFT	42,610.20	2,504.30	-	6,520.00	-	38,594.50
570-LIBRARY GIFT	349,599.39	24,840.83	-	17,364.43	-	357,075.79
580-CEMETERY GIFT	10,993.00	-	-	3,505.00	-	7,488.00
600-WATER UTILITY	363,065.09	1,620,778.12	-	1,392,057.92	-	591,785.29
601-WATER DEPOSIT FUND	30,055.00	19,500.00	-	19,355.00	-	30,200.00
602-WATER SINKING	-	40,142.31	-	40,142.31	-	-
603-WATER CAPITAL PROJECTS	-	264,029.10	-	174,202.31	-	89,826.79
610-SANITARY SEWER	761,156.55	2,151,322.25	-	1,792,171.61	-	1,120,307.19
612-SEWER SINKING	-	211,545.00	-	211,545.00	-	-
613-SEWER CAPITAL PROJECTS	-	242,082.92	-	242,082.92	-	-
670-SANITATION	101,916.53	527,496.58	-	558,810.46	-	70,602.65
950-SELF INSURANCE	328,089.11	125,228.74	-	57,971.47	-	395,346.38
951-UNEMPLOYMENT SELF INS	65,833.70	30,601.11	-	17,393.00	-	79,041.81
TOTAL BALANCE	9,878,247.43	18,876,413.27	-	22,358,497.95	-	6,396,162.75

Cash in Bank - Pooled Cash

Wash St. Bank - Operating Account	865,470.79 (1)	Interest Rate 0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT	555,849.05	0.20%
Wash St - Farm Mgmt Acct	142,025.85	
Wash St Bank - CD 1/14/2019	517,735.41	0.65%
Wash St Bank - CD 08/30/2018	267,627.41	0.65%
Wash St Bank - ISC Account	4,047,104.24	0.55%
TOTAL CASH IN BANK	6,396,162.75	

(1) Washington State Bank	942,061.61
Outstanding Deposits & Checks/Wages payable	(76,590.82)
	865,470.79

June 9, 2021

Washington City Council –

I would like to personally invite your fire dept, police and sherriff's office to participate in our escort of the 9/11 mobile exhibit on Saturday July 17th from Ainsworth to the Washington County Fairgrounds. We will know an exact time at a later date.

We are so excited to have this exhibit return with new memorabilia from the last time they were here. The most special thing is that it is such an honor for our town to help them show respect for all that has happened since 9/11 on the 20th anniversary. So many more lives have been lost to cancer and disease from complications of the time spent in the clean up and rescue that happened that day. I hope you are all as proud as I am to have their return!

Sincerely- Carol Horning



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Sally Hart, 319-653-6584 ext 131; sallyhart@washingtioniowa.gov

****Requires advance City Council approval- Council meets 1st & 3rd Tuesdays at 6 PM;
Completed applications are due the Thursday previous to the meeting****

1. APPLICANT INFORMATION

Name/Event: Color Extravaganza - "Color fight"
Coordinator: Jenisa Harris / Bryna Walker
Contact Number: 319-653-2726
Email Address: jenisa.harris@washington.lib.ia.us

2. EVENT INFORMATION

Event Description: We are going to end summer Reading with a color extravaganza. The kids will learn about Holi, the festival of color. + have an epic color fight. we will end w/ water games + a water balloon fight.
Days/Dates of Event: July 10

Time(s) of Event: (Include Set Up/Tear Down Time) 9:30AM - 12:30

Event Location: Alley behind Library

Will event require an alcohol license or require modification of an existing license? ☐ Yes ☒ No

3. REQUEST INFORMATION (Check All Applicable Items)

If you are requesting the closing of a city street, a lane must be maintained for emergency vehicles at all times.

☒ Temporarily close a street for a special event (specify street, times, and indicate on map:)

Description: Alley behind Library, July 10 9:30AM - 12:30

Method of Notification for businesses/downtown residents (if applicable):

The library will notify patrons.

Other Requests

_____ Temporarily park in a "No Parking" area
location : _____

_____ Use of City Park (specify park :
Electrical Needs: _____

_____ Walk/Run (attach map of route and indicate
streets to be closed)

_____ Fireworks (specify location :)

_____ Use of gators/UTV/ATV on City streets

_____ Parade (attach map of route and indicate
streets to be closed)

_____ Tent(s) to be used – over 400 sq ft or canopies
over 1,000 sq ft

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

☒ Street barricades

_____ Emergency "No Parking" Signs

_____ Traffic cones

_____ Picnic Tables

_____ Yield signs for crosswalks

_____ Garbage/Recycling Barrels

_____ Street Sweeping following (parades)

_____ Other (please specify :)

5. SOUND SYSTEMS Please indicate if the following will be used (verify availability with Parks Dept):

_____ Amplified Sound/Speaker System

_____ Public Address System

_____ Recorded/Live Music

_____ If so: BMI/ASCAP License obtained?

6. SANITATION Applicant is responsible for the clean-up of the event area immediately following the event, including trash removal from the site unless special arrangements are made (event trash may be hauled to Parks Shop dumpster at Sunset Park).

Will additional restrooms be brought to the site? _____ Yes ☒ No If yes, how many? _____
(General guideline of 1 restroom/100 people)

Will handwashing/hand sanitizer stations be provided? _____ Yes ☒ No If yes, how many?)

Contact Person: _____

Phone: _____

7. INSURANCE

For **events** requiring an **alcohol license**, the minimum amount of coverage in the general liability insurance policy shall be \$2,000,000 general aggregate, \$1,000,000 personal injury and \$1,000,000 each occurrence. The minimum limits for the liquor liability policy shall be \$500,000. For all other **events** held on **public property**, the minimum amount of coverage for the general liability insurance policy will be \$500,000. Proof of proper insurance coverage must be submitted prior to City Council consideration of the application. City Council may require certificate of insurance with City listed as "additional insured" if deemed necessary.

☒ Certificate of Insurance provided and accepted _____ Certificate of Insurance not required

8. AGREEMENT

In consideration of the City of Washington, Iowa, granting permission for the activity described above, the undersigned indemnifies and holds harmless the City of Washington, Iowa, its employees, representatives and agents against all claims, liabilities, losses or damage for personal injury and/or property damage or any other damage whatsoever on account of the activity described above and/or deviation from normal City regulations in the area. The undersigned further agrees to indemnify and hold harmless the City of Washington, Iowa, its employees, representatives and agents against any loss, injury, death or damage to person or property and against all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kind or nature and from and against any and all costs and expenses including reasonable attorney fees which at any time may be suffered or sustained by the undersigned or by any person who may, at any time, be using or occupying or visiting the premises of the undersigned or the above-referenced public property or be in, on or about the same, when such loss, injury, death or damage shall be caused by or in any way result from or rising out of any act, omission or negligence of any of the undersigned or any occupant, visitor, or user of any portion of the premises or shall result from or be caused by any other matters or things whether the same kind, as, or of a different kind that the matters or things above set forth. The undersigned hereby waives all claims against the city for damages to the building or improvements that are now adjacent to said public property or hereafter built or placed on the premises adjacent to said property or in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time during the activity described above. The undersigned further agrees to comply with all the codes, rules, regulations, terms and conditions established by the City of Washington, Iowa.

THE UNDERSIGNED HAS READ AND FULLY UNDERSTANDS THIS DOCUMENT, INCLUDING THE FACT IT IS RELEASING AND WAIVING CERTAIN POTENTIAL RIGHTS, AND VOLUNTARILY AND FREELY AGREES TO THE TERMS AND CONDITIONS AS SET FORTH HEREIN.



Applicant/Sponsor Signature

6/2/2021

Date

DEPARTMENT APPROVALS

Indicate Date
Contacted

The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.

6/10/21

City Clerk Sally Y. Hart 319-653-6584 sallyhart@washingtونيowa.gov
(Liquor Licenses) ext 131

Comments/Restrictions:

6/2/21

Police Chief Jim Lester 319-458-0264 jlester@washingtونيowa.gov

Comments/Restrictions:

6/2/21

Fire Chief Brendan DeLong 319-461-3796 bdelong@washingtونيowa.gov

Comments/Restrictions:

6/2/21

Streets JJ Bell 319-653-1538 jjbell@washingtونيowa.gov

Comments/Restrictions:

Parks Nick Pacha 319-321-4886 npacha@washingtونيowa.gov

Comments/Restrictions:

County Environmental Health (if serving food):
Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us

Comments/Restrictions:

CITY COUNCIL APPROVAL

City Clerk Signature

Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

Google Maps 213 S Iowa Ave

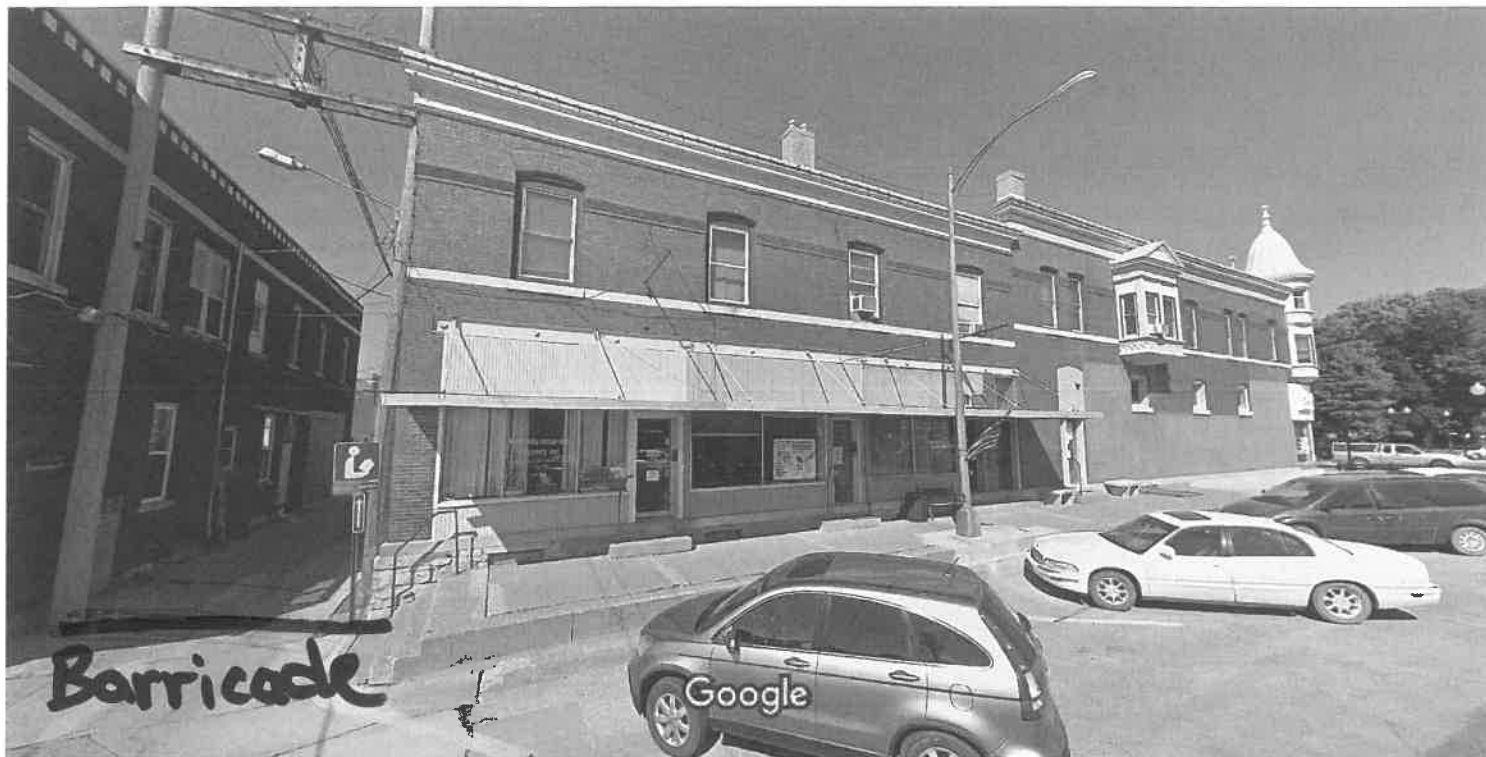


Image capture: Sep 2013 © 2021 Google

Washington, Iowa

Google

Street View



Google Maps 213 S Marion Ave

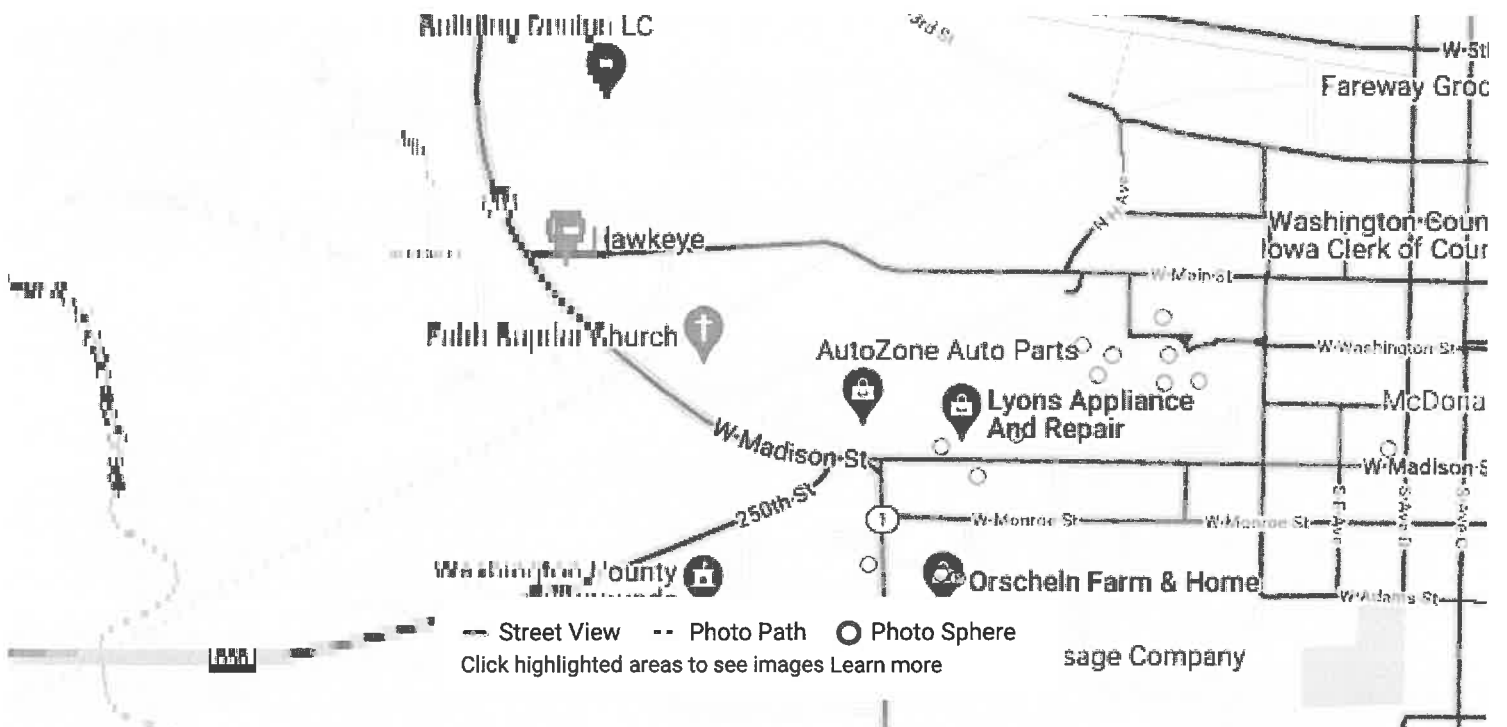


Image capture: Sep 2013 © 2021 Google

Washington, Iowa



Street View









SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Sally Hart, 319-653-6584 ext 131; sallyhart@washingtونيowa.gov

****Requires advance City Council approval- Council meets 1st & 3rd Tuesdays at 6 PM;
Completed applications are due the Thursday previous to the meeting****

1. APPLICANT INFORMATION

Name/Event: Lincoln Bike a Thon

Coordinator: Jodi Williams Teresa Beenblossom

Contact Number: Teresa 319.461.8748 Jodi 319.461.6996

Email Address: tbeenblo@washington.k12.ia.us

2. EVENT INFORMATION

Event Description: Bike a Thon is our largest fundraiser. We will be riding bikes around the long block

Days/Dates of Event: Friday, Sept. 10th 1-3:00 rain date Friday, Sept. 24

Time(s) of Event: (Include Set Up/Tear Down Time) Set up @ 12:00 Tear down approx 2:45

Event Location: Lincoln Elementary

Will event require an alcohol license or require modification of an existing license? ☐ Yes ☒ No

3. REQUEST INFORMATION (Check All Applicable Items)

If you are requesting the closing of a city street, a lane must be maintained for emergency vehicles at all times.

☒ Temporarily close a street for a special event (specify street, times, and indicate on map:)

Description: S. 4th Avenue to Monroe, Monroe to 6th down to Van Buren meeting back up with 4th Please see map and letter.

Method of Notification for businesses/downtown residents (if applicable):

Letter on neighborhood doors.

Other Requests

_____ Temporarily park in a "No Parking" area location : _____

_____ Use of City Park (specify park : _____

Electrical Needs: _____

_____ Use of gators/UTV/ATV on City streets

_____ Parade (attach map of route and indicate streets to be closed)

X Walk/Run (attach map of route and indicate streets to be closed)

_____ Tent(s) to be used – over 400 sq ft or canopies over 1,000 sq ft

_____ Fireworks (specify location :)

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

X Street barricades

_____ Yield signs for crosswalks

_____ Emergency "No Parking" Signs

_____ Garbage/Recycling Barrels

_____ Traffic cones

_____ Street Sweeping following (parades)

_____ Picnic Tables

_____ Other (please specify :)

5. SOUND SYSTEMS Please indicate if the following will be used (verify availability with Parks Dept):

_____ Amplified Sound/Speaker System

_____ Recorded/Live Music

_____ Public Address System

_____ If so: BMI/ASCAP License obtained?

6. SANITATION Applicant is responsible for the clean-up of the event area immediately following the event, including trash removal from the site unless special arrangements are made (event trash may be hauled to Parks Shop dumpster at Sunset Park).

Will additional restrooms be brought to the site? _____ Yes X No _____ If yes, how many? _____
(General guideline of 1 restroom/100 people)

Will handwashing/hand sanitizer stations be provided? _____ Yes _____ No If yes, how many?)

Contact Person: _____

Phone: _____

7. INSURANCE

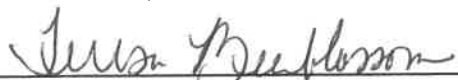
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BS Certificate of Insurance provided and accepted _____ Certificate of Insurance not required

8. AGREEMENT

In consideration of the City of Washington, Iowa, granting permission for the activity described above, the undersigned indemnifies and holds harmless the City of Washington, Iowa, its employees, representatives and agents against all claims, liabilities, losses or damage for personal injury and/or property damage or any other damage whatsoever on account of the activity described above and/or deviation from normal City regulations in the area. The undersigned further agrees to indemnify and hold harmless the City of Washington, Iowa, its employees, representatives and agents against any loss, injury, death or damage to person or property and against all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kind or nature and from and against any and all costs and expenses including reasonable attorney fees which at any time may be suffered or sustained by the undersigned or by any person who may, at any time, be using or occupying or visiting the premises of the undersigned or the above-referenced public property or be in, on or about the same, when such loss, injury, death or damage shall be caused by or in any way result from or rising out of any act, omission or negligence of any of the undersigned or any occupant, visitor, or user of any portion of the premises or shall result from or be caused by any other matters or things whether the same kind, as, or of a different kind that the matters or things above set forth. The undersigned hereby waives all claims against the city for damages to the building or improvements that are now adjacent to said public property or hereafter built or placed on the premises adjacent to said property or in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time during the activity described above. The undersigned further agrees to comply with all the codes, rules, regulations, terms and conditions established by the City of Washington, Iowa.

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Applicant/Sponsor Signature

June 7, 2021

Date

DEPARTMENT APPROVALS

Indicate Date
Contacted

The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.

City Clerk Sally Y. Hart 319-653-6584 sallyhart@washingtونيowa.gov
(Liquor Licenses) ext 131
Comments/Restrictions:

6-8-2021 via
email

Police Chief Jim Lester 319-458-0264 jlester@washingtونيowa.gov
Comments/Restrictions:

6-8-2021 via
email

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Streets JJ Bell 319-653-1538 jjbell@washingtونيowa.gov
Comments/Restrictions:

Parks Nick Pacha 319-321-4886 npacha@washingtونيowa.gov
Comments/Restrictions:

County Environmental Health (if serving food):
Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us
Comments/Restrictions:

CITY COUNCIL APPROVAL

Approved: _____ Denied: _____

City Clerk Signature

Date of Action

CONDITIONS IMPOSED: _____

Principal
*Teresa Beenblossom*Counselor
*Kelsey Martins*Behavior Interventionist
Elizabeth Keesy

June 7, 2021

Dear Council,

Lincoln Elementary is preparing for our 2021 Bike A Thon. The Bike A Thon is our largest and only school fundraiser for the year. Bike A Thon will be on Friday, September 10th from 1:00-2:45. Our rain date is Friday, September 24th from 1:00-2:45.

This year we would again like to close South 4th from Van Buren to Monroe, Monroe to South 6th, South 6th from Monroe to Van Buren and Van Buren from 6th to 4th Ave.

We appreciated the opportunity to do that in 2019 and found that we had fewer accidents by using this route, as students didn't have to drive on gravel through the bus barn area.

We will need help putting up barricades on these streets to keep vehicle traffic away from our bikers. Additional staff and volunteers will be at each intersection to help keep the students safe.

We are asking, not only for permission to hold the Bike A Thon around the Lincoln property and city streets, but help in barricading these streets off the day of the Bike A Thon. Please see the attached map, showing the location of our bike route for the 2021-22 fundraiser.

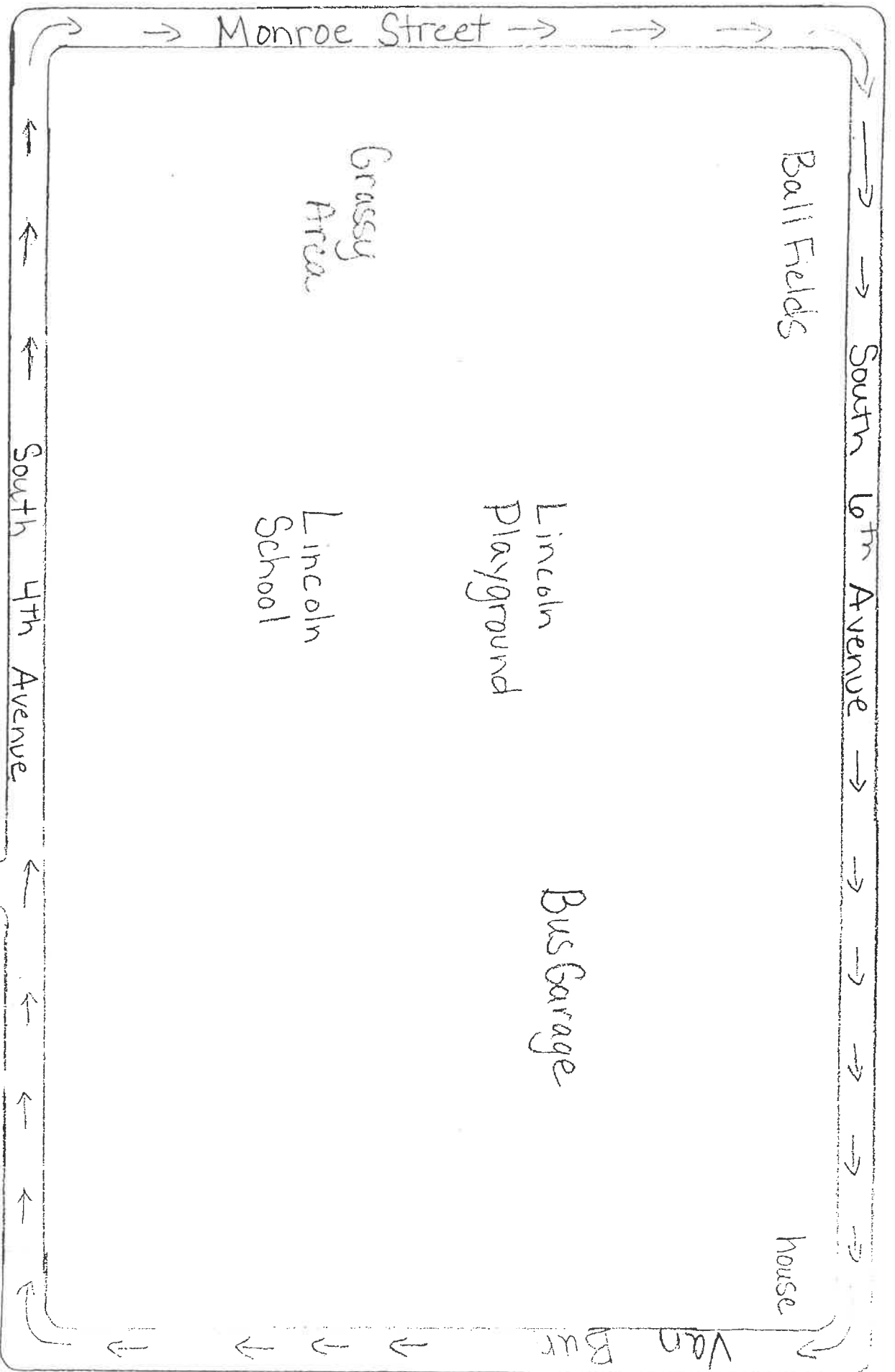
If you have any questions or concerns about this matter, please feel free to call me at Lincoln, 653-3691 or my cell 319.461.8748. I appreciate your consideration on this matter.

Teresa Beenblossom
Lincoln Principal

(11)

Date: !

Rain Date:



(12)

(13)

→ → →

→ → →

→ → →

→ → →

→ → →

(14)

Jackson



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Sally Hart, 319-653-6584 ext 131; sallyhart@washingtونيowa.gov

****Requires advance City Council approval- Council meets 1st & 3rd Tuesdays at 6 PM;
Completed applications are due the Thursday previous to the meeting****

1. APPLICANT INFORMATION

Name/Event: Art Fest
Coordinator: Alisha Davis
Contact Number: 319-750-1540
Email Address: alisha@washingtونيowa.org

2. EVENT INFORMATION

Event Description: art activities in central park
from the library, LET'S center, Dallas Molding
Studio on the Square, Repurpose It + more.
Days/Dates of Event: Saturday, July 31st,
Time(s) of Event: (Include Set Up/Tear Down Time) 9am - 1pm
Event Location: Central Park

Will event require an alcohol license or require modification of an existing license? ____ Yes ☒ No

3. REQUEST INFORMATION (Check All Applicable Items)

If you are requesting the closing of a city street, a lane must be maintained for emergency vehicles at all times.

☒ Temporarily close a street for a special event (specify street, times, and indicate on map):
Description: Parking spots on west side of
square closest to square on
Marion Ave for Food Trucks

Method of Notification for businesses/downtown residents (if applicable):

Flyer distribution

Other Requests

☒ Temporarily park in a "No Parking" area
location: _____

☒ Use of City Park (specify park :
Electrical Needs: _____

_____ Walk/Run (attach map of route and indicate
streets to be closed)

_____ Fireworks (specify location :)

_____ Use of gators/UTV/ATV on City streets

_____ Parade (attach map of route and indicate
streets to be closed)

☒ Tent(s) to be used – over 400 sq ft or canopies
over 1,000 sq ft

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

_____ Street barricades

_____ Emergency "No Parking" Signs

☒ Traffic cones

☒ Picnic Tables

☒ Yield signs for crosswalks

☒ Garbage/Recycling Barrels

_____ Street Sweeping following (parades)

_____ Other (please specify :)

5. SOUND SYSTEMS Please indicate if the following will be used (verify availability with Parks Dept):

☒ Amplified Sound/Speaker System

☒ Public Address System

☒ Recorded/Live Music

☒ If so: BMI/ASCAP License obtained?

6. SANITATION Applicant is responsible for the clean-up of the event area immediately following the event, including trash removal from the site unless special arrangements are made (event trash may be hauled to Parks Shop dumpster at Sunset Park).

Will additional restrooms be brought to the site? _____ Yes ☒ No If yes, how many? _____
(General guideline of 1 restroom/100 people)

Will handwashing/hand sanitizer stations be provided? _____ Yes ☒ No If yes, how many?)

Contact Person: Alisha Davis

Phone: 319-750-1546

7. INSURANCE

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Applicant/Sponsor Signature

6/10/21
Date

DEPARTMENT APPROVALS

Indicate Date
Contacted

The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.

6/10/21

City Clerk Sally Y. Hart 319-653-6584 sallyhart@washingtونيowa.gov
(Liquor Licenses) ext 131
Comments/Restrictions:

6/10/21

Police Chief Jim Lester 319-458-0264 jlester@washingtونيowa.gov
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Fire Chief Brendan DeLong 319-461-3796 bdelong@washingtونيowa.gov
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6/10/21

Streets JJ Bell 319-653-1538 jjbell@washingtونيowa.gov
Comments/Restrictions:

6/10/21

Parks Nick Pacha 319-321-4886 npacha@washingtونيowa.gov
Comments/Restrictions:

6/10/21

County Environmental Health (if serving food):
Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us
Comments/Restrictions:

CITY COUNCIL APPROVAL

City Clerk Signature

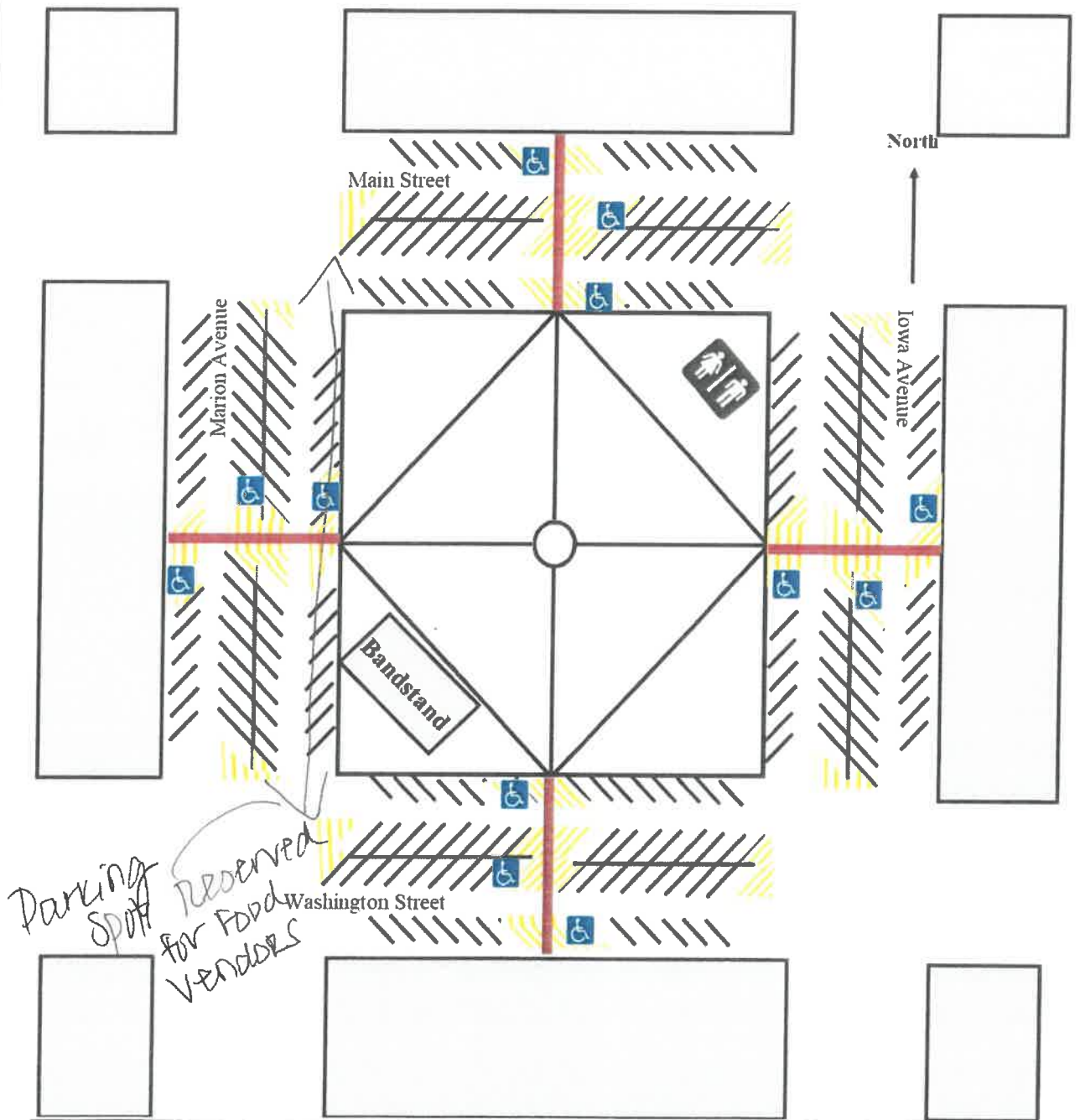
Date of Action

Approved: _____

Denied: _____

CONDITIONS IMPOSED: _____

Downtown Map (If Area Outside Downtown, Please Attach a Map):





Case Report

05/19/2021 - 06/11/2021

Case Date	Main Status	Actions Taken	Method of Warning	Parcel Address	Description
6/9/2021	Open		Hanger	721 W MADISON ST	Junk vehicle
6/9/2021	Open		Hanger	315 W MADISON ST	junk vehicles
6/9/2021	Open		Verbal Warning	909 N MARION AVE	indoor furniture outside
6/9/2021	Open		Hanger	615 S MARION AVE	junk vehicles
6/9/2021	Open		Hanger	1027 N 6TH AVE	high grass
6/7/2021	Open		Hanger	109 GREEN MEADOWS DR	high grass south side
6/4/2021	Closed		Verbal Warning	505 N IOWA AVE	mattress at curb
6/4/2021	Open		Phone Call	503 N 12TH AVE	weeds
6/3/2021	Closed		Phone Call	123 E WASHINGTON ST	weeds
6/3/2021	Open	took pictures	Hanger	308 W MONROE ST	high grass
6/3/2021	Open		Hanger	1014 N 5TH AVE	high grass
6/3/2021	Open		Hanger	317 N C AVE	junk trash in yard
6/3/2021	Closed	took pictures	Phone Call	925 E 3RD ST	high grass
6/2/2021	Closed		Hanger	514 S 8TH AVE	high grass
6/2/2021	Closed		Hanger	602 W MONROE ST	tree branch over sidewalk
6/2/2021	Closed		Hanger	526 W MONROE ST	tree branch over sidewalk
6/1/2021	Closed		Hanger	504 S 3RD AVE	indoor furniture outside

6/1/2021	Closed		Hanger	303 E JACKSON ST	high grass
6/1/2021	Abated	took pictures	Hanger	802 N MARION AVE	high grass
6/1/2021	Closed		Hanger	515 W 5TH ST	high grass
6/1/2021	Open		Hanger	740 S MARION AVE	tree branch over sidewalk
6/1/2021	Closed		Hanger	806 S 2ND AVE	indoor furniture outside
6/1/2021	Open		Hanger	813 S 2ND AVE	high grass
6/1/2021	Abated		Emergency Abatement	818 S 2ND AVE	high grass
5/28/2021	Open		Phone Call	209 E MAIN ST	tree branches over sidewalk
5/28/2021	Closed		Hanger	213 W JEFFERSON ST	high grass
5/28/2021	Open		Hanger	614 N 5TH AVE	tree branch over sidewalk
5/28/2021	Open		Hanger	421 W WASHINGTON BLVD	tree branch over sidewalk
5/28/2021	Open		Hanger	410 W WASHINGTON BLVD	tree branch over sidewalk
5/28/2021	Open		Hanger	416 W WASHINGTON BLVD	tree branch over sidewalk
5/28/2021	Open		Hanger	504 W WASHINGTON BLVD	tree branch over sidewalk
5/28/2021	Closed		Hanger	603 W WASHINGTON BLVD	tree branch over sidewalk
5/28/2021	Open	took pictures	Letter	2224 250TH ST	high weeds, grass vehicles on grass
5/26/2021	Closed	took pictures	Hanger	609 S MARION AVE	high grass
5/26/2021	Abated	took pictures	Emergency Abatement	815 N 7TH AVE	high grass
5/26/2021	Open		Hanger	702 S B AVE	refridge in backyard

5/26/2021	Open		Hanger	708 S B AVE	boat on grass, backyard
5/26/2021	Open		Hanger	520 S 2ND AVE	high grass
5/26/2021	Closed	took pictures	Phone Call	415 S D AVE	high grass
5/25/2021	Closed		Phone Call	312 E 3RD ST	high grass
5/25/2021	Closed		Hanger	305 E Madison ST	indoor furniture outside
5/25/2021	Closed		Email	607 S IOWA AVE	high grass
5/25/2021	Open		Phone Call	628 W MAIN ST	neighbor complaint on grass weeds etc.
5/20/2021	Closed		Hanger	408 S IOWA AVE	high grass
5/20/2021	Closed		Hanger	402 S IOWA AVE	high grass
5/20/2021	Closed		Hanger	803 S 3RD AVE	high grass
5/20/2021	Closed		Hanger	301 E 7TH ST	high grass
5/20/2021	Closed		Hanger	814 N 6TH AVE	high grass
5/20/2021	Closed		Hanger	604 S 9TH AVE	high grass
5/20/2021	Closed		Hanger	603 S 9TH AVE	high grass
5/20/2021	Open		Hanger	740 S 10TH AVE	boat on grass
5/20/2021	Closed	took pictures	Hanger	904 S 10TH AVE	high grass
5/20/2021	Open	took pictures	Phone Call	1101 E TAYLOR ST	high grass, siding
5/20/2021	Open		Hanger	615 E TYLER ST	high grass
5/20/2021	Open		Hanger	421 E MADISON ST	high grass
5/20/2021	Closed		Hanger	728 W WASHINGTON BLVD	bush needs trim for meter reader
5/19/2021	Closed	took pic	Phone Call	821 E 7TH ST	grass blown into street
5/19/2021	Closed		Hanger	610 N MARION AVE	high grass

5/19/2021	Closed		Hanger	201 W 7TH ST	high grass tree limbs over sidewalk
5/19/2021	Closed		Hanger	608 N D AVE	grass high weed in driveway

Total Records: 60

6/11/2021



June 10, 2021

Mayor & City Council
City of Washington
215 Washington St.
Washington, IA 52353

2021 Sanitary Sewer Extension - Recommendation of Award
FOX Ref No: 2045-20A.440

Dear Mayor and City Council:

The City of Washington received bids on June 8, 2021 for the 2021 Sanitary Sewer Extension project. The project includes the installation of approximately 1,040 LF of 10-inch trenched sanitary sewer main, 288 LF of 6-inch trenched sanitary sewer service, sanitary sewer manholes, seeding, erosion control, and other associated work.

The city received two bids on the project. The Engineer's opinion of probable construction cost for the project was \$203,825.00. The bid tabulation Summary is attached for your reference.

DeLong Construction, Inc. from Washington, Iowa submitted the low bid of **\$141,980.00**. Conerstone Excavating Inc. of Washington, Iowa submitted a bid in the amount of \$179,786.75.

The base bid is approximately \$61,845.00 below the Engineer's opinion of probable construction cost. FOX contacted DeLong Construction Inc. to discuss their bid, schedule, equipment, and similar projects that they have completed in Iowa. DeLong Construction Inc. believes their bid is reasonable and has found no errors in its review. DeLong Construction Inc. believes the contract dates for substantial completion will give ample time for the work to be completed. FOX Engineering discussed with DeLong Construction Inc's current projects and reviewed their performance on previous projects. FOX Engineering and City of Washington staff have worked with DeLong Construction Inc. on projects in the past. Their performance has generally been satisfactory to date.

FOX Engineering believes that DeLong Construction, Inc. has the capability to complete the project, has a practical knowledge of the project scope, adequate equipment and personnel, sufficient schedule, and the financial resources to complete the work. Therefore, based on the bids received, FOX Engineering recommends that the 2021 Sanitary Sewer Extension project be awarded to DeLong Construction, Inc. for the total of the Base Bid in the amount of **\$141,980.00**. We believe this represents the lowest responsive, responsible bid and is in the best interest of the project.

Prior to the City of Washington approving the contract, the City's insurance counsel should review the contractor's insurance certificates as well as their performance and maintenance bonds for conformance with the City of Washington's requirements.

The notice of award is attached for your consideration. If approved, please sign and return to FOX Engineering for distribution to the Contractor. Please contact me with any questions or comments regarding this recommendation.

Sincerely,
FOX Engineering Associates, Inc.

A handwritten signature in blue ink, appearing to read "Steven Soupir".

Steven Soupir, P.E.,CFM
Senior Project Manager

Attachments: Bid Tab and Notice of Award

BID TABULATION

2021 Sanitary Sewer Extension

City of Washington, Iowa

BID DATE: June 8, 2021 at 11:00 AM

FOX PN: 2045-20A

CONTRACTORS:				Engineer's Opinion Probable Cost			DeLong Construction, Inc PO Box 488 Washington, IA 52353			Cornerstone Excavating, Inc. 1320 W. Main St Washington, IA 52353		
ITEM NO.	CHECK OR BID BOND		UNITS	QTY	UNIT PRICE		TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	
	DESCRIPTION	DIVISION 1 - GENERAL										
1.01	TRAFFIC CONTROL REMOVALS, MISCELLANEOUS	LS	1		\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
1.02		LS	1		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,575.00	\$ 4,575.00	\$ 4,575.00		
2.01	DIVISION 2 - EARTHWORK TOPSOIL STRIP, STOCKPILE, AND REPLACEMENT GRANULAR SURFACING - TEMPORARY GRANULAR SURFACING - PERMANENT	CY	890		\$ 4.00	\$ 3,560.00	\$ 5.00	\$ 4,450.00	\$ 12.00	\$ 10,680.00	\$ 10,680.00	
2.02		TON	50		\$ 36.00	\$ 1,800.00	\$ 22.00	\$ 1,100.00	\$ 34.50	\$ 1,725.00	\$ 1,725.00	
2.03		TON	125		\$ 36.00	\$ 4,500.00	\$ 22.00	\$ 2,750.00	\$ 34.50	\$ 4,312.50	\$ 4,312.50	
	DIVISION 3 - TRENCH AND TRENCHLESS CONSTRUCTION											
3.01	TRENCH FOUNDATION REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL GROUTING EXISTING SANITARY SEWER, 12-INCH	TON	150		\$ 38.00	\$ 5,700.00	\$ 32.00	\$ 4,800.00	\$ 27.00	\$ 4,050.00	\$ 4,050.00	
3.02		TON	50		\$ 30.00	\$ 1,500.00	\$ 40.00	\$ 2,000.00	\$ 25.00	\$ 1,250.00	\$ 1,250.00	
3.03		LF	410		\$ 10.00	\$ 4,100.00	\$ 23.00	\$ 9,430.00	\$ 29.00	\$ 11,890.00	\$ 11,890.00	
4.01	DIVISION 4 - SEWERS AND DRAINS SANITARY SEWER, GRAVITY, TRENCHED, 10-INCH SANITARY SEWER SERVICE, 6-INCH SANITARY SEWER, CONNECT TO EXISTING SANITARY SEWER SERVICE TILE REPAIR, 4 TO 8-INCH TILE REPAIR, 10 TO 15-INCH REMOVAL OF PIPE, EXISTING SANITARY SEWER SANITARY SEWER, TESTING	LF	1,035		\$ 93.00	\$ 96,255.00	\$ 60.00	\$ 62,100.00	\$ 53.25	\$ 55,113.75	\$ 55,113.75	
4.02		LF	291		\$ 75.00	\$ 21,825.00	\$ 45.00	\$ 13,095.00	\$ 45.50	\$ 13,240.50	\$ 13,240.50	
4.03		EA	2		\$ 1,500.00	\$ 3,000.00	\$ 2,500.00	\$ 5,000.00	\$ 2,950.00	\$ 5,900.00	\$ 5,900.00	
4.04		EA	2		\$ 500.00	\$ 1,000.00	\$ 1,250.00	\$ 2,500.00	\$ 1,025.00	\$ 2,050.00	\$ 2,050.00	
4.05		EA	1		\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 775.00	\$ 775.00	\$ 775.00	
4.06		EA	1		\$ 1,500.00	\$ 1,500.00	\$ 1,850.00	\$ 1,850.00	\$ 1,325.00	\$ 1,325.00	\$ 1,325.00	
4.07		LF	10		\$ 20.00	\$ 200.00	\$ 45.00	\$ 450.00	\$ 85.00	\$ 850.00	\$ 850.00	
4.08		LS	1		\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 8,250.00	\$ 8,250.00	\$ 8,250.00	
	DIVISION 5 - WATER MAIN AND APPURTENANCES (NOT USED)											
	DIVISION 6 - STRUCTURES FOR SANITARY AND STORM SEWERS											
6.01	SANITARY SEWER MANHOLE, 50W-301, 48-INCH SANITARY SEWER, CONNECT TO EXISTING STRUCTURE REMOVE EXISTING SANITARY SEWER MANHOLE	EA	3		\$ 6,500.00	\$ 19,500.00	\$ 5,125.00	\$ 15,375.00	\$ 6,550.00	\$ 19,650.00	\$ 19,650.00	
6.02		EA	1		\$ 2,500.00	\$ 2,500.00	\$ 2,850.00	\$ 2,850.00	\$ 3,400.00	\$ 3,400.00	\$ 3,400.00	
6.03		EA	2		\$ 1,500.00	\$ 3,000.00	\$ 800.00	\$ 1,600.00	\$ 2,200.00	\$ 4,400.00	\$ 4,400.00	
	DIVISION 7 - PAVEMENT AND APPURTENANCES (NOT USED)											
	DIVISION 8 - TRAFFIC SIGNALS (NOT USED)											
	DIVISION 9 - SITE WORK AND LANDSCAPING											
9.01	SEEDING, FERTILIZING, AND MULCHING - TYPE 1 SEEDING, FERTILIZING, AND MULCHING - TYPE 2 STABILIZED CONSTRUCTION ENTRANCE SILT FENCE, INSTALL & REMOVE FILTER SOCK	AC	1		\$ 6,500.00	\$ 6,500.00	\$ 3,500.00	\$ 2,100.00	\$ 7,000.00	\$ 4,200.00	\$ 4,200.00	
9.02		AC	0.1		\$ 7,500.00	\$ 750.00	\$ 10,000.00	\$ 1,000.00	\$ 10,000.00	\$ 1,000.00	\$ 1,000.00	
9.03		SY	25		\$ 20.00	\$ 500.00	\$ 15.00	\$ 375.00	\$ 35.00	\$ 875.00	\$ 875.00	
9.04		LF	530		\$ 4.50	\$ 2,385.00	\$ 3.50	\$ 1,855.00	\$ 2.50	\$ 1,325.00	\$ 1,325.00	
9.05		LF	100		\$ 3.50	\$ 350.00	\$ 3.00	\$ 300.00	\$ 2.50	\$ 250.00	\$ 250.00	
	DIVISION 11 - MISCELLANEOUS											
11.01	MOBILIZATION	LS	1		\$ 20,000.00	\$ 20,000.00	\$ 3,000.00	\$ 3,000.00	\$ 15,700.00	\$ 15,700.00	\$ 15,700.00	
	Total				\$	203,825.00	\$	141,980.00	\$	179,786.75	\$	

NOTICE OF AWARD

Date of Issuance: **June 10, 2021**

Owner: **City of Washington**

Owner's Contract No.:

Engineer: **FOX Engineering**

Engineer's Project No.: **2045-20A**

Project: **2021 Sanitary Sewer Extension**

Contract Name:

Bidder: **DeLong Construction, Inc.**

Bidder's Address: **PO Box 488, Washington, IA 52353**

TO BIDDER:

You are notified that Owner has accepted your Bid dated **June 8, 2021** for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

2021 Sanitary Sewer Extension – Washington, IA

The Contract Price of the awarded Contract is: **\$141,980.00**

[3] unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner [3] counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security *[e.g., performance and payment bonds]* and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: **City of Washington**

Authorized Signature

By:

Title:

Copy: Engineer

RESOLUTION NO. _____

**A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF
CONTRACT, AND ESTIMATE OF COST**

WHEREAS, FOX Engineering Associates, Inc. has prepared plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as “2021 Sanitary Sewer Extension Construction Project”; and

WHEREAS, notice of hearing on plans, specifications, form of contract, and estimate of cost for said public improvements was published as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA.

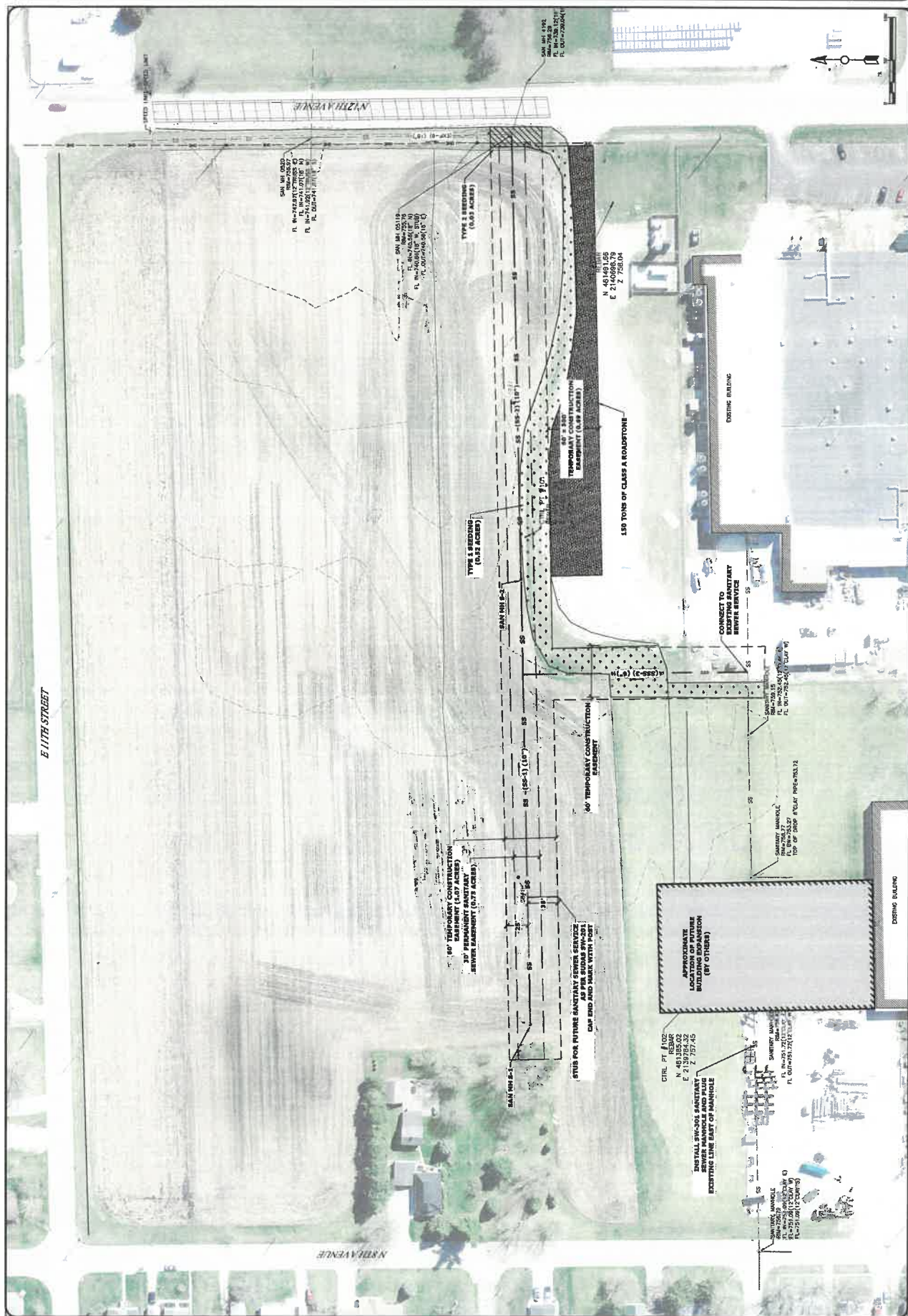
Section 1. That the plans, specifications, form of contract, and estimate of cost are hereby approved as the plans, specifications, form of contract, and estimate of cost for said public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED, this 15th day of June, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk



RESOLUTION NO. _____

A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT

WHEREAS, the construction project known as "2021 Sanitary Sewer Extension Construction Project" has been designed and publicized for bid, and bids were received on June 8, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as "2021 Sanitary Sewer Extension Construction Project" be and is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: DeLong Construction, Inc.

Amount of Bid: \$141,980.00

Section 2. That the Mayor and Clerk are hereby directed to execute contract & ancillary documents with the contractor for the construction of said public improvements.

PASSED AND APPROVED, this 15th day of June, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

Washington Fire Department
215 East Washington Street
Washington, Iowa 52353
(319) 653-2239 Phone
(319) 653-5273 Fax
www.washingtoniowa.gov



Bill Hartsock- 1st Asst Fire Chief
Jim Williams- 2nd Asst Fire Chief

Brendan S. DeLong- Fire Chief

MEMO

TO: Mayor & City Council
FROM: Brendan DeLong, Fire Chief
RE: Truck & Upfit Purchase

Mayor & City Council-

Please see attached quote for purchase of a new 2022 F350 crew cab pickup. I took state bid to our local dealership Capper Auto & Mincer Ford. Capper Auto is cheaper. Both bids are attached.

I am requesting approval to purchase the 2022 F350 crew cab pickup from Capper Auto Center in the amount of \$34,525. The bid attached shows it for a F250, but after talking to Capper, add \$800 for upgrade to a F350. Total purchase for the pickup alone would be \$34,525.

Upfits to this vehicle would be an additional expense. These are estimates:

\$4,000 +/- mobile radio & install.
\$5,000 +/- lights and striping package.

Total cost for purchase & upfits: \$43,525

This vehicle is being requested to replace our soon to be EMS vehicle. Currently we are using our EMS vehicle to transport firefighters back and forth to incidents. Once EMS is fully operational, the EMS truck will be strictly for EMS. Therefore, we need to replace it to continue our current way of responding to calls. This truck will also be used to tow trailers that are used for specialized response within our fire district & surrounding districts.

I plan to be at the June 15th city council meeting to answer any questions you may have.

Respectfully,

Brendan S. DeLong
Fire Chief
Washington Fire Department

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



*City of Washington
215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax*

FY 2020-2021 Budget
Equipment Purchase Request

FOR ITEMS OVER \$5,000

Item: Support Vehicle	Account:
Cost: \$43,525 includes upfits.	Dept: Fire

Narrative/Justification:

See attached memo for explanation.

See attached bids from Capper Auto Center & Mincer Ford.

If applicable, please describe the approximate value of the unit to be replaced, and whether it will be traded in or sold outright:

Nothing will be traded or sold outright. The existing EMS truck used for response will become strictly EMS response.

*****Please attach additional documentation including any quotations received*****



Charles Capper Ford Inc.

Ron Capper | 319-668-1910 | ron.capper@charlescapperford.com

Vehicle: [Fleet] 2022 Ford Super Duty F-250 SRW (W2B) XL 4WD Crew Cab 6.75' Box (✔ Complete)

Quote: City Of Wshington Fire F250

Quote Worksheet

	MSRP
Base Price	\$41,090.00
Dest Charge	\$1,695.00
Total Options	\$4,620.00
Subtotal	\$47,405.00
BASE PRICE INCORRECT	\$250.00
STATE CONCESSION	(\$8,600.00)
Subtotal Pre-Tax Adjustments	(\$8,350.00)
Less Customer Discount	(\$5,330.00)
Subtotal Discount	(\$5,330.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$33,725.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$33,725.00
40 F350	+ \$800
	# 34,525

Comments:

Base price is wrong in GM AutoBook. Correct MSRP is \$250.00 greater. See additional attached documents for pricing from Ford.


Dealer Signature / Date

6/4/21

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 13925. Data Updated: Jun 3, 2021 11:02:00 PM PDT.

F350 Gas

CNGP530

VEHICLE ORDER CONFIRMATION

05/06/21 15:13:41

==>

Dealer: F41783

2022 F-SERIES SD

Page: 1 of 1

Order No: 9874 Priority: J1 Ord FIN: QF269 Order Type: 5B Price Level: 220

Ord PEP: 610A Cust/Flt Name: WASHINGTON FD PO Number:

RETAIL

RETAIL

W3B	F350 4X4CREW/CS	\$42620		TRAILER TOW PKG	
	160" WHEELBASE			FLEET SPCL ADJ	NC
PQ	RACE RED			15J GOOSENECK HITCH	250
1	CLTH 40/20/40	315		FRT LICENSE BKT	NC
S	MEDIUM EARTH GR			17X FX4 OFF-ROAD PK	400
610A	PREF EQUIP PKG			.SKID PLATES	
	.XL TRIM			18B PLAT RUNNING BD	445
572	.DUAL ZONE EATC	NC		10600# GVWR PKG	
	.AMFM/MP3/CLK				
996	.6.2L EFI V8 ENG	NC		TOTAL BASE AND OPTIONS	50530
44G	10-SPD AUTOMATC	NC		TOTAL	50530
TBM	LT245 BSW AT 17	165		*THIS IS NOT AN INVOICE*	
X3E	3.73 ELOCKING	390			
90L	PWR EQUIP GROUP	1125		* MORE ORDER INFO NEXT PAGE *	
	JOB #1 BUILD			F8=Next	

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC20016

Mincer Ford Prices for Washington Fire Dept

6.2 gas

On the unit above unit is

\$36,330

7.3 gas Just add another \$1,600 to the
36,330

\$37,930



Parks Department
215 E. Washington St.
Washington, IA 52353
319.653.5220

Memo

To: City Council
From: Nick Pacha, Parks Superintendent
Date: 6/8/2021
Re: Outdoor pool heater replacement

Our outdoor pool was built in 2000. Most of the major components of the pools mechanical room are original to the structure. In the last 5 years we have had issues with keeping the pool water Heater in operation. It gives us trouble during start up and is getting hard to find parts and people who will work on it. We budgeted \$30,000 in FY21 budget year to replace the pool heater. I have received quotes from 3 companies one of which does purchase and install and the other company would purchase and sub out the install to another company. Below are the quotes.

ACCO Unlimited = Lochinvar Copper fin 2 1.8 million BTU Heater \$24,600 + shipping
Tjernlund HS5 Power vent with UC1 Controls \$2,400 + shipping
ACCO Installation \$8,355
ACCO start up Service \$1,070 Total = \$36,425+ shipping

Carrico Water resources – Lochinvar CPN 1442 w/ outdoor vent kit, factory authorized startup, installation and operator training. Total = \$40,818

Day mechanical - \$67,382 – just for installation of boiler provided by City.

The Park board approved / suggested ACCO do the pool heater install. ACCO has been good to work with in the past. They are our current pool chemical supplier do the winterization of the outdoor pool.

If you have any questions please let me know.

Thanks,

Nick Pacha – Parks Superintendent.

*Jaron P. Rosien, Mayor
Sally Hart, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



*215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax*

Memorandum

June 11, 2021

To: Mayor & City Council
Cc: Sally Hart, City Clerk

From: Brent Hinson
City Administrator

Re: Well #6 Odor Mitigation

As Council is aware, we have a Hydrogen Sulfide (H₂S) gas issue at Well #6 following the Northway project on that well. This results in a rotten egg odor at the plant (and in the neighborhood of the plant) when the aerator is running. We have mitigated this effect to the extent we can in an inexpensive way by raising the stack at the plant to disperse the exhaust. However, the smell is persisting, and we believe the next proper step is to aerate the well, treat it with a concentrated caustic treatment, and then shock chlorinate it before putting it back into service.

To this end, Kyle has worked with FOX and 2 well contractors to get quotes for these mitigation efforts. While not cheap or guaranteed to work, these treatments are the next logical step to take. If the well treatment were not to work, we would need to rebuild the aerator at the plant, to the scale of at least \$200,000.

We recommend the quote from Cahoy Well & Pump for \$44,953 for the treatment plus an additional \$4,255 to add 10' of additional stainless steel drop pipe to allow for the pump to be lowered, for a total of \$49,208. We have approximately \$27,000 unspent in our operational maintenance line-item for FY21, and have \$60,000 budgeted in this line for FY22. We did also receive \$25,000 in the lawsuit settlement with Northway, which is currently in the Water Capital Projects Fund. While this work is not cheap, it is essential, and the next logical step to eliminate this ongoing issue.



CAHOY PUMP SERVICE

The Premier Provider of Municipal, Industrial, & Environmental Water Well Services

May 14, 2021

City of Washington Water Dept.
PO Box 516
215 E. Washington Street
Washington, IA 52353

Attn: Mr. Kyle Wellington
Re: Well #6 Aeration, Caustic, & Chlorination Only - [Updated](#)

Greetings Kyle:

Per our discussion, we understand that Well #6 continues to show signs of residual acid that was not properly removed, we agree that adding a step of aeration followed by a caustic treatment to safely confirm the acid is removed prior to shock chlorinating, & then shocking the well is the best chance for success in removing the acid properly. To that end, we are pleased to provide you with the following proposal for your review and consideration:

[Scope:](#)

- Travel to site
- Set-up & pull gear
- Set a small pipe 1.5" – 2" to within 20' of bottom, aerate the well for 15-min every 20' up to 20' below casing
- Set a 1.5" – 2" line, mix & inject a 5 x the standing water column (approx. 40,000 gallon solution) of a minimum of 10-11PH solution of water & soda ash
- Chase with 8,000 gallons of fresh water to push the solution out of the casing & into the open hole
- Allow this solution to sit in the well for a minimum of 96 hours
- Reset Pump gear
- Pump this solution to waste & verify a neutral PH in the discharge
- Install a 3 x the standing water column of 100PPM Sodium Hypochlorite solution with enhancer
- Chase with 8,000 gallons of fresh water to push the solution out of the casing & into the open hole
- Allow to stand overnight
- Pump to waste & evaluate prior to putting back online

Cahoy Corporate Office:
24568 150th Street – Suite 200
Sumner, Iowa 50674
(563) 578-1130

Cahoy West:
200 Grant Street
Marne, Iowa 51552

Cahoy Illinois South:
1822 North Lincoln Parkway
Lincoln, Illinois 62656

CPS – IL North:
202 West Howard St.
Durand, Illinois 61024

WWW.CAHOYPUMP.COM

PRICING STRUCTURE:

#	DESCRIPTION	U	Q	UNIT PRICE	TOTAL PRICE
1	Job Prep & Mobilization	EA	2	\$ 1,991.00	\$ 3,982.00
2	Aerate Well	EA	1	\$ 7,432.00	\$ 7,432.00
3	Set-up, pull pumping equipment, & install a 5 x the water column 10-11PH solution, & reinstall gear	LS	1	xxxxxxx	\$ 19,484.00
4	Pump to waste & monitor PH w/CPS Field Personnel	HR	36	\$ 105.00	\$ 3,780.00
5	Set-up, mix & install a 5 x standing water column w/ a minimum 100PPM solution & pump to waste	LS	1	xxxxxxx	\$ 6,475.00
6	Put back online & provide start-up	HR	4	\$ 210.00	\$ 840.00
7	Per Diems	EA	16	\$ 185.00	\$ 2,960.00
8	Provide owner with detailed final report	LS	1	xxxxxxx	\$ 0.00
	TOTAL ESTIMATED INVESTEMENT				\$ 44,953.00
*	Option – Add 10' of 6" SS drop pipe below base & add additional sub cable & splice to set pump lower – This price is only valid for 5 days due to pipe price volatility	LS	1	\$ 4,255.00	

NOTES;

- Proposal is valid for 30 days. After 30 days we reserve the right to re-visit our material and fuel costs and adjust our pricing structure accordingly.
- Price does not include Tax or Freight costs
- Any hours over or under the estimate will be credited/invoiced at the applicable rate above
- Additional Per Diems will be invoiced @ \$185.00ea

Kyle, we sincerely appreciate the opportunity to provide you with this proposal. In order to validate it please sign the one marked "copy" and return it to our Sumner office. The original is yours to keep for your records.

Please feel free to contact myself or Darin Cahoy at our Sumner office if you have any questions or wish to have us proceed with scheduling the work.

Sincerely,

Mike Whittenbaugh

Mike Whittenbaugh
President



GINGERICH

WELL & PUMP SERVICE, LLC

YOUR WELL-BEING OUR BUSINESS

1331 Highway 1
Kalona, IA 52247
(319) 656-2664
Fax (319) 656-2676
(800) 356-2664

May 25, 2021

City of Washington
215 E Washington St
Washington, IA 52353

Site Information:

Well #6 | Phone: 319-653-2947
817 5th Ave N | Estimate #: 25506
Washington, IA 52353

Re: Estimate to clean well

Gingerich Well and Pump Proposes:

	<u>Depth/Qty</u>	<u>Rate</u>	<u>Total</u>
Cleaning Well #6 Will Include:	1	\$84,000.00	\$84,000.00
Remove pump from well	1	\$0.00	\$0.00
Build well head	1	\$0.00	\$0.00
Install tremie line to bottom of well (1,725')	1	\$0.00	\$0.00
Mobilize 2 frac tanks	1	\$0.00	\$0.00
Mobilize 3,500 cu/ft @ 1,000 PSI air package	1	\$0.00	\$0.00
Air lift well from bottom for 4 hours	1	\$0.00	\$0.00
Chlorinate well	1	\$0.00	\$0.00
Remove air package & tremie	1	\$0.00	\$0.00
Reinstall well pump	1	\$0.00	\$0.00
Start up well pump	1	\$0.00	\$0.00
Total Estimated Cost			\$84,000.00

NOTES:

*Assumes existing pump is set @ 400'

*Peerless Service Co. will assist with the pump removal & reinstallation (This is included with our costs)

**All measurements/quantities are estimated and shown for budgeting purposes.

**Exact measurements/quantities will be used in billing.

Sales Tax will be added at the time of billing to all applicable items.

Prices are valid for 10 days; balance due 10 days from invoice date. All past due accounts are subject to a late payment fee of 1.5% per month. Customer will be responsible for any costs and expenses, including attorney fees, incurred in connection with the compliance of this contract. All items subject to availability.

There will be an additional charge for plugging any old/existing wells that are not in use.

I agree to the pricing & terms of this estimate.

Signature & title: _____

Printed name: _____ Date: _____



Hotel/Motel Tax Fund Administration Committee Minutes

Hotel/Motel Meeting Minutes
June 7, 2021 5:30PM
City Council Chambers, City Hall

Members Present: Millie, Diane, Isabella, Phil, Illa
Staff Present: Brent & Michelle
Public Present: None

1. Acceptance of Agenda and Approval of Last Meeting Minutes – on a motion by Diane and second by Phil, the agenda for this meeting and the minutes of the May 10, 2021 meeting were approved by unanimous voice vote.
2. Financial Report – Brent presented the financial report. We received a quarterly payment of \$9,859.22 on May 24. This now makes 3 full fiscal years that we have collected the tax. These fiscal year totals are:
 - FY19 (July 1, 2018- June 30, 2019): \$55,415.52
 - FY20 (July 1, 2019- June 30, 2020): \$45,662.75 (COVID Impacted)
 - FY21 (July 1, 2020- June 30, 2021): \$54,347.09

Current fund balance is \$105,883.60. Outstanding obligations include website maintenance, Mike Zahs/county history video project, electric car charging station grant match, and State Theatre mural grant match. It was noted by Brent that the City had not been billing back the website maintenance costs as approved, and would be working to correct this.

3. Report on Progress of Goals



- **Vortex Website Proposal:** Michelle presented a proposal for website development & maintenance from Vortex Digital Business Solutions. As the committee is well aware, we have had numerous problems with Running Robots over the past several years, and these do not seem to be getting better. Vortex does the website for Eldon C. Stutsman, Inc. and many others. Phil checked in with Stutsmans on their experience with Vortex, and they talked very highly of the person they work with. They did say that we will need to be careful of accumulating too much in hourly charges.

Vortex has already identified a number of fixes to help the website function better. We anticipate that significant initial work will be needed to get the website operating as intended, but after that point for the Vortex agreement to be similar in cost to the current agreement with Running Robots. Vortex quotes the cost of the “fix” work to be \$8,959.05. They would arrange for a dedicated server for our site through Liquid Web, which should greatly increase performance. We will pay Liquid Web \$219/month directly, and will own the server should we ever need to switch developers again. Vortex will work on an hourly basis for the first year to establish a baseline for workload, and

The Hotel/Motel Fund Administration Committee is: Jamie Engeman-Evans, Diane Gallagher, Illa Earnest, Isabella Santoro, Phil Minino, Rhonda Reed and Millie Youngquist

then would likely propose to shift to a fixed-rate model for future years.

Isabella moved and Diane seconded to recommend the proposal from Vortex to the City Council. Approved by unanimous voice vote.

- Promote Washington: The grant application for Wellness Park brochures and kiosks was unfortunately not funded.

Michelle recommends that we utilize John Richards for the Mike Zahs video/county history project. John was involved with “Saving Brinton”, and Mike has a high level of comfort in working with him. John is able to do the video at the same price the committee previously approved.

Michelle recommends that we utilize Clay Whisler for the #IowansUnite Community Pride video contest. This would cost \$500 to produce a one-minute video that could net us a custom mural from Iowa-based artist Ben Schuh, courtesy of the Iowa Economic Development Authority. Phil moved and Illa seconded to approve this recommendation. Approved by unanimous voice vote.

Michelle went over a preliminary job description for a Promotions & Outreach Coordinator. This position would have varied duties to enhance work already being done and to undertake new initiatives such as an annual marketing and communication plan that is coordinated as a region. Her conception of the position is that approximately ½ of the Hotel/Motel Tax collected each year be dedicated toward the position (approximately \$25,905), which would be about ½ of the cost of a full-time position with benefits. This would be proposed as a pass-thru position through the City with health insurance and IPERS. The position would be a collaborative position with at least the cities of Wellman, Kalona, and Riverside, with them picking up the remainder of the annual cost. Michelle will continue to work on the job description and concept and the committee will discuss further at future meetings.

- Signage/Mural on State Theater: The grant request from the LETs Center to the Riverboat Foundation was funded in the amount of \$5,000. Brent will check with Patty Koller on procedures for drawing the grant down [post-script: Patty advised that invoices will need to be submitted for reimbursement via their online portal].

The committee discussed a mock-up from Walldogs of the mural. The committee consensus for modifications to this mock-up were as follows:

- Remove flying machine (unclear to the casual observer what it is)
- Emphasize text “World’s Oldest”
- Add black “frame” for depth
- Add Frank and Indiana Brinton names below their portrait

It was noted that the Riverboat Foundation board was very critical of the initial mock-up of the mural (which was really just a placeholder designed to show the size and location of the mural), and requests final approval of the design.

Pending final approval, Walldogs plans to be on-site July 27-30 to do the mural.

4. Old Business: It was noted that Clay Whisler had applied to join the committee. No other applications were received, to our knowledge. Isabella moved and Phil seconded to recommend Clay be added as a member of the committee. Approved by unanimous voice vote.

Since this is a “community” position, the recommendation will be forwarded to the

“One of the 100 Best Small Towns in America”

Mayor/Council and to the Chamber Board for their approvals. This will be for a 3-year term ending June 30, 2024.

The committee members agreed that the next meeting will be held on Tuesday, July 13 at 11:30 AM at the City Council Chambers. Members are invited to bring their own lunch for the meeting.

Illa moved and Phil seconded to adjourn the meeting. Approved by voice vote at 6:55 PM.

Respectfully Submitted,
Brent Hinson



PROJECT APPROACH

Vortex Digital Business Solutions proposes a systematic, phased approach to bringing the City of Washington's website up to modern best practices, and accomplishing all of the desired functionality and performance necessary to meet and exceed the Chamber of Commerce, City Hall, Main Street and WEDG's needs and expectations. This proposal will summarize our approach to completing the first and second phase of this project.

The first phase includes migrating the website off of the current server, and to a new, super fast, dedicated server. Once the migration is complete, we will clean up and delete all of the unnecessary plugins on the website to reduce bloat and increase speed. We will then put the website through our speed optimization package. Within a week of migrating, we will bring the GTMetrix score up from an F to at least a B, and hopefully an A!

Once unnecessary plugins have been removed, production on the second phase will start. We will work line by line on the punch list given to us by Michelle on May 27th, addressing each issue and ensuring these glaring problems are resolved. For a detailed time estimate for each item, please see the attached estimate.

We foresee the cost of the first phase to be \$5,296.25, and the cost of the second phase to be \$3,662.80, with the total cost of these phases resulting in \$8,959.05.

Website Hosting

Vortex Digital will help migrate the WashingtonIowa.Gov website to its own dedicated server. We have thoroughly researched the needs of the city, and compared it to available server specs. Our team has determined that the best fit would be a dedicated server with Liquid Web, that includes a 4 core 3.9GHz processor, 32 gigabytes of RAM, 1Tb SSD (Solid State Harddrives), 1 Tb of additional SATA storage, one 1 terabyte of backup storage, 8 terabytes of bandwidth, a threat stack oversight intrusion detection system, ServerSecurePlus malware protection, and more. We believe this will provide the performance necessary as the website grows, and it will be able to handle large spikes in visitors in the future if needed.

The cost of this server will be \$2,628 a year, or \$219 a month. WashingtonIowa.Gov will pay this bill directly to Liquid Web in pursuit of complete transparency. We want it to be clear what you're getting, what you're paying for, and how much. Going forward, we do not want to create a codependent relationship that involves WashingtonIowa.Gov being unsure about what they are actually getting for their money.



Staging Website Migration

Once the new server has been purchased, we will then copy the current WashingtonIowa.Gov website, and migrate it to the new server. All work detailed in this proposal will be done on this staging site, while the current live site stays functional and can continue to be updated by City of Washington staff. This will ensure that none of the debugging, troubleshooting, and work we do on the developmental staging site will interfere with the performance of the live site.

When the migration is complete, we will commence work on the mission critical issues currently affecting the website, such as: excessive bloat of plugins, leftovers from the Russian bot hack, egregious functionality problems, and the website speed optimization process (more on this further in the proposal).

Once the staging site is completely finished (we foresee about a week needed to debug), and the City of Washington is completely satisfied with the performance and functionality, we will replace the current live site with the new staging site.

Website Speed Optimization

Once the staging website has been migrated, debugged, and is live on the new server, Vortex Digital will run our speed optimization package to further increase website performance. This involves a variety of enhancements, such as implementing a CDN (content delivery network), optimizing all of the images on the website, enabling GZIP caching and file minification, and more. Once the process is complete, we guarantee the website's GTMetrix scores will improve to a B, and hopefully an A.

Website Functionality Punch List

Once the mission critical issues have been addressed and the website is live on the new server, we will then work on the list of to-dos provided to us by Michelle on May 27th. Many of these should be simple fixes, however some may be more involved. Please see our itemized quote with detailed time estimates for each task.

Ongoing functionality fixes, upgrades and User eXperience (UX) needs will be performed as requested. If desired, a detailed estimate can be tendered for complex programming.





Website Maintenance Package

The site's maintenance will be managed by Vortex Digital Business Solutions. Normally, our maintenance plans are billed at a flat-rate at the beginning of the year, however, as we are unfamiliar with the intricacies of your website and how everything works together, we propose billing on an hourly model for the first year. You will get an invoice every month detailing work that was done in the past month, and the amount of hours we spent updating the site.

Our site maintenance plan will keep the new WashingtonIowa.Gov website seamlessly up-to-date with the latest version of WordPress and their associated plugins. We will perform regular security checks and always back up your site before updating. If your site needs upgrades to stay compatible with the most recent version of WordPress, we will handle this too.

Please Note: It does happen that platform updates will sometimes break a site, a theme, a plugin or a module, which utilizes old code, in which case, we have to diagnose and fix the incompatibility. Fixing broken code which was caused by updates is not covered by the maintenance agreement and will be billed at your hourly rate. For more information please see: <https://vortexbusinesssolutions.com/vortex-maintenance-programs/>

SEO and Website Documentation

Vortex Digital will provide WashingtonIowa.Gov staff with detailed documentation instructing how to make changes to all aspects of the website, and bring it up to SEO best practices.

As discussed during our meetings, the pages and images are not optimized properly for SEO. The pages do not all have unique title and description tags, and the images are not named properly. Our documentation will instruct WashingtonIowa.Gov staff on how to update each page and image on the current site, and provide guidelines when adding content in the future to ensure it stays in accordance with best practices.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING LEVY,
ASSESSMENT, AND COLLECTION OF COSTS TO
THE WASHINGTON COUNTY TREASURER.**

WHEREAS, the City of Washington, Iowa is empowered to levy, assess, and collect costs of improvement and removal of debris against the abutting property owner,

WHEREAS, grass and weeds were removed from the following listed property owners:

The property of Fernandez, Miguel A. T. & Mariana N. Lopez at 415 S 6th Ave. for the amount of \$340.00. Legal description (18 COXS SD). Parcel Number (1117460016).

The property of Tri-County Carpentry, LLC at 818 S 2nd Ave. for the amount of \$120.00. Legal description (08 05 WILSONS ADD). Parcel Number (1120136002).

The property of Tri-County Carpentry, LLC at 818 S 2nd Ave. for the amount of \$120.00. Legal description (08 05 WILSONS ADD). Parcel Number (1120136002).

The property of Samuel R. Sides at 815 N 7th Ave. for the amount of \$195.00. Legal description (22 COLUMBIAN ADD LOT 2 EXC S 6 FT). Parcel Number (1117211013).

and,

WHEREAS, due notice was given to the above property owners that said amount would be assessed to the property if payment was not made or an appeal was not made,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WASHINGTON, IOWA that the City Clerk be instructed to certify the above delinquent payment to be assessed against said property as listed above and that the City Clerk certify a copy of this resolution to the Washington County Treasurer.

Passed and Approved this 15th day of June 2021.

Jaron Rosien, Mayor

Attest:

Sally Hart, City Clerk

*Development Services Department
215 East Washington Street
Washington, IA 52353
319-653-6584*



MEMO

To: City Council
From: Keith Henkel, Engineering Technician
Date: 06/10/2021
Re: 2021 Seal Coat Project

Council,

We received one bid for the 2021 Seal Coat Project for LL Pelling. The yearly project budget was \$100,000 as it has been in prior years. LL Pelling's bid for the project was \$89,236.00. My recommendation is to accept and awards the 2021 Seal oat Project to LL Pelling. In the past when the bid has come in under budget our Maintenance Department has identified extra work to maximize the full budget of \$100,000. I am in anticipation that this will be repeated this year as well.

Thank You,

Keith Henkel

RESOLUTION NO. _____

A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT

WHEREAS, the construction project known as “2021 Seal Coat Project” has been designed and publicized for bid; and

WHEREAS, the City Council has approved the plans, specifications, form of contract and estimate of cost:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as “2021 Seal Coat Project”, described in the plans and specifications heretofore adopted by this Council on June 10, 2021, be and is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: LL Pelling Co., Inc.

Amount of Bid: \$89,236.00

Section 2. That the Mayor and Clerk are hereby directed to execute contract with the contractor for the construction of said public improvements.

PASSED AND APPROVED, this 15th day of June, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

*Jaron P. Rosien, Mayor
Sally Y. Hart, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



*215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax*

Memorandum

June 10, 2021

To: Mayor & City Council

Cc: Sally Hart, City Clerk

From: Brent Hinson 
City Administrator

Re: CDBG for Water Main Project- Procurement of Grant Writer & Administrator

As Council is aware, we were unfortunately unsuccessful in our 2nd attempt at getting a \$600,000 Community Development Block Grant (CDBG) for the 2021 Water Main Project (which is now more than likely pushed back in 2022). In order to switch grant-writers, we had to do a formal solicitation for these services. I emailed this Request for Proposals on June 4, with a submission deadline of June 14. Since that time, I have spoken with Simmering-Cory, ECICOG, and MSA Professional Services, 3 of the 4 firms we solicited. We have received one proposal, from Simmering-Cory, and I believe it will be the only one we receive prior to the deadline.

Simmering-Cory is very reasonable on price and has been great to work with in the past. Owner/Grant-Writer Justin Yarosevich has helped us to prepare a schedule that will allow us to resubmit prior to the next deadline of July 1. This will include holding 2 public hearings at a special meeting to be held on Tuesday, June 29. Simmering-Cory will also have a team on-site on the 19th & 20th to conduct an LMI income survey, in hopes of raising the LMI percentage in our application.

Public Notice

The City of Washington is requesting proposals for grant writing and administration services to assist with a project funded with Community Development Block Grant (CDBG) funds through the Iowa Economic Development Authority (IEDA).

The City of Washington intends to apply for funds to construct improvements to its water distribution system.

The selected contractor will work with the City of Washington to ensure compliance with CDBG Program requirements, in the event this project receives CDBG funding. Activities will include but are not limited to project reporting, preparation of disbursement requests, and other activities required under the state of Iowa's CDBG program. A full description of the work specifications are available at City Hall at 215 E. Washington Street, Washington, Iowa.

Proposals to the City of Washington should include the minimum information:

- Experience with IEDA's CDBG program
- Description of past grant administrative services provided
- Description of organizational capacity to complete all necessary grant administration activities
- References from previous clients of related work within the past five years
- Cost of services

Proposals must be submitted no later than 1:00 P.M. on Monday, June 14, 2021. Proposals should be submitted to City Administrator, Brent Hinson, 215 E. Washington St., Washington, Iowa 52353.

Questions regarding this request for proposals should be directed to City Administrator, Brent Hinson, (319)-653-6584 or bhinson@washingtونيowa.gov.



June 4, 2021

City of Washington
Attn: Brent Hinson, City Administrator
215 East Washington Street
Washington, Iowa 52353

Dear Mr. Hinson,

Simmering-Cory (SC) is pleased to provide you with the following proposal in response to your RFP for Grant Administration services related to your proposed Water Distribution System Improvements Project as outlined in your request for proposals. SC has been working with the Community Development Block Grant (CDBG) program for over 30 years and has the experience and qualifications to assist Washington in the preparation of their application and administration of their grant. If you have any questions, after reviewing our proposal, please do not hesitate to contact us.

Experience with IEDA's CDBG Program

Over the past 30 years, SC has written and administered over 500 CDBG projects in the water/sewer infrastructure, community facilities, housing, and downtown façade revitalization programs.

Specific to the Water/Sewer CDBG program, the following is a list of some of the cities that we have worked with and whose grants have been funded in the past few years:

Ainsworth	Eagle Grove	Northwood
Anthon	Farmersburg	Parkersburg (2)
Arthur	Greene	Pierson
Bedford	Guthrie Center (3)	Pleasantville
Brooklyn	Hartley	Prairie City
Cherokee (2)	Lawler	Quimby
Clarion (2)	Madrid	Storm Lake
Colfax	Maynard	Titonka
Correctionville	Mingo	Tripoli
Cushing (2)	Mitchellville	Union
De Soto (2)	Monona	Washington (2)

This experience has led to extensive knowledge of the CDBG program as well as a proven track record. A complete set of references is provided in the reference section of this proposal. Please feel free to contact any of the listed cities or CDBG program staff at the Iowa Economic Development Authority (IEDA) for information about SC's abilities with the CDBG Program.

Description of Past Grant Related Services Provided

SC has a strong history of success in the CDBG Water/Sewer Program. A majority of the applications that we write and administer under the CDBG Program are water and sewer infrastructure projects.

Our proposal includes two phases. Phase one is for grant writing services related to your Water Distribution System Improvements Project.

Our grant application preparation services include developing and compiling documentation necessary for you to compete for grant funds. This will include us making recommendations regarding the scope and components of your project in order to strengthen the application and give you the best possible chance of receiving grant funds.

The following services are included in this phase of the work proposal:

- Work with City staff and Fox Engineering to complete a program budget and compile all required attachments for submittal of the grant application, if applicable.
- Write and submit the grant application to the Iowa Economic Development Authority (IEDA) through Iowa Grants Online.

Phase two of the proposal is for grant administration services related to the Water Distribution System Improvements Project. SC proposes to perform the scope of work as itemized in the Washington Request for Proposals for CDBG administration/writing including handling Davis-Bacon wage compliance, correspondence between the City and IEDA, handling draws for the City, from the CDBG portion of the project, and for any SRF loans (if applicable) that are part of the project, and other key administrative components.

Our administration services include comprehensive technical assistance and program management required from grant award through project completion and close-out.

Description of Organizational Capacity to Complete All Necessary Grant Administration Activities.

SC is well prepared to assist the City of Washington with their Water Distribution System Improvements Project. For 30 years, Simmering-Cory has provided a variety of community development, planning, technical assistance, and grant writing/administration services to cities and counties in Iowa. SC, and its sister company Iowa Codification, are committed to the success of their clients.

The following Simmering-Cory staff will be involved in the Water Distribution System Improvements Project:

Melanie Mitchell

Melanie has over 30 years of experience in the CDBG program including work in all of the individual categories including the Water/Sewer Program. Melanie's principal responsibilities include grant

writing and administration services. Melanie has completed various training programs provided by IEDA and is a grant administrator in good standing.

Jennifer Movall

Jennifer has over eight years of government finance experience where, in addition to daily administration of the city's finances, she was also responsible for administration of grants including CDBG, FEMA, and Federal Aviation Administration programs. With SC, Jennifer has been involved in the writing and administration of grants in the CDBG program. Jennifer has completed training provided by IEDA and HUD and is a grant administrator in good standing.

Justin Yarosevich

Justin has over 17 years of experience in local government administration where he did grant writing and administration as well as project management on various infrastructure and community projects. With SC, Justin has been involved in the writing and administration of grants including CDBG and RISE (Revitalize Iowa's Sound Economy). Justin has completed training provided by IEDA and HUD and is a grant administrator in good standing.

References

The following provided references are current and past clients for whom we have done similar work. Please feel free to contact them directly for a better understanding of our capacity to assist your community.

City of Bedford

Tammy Thompson, City Clerk
712-523-2210
city@mchsi.com

City of Clarion

Clint Middleton, City Manager
515-532-2847
cmiddleton@clarioniowa.gov

City of Brooklyn

Sheri Sharer, City Clerk
641-522-7066
cbrooklynflags@netins.net

Cost of Services

As noted above, our proposal is broken out into two phases. The fees for each phase are provided below.

Phase 1 – SC's grant preparation services, as outlined above in the Description of Services section, are charged as a lump sum fee at the time of grant submittal. The fee to write a CDBG application for Washington's Water Distribution System Improvements Project would be \$1,000.00.

Phase 2 – SC’s grant administration services, as outlined above in the Description of Services section, are charged based on completion of milestones during the project. Our fee for administration of Washington’s Water Distribution System Improvements Project would be \$20,000, invoiced as follows:

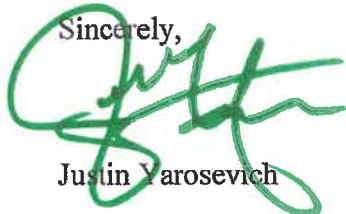
Initial Payment	\$2,000 of General Administrative Fee upon Release of Funds.
Progress Payments	\$2,000 of General Administrative Fee every two (2) months after Release of Funds. These progress payments will be limited to a maximum of \$16,000 of the total administration fee.
Final Payment	The balance of the General Administrative Fee upon project completion.

SC will contract with the City separately for grant administration services following award of a grant from the CDBG Program.

SC offers a comprehensive package of services related to grant writing and administration to ensure that your project has the best opportunity for funding in a very competitive CDBG program and to ensure that administration of your grant runs smoothly from grant award through project close-out.

SC appreciates your consideration of our proposal for grant writing and administrative services. Should you have any questions please do not hesitate to contact me.

Sincerely,



Justin Yarosevich

RESOLUTION NO. _____

**A RESOLUTION AWARDED GRANT WRITING AND
ADMINISTRATION SERVICES FOR A WATER/SEWER
COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATION**

WHEREAS, the City of Washington desires to apply for Iowa Community Development Block Grant funding under the Water/Sewer portion of the program, and;

WHEREAS, the City desires to have professional grant writing and administration services for the proposed project and therefore followed the Federal procurement guidelines as outlined in 2 CFR 200.319 to solicit proposals from qualified grant writers and administrators for the proposed project, and;

WHEREAS, the City published notice of procurement for grant writing and administration services in the Washing Evening Journal on _____ for such services, and;

WHEREAS, the City received one proposal for grant writing and administration services from a qualified firm, and, following a review of the proposal the City has found that the submitted proposal is in line with the needs of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA:

SECTION 1. The City Council selects the proposal of _____ for grant writing and administration services.

SECTION 2. The City Council will enter into an agreement with _____ for grant administration services once a grant award from the Iowa Economic Development Authority has been awarded.

PASSED AND APPROVED this 15th day of June 2021.

BY THE CITY COUNCIL OF THE
CITY OF WASHINGTON, IOWA

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

RESOLUTION NO. _____

**A RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING
ON THE APPROVAL OF A COMMUNITY DEVELOPMENT AND HOUSING
NEEDS ASSESSMENT FOR THE CITY OF WASHINGTON, IOWA**

WHEREAS, the City Council of the City of Washington desires to apply for Community Development Block Grant funding from the Iowa Economic Development Authority, and

WHEREAS, the requirements of the CDBG application require the City to adopt a Community Development and Housing Needs Assessment following a public hearing;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WASHINGTON, IOWA, that a public hearing be conducted by the City Council in the Council Chambers, located at 215 E. Washington Street, Washington, Iowa on Tuesday, June 29, 2021 at 6:00 p.m.

BE IT FURTHER RESOLVED, that the City Clerk shall give notice of said public hearing by publication of a notice in the Washington Evening Journal at least once, not less than four (4) and not more than twenty (20) days before the meeting.

PASSED, APPROVED, AND ADOPTED this 15th DAY OF JUNE, 2021

BY THE CITY COUNCIL OF THE
CITY OF WASHINGTON, IOWA

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

RESOLUTION NO. _____

**A RESOLUTION AWARDED GRANT WRITING AND
ADMINISTRATION SERVICES FOR A WATER/SEWER
COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATION**

WHEREAS, the City of Washington desires to apply for Iowa Community Development Block Grant funding under the Water/Sewer portion of the program, and;

WHEREAS, the City desires to have professional grant writing and administration services for the proposed project and therefore followed the Federal procurement guidelines as outlined in 2 CFR 200.319 to solicit proposals from qualified grant writers and administrators for the proposed project, and;

WHEREAS, the City published notice of procurement for grant writing and administration services in the Washing Evening Journal on _____ for such services, and;

WHEREAS, the City received one proposal for grant writing and administration services from a qualified firm, and, following a review of the proposal the City has found that the submitted proposal is in line with the needs of the City.

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SECTION 2. The City Council will enter into an agreement with _____ for grant administration services once a grant award from the Iowa Economic Development Authority has been awarded.

PASSED AND APPROVED this 15th day of June 2021.

BY THE CITY COUNCIL OF THE
CITY OF WASHINGTON, IOWA

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

*Jaron P. Rosien, Mayor
Sally Hart, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



*City of Washington
215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax*

Memorandum

June 11, 2021

To: Mayor & City Council
CC: Brent Hinson, City Administrator

Council,

We received three bids for the removal of 13 trees and seven to be trimmed. All trees and stumps listed are to be removed by August 2, 2021. The bids we received were from Iowa River Tree Service at \$6,200, Midwest Tree Service at \$9,250, and Custom Tree Service at \$11,375.

My recommendation is to accept and award the tree project to Iowa River Tree Service. Their bid and insurance forms are attached.

Thanks,


Sally Y. Hart

Iowa River Tree Service
15875 County Road G40
Columbus Junction, IA 52738
319-212-0201

Bids For:
City of Washington
215 East Washington Street
Washington, IA 52353

June 7, 2021

To whom it may concern,

Here are the bids for the thirteen trees and seven trims for the city of Washington. These prices will include removals, trims and stumps including stump cleanup. The cleanup of all removals and grindings will be taken to the Wastewater treatment plant:

~ 326 E. Jefferson (1 on Jefferson to come down, 1 on 4th to be trimmed)

Will be \$1,000.

~ 415 S. C Ave. (small tree in row)

Will be \$150.

~ 110 McCready Dr. (trim dead limbs)

Will be \$200.

~ 120 McCready Dr. (cut down east tree, trim west maple)

Will be \$550.

~ 1011 W. 5th St., behind house on W. 3rd (cut down 3 trees on the south side of W. 3rd and 5 trees on the north side of W. 3rd)

Will be \$2000.

~ 923 S. 3rd Ave. (trim dead and cross limbs out)

Will be \$300

~ 723 S. 4th Ave. (trim dead/hollow limbs)

Will be \$250.

~ 729 S. 4th Ave. (trim dead limbs/may need removed)

Will be \$350.

~403 W. Madison (along S. Ave. C trim dead/hollow limbs)

Will be \$400.

~ 903 N. Iowa (cut down south tree)

Will be \$500.

~ 603 N. Ave. B (cut down south tree)

Will be \$500.

The total price on all removal and trims will come to a total of \$6200.

We are licensed, bonded and insured. We look forward to working with you if approved for the work. I am including a copy of our liability insurance.

Thanks,

Jose Leyva

Iowa River Tree Service



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
May 20, 2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Progressive Commercial Advantage Agency 747 Alpha Drive Highland Hts OH 44143		CONTACT NAME: PHONE (A/C, No, Ext): 1-855-640-9364 FAX (A/C, No): E-MAIL ADDRESS: Eandsbusinessinsurance@email.progressive.com.
INSURED Iowa River Tree Service, LLC 15875 Co Rd G40 Columbus Junction, IA 52738		INSURER(S) AFFORDING COVERAGE INSURER A: Evanston Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
		NAIC # 35378

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		3AA478231	5/20/2021	5/20/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 DATA BREACH \$ 25,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)						

CERTIFICATE HOLDER

CANCELLATION

For informational purposes only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Progressive Commercial Advantage Program (May 20, 2021 17:44 EDT)

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*Jaron P. Rosien, Mayor
Sally Hart, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



*215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax*

Memorandum

June 10, 2021

To: Mayor & City Council
Cc: Sally Hart, City Clerk

From: Brent Hinson
City Administrator

Re: North E "No Parking"

As mentioned to Council at the last meeting, we believe it is prudent to prohibit parking all along the west side of North Avenue E by the Wellness Park.

We have installed some gravel shoulder to allow for safe parking along the east side of the road up by the new soccer fields.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE
CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER
69.08, "NO PARKING ZONES"**

BE IT ORDAINED by the City Council that the Code of Ordinances of the City of Washington, Iowa be amended as follows:

SECTION 1. **Add Paragraph.** A new Section 69.08, "No Parking Zones", Paragraph 96 is added as follows: "North Avenue E, on the west side, from its northern extremity to its intersection with West 7th Street."

SECTION 2. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. **Severability.** If any section, provision or part of this ordinance shall be judged 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.

SECTION 4. **Effective Date.** This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this _____ day of _____, 2021.

Jaron P. Rosien, Mayor

Attest:

Sally Y. Hart, City Clerk

Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2021.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 36, FIRE DEPARTMENT

BE IT ENACTED by the City Council of the City of Washington, Iowa:

Section 1. Chapter 36, "Fire Department" is hereby repealed.

Section 2. A new Chapter 36, "Fire and EMS Department" is adopted as follows:

36.01 ESTABLISHMENT AND PURPOSE.

A volunteer fire and emergency medical services department is hereby established to prevent and extinguish fires and to protect lives and property against fires, to promote fire prevention and fire safety, to provide emergency pre-hospital medical aid, and to answer all emergency calls for which there is no other established agency.

(Code of Iowa, Sec. 364.16)

36.02 ORGANIZATION OF FIRE DIVISION.

The division consists of a Fire Chief, a First Assistant Chief, a Second Assistant Chief, and sufficient volunteer personnel as determined by the Chief and confirmed by the Council. The Mayor has the power and authority to appoint or remove the Fire Chief or Assistant Chiefs, subject to the consent of the majority of the Council. The Fire Chief shall serve under the general supervision of the City Administrator. The department shall have power to make such additional rules and regulations for its government not inconsistent with this chapter. In the absence of the Chief, the First Assistant Chief shall perform the duties and have all the powers of the Chief; and in the absence of both the Chief and the First Assistant Chief, the Second Assistant Chief shall perform the duties and have the powers of the Chief.

36.03 ORGANIZATION OF EMERGENCY MEDICAL SERVICES DIVISION

The Emergency Medical Services (EMS) division is subordinate to the direction of the Fire Chief and consists of an Assistant Chief-EMS appointed by the Fire Chief and sufficient volunteer personnel as determined by the Chief and confirmed by the Council. Volunteer personnel in the EMS Division need not be volunteers in the Fire Division, nor vice versa.

36.04 TRAINING.

All members of the department shall meet the minimum training standards established by the State of Iowa and attend and actively participate in regular or special training drills or programs as directed by the Fire Chief.

(Code of Iowa, Sec. 100B.2[4])

36.05 COMPENSATION.

Members of the department shall be designated by rank and receive such compensation as shall be determined by resolution of the Council.

(Code of Iowa, Sec. 372.13[4])

36.06 DUTIES OF FIRE CHIEF.

The Fire Chief shall perform all duties required of the Fire Chief by law or ordinance, including (but not limited to) the following:

(Code of Iowa, Sec. 372.13[4])

1. Enforce Laws. Enforce ordinances and laws regulating fire prevention and the investigation of the cause, origin, and circumstances of fires.

2. Technical Assistance. Upon request, give advice concerning private fire alarm systems, fire extinguishing equipment, fire escapes and exits, and development of fire emergency plans.

3. Authority at Fires. When in charge of a fire scene, direct an operation as necessary to extinguish or control a fire, perform a rescue operation, investigate the existence of a suspected or reported fire, gas leak, or other hazardous condition, or take any other action deemed necessary in the reasonable performance of the department's duties.

(Code of Iowa, Sec. 102.2)

4. Control of Scenes. Prohibit an individual, vehicle, or vessel from approaching a fire scene and remove from the scene any object, vehicle, vessel, or individual that may impede or interfere with the operation of the Fire Department.

(Code of Iowa, Sec. 102.2)

5. Authority to Barricade. When in charge of a fire scene, place or erect ropes, guards, barricades, or other obstructions across a street, alley, right-of-way, or private property near the location of the fire or emergency so as to prevent accidents or interference with the firefighting efforts of the Fire Department, to control the scene until any required investigation is complete, or to preserve evidence related to the fire or other emergency.

(Code of Iowa, Sec. 102.3)

6. Command. Be charged with the duty of maintaining the efficiency, discipline, and control of the Fire Department. The members of the Fire Department shall, at all times, be subject to the direction of the Fire Chief.

7. Property. Exercise and have full control over the disposition of all fire apparatus, tools, equipment, and other property used by or belonging to the Fire Department.

8. Notification. Whenever death, serious bodily injury, or property damage in excess of \$200,000.00 has occurred as a result of a fire, or if arson is suspected, notify the State Fire Marshal's Division immediately. For all other fires causing an estimated damage of \$50.00 or more or emergency responses by the Fire Department, file a report with the Fire Marshal's Division within 10 days following the end of the month. The report shall indicate all fire incidents occurring and state the name of the owners and occupants of the property at the time of the fire, the value of the property, the estimated total loss to the property, origin of the fire as determined by investigation, and other facts, statistics, and circumstances concerning the fire incidents.

(Code of Iowa, Sec. 100.2 & 100.3)

9. Right of Entry. Have the right, during reasonable hours, to enter any building or premises within the Fire Chief's jurisdiction for the purpose of making such investigation or inspection that under law or ordinance may be necessary to be made and that is reasonably necessary to protect the public health, safety, and welfare.

(Code of Iowa, Sec. 100.12)

10. Recommendation. Make such recommendations to owners, occupants, caretakers, or managers of buildings necessary to eliminate fire hazards.

(Code of Iowa, Sec. 100.13)

11. Assist State Fire Marshal. At the request of the State Fire Marshal, and as provided by law, aid said marshal in the performance of duties by investigating, preventing and reporting data pertaining to fires.

12. Records. Cause to be kept records of the Fire Department personnel, firefighting equipment, depreciation of all equipment and apparatus, the number of responses to alarms, their cause, and location, and an analysis of losses by value, type and location of buildings.

13. Reports. Compile and submit to the Mayor and Council an annual report of the status and activities of the department as well as such other reports as may be requested by the Mayor or Council.

36.07 OBEDIENCE TO FIRE CHIEF.

No person shall willfully fail or refuse to comply with any lawful order or direction of the Fire Chief.

36.08 CONSTITUTION.

The divisions of the department shall adopt constitutions and bylaws as they deem calculated to accomplish the object contemplated, and such constitution and bylaws and any change or amendment to such constitution and bylaws before being effective, must be approved by the Council.

36.09 ACCIDENTAL INJURY INSURANCE.

The Council shall contract to insure the City against liability for worker's compensation and against statutory liability for the costs of hospitalization, nursing, and medical attention for volunteer firefighters and emergency medical personnel injured in the performance of their duties whether within or outside the corporate limits of the City. All volunteers shall be covered by the contract.

(Code of Iowa, Sec. 85.2, 85.61 and Sec. 410.18)

36.10 LIABILITY INSURANCE.

The Council shall contract to insure against liability of the City or members of the department for injuries, death or property damage arising out of and resulting from the performance of departmental duties within or outside the corporate limits of the City.

(Code of Iowa, Sec. 670.2 & 517A.1)

36.11 CALLS OUTSIDE DISTRICT.

The department shall answer calls to fires and other emergencies outside its service district(s) if the Fire Chief determines that such emergency exists and that such action will not endanger persons and property within the district(s).

(Code of Iowa, Sec. 364.4[2 & 3])

36.12 MUTUAL AID.

Subject to approval by resolution of the Council, the department may enter into mutual aid agreements with other legally constituted departments. Copies of any such agreements shall be filed with the Clerk.

(Code of Iowa, Sec. 364.4[2 & 3])

36.13 AUTHORITY TO CITE VIOLATIONS.

Fire officials acting under the authority of Chapter 100 of the *Code of Iowa* may issue citations in accordance to Chapter 805 of the *Code of Iowa*, for violations of State and/or local fire safety regulations.

(Code of Iowa, Sec. 100.41)

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

SECTION 4. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be judged 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.

SECTION 5. WHEN EFFECTIVE. This ordinance shall be in effect after final passage, approval and publication as provided by law.

Passed and approved this 15th day of June, 2021.

Jaron P. Rosien, Mayor

Attest:

Sally Y. Hart, City Clerk

Approved on First Reading: May 18, 2021

Approved on Second Reading: June 1, 2021

Approved on Third & Final Reading: June 15, 2021

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of June, 2021.

City Clerk

RESOLUTION _____

RESOLUTION SETTING THE SALARIES FOR THE APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF WASHINGTON FOR FISCAL YEAR 2021-2022.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON,
IOWA:

SECTION 1. In accordance with the results of personnel evaluations conducted by the City Administrator, decisions of the Council and collective bargaining agreements, as applicable, the following persons and full-time positions shall be paid salaries or wages indicated and the Finance Director is authorized to issue warrants less legally required authorized deductions from the amounts set out below, bi-weekly, not including longevity pay; and make such contributions to IPERS and FICA and other purposes as required by law or authorization of the Council, subject to audit and review by the City Council:

Police:

Lester, James	\$3,508.78/ppd	Chalupa, Jason	\$2,652.42/ppd
Hansen, Lyle	\$2,924.52/ppd	Hansen, Ethan	\$1,972.29/ppd
Hill, Rhonda	\$26.12/hr	Kephart, Eric	\$2,574.07/ppd
Adam, Seth	\$2,516.38/ppd	Lavelly, Tanner	\$2,516.38/ppd
Altenhofen, Ben	\$2,516.38/ppd	Raymer, Christopher	\$2,380.33/ppd
Altenhofen, Shamus	\$2,788.47/ppd	VanWilligen, Brian	\$2,652.42/ppd

Fire:

Wide, Tom	\$1,774.80/ppd
Chenoweth, Mark	\$1,727.36/ppd
Redlinger, Joe	\$1,792.17/ppd
Wagner, Bill	\$1,783.47/ppd

Library

Walker, Bryna	\$2,451.20/ppd
Harris, Jenisa	\$19.10/hr
Kunz, Leann	\$21.46/hr
Valentine, Tammy	\$16.88/hr
Weidner, Jolisa	\$21.12/hr

Maint/Construction:

Bell, JJ	\$3,180.19/ppd
Kleese, Tim	\$31.16/hr
Brinning, Jacob	\$20.03/hr
Glandon, Seth	\$19.45/hr
Greiner, Dick	\$26.40/hr
Quigley, Jay	\$30.01/hr
Samo, Benjamin	\$24.16/hr
Sanow, Jacob	\$18.33/hr
Wibstad, Zach	\$30.01/hr

Development Services:

Duwa, Jeff	\$24.97/hr
Henkel, Keith	\$30.56/hr

Parks:

Pacha, Nick	\$2,451.20/ppd
Peterson, Jason	\$19.45/hr

Water Plant:

Wellington, Kyle	\$36.07/hr
Brock, Will	\$22.54/hr

Cemetery:

Duvall, Nick	\$29.14/hr
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(CONTINUED)

Administration:

Albert, Kirk	\$20.03/hr
Hart, Sally	\$2,470.01/ppd
Brown, Kelsey	\$2,885.38/ppd
Krotz, Linda	\$19.86/hr
Wagler, Deb	\$27.06/hr

Sewer Plant:

Whisler, Jason	\$36.07/hr
Turner, Parker	\$24.88/hr
Henkel, Dylan	\$18.33/hr

SECTION 2. Full-time firefighters who earn and maintain EMR (Emergency Medical Responder) or higher certification shall receive an additional \$2,500 in base pay.

SECTION 3. The stipend for the Assistant Chief-EMS is hereby set at \$4,000, subject to annual cost-of-living increases in FY23 and later.

SECTION 4. The pay per call for volunteer Emergency Medical Responders is hereby set at \$10/call.

SECTION 5. This Resolution shall be effective as of the first pay date in July.

PASSED AND APPROVED this 15th day of June, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 92, WATER RATES
AND CHAPTER 99, SEWER USER CHARGE**

BE IT ORDAINED by the City Council of the City of Washington, Iowa:

SECTION 1. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 92.02, titled, “Rates for Service”, is hereby amended to read as follows by amending Section 92.02 (1) and (2):

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

1. Base Charge. There shall be a basic monthly water service charge of seventeen dollars and eighty-five cents (\$17.85) per account.
2. Usage Rates. Customers shall be charged for water usage in accordance with the following rate schedule:

(Code of Iowa, Sec. 384.84[1])

Cubic Feet Used Per Month	Rate
All Usage	\$4.75 per 100 cubic feet

”

SECTION 2. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 99.01, titled, “Rates for Service”, is hereby amended to read as follows by amending Section 99.01(1) and (2):

“99.01 SEWER SERVICE CHARGES REQUIRED. The monthly sewer use charge shall be in accordance with the following:

1. Non-Residential Customers.

A. For each water meter of every nonresidential property receiving municipal sewer service using 1,400 cubic feet or less of water, with or without a water meter, the charge shall be an amount equal to the sum of \$31.50 per month plus \$4.46 per 100 cubic feet of water used.

B. For each water meter of every nonresidential property receiving municipal sewer service using between 1,401 and 15,000 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$63.00 per month plus \$4.46 per 100 cubic feet of water used.

C. For each water meter of every nonresidential property receiving municipal sewer service using between 15,001 and 100,000 cubic feet of

water, with or without a water meter, the charge shall be an amount equal to the sum of \$126.00 per month plus \$4.46 per 100 cubic feet of water used.

D. For each water meter of every nonresidential property receiving municipal sewer service using more than 100,001 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$252.00 per month plus \$4.46 per 100 cubic feet of water used.

2. Residential Customers. For each water meter of every residential property (including multiple-family residential properties) receiving municipal sewer service, with or without a water meter, the charge shall be an amount equal to the sum of \$31.50 per month per dwelling unit plus \$4.46 per 100 cubic feet of water used.”

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

SECTION 4. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged 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.

SECTION 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED AND APPROVED by the City Council on the 15th day of June, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

Approved on First Reading: May 18, 2021
Approved on Second Reading: June 1, 2021
Approved on Third & Final Reading: June 15, 2021

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of June, 2021.

City Clerk

*Jaron P. Rosien, Mayor
Sally Hart, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



*City of Washington
215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax*

June 8, 2021

Mayor and City Council
215 East Washington Street
Washington, IA 52353

Dear Mayor and Council:

In accordance with my employment agreement, I am writing to provide you 60 days' notice of my intention to resign my position. I have accepted the position of Deputy City Administrator/Finance Director with the City of Mason City, Iowa. My last day of employment with the City of Washington will be August 6, 2021.

My tenure of the last nine and a half years has been full of accomplishments and forward movement for Washington as a community. I would list some of our key achievements as: Stabilizing and strengthening the City's finances, construction of the Water & Wastewater Plants, numerous projects to improve our sewer infrastructure, cleanup of numerous nuisance properties, drinking water infrastructure projects including a new ground storage reservoir and north water tower, the Washington Business Park and buildout of a southwest side collector street network, the City taking an active role in Washington's future residential development, planning & construction of the new Wellness Park, and planning & construction of the City Hall/Police/Fire building improvements, among many others. Organizationally, I feel that we are stronger than we have ever been, with dedicated and competent staff throughout the City's workforce.

I believe my work and leadership has allowed us to accomplish all of these things in a responsible and far-sighted way. I will always be proud of these accomplishments, and thank all the partners inside and outside of our City of Washington organization that helped them to happen. None of the items listed above would have happened by themselves; they took good leadership, planning, and a team effort. I wish you and the Washington community all the best, and am available for advice and assistance related to City business now or in the future, as you may deem necessary.

Sincerely,

Brent Hinson
City Administrator

Jaron P. Rosien, Mayor
Sally Hart, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator



215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax

Memorandum

June 11, 2021

To: Mayor and City Council
Cc: Sally Hart, City Clerk

From: Brent Hinson
City Administrator

Re: Yard Waste Center

As has been discussed at two recent meetings, the Council would like to see a plan for increased hours for the Yard Waste Center at the WWTP. Jason and I have reviewed, and are bringing you two possible plans. See attached for additional documentation.

Option 1 would keep a fully supervised site. We would be open every Saturday from April 1 to November 30 from 7-10 AM, and also Wednesdays in the peak 6 weeks in the spring and 6 weeks in the fall from 4-7 PM. The only costs associated would be some additional overtime for our workers.

Option 2 would be an unsupervised site that would essentially have 24-hour access. There are a number of physical adjustments that would be needed to allow for this:

- **Fencing:** As per the attached map, we would recommend relocating the main gate for the WWTP and installing a significant amount of additional fencing to ensure that the public would not have access to the main WWTP structures and buildings. The cost of this fencing and gate adjustment is estimated at \$27,500.
- **Cameras:** We estimate that 8 cameras will be needed to fully monitor the site and grounds. The cost of these cameras is estimated at \$5,800 plus an additional \$60 monthly charge for a cellular link to allow for remote monitoring.
- **Light Poles:** We would recommend that we enter into an agreement with Alliant to install light poles that they would own, as we did for the Wellness Park parking lot

and sand volleyball area. We estimate the upfront charge for these streetlights to be \$5,500 plus \$80/month, pending getting a formal quote from Alliant.

Therefore, the estimated cost of the unsupervised site is \$38,800 plus the monthly charges. A downside to the unsupervised site is that we would anticipate that this would lead to an increase in the amount of non-Washington tree waste coming to our site from commercial services. This could lead to anywhere from a mild to a massive cost increase for brush grinding and site management. Mitigating measures would need to be taken on an ongoing basis to prevent the commercial services from dumping non-Washington waste.

We have \$100,000 in the FY22 budget for demolition of old WWTP structures. The structures that really need to come out as part of this are the old sludge drying beds and anaerobic digester. Ideally, this will cost significantly less than \$100k, so there may be some budget money available. I would like to get some dirt work done related to the demolition so that we can set the course for eventually putting a large cold storage pole building for our departments' use on that site. Part of the site fencing also includes installation of a 6' fence along the sludge drying beds area after that structure is demolished (there is currently older 4' fence along there that will need to come out as part of the demo).

**WWTP & YWC Site
as of 6/2021**

Main Gate >

**< Entrance from West
Buchanan**

< Dog Pound

**< Impound
Lot**

Digester

**Sludge ^
Storage**

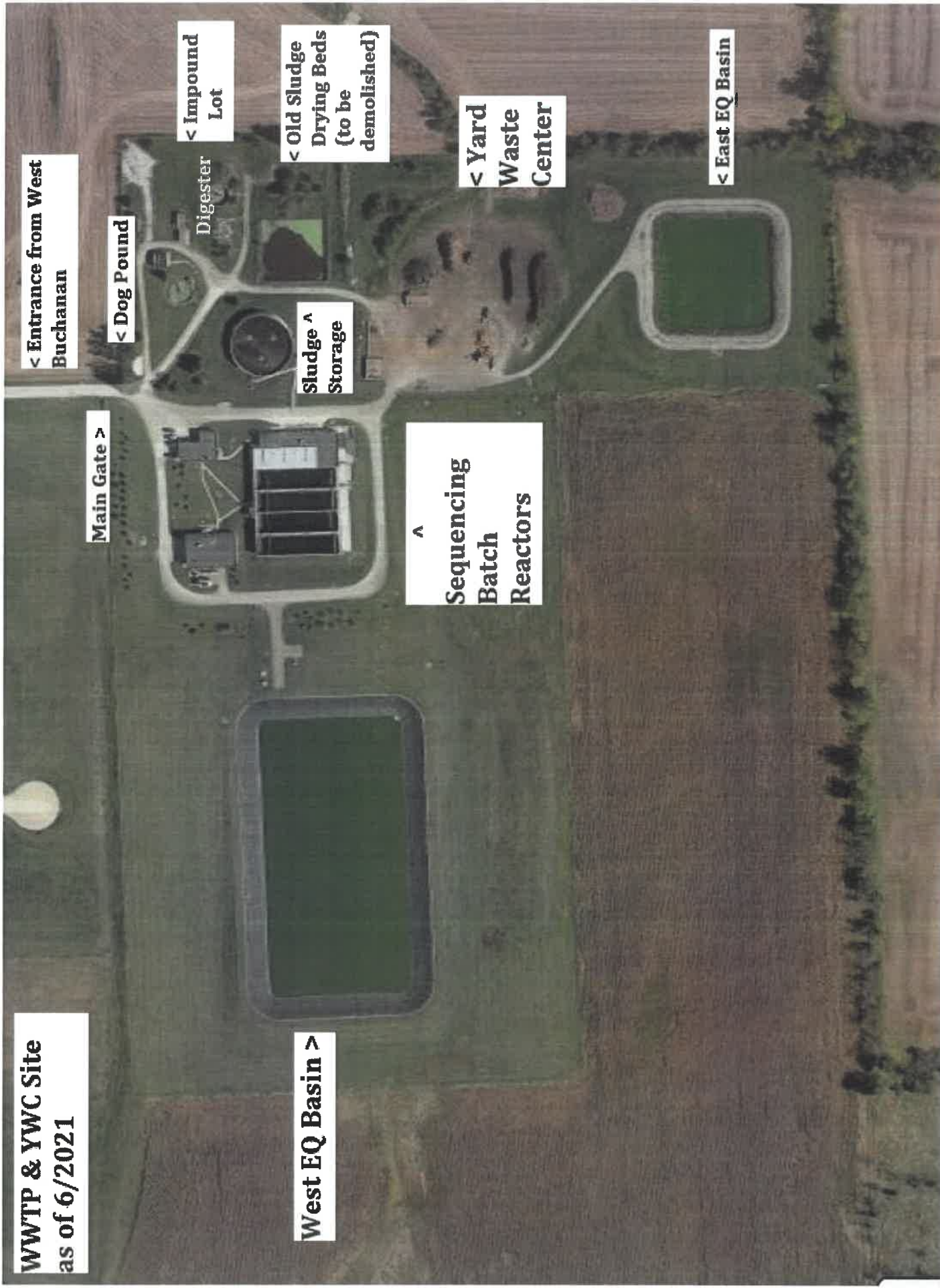
**< Old Sludge
Drying Beds
(to be
demolished)**

**^
Sequencing
Batch
Reactors**

**< Yard
Waste
Center**

< East EQ Basin

West EQ Basin >



WWTP & YWC Site Unsupervised Site Plan

West EQ Basin >

Relocate
Main Gate

< Entrance from West
Buchanan

< Dog Pound

< Impound
Lot

Digester

< Old Sludge
Drying Beds
(to be
demolished)

New fence
after demo

Sludge ^
Storage

< Yard
Waste
Center

^
Sequencing
Batch
Reactors

Plant Staff to relocate
Buchanan gates to block
road to East EQ

< East EQ Basin

— New Fence
— Existing Fence

