



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, JANUARY 5, 2021

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, January 5, 2021 to be approved as proposed or amended.

Consent:

1. Council Minutes December 15, 2020
2. Iowa Municipalities Workers' Compensation Association, \$6,699.00.
3. Garden and Associates, Survey in Block 2 in MM Young's 1st Addition, \$2,650.00.
4. Garden and Associates, Survey Block 2 in MM Young's 1st Addition, \$2,500.00
5. Garden and Associates, South E. Avenue Reconstruction, \$3,556.83.
6. Garden and Associates, Buchanan Street Paving Project, \$27,454.41.
7. Garden and Associates, Whitesell Survey and Subdivision, \$1,909.04.
8. Garden and Associates, Washington Business Park Subdivision Phase 2, \$2,215.25.
9. Garden and Associates, Misc. Engineering Tasks, \$677.75.
10. Storey Kenworthy Pay App. #2 (Final Payment), Washington City Hall and Police Station Furniture Package, \$69,964.02.
11. PAWS & More Animal Shelter, Animal Services July-September 2020, \$6,177.00.
12. TEAM Services, North 4th Improvements, \$3,218.61.
13. Urban Chicken Permit, 1401 East Main Street, Mike Todd (**renewal**)
14. Dollar General Store #21535, 225 West Madison Street, Class C Beer, Class B Wine, Sunday Sales (**renewal**)
15. Dino's Pizza & Steakhouse, 109 E. Washington St., Special Class C Liquor License, (BW) (Beer/Wine), Sunday Sales (**new**)
16. Washington Liquor & Tobacco Outlet, 304 West Madison St., Class B Wine Permit, Class C Beer Permit (Carryout), Class E Liquor License (LE) (**renewal**)
17. Department Reports

Consent – Other:

Claims & Financial Reports:

Claims for January 5, 2021

SPECIAL PRESENTATION

- Hospice of Washington County Soup Supper, January 26, 2021, 2-7:30 p.m.
- Nuisance Abatement Update
- FY 20 Audit Presentation by Chris Nelson of Gronewold, Bell, Kyhnn & Co. via Zoom

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

PUBLIC HEARING

- Public Hearing for FY22-FY26 Capital Improvements Plan

NEW BUSINESS

1. Consideration of Resolution Approving FY22-FY26 Capital Improvements Plan.
2. Zach Cotterman Dog Appeal Hearing.
3. Affirm Mayoral Appointment to the Hotel/Motel Tax Committee.
4. Discussion and Consideration of Memorandum of Understanding Between City of Washington Police Department and Washington County Public Health to Serve as a Closed Point of Distribution Clinic for Dispensing Vaccinations.
5. Discussion and Consideration of a Resolution Approving Riverboat Foundation Municipal Grant Requests for FY22.
6. Discussion and Consideration of Setting a Public Hearing on Vacating a Portion of a Street (600 Block of East Tyler Cul-de-Sac ROW) – Recommended by P&Z.
7. Discussion and Consideration of Second Reading of an Ordinance Changing Certain Yield Signs to Stop Signs (Wellness Park Area).
8. Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 69.08 – Parking Regulations (North Marion and North Iowa).

WORKSHOP

- Discussion on Freedom of Information Act (FOIA) Guidelines and Fee Structure

DEPARTMENTAL REPORT

Police Department
City Attorney

City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor

Brendan DeLong

Steven Gault

Elaine Moore

Danielle Pettit-Majewski

Fran Stigers

Millie Youngquist

ADJOURNMENT

Council Minutes 12-15-2020

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, December 15, 2020 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Gault, Moore, Pettit-Majewski (by Zoom), Stigers and Youngquist (by Zoom).

Absent: None

Motion by Gault, seconded by Pettit-Majewski, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, December 15, 2020 be approved as proposed. Motion carried.

Consent:

1. Council Minutes December 1, 2020
2. ECICOG, Rehab Grant Administration, \$187.50
3. UMB, LOSST Revenue Bonds, Series 2018B, Fees, \$300.00
4. UMB, General Obligation Capital Loan Notes, Series 2018A, Fees, \$300.00
5. UMB, General Obligation Bonds, Series 2016C, Fees, \$250.00
6. UMB, General Obligation Refunding Bonds, Series 2016B, Fees, \$250.00
7. UMB, General Obligation Refunding Bonds, Series 2016A, Fees, \$250.00
8. UMB, General Obligation Capital Loan Notes, Series 2015, Fees, \$250.00
9. Vicker Drilling, LLC NLW Subdivision – Water, Storm, Sewer, and Grading Improvements Pay App. #2, \$78,045.35
10. Fox Engineering, N. 4th Ave. Street and Utility Improvements, \$7,800.00
11. Fox Engineering, 2021 Water Main Improvements, \$3,017.00
12. Fox Engineering, Wastewater Treatment Plant, \$1,269.00
13. Fox Engineering, SE Basin I&I Reduction, \$3,705.00
14. IMWCA, Work Comp. Premium 20-21, \$6,699.00
15. Kevin D. Olson, Legal Services, \$1,100.88
16. Garden & Associates, North D Ave. Sidewalk Investigation, \$298.00
17. Garden & Associates, Whitesell Survey and Subdivision, \$3,403.75
18. Garden & Associates, Buchanan Street Paving Project, \$24,096.27
19. Garden & Associates, South E Ave. Street Reconstruction, \$4,016.75
20. Garden & Associates, Water Main Ext. Construction Permit, \$242.50
21. Ace-N-More, 1901 East Washington Street, Class C Beer Permit, Class B Native Wine Permit, Sunday Sales (**renewal**)
22. Department Reports

Consent – Other:

1. DeLong Construction, Inc., South Avenue E. Reconstruction, Pay App. #4, \$140,947.51
2. DeLong Construction, Inc., Wellness Park Ballfields and Roadway, Pay App. #8, \$35,908.64
3. Bushong Construction Company, City Hall and Police Station, Pay App. #13, \$73,756.74

Motion by Stigers, seconded by Moore, to approve the Consent items 1-22. Motion carried.

Motion by Gault, seconded by Pettit-Majewski, to approve Consent-Other items #1 and #3. Motion carried with DeLong abstaining with conflict.

Motion by Pettit-Majewski, seconded by Moore, to approve Consent-Other item #2. Motion

carried with four ayes, DeLong abstaining with conflict, and Gault voting no.

Claims for December 15, 2020 and the Financial Report for November 2020 were presented by Finance Director Kelsey Brown.

Motion by Gault, seconded by Moore, to approve the claims for December 15, 2020. Motion carried.

Motion by Gault, seconded by Stigers, to approve the financial report for November, 2020. Motion carried.

Jenny Ruddy of FOX Engineering gave a 2020 Water Distribution System Study presentation via Zoom.

Public comment from Dan Henderson of Washington for Justice via Zoom inviting council to take part in three upcoming activities: a holiday meal drive, a book study, and a public speaker online on January 10, 2021.

Mayor Rosien announced that now is the time for public hearing of FY21 Budget Amendment #1.

No written or oral objections were received.

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

Mayor Rosien announced that now is the time for public hearing of Endorsing an Application for Community Development Block Grant Funds (2021 Water Main Improvements). John Bruce of ECICOG presented CDBG information via Zoom.

No written or oral objections were received.

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

Motion by Youngquist, seconded by Stigers, to approve a Resolution Approving FY21 Budget Amendment #1. Roll call on the motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2020-111)**

Motion by DeLong, seconded by Moore, to approve a Resolution for a Community Development Block Grant Funds Application for 2021 Water Main Improvements. Roll call on the motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2020-112)**

Motion by Youngquist, seconded by Pettit-Majewski, to approve a Resolution Requesting Reimbursement from the Iowa COVID-19 Government Relief Fund. Roll call on the motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2020-113)**

Motion by Pettit-Majewski, seconded by Youngquist, to approve a Resolution Naming City Personnel Authorized to Access Financial Accounts and Conduct Banking Activities on Behalf of the City of Washington, Iowa. Roll call on the motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2020-114)**

Motion by Gault, seconded by Stigers, to approve the Mayoral Affirmation of Fire Department Election Results. Chief Brendan DeLong; 1st Assistant Bill Hartsock; 2nd Assistant Jim Williams; and Secretary

Phil Morris. Motion carried. DeLong abstained with conflict.

Motion by Youngquist, seconded by DeLong to approve Wellness Park Owner-Supplied Items. Motion carried, Gault voted no.

Motion by Stigers, seconded by Gault to approve DeLong Construction, Inc. Change Order #2, South Avenue E Reconstruction. Motion carried. DeLong abstained with conflict.

Motion by Gault, seconded by Stigers to award contract to FOX Engineering for the Bazooka-Farmstar Sewer Relocation Project for an estimated \$40,950. Motion carried.

No separate action was taken on change order #3 as it was part of the resolution accepting the Fire Station Building as completed.

Motion by Youngquist, seconded by Pettit-Majewski, to approve a Resolution Accepting the Fire Station Building Construction Project as Completed. Roll call on the motion: Ayes: Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. DeLong abstained with conflict. Motion carried.
(Resolution 2020-115)

Motion by DeLong, seconded by Moore to approve a Resolution Providing for a Temporary Amendment to Treatment Agreement (IRE Temporary & Limited Degradation Analysis). Roll call on the motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried.
(Resolution 2020-116)

Motion by Gault, seconded by Pettit-Majewski, to approve the First Reading of an Ordinance Changing Certain Yield Signs to Stop Signs in the Wellness Park Area. Roll call on the motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried.

Motion by Stigers, seconded by Gault, to approve the First Reading of an Ordinance Amending Chapter 69.08 – Parking Regulations (North Marion and North Iowa). Roll call on the motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried.

The council went into a workshop and discussed the Preliminary FY22-FY26 Capital Improvement Plan Update. Madison Park will be added to the plan.

Motion by Stigers, seconded by Youngquist, to set a Public Hearing on the Capital Improvement Plan Update for January 5, 2021 at 6:00 p.m.

Motion by DeLong, seconded by Gault, that the Regular Session held at 6:00 P.M., Tuesday, December 15, 2020, is adjourned at 7:19 p.m.

Sally Hart, City Clerk

INVOICE

INV78868

IMWCA
IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION
500 SW 7TH STREET, SUITE 101
DES MOINES, IA 50309-4506
PHONE: 800-257-2708

DATE

1/1/2021

PAGE:

1

Mbr No: Member Name:
0706 Washington, City of

Washington, City of
215 E Washington

Washington IA 52353

Please remit payment to: IMWCA, P.O. Box 8186, Des Moines, IA 50301

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
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	WASHI001	AG0075				
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QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
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1.00	INSTALL7	Installment 7 - Work Comp Prem 20-21			6,699.00	\$6,699.00
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This invoice is due by February 1, 2021.

A FINANCE CHARGE of 1.5% (APR 18%) will be added to balances over 30 days past the due date.

When you provide a check as payment, you authorize IMWCA either to use the information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries please call 515-244-7282.

Subtotal	\$6,699.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$6,699.00

Thank You



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

December 21, 2020
Invoice No: 40901

Project 6020306 Washington - Survey in Block 2 in MM Young's 1st Addition, City of Washington.
Client ID# 20040

Professional Services for the Period: November 20, 2020 to December 17, 2020

Professional Services

	Hours	Rate	Amount	
Surveyor 1	2.50	122.00	305.00	
Surveyor 2	10.75	117.00	1,257.75	
Technician #2	2.50	95.00	237.50	
Technician #6	11.75	59.00	693.25	
Totals	27.50		2,493.50	
Total Professional Services				2,493.50

Reimbursable Expenses

Filing Fee				
10/28/2020	Washington County Recorder		12.00	
Total Reimbursables			12.00	12.00

Unit Billing

Mileage			144.50	
Total Units			144.50	144.50

Total Project Invoice Amount \$2,650.00

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA



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Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

December 22, 2020

Invoice No: 40954

Project 6020306
Client ID# 20040

Washington - Survey in Block 2 in MM Young's 1st Addition, City of Washington.

Professional Services for the Period: November 20, 2020 to December 17, 2020

2,500.00

Total Project Invoice Amount

\$2,500.00

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS

OSKALOOSA, IOWA

CRESTON, IOWA



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Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

December 21, 2020
Invoice No: 40903

Project 5020201 Washington - Buchanan Street Paving Project.

Client ID# 20040

Professional Services for the Period: November 20, 2020 to December 17, 2020

Professional Services

	Hours	Rate	Amount	
Principal Engineer	70.50	149.00	10,504.50	
Engineer #3	6.50	111.00	721.50	
Surveyor 1	5.00	122.00	610.00	
Technician #1	103.50	110.00	11,385.00	
Technician #2	37.75	95.00	3,586.25	
Technician #4	3.50	83.00	290.50	
Totals	226.75		27,097.75	
Total Professional Services				27,097.75

Unit Billing

Mileage			131.66	
GPS Survey Equipment			45.00	
Robot Total Station Equipment			180.00	
Total Units			356.66	356.66

Total Project Invoice Amount \$27,454.41

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1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

December 21, 2020
Invoice No: 40904

Project 7019316 Washington - Whitesell Survey & Subdivision.
Client ID# 20040

Professional Services for the Period: November 20, 2020 to December 17, 2020

Professional Services

	Hours	Rate	Amount
Principal Engineer	4.00	149.00	596.00
Surveyor 1	.50	122.00	61.00
Technician #2	1.50	95.00	142.50
Technician #4	8.75	83.00	726.25
Technician #5	.50	73.00	36.50
Totals	15.25		1,562.25
Total Professional Services			1,562.25

Unit Billing

Mileage			65.54
Robot Total Station Equipment			281.25
Total Units			346.79

Total Project Invoice Amount \$1,909.04

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ENGINEERS AND SURVEYORS

OSKALOOSA, IOWA

CRESTON, IOWA



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

December 21, 2020
Invoice No: 40905

Project 7020406 Washington Business Park Subdivision - Phase 2
Client ID# 20040

Professional Services for the Period: November 20, 2020 to December 17, 2020

Professional Services

	Hours	Rate	Amount	
Principal Engineer	1.00	149.00	149.00	
Technician #2	21.75	95.00	2,066.25	
Totals	22.75		2,215.25	
Total Professional Services				2,215.25
				Total Project Invoice Amount
				\$2,215.25

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ENGINEERS AND SURVEYORS

OSKALOOSA, IOWA

CRESTON, IOWA



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Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

December 21, 2020
Invoice No: 40906

Project 9020415 Washington - Misc Engineering Tasks.
Client ID# 20040

Professional Services for the Period: November 20, 2020 to December 17, 2020

Professional Services

	Hours	Rate	Amount	
Principal Engineer	2.50	149.00	372.50	
Engineer #3	2.75	111.00	305.25	
Totals	5.25		677.75	
Total Professional Services				677.75
		Total Project Invoice Amount		\$677.75

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE



AIA Document G702® - 1992

Application and Certificate for Payment

TO OWNER: City of Washington, Iowa
215 East Washington Street
Washington, Iowa 52353

PROJECT: Washington City Hall & Police St
215 E. Washington Street

APPLICATION NO: 002
PERIOD TO: 12/22/20

FROM: Storey Kenworthy
309 Locust Street
Des Moines, Iowa 50309

VIA ARCHITECT: Farnsworth Group, Inc.
14225 University Avenue, Ste 110
Waukee, Iowa 50263

Distribution to:
OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 91,155.01
- 2. NET CHANGE BY CHANGE ORDERS \$ 2,173.82
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 93,328.83
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 93,328.83

5. RETAINAGE:
- a. 0 % of Completed Work (Columns D + E on G703) \$ 0.00
 - b. 0 % of Stored Material (Column F on G703) \$ 0.00

Total Retainage (Lines 5a + 5b, or Total in Column I of G703) \$ 0.00

- 6. TOTAL EARNED LESS RETAINAGE \$ 93,328.83
(Line 4 minus Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 23,364.81
(Line 6 from prior Certificate)

- 8. CURRENT PAYMENT DUE \$ 69,964.02
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6) \$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 3,027.86	\$ 854.04
Total approved this month	\$ 0.00	\$ 0.00
TOTAL	\$ 3,027.86	\$ 854.04
NET CHANGES by Change Order	\$ 2,173.82	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
By:
State of: Iowa
County of: Polk

Subscribed and sworn to before me this 22nd day of December 2020
Notary Public:
My commission expires: 5/3/21
Date: 12/22/2020

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 69,964.02
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
By:
Date: 12/23/2020

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

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PAWS & More Animal Shelter

1004 1/2 West Madison Street
Washington, IA 52353

Invoice

Date	12/18/2020
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Invoice #	73
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Bill To
City of Washington
PO Box 516
Washington, IA 52353

Terms	DUE UPON RE...
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Description	Quantity	Rate	Amount
Animal Services-July-Sept. 2020 (1st fiscal year quarter)		6,177.00	6,177.00
		Total	\$6,177.00

Lori Adams

From: Lori Adams
Sent: Wednesday, December 9, 2020 6:06 PM
To: Lori Adams
Subject: FW: [External] Re: [External] Double checking 2019 cat report
Attachments: Copy of 2019 City of Washington Cats.xlsxFINAL.xlsx

From: Amber Talbot <amberjtalbot@gmail.com>
Sent: Wednesday, December 9, 2020 3:26 PM
To: Lori Adams <LAdams@lattaharris.com>
Subject: [External] Re: [External] Double checking 2019 cat report

CAUTION: This email originated from outside of LattaHarris. Please do not click links or open attachments unless you recognize the sender and know the content is safe.

Lori Attached is the report for the city, we took 188 cats ,17 pickups $17 \times 60 = \$1,020$
 $188 \times 126 = \$23,688$
Thanks
Amber

This is what the contract says:

Fiscal Year 2021 Boarding: Actual cats boarded for calendar 2019 times
PAWS standard rates (currently \$18 boarding fee x 7
days/animal)

Pick Ups: Actual cats picked up times PAWS standard
rates (currently \$60 fee/animal)

Estimated Fee for Service= \$26,472

23,688 • +
1,020 • +
24,708 • *

24,708 • ÷
4 • =

Quarterly 6,177 • *

Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	6/11/2019 3:38 PM	Stray	shelter personal pick-up	408 W 3rd Washington, in the neighbors yard	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	6/11/2019 3:38 PM	Stray	shelter personal pick-up	408 W 3rd Washington, in the neighbors yard	City of Washington	Adoption	Petco
Cat	Domestic Longhair	Adult	Healthy	Appears Normal	6/11/2019 5:49 PM	Stray	Public Drop Off	702 W Monroe	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	6/18/2019 8:09 AM	Stray	Public Drop Off	Parkside estates	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	6/18/2019 6:01 PM	Stray	Public Drop Off	1601 N Iowa Ave	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	6/19/2019 2:41 PM	Stray	Born In Care	2 Parkside Estates Road,	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	6/19/2019 2:43 PM	Stray	Born In Care	2 Parkside Estates Road,	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	6/19/2019 2:43 PM	Stray	Born In Care	2 Parkside Estates Road,	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	6/19/2019 2:43 PM	Stray	Born In Care	2 Parkside Estates Road,	City of Washington	Adoption	Onsite
Cat	Domestic Short Hair	Unweaned	Healthy	Appears Normal	6/19/2019 2:43 PM	Stray	Born In Care	2 Parkside Estates Road,	City of Washington	Adoption	Onsite
Cat	Domestic Medium Hair	Juvenile	Treatable-Manageable	Appears Normal	6/24/2019 7:43 AM	Stray	Public Drop Off	Near Ross Ave	City of Washington	Adoption	Foster Home
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/2/2019 2:21 PM	Stray	Public Drop Off	1022 S Ave B	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	7/2/2019 5:04 PM	Stray	Public Drop Off	617 S 7th Ave in the yard	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/4/2019 7:34 PM	Stray	Public Drop Off	821 N 8th Ave. - Abandoned	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/5/2019 3:44 PM	Stray	Public Drop Off	1019 N 7th Ave.	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Unweaned	Healthy	Appears Normal	7/9/2019 5:51 PM	Stray	Public Drop Off	East 3rd Street	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Unweaned	Unhealthy/Untreatable	Sick	7/9/2019 6:36 PM	Stray	Public Drop Off	402 E Main St dumped	City of Washington	Euthanasia	Failure to Thrive
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	7/12/2019 2:58 PM	Stray	Public Drop Off	1621 5th Ave	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	7/12/2019 2:58 PM	Stray	Public Drop Off	1621 5th Ave	City of Washington	Euthanasia	Medical - Severe
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	7/12/2019 2:58 PM	Stray	Public Drop Off	1621 5th Ave	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	7/12/2019 2:58 PM	Stray	Public Drop Off	1621 5th Ave	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	7/18/2019 10:36 AM	Stray	Public Drop Off	308 W 3rd st	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Feral	7/19/2019 8:20 AM	Stray	Public Drop Off	W 3rd near farway	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/20/2019 1:20 PM	Stray	Public Drop Off	Casesy East In Washington	City of Washington	Euthanasia	Medical - Severe
Cat	Domestic Shorthair	Young Adult	Treatable-Rehabilitatable	Appears Normal	7/20/2019 1:53 PM	Stray	Public Drop Off	305 S Ave 5	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Treatable-Manageable	Appears Normal	7/21/2019 1:21 PM	Stray	Public Drop Off	Near the UP home	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/23/2019 2:17 PM	Stray	Public Drop Off	619 E 2nd St Washington	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	7/25/2019 2:49 PM	Stray	Public Drop Off	Kewash Trail in town	City of Washington	Adoption	Onsite
Cat	Domestic Medium Hair	Juvenile	Healthy	Appears Normal	7/25/2019 2:49 PM	Stray	Public Drop Off	Kewash in town	City of Washington	Euthanasia	Failure to Thrive
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/25/2019 4:04 PM	Stray	Public Drop Off	Hwy 92 near Walmart	City of Washington	Euthanasia	Failure to Thrive
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	7/26/2019 11:19 AM	Stray	Public Drop Off	Abandoned at the shelter	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Treatable-Rehabilitatable	Appears Normal	7/27/2019 2:27 PM	Stray	Public Drop Off	Sunset Park	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/28/2019 10:47 AM	Stray	Public Drop Off	City of Washington 617 S 7th Ave	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Young Adult	Treatable-Rehabilitatable	Appears Normal	7/28/2019 1:42 PM	Stray	Public Drop Off	215 East 6th St Washington	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Treatable-Rehabilitatable	Appears Normal	7/28/2019 1:42 PM	Stray	Public Drop Off	215 East 6th St Washington	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Treatable-Rehabilitatable	Appears Normal	7/28/2019 1:42 PM	Stray	Public Drop Off	215 East 6th St Washington	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Treatable-Rehabilitatable	Appears Normal	7/28/2019 1:42 PM	Stray	Public Drop Off	215 East 6th St Washington	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Treatable-Rehabilitatable	Appears Normal	7/28/2019 1:42 PM	Stray	Public Drop Off	215 East 6th St Washington	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Treatable-Rehabilitatable	Appears Normal	7/28/2019 1:42 PM	Stray	Public Drop Off	215 East 6th St Washington	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Treatable-Rehabilitatable	Appears Normal	7/28/2019 1:42 PM	Stray	Public Drop Off	215 East 6th St Washington	City of Washington	Adoption	Petco
Cat	Siamese	Juvenile	Healthy	Feral	7/30/2019 9:10 AM	Stray	Public Drop Off	308 W 3rd St City of Washington	City of Washington	Adoption	Unknown
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	7/30/2019 9:17 PM	Stray	Public Drop Off	1401 N 7th	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/31/2019 12:10 PM	Stray	Public Drop Off	822 N Iowa	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	7/31/2019 12:10 PM	Stray	Public Drop Off	822 N Iowa	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/10/2019 12:42 PM	Stray	Public Drop Off	By Stewart Elementary School In Washington	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	8/13/2019 2:44 PM	Stray	shelter personal pick-up	Fairgrounds Washington	City of Washington	Adoption	Petco
Cat	Domestic Medium Hair	Unweaned	Healthy	Appears Normal	8/18/2019 8:16 AM	Stray	Public Drop Off	1434 ridgeview CT	City of Washington	Transfer Out	Coalition Partner
Cat	Domestic Medium Hair	Adult	Healthy	Appears Normal	8/16/2019 2:20 PM	Stray	Public Drop Off	W Adams St. City of Washington	City of Washington	Adoption	Onsite
Cat	Domestic Medium Hair	Adult	Healthy	Appears Normal	8/16/2019 2:20 PM	Stray	Public Drop Off	W Adams St. City of Washington	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	8/18/2019 12:17 PM	Stray	Public Drop Off	On the road near the Hawkeye Hotel	City of Washington	Transfer Out	Coalition Partner
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/19/2019 10:57 AM	Stray	Public Drop Off	608 N Iowa Ave	City of Washington	Transfer Out	Coalition Partner
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	8/20/2019 2:15 PM	Stray	Public Drop Off	1004 1/2 west madison street	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	8/20/2019 4:50 PM	Stray	Public Drop Off	KEWASH Trail in town	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/22/2019 9:49 AM	Stray	shelter personal pick-up	Iowa State Extention Office Washington Fair G	City of Washington	Transfer Out	Coalition Partner
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/24/2019 3:31 PM	Stray	Public Drop Off	Fairgrounds	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/24/2019 3:31 PM	Stray	Public Drop Off	Fairgrounds	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/24/2019 7:10 PM	Stray	Public Drop Off	614 W Washington Blvd	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/26/2019 11:06 AM	Stray	Public Drop Off	Iowa state extention fair grounds	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Young Adult	Treatable-Manageable	Appears Normal	8/28/2019 1:41 PM	Stray	Public Drop Off	830 E Polk	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/29/2019 8:15 AM	Stray	Public Drop Off	N 6th and Highland ave sewer drain	City of Washington	Transfer Out	Coalition Partner
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/29/2019 8:15 AM	Stray	Public Drop Off	N 6th and Highland ave sewer drain	City of Washington	Transfer Out	Coalition Partner
Cat	Domestic Medium Hair	Juvenile	Healthy	Appears Normal	8/29/2019 8:15 AM	Stray	Public Drop Off	N 6th and Highland ave sewer drain	City of Washington	Adoption	Foster Home
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	8/29/2019 8:15 AM	Stray	Public Drop Off	N 6th and Highland ave sewer drain	City of Washington	Transfer Out	Coalition Partner
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	8/31/2019 12:38 PM	Stray	Public Drop Off	103 W Madison	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	9/5/2019 9:33 AM	Stray	Public Drop Off	635 Washington Blvd City of Wash.	City of Washington	Died	Unknown
Cat	Domestic Shorthair	Adult	Treatable-Manageable	Appears Normal	9/5/2019 2:57 PM	Stray	Public Drop Off	406 E Washington st	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Healthy	Appears Normal	9/5/2019 7:02 PM	Stray	Public Drop Off	1002 N 2nd	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	9/14/2019 12:05 PM	Stray	Public Drop Off	600 block Wash BLVD	City of Washington	Adoption	Onsite
Cat	Domestic Medium Hair	Young Adult	Healthy	Appears Normal	9/14/2019 1:13 PM	Stray	Public Drop Off	WCDC redemption center	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Treatable-Manageable	Appears Normal	9/19/2019 12:33 PM	Stray	shelter personal pick-up	Found outside of shelter	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Unhealthy/Untreatable	Injured	9/21/2019 3:42 PM	Stray	Police Pickup / Drop Off	1600 Block N2nd	City of Washington	Euthanasia	Injured
Cat	Domestic Shorthair	Juvenile	Treatable-Rehabilitatable	Sick	9/25/2019 11:21 AM	Stray	Public Drop Off	502 E 10th	City of Washington	Transfer Out	Coalition Partner
Cat	Domestic Shorthair	Unweaned	Healthy	Appears Normal	9/25/2019 3:22 PM	Stray	Public Drop Off	1020 south Iowa ave	City of Washington	Adoption	Foster Home
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	9/27/2019 11:55 AM	Stray	shelter personal pick-up	921 monroe	City of Washington	Died	General
Cat	Domestic Shorthair	Juvenile	Treatable-Manageable	Appears Normal	10/4/2019 3:37 PM	Stray	Public Drop Off	222 E 6th st	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Adult	Healthy	Appears Normal	10/5/2019 10:59 AM	Stray	Public Drop Off	Schwan's tee cream in washington	City of Washington	Euthanasia	Medical - Severe
Cat	Domestic Medium Hair	Juvenile	Healthy	Appears Normal	10/6/2019 1:50 PM	Stray	Public Drop Off	HAYCAP	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	10/6/2019 8:10 PM	Stray	Public Drop Off	1002 N 2nd Ave	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	10/7/2019 9:27 AM	Stray	Public Drop Off	N 2nd Ave City of Washington	City of Washington	Adoption	Petco
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	10/7/2019 10:01 AM	Stray	Public Drop Off	N 2nd Ave City of Washington	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Juvenile	Healthy	Appears Normal	10/8/2019 12:21 PM	Stray	Public Drop Off	E 15th and 8th City of Washington	City of Washington	Adoption	Onsite
Cat	Domestic Shorthair	Young Adult	Treatable-Manageable	Appears Normal	10/8/2019 2:41 PM	Stray	Public Drop Off	2 Parkside Estates Rd	City of Washington	Adoption	Onsite
Cat	Domestic Medium Hair	Young Adult	Healthy	Appears Normal	10/8/2019 3:25 PM	Stray	Public Drop Off	420 E Washington Street	City of Washington	Adoption	Onsite

INVOICE



INVOICE NO: 1805009-0

REMIT TO: **TEAM Services, Inc.**

INVOICE DATE: December 24, 2020

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

PROJECT: **North 4th Avenue Improvements**
Washington, IA
No: 9-2901

Washington, IA 52353

Services for period of 11/1/2020 through 11/30/2020

Reference: Construction Testing Services

ITEM	QTY	UNITS	DESCRIPTION	UNIT PRICE	AMOUNT
1	0.50	hour	Services of Project Engineer - Analysis/Report	115.00	57.50
2	9.00	hour	Sample Pickup	49.00	441.00
3	13.50	hour	Field Testing of Concrete Paving/Site Concrete Testing	49.00	661.50
4	13.50	hour	Field Testing of Concrete Paving/Site Concrete Testing [OT]	73.50	992.25
5	20.00	test	Concrete Cylinder Compressive Strength Tests, including Molds	15.00	300.00
6	782.00	mile	Transportation Charges, Private Car or Company Vehicle	0.98	766.36

Invoice Total: 3218.61

Amount Received: \$0.00

Amount Due: \$3,218.61

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

Total billed, through 12/24/2020: \$17,626.90

Printed: 12/24/2020 9:48 AM

Pay by Credit Card

Master Card Visa Am. Ex. Discover

Project Summary Through December 24, 2020:

Project Budget: \$14,047.98

Project Total Billed: \$17,626.90

Project Amount Received: \$14,408.29

Project Budget Remaining: (\$3,578.92)

Name on Card : _____

Card Number : _____

Exp.Date (MM/YY) : _____ / _____

Invoice Delivery: Mail

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



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

Urban Chicken Permit Application

****Failure to complete all sections of the application and provide supporting documentation may result in a return or denial of your application. ****

1. Applicant Information

Name Mike Todd
 Property Address 1401 E Main St
 Daytime Phone # 319-461-0030 Evening Phone # 319-461-0030
 Number of chickens &/or poultry to be kept 4
(No roosters are allowed, Maximum number is 4)

2. Application Checklist

Resident's Submittal

Staff Review

- Landlord sign-off (if applicant is a tenant)

- Description of chicken coop and pen including materials used & cubic feet

✓

- Diagram of the property including dimensions, location of coop and pen, and identification of adjacent properties by street address

✓

- Sign-off of all adjacent property owners (please use form attached as Exhibit A)

✓

3. Statement of Understanding (Please initial by each item)

MM 1) I am aware that owners of all adjacent properties (i.e., all properties that contact each other at any point) must give their written consent for any urban chicken permit application to be approved.

MM 2) I am aware that I must receive approval from the City prior to obtaining chickens.

MM 3) I will follow all City ordinances and state laws relating to the care and keeping of animals.

MM 4) I am aware that I am responsible for keeping chickens within the confines of my property at all times.

MM 5) I am aware that I may not make any dimensional changes to my chicken coop without first obtaining approval from the City of Washington.

MM 6) I grant the right for City staff to inspect my property at any time to investigate a complaint related to this permit.

MM 7) I acknowledge that I live in an owner-occupied single-family home, or if renting, have the written permission of my landlord (landlord must provide a signature below).

MM 8) I affirm that I have never been found guilty of any animal welfare, neglect or cruelty violations.

MM 9) I understand that the permit is a limited license for the activity, no vested zoning rights arise from this permit and that the permit does not run with the land.

MM 10) I understand the private restrictions on the use of the property shall remain enforceable and shall supersede the permit. I affirm that there are no private restrictions including, but not limited to, deed restrictions, condominium restrictions, neighborhood association bylaws, covenants, and restrictions and rental agreements. A permit issued to a property subject to private restrictions that prohibit keeping of chickens is void.

MM 11) I understand that the City Council's approval is good for two years, by which time the City may have developed different guidelines and I must reapply for my continued keeping of chickens.

I affirm that all statements contained in the application and attachments are true and correct and that I the permit holder will keep the chickens in compliance with all related ordinances and as otherwise directed by the City Council. I understand that failure to comply with regulations may result in revocation of the permit and/or issuance of a municipal infraction.

Signature  Date 12-10-20

If applicant is a tenant, the landlord must sign below:

As the owner/authorized manager of the property at _____ (address), I give permission for my tenant _____ (applicant), to install a chicken coop and to keep chickens on the property, as may be approved by the City Council.

Landlord Signature _____ Date _____

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



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

**NEIGHBOR SIGN-OFF FOR URBAN CHICKEN PERMIT
 EXHIBIT A TO PERMIT APPLICATION**

Any person wanting to keep chickens must first receive written approval from all property owners adjacent to the property for which the permit is requested. Adjacent means all parcels of property that share a property line with the applicant's property, including those that only meet at a single property corner.

Applicant Name: Mike Todd
 Site Address: 1401 E Main St.

The above applicant wishes to keep chickens in a coop at the property listed. I/We, being the adjacent property owner(s), have been provided a diagram of the planned coop and pen in relation to the applicant's property lines, and do not object to the above-named person keeping chickens as may be approved by the Washington City Council.

Name(s) & Address	Phone	Signature(s) & Date
Mark Beatty 107 S. 15th Ave. Washington Iowa 52353	319-653-2164	<i>Mark Beatty</i> Dec. 16, 2020

(For additional adjacent property owners, please attach additional sheets)



East

15th

North

Main St

Prop Line

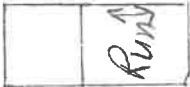
Beatty Funeral Home

Arnold Motor Supply

7'x7'

12'x7'

Chicken Coop



on Runners Wire Pen
With Wire Top
Sitting on Concrete Slab

Alley

Alley

South



Todd Residents

Vet Clinic

Carwash

14th

West

Applicant License Application (BC0030947)

Name of Applicant: <u>DOLGENCORP, LLC</u>		
Name of Business (DBA): <u>DOLLAR GENERAL STORE# 21535</u>		
Address of Premises: <u>225 W MADISON STREET</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>
Business	<u>(615) 855-4000</u>	
Mailing	<u>100 MISSION RIDGE</u>	
City <u>GOODLETTSVILLE</u>	State <u>TN</u>	Zip: <u>37072</u>

Contact Person

Name <u>VALERIE JAMES</u>		
Phone: <u>(615) 855-4000</u>	Email	<u>tax-beerandwinelicense@dollargeneral.com</u>

Classification Class C Beer Permit (BC)

Term: 12 months

Effective Date: 01/27/2020

Expiration Date: 01/26/2021

Privileges:

Class B Wine Permit

Class C Beer Permit (BC)

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

DOLLAR GENERAL CORPORATION

First Name: DOLLAR **Last Name:** GENERAL CORPORATION
City: GOODLETTSVILLE **State:** Tennessee **Zip:** 37072
Position: N/A
% of Ownership: 100.00% **U.S. Citizen:** Yes

LAWRENCE GATTA

First Name: LAWRENCE **Last Name:** GATTA
City: BRENTWOOD **State:** Tennessee **Zip:** 37072
Position: MOM MEMBER MANAGER
% of Ownership: 0.00% **U.S. Citizen:** Yes

JASON REISER

First Name: JASON **Last Name:** REISER
City: NASHVILLE **State:** Tennessee **Zip:** 37212

Applicant License Application (LE0003176)

Name of Applicant: <u>Flying Boys LLC</u>		
Name of Business (DBA): <u>Washington Liquor & Tobacco Outlet</u>		
Address of Premises: <u>304 W Madison street</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>
Business	<u>(319) 591-8365</u>	
Mailing	<u>304 W Madison street</u>	
City <u>Washington</u>	State <u>IA</u>	Zip: <u>52353</u>

Contact Person

Name <u>Achyut Adhikari</u>		
Phone: <u>(319) 800-1661</u>	Email	<u>flyingboysllc@gmail.com</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 01/20/2021

Expiration Date: 01/19/2022

Privileges:

- Class B Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

Achyut Adhikari

First Name: Achyut **Last Name:** Adhikari
City: washington **State:** Iowa **Zip:** 52353
Position: owner
% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Western Surety Company</u>	
Policy Effective Date: <u>01/20/2021</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration

MAINTENANCE & CONSTRUCTION DEPT. REPORT

11-28-20/12-11-20

STREETS: Personnel continued with the leaf vac program compiling a total of 155 loads to date. Concluding last week Dec 7-11. Yard waste collection also concluded Dec 7-11. The street sweeper made a round through town. Personnel installed 15 No Parking (School Day) signs on already installed sign posts on South Ave C.

WATER DISTRIBUTION: Personnel turned on and off many water services for different reasons. Personnel responded to a water leak at 1202 South Iowa Ave where a sprinkler system had broken, the water was shut off at the curb, after breaking the rod crews repaired it to make it operational and the water was back in service.

SEWER COLLECTION: Personnel replaced 200 ft of 6 inch SDR pipe located at 2550 Hwy 1.

STORM SEWER COLLECTION: Personnel unplugged intakes with the recent rain.

MECHANIC/SHOP: Personnel installed the salt spreaders in #119 & #301, #115 (electrical issues on plow lights & replaced hydraulic filter), PD 307, treat bulk fuel tanks and change filters, and PD 307 Durango (shifter issues).

OTHER: Personnel hauled away from the shop. Rock was hauled back to the material storage building. Personnel responded to 37 One Call Locates. Yard waste was picked up for the final time concluding the program on December 10, residents are encouraged to take their yard waste debris to the WWTP if they have any to dispose of. Loaded 30 ton of red granite rock at the WWTP for the buyer.

*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.

MAINTENANCE & CONSTRUCTION DEPT. REPORT

12-12-20/12-25-20

STREETS: Personnel straightened numerous stop sign posts and street ID posts. Personnel cold mixed in areas of need. Personnel salted the streets on a couple of occasions.

WATER DISTRIBUTION: Personnel shut off 12 water boxes for non payment. Personnel repaired a water box located at 510 North 12th Ave (Syngenta).

SEWER COLLECTION: Personnel flushed a sanitary sewer in the 900 block of South 2nd Ave to prove it was open, after a resident had issues.

STORM SEWER COLLECTION: Personnel repaired a sink hole on the NW corner of South 9th Ave-East Taylor St.

MECHANIC/SHOP: Personnel serviced PD K-9 Unit (rotate tires, replaced engine and alternator belts and replace engine cooler lines), Code Enforce Tahoe (set pressure in all the tires), #111 (replaced transmission filter, remove wing plow mount and replace hydraulic hoses), PD 232 (rotate tires and replace radiator cap), take PD 306 & PD 307 to Greiners for new tires, replace hose on #117 plow and PD 696.

OTHER: Personnel responded to 31 One Call Locates. Personnel also cleaned out some buildings and moved equipment. Emergency locate call-out for sewer repair on Christmas day in the 500 block of South 3rd Ave.

*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.

**WWTP report
January 5th, 2021
Council meeting**

- **After hour alarm and dog call outs –**
12-12-2020 WWTP Alarm at 4:40 p.m.
12-22-2020 Dog call at the Dog Park 5:38 p.m. Dalton
- **Dept Head meetings** –I attended the meetings on Dec. 22nd, 29th
- **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.
- **Oreo-** Oreo is impounded and being held at the dog pound due to another dog bite.
- **WWTP 21-22 budget-** I've been working on the new budget.
- **WWTP Shifts-**We will be back to full staff January 4th
- **Sludge Storage Mixers-**Have been unhooked for the winter.

**Jason Whisler
12/31/2020 9:00 A.M.**

**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
JANUARY 5, 2021**

POLICE	ALLIANT ENERGY	ALLIANT ENERGY	521.10
	AXON ENTERPRISES, INC	TASER CONTRACT YEAR 2	5,724.00
	CUSTOM IMPRESSIONS INC	NAME PLATE	10.10
	GALLS LLC	VEST CARRIER/UNIFORM PARTS	745.18
	IGRAPHIX, INC	PROPERTY RECEIPTS	238.00
	IOWA EMERGENCY VEHICLE INSTALLS	NEW PATROL UNIT UPFITTING	7,138.30
	IOWA LAW ENFORCMT ACADEMY	ADM FEE	125.00
	MARCO, INC.	COPIER OR PRINTER CONTRACT	393.86
	MID-STATES ORGANIZED CRIME	DUES	150.00
	MOORE'S BP AMOCO, INC.	TOWING	65.00
	PRO-LOK	UNLOCK SUPPLIES	151.85
	QUILL	SUPPLIES	193.92
	WASHINGTON DISCOUNT TIRE	TIRES	1,402.40
	TOTAL	16,858.71	
FIRE	ALLIANT ENERGY	ALLIANT ENERGY	1,172.48
	BUSINESS RADIO SALES INC	PARTS, RADIO, LIGHTS, ETC.	2,758.29
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	211.65
	MED COMPASS	PHYSICALS	6,420.00
		TOTAL	10,562.42
LIBRARY	ALBERT, KIRK	MILEAGE REIMBURSEMENT	61.53
	AMAZON	LIBRARY MATERIALS	750.37
	CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	43.38
	CENTRAL IOWA DISTRIBUTING	GLOVES	51.00
	CINTAS CORP LOC. 342	RUG SERVICE	64.98
	FAREWAY STORES	PROGRAMMING	6.00
	KNEPPER, DR. MARTY	PROGRAMMING	40.00
	MARIE ELECTRIC INC.	LIGHTS BLDG	241.02
	STAPLES BUSINESS ADVANTAGE	SUPPLIES	131.24
	TSWAILS.COM LLC	LIBRARY-DERECHO 911	30.95
	VALENTINE, TAMMY	MILEAGE	9.20
	VISA	BULBS, TECH, POSTAGE & MAT	367.73
	WCDC INC	WINDOW WASHING	30.00
		TOTAL	1,827.40
PARKS	ALLIANT ENERGY	ALLIANT ENERGY	785.49
	KURTZ KRAFT	BANDSTAND SOUND REPAIR	114.00
	VISA	PADLOCKS, MEMBERSHIP	278.04
	WASH CO EXTENSION OFFICE	APPLICATION REGISTRATION	135.00
	YODER, BOB	BRIDGE REPAIR	75.15
	TOTAL	1,387.68	
POOL	ALLIANT ENERGY	ALLIANT ENERGY	168.16
		TOTAL	168.16
CEMETERY	ALLIANT ENERGY	ALLIANT ENERGY	155.34
	MENARDS	SUPPLIES	220.88
	VISA	CHAIRS, FLAGS & ANTIVIRUS	684.08
		TOTAL	1,060.30
FINANCIAL ADMIN	ALLIANT ENERGY	ALLIANT ENERGY	911.93
	ARMSTRONG HEATING & AIR CONDITIONING I	RENTAL HEATING REPAIR	127.69

	BAKER PAPER & SUPPLY	COPY PAPER	112.95
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	72.80
	CUSTOM IMPRESSIONS INC	NAME PLATE/PLAQUE	103.25
	DE LAGE LANDEN FINANCIAL SERVICES INC	COPIER LEASE AGREEMENT	154.98
	IOWA COUNTY RECORDERS ASSOCIATION, INC	FILING FEES	95.00
	PACE PAYMENT SYSTEMS	PACE ADMIN FEE	20.00
	PURCHASE POWER	POSTAGE	1,005.00
	QUILL	SUPPLIES	56.99
	RUNNING ROBOTS	WEBSITE HOSTING	498.00
	TYLER TECHNOLOGIES	MAINTENANCE	1,112.00
	VISA	SUPPLIES	379.38
		TOTAL	4,649.97
AIRPORT	ALLIANT ENERGY	ALLIANT ENERGY	761.63
	WINDSTREAM IOWA COMMUNICATIONS	DECEMBER SERVICE	185.21
		TOTAL	946.84
ROAD USE	JOHN DEERE FINANCIAL	SUPPLIES	49.99
	ROTH RN, HOLLY	TESTING	25.00
		TOTAL	74.99
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	264.30
	MARIE ELECTRIC INC.	ST LIGHT REPAIR	483.13
	WASHINGTON ELECTRIC INC.	LIGHT POLE REPLACE	1,117.33
		TOTAL	1,864.76
LIBRARY GIFT	LIBRARY FURNITURE INERNATIONAL, INC	CUSTOM BABY GARDEN	4,565.00
		TOTAL	4,565.00
WATER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	391.85
	FERGUSON WATERWORKS# 2516	BELT CLIP BATTERY	158.52
	GLOBAL PAYMENTS	DC/CC ADMIN FEE	1,232.05
	ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	119.00
	JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	17.25
	JETCO	SCADA SYSTEM SUPPORT CONTR	8,400.00
	KALAHARI LLC.	WATER DEPOSIT REFUND	95.66
	NICHOLS, ZACKARY	WATER DEPOSIT REFUND	44.20
	POSTMASTER	BULK MAILING POSTAGE- WTR	809.11
	ROTH RN, HOLLY	TESTING	25.00
	STIGERS, FRED	WATER DEPOSIT REFUND	102.50
	STREFF, ROSE	MILEAGE REIMB	5.18
	VISA	AWWA-MEMBERSHIP	394.00
	WASHINGTON ELECTRIC INC.	SWITCH FOR GENERATOR	3,950.00
	WATER SOLUTIONS UNLIMITED	CHEMICALS	5,924.52
		TOTAL	21,668.84
WATER DISTRIBUTION	ALLIANT ENERGY	ALLIANT ENERGY	43.82
	WINDSTREAM IOWA COMMUNICATIONS	DECEMBER SERVICE	115.75
		TOTAL	159.57
SEWER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	9,322.61
	AMAZON CAPITAL SERVICES	DESK CALENDARS	38.84
	MARIE ELECTRIC INC.	STREET LIGHT REPAIR	46.22
	OMNISITE	ANNUAL ALARM SERVICE	441.00
	TESTAMERICA LABORATORIES INC	TESTING	1,614.90

VISA	SUPP, VACUUM, TESTING FEE,	407.38
WINDSTREAM IOWA COMMUNICATIONS	DECEMBER SERVICE	276.76
	TOTAL	12,147.71

SEWER COLLECTION

INDUSTRIAL TECHNOLOGY GROUP	MANHOLE INSPECTION SOFTWARE	1,400.00
WINDSTREAM IOWA COMMUNICATIONS	DECEMBER SERVICE	115.74
	TOTAL	1,515.74

SANITATION

JOHNSON COUNTY REFUSE INC	CITY SITE PICKUP	500.00
WASH CO HUMANE SOCIETY	DECEMBER COLLECTIONS	337.88
	TOTAL	837.88

TOTAL	80,295.97
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CITY OF WASHINGTON, IA
VISA Card Charges

CLAIMS REPORT 1/5/2021

FIRE/EMS	DISINFECTING WIPES OFFICE SUPPLIES POSTAGE MONITOR FOR SALLY ONLINE CONFERRING SUPPLIES	57.76 99.93 5.40 109.99 54.99 51.31
	FIN ADMIN BLAINE'S FARM AND FLEET QUILL USPS HP ZOOM WALMART	379.38
ROAD USE	LIBRARY MATERIALS/PROGRAMING EMAIL SUBSCRIPTION ONLINE CONFERRING POSTAGE LIGHT BULBS	65.63 36.00 109.98 12.20 143.92
	LIBRARY/LIBRARY GIFT WALMART GOOGLE GSUITE ZOOM USPS LIGHTBULBS.COM	
		367.73
WATER PLANT AWWA	MEMBERSHIP RENEWAL	
		394.00
SEWER PLANT AWWA.ORG WALMART IA DNR FEES	ANTIVIRUS SOFTWARE US AND MILITARY FLAGS OFFICE CHAIR	137.79 406.50 139.99
	CEMETERY KASPERSKY LAB AMERICAN LEGION EMBLEM STAPLES	
		394.00
	STUDY BOOK VACUUM/SUPPLIES TESTING FEE	75.50 301.88 30.00
CAPITAL EQUIP	MEMBERSHIP 12 PADLOCKS	125.00 153.04
	PARKS IOWA PARKS AND RECREATION THE LOCK PEOPLE	
		407.38
	NS PROGRAM	
		278.04
		-
	Grand Total	2,232.57



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Illa Earnest, 319-653-6584 ext 131; learnest@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: Hospice of Washington County Annual Soup Supper and Silent Auction

Coordinator: Katrina Altenhofen, Executive Director

Contact Number: 319.653.7321

Email Address: Katrina@hospicewc.com

2. EVENT INFORMATION

Event Description: This year's event will be completely a carry out soup supper and on-line auction. With all food being carried out there is a potential for traffic to back up and we would like to minimize any congestion to the main traffic areas. By having traffic come in and out of the ally driveway this should allow for traffic to flow in and out of the parking lot easier.

Days/Dates of Event: January 26, 2021

Time(s) of Event: (Include Set Up/Tear Down Time) 2 pm - 7:30 Serving is from 4-6:30 pm

Event Location: United Presbyterian Church

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: We would just like to block off the United Presbyterians parking lot's south entrance to avoid potential congestion on east Washington street. We hope to utilize the church parking lot as a staging station for order and soup pick-up. I envision doing something similar to what I have done with child safety seat check-up events.

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

Other Requests

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

_____ Use of gators/UTV/ATV on City streets

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

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

_____ 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 :)

X Other (please specify :)

We only need to close off the south end of the United Presbyterian Church parking lot so individuals do not back up into the street.

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

X Street barricades

_____ Yield signs for crosswalks

_____ Emergency "No Parking" Signs

_____ Garbage/Recycling Barrels

X 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 _____ 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 X 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.

Karina Altamirano

12.22.2020

Applicant/Sponsor Signature

Date

DEPARTMENT APPROVALS

Indicate Date Contacted	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.		
_____	City Clerk (Liquor Licenses)	Illa Earnest 319-653-6584 ext 131	iearnest@washingtioniowa.gov Comments/Restrictions:
<i>Approved</i> <i>12/31/20</i>	Police Chief	Jim Lester 319-458-0264	jlester@washingtioniowa.gov Comments/Restrictions:
<i>PO</i> <i>12/30/20</i>	Fire Chief	Tom Wide 319-863-3332	firedept@washingtioniowa.gov Comments/Restrictions:
_____	Streets	JJ Bell 319-653-1538	jjbell@washingtioniowa.gov Comments/Restrictions:
_____	Parks	Nick Pacha 319-321-4886	npacha@washingtioniowa.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: _____



Case Report

12/1/2020 - 12/30/2020

Case Date	Main Status	Description	Method of Warning	Actions Taken	Type	Parcel Address
12/28/2020	Open	vehicles on grass	Hanger		Code Enforcement	521 N 4TH AVE
12/22/2020	Open	building repair	Phone Call		Code Enforcement	628 E 3RD ST
12/22/2020	Open	roof	Phone Call		Code Enforcement	310 N D AVE
12/21/2020	Closed	trash on curb	Verbal Warning		Code Enforcement	320 W MAIN ST
12/21/2020	Closed	junk at curb	Hanger		Code Enforcement	308 W MAIN ST STE A
12/21/2020	Open	vehicles on grass	Hanger		Code Enforcement	720 N IOWA AVE
12/21/2020	Closed	parked on grass	Hanger		Code Enforcement	804 N IOWA AVE
12/21/2020	Closed	junk at curb	Hanger		Code Enforcement	421 E 2ND ST
12/21/2020	Pending	junk vehicle 2019 license	Hanger		Code Enforcement	1104 E 3RD ST
12/18/2020	Open	junk vehicle	Hanger		Code Enforcement	508 N D AVE
12/17/2020	Closed	mattress on curb	Hanger		Code Enforcement	502 N IOWA AVE
12/17/2020	Closed	indoor furniture	Hanger		Code Enforcement	605 E 15TH ST
12/16/2020	Open	vehicles on grass	Hanger		Code Enforcement	739 E JEFFERSON ST
12/16/2020	Closed	vehicle on grass	Hanger		Code Enforcement	745 E JEFFERSON ST
12/15/2020	Closed	indoor furniture outside	Hanger		Code Enforcement	432 E WASHINGTON ST
12/14/2020	Closed	indoor furniture	Hanger		Code Enforcement	733 E MAIN ST
12/14/2020	Closed	TV@curb	Hanger		Code Enforcement	1105 E 2ND ST
12/11/2020	Open	junk vehicles 2 trucks 2017	Hanger		Code Enforcement	206 W 6TH ST
12/11/2020	Pending	indoor furniture	Hanger		Code Enforcement	110 E MONROE ST
12/10/2020	Pending	garage needs fixed	Letter	took pictures	Code Enforcement	703 N IOWA AVE
12/10/2020	Open	truck on grass alley Licensed?	Hanger		Code Enforcement	1017 N 8TH AVE

12/10/2020	Closed	appliance at curb	Hanger		Code Enforcement	803 N B AVE
12/10/2020	Closed	unlicensed junk vehicle on	Hanger		Code Enforcement	508 N D AVE
12/9/2020	Open	property clean-up	Letter	took pictures	Code Enforcement	618 E 3RD ST
12/8/2020	Open	update on old building	Phone Call		Code Enforcement	601 E 3RD ST
12/8/2020	Open	vehicle on grass	Hanger		Code Enforcement	426 S 3RD AVE
12/8/2020	Open	junk vehicle parked on	Hanger		Code Enforcement	818 N 7TH AVE
12/8/2020	Open	unlicensed vehicle	Hanger		Code Enforcement	216 E 2ND ST
12/7/2020	Open	bushes over sidewalk	Hanger		Code Enforcement	305 S C AVE
12/4/2020	Closed	truck on grass	Hanger		Code Enforcement	821 N 8TH AVE
12/4/2020	Closed	couch outside	Hanger		Code Enforcement	403 E MADISON ST
12/3/2020	Open	junk back yard	Email		Code Enforcement	725 S C AVE
12/2/2020	Closed	junk in yard	Letter		Code Enforcement	1024 N MARION AVE
12/2/2020	Closed	junk at curb	Hanger		Code Enforcement	302 W 2ND ST
12/2/2020	Closed	trash bags	Hanger		Code Enforcement	1012 N MARION AVE
12/2/2020	Closed	chairs on curb	Verbal Warning		Code Enforcement	402 E MAIN ST
12/1/2020	Open	unlicensed vehicles and	Letter	took pictures	Code Enforcement	319 S C AVE
12/1/2020	Closed	junk at curb	Hanger		Code Enforcement	220 S D AVE
12/1/2020	Closed	stove at curb	Hanger		Code Enforcement	529 W JEFFERSON ST
12/1/2020	Closed	parked on grass	Hanger		Code Enforcement	221 S D AVE

Total Records: 40

12/30/2020

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



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

Memorandum

December 29, 2020

To: Mayor & City Council
Cc: City Administrator & City Clerk

From: Kelsey Brown
Finance Director

Re: FY20 Audit Presentation

Chris Nelson of Gronewold, Bell, Kyhnn & Co. will be present (via Zoom) to discuss the results of the audit. I will have the official copies to distribute prior to the council meeting.

Overall, the results are good, we were issued an unmodified opinion (the best result). Please read through the "Management's Discussion and Analysis" section following this memo. This is the essentially the executive summary of the audit.

One thing different this year was the addition of a Single Audit which audits federal funds received if greater than \$750,000. We met this threshold in FY20 due to CDBG and FAA grant funds.

I would also direct your attention to pages 52–56 the "Schedule of Findings" included. This section reports any deficiencies or weaknesses in our operations. There are a few items to note: 1) As in all past years, they note segregation of accounting duties as an internal control deficiency; 2) We exceeded budgeted expenditures in the public safety (due to classification of LOST debt), general government and debt service functions; and 3) Disclosure regarding Economic Development payments, per the Code, council needs to evaluate on an annual basis the public benefit of contributing to WEDG. We will continue to work on reducing the above issues.

MANAGEMENT'S DISCUSSION AND ANALYSIS

The City of Washington provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2020. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

2020 FINANCIAL HIGHLIGHTS

- Receipts of the City's governmental activities increased 37.6%, or approximately \$3,674,000, from fiscal year 2019 to fiscal year 2020. Bond proceeds increased approximately \$3,266,000 while operating grants, contributions, and restricted interest increased approximately \$200,000.
- Disbursements of the City's governmental activities increased 20.0%, or approximately \$2,068,000, in fiscal year 2020 from fiscal year 2019, mostly due to increased capital projects disbursements.
- The City's total cash basis net position increased 0.5%, or approximately \$56,000, from June 30, 2019 to June 30, 2020. Of this amount, the cash basis net position of the governmental activities increased approximately \$831,000 and the cash basis net position of the business type activities decreased approximately \$775,000.

USING THIS ANNUAL REPORT

The annual report consists of a series of financial statements and other information, as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the City's financial activities.

The Government-wide Financial Statement consists of a Cash Basis Statement of Activities and Net Position. This statement provides information about the activities of the City as a whole and presents an overall view of the City's finances.

The Fund Financial Statements tell how governmental services were financed as well as what remains for future spending. Fund financial statements report the City's operations in more detail than the government-wide financial statement by providing information about the most significant funds.

Notes to Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

Other Information further explains and supports the financial statements with a comparison of the City's budget for the year and the City's proportionate share of the net pension liability and related contributions.

Supplementary Information provides detailed information about the nonmajor governmental funds and the City's indebtedness. In addition, the Schedule of Expenditures of Federal Awards provides details of various federal programs benefitting the City.

BASIS OF ACCOUNTING

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles. Therefore, when reviewing the financial information and discussion within this annual report, readers should keep in mind the limitations resulting from the use of the cash basis of accounting.

REPORTING THE CITY'S FINANCIAL ACTIVITIES

Government-wide Financial Statement

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Cash Basis Statement of Activities and Net Position reports information which helps answer this question.

The Cash Basis Statement of Activities and Net Position presents the City's net position. Over time, increases or decreases in the City's net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Cash Basis Statement of Activities and Net Position is divided into two kinds of activities:

- Governmental Activities include public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service and capital projects. Property tax and state and federal grants finance most of these activities.
- Business Type Activities include the waterworks, the sanitary sewer system and sanitation services. These activities are financed primarily by user charges.

Fund Financial Statements

The City has two kinds of funds:

1) Governmental funds account for most of the City's basic services. These focus on how money flows into and out of those funds and the balances at year-end that are available for spending. The governmental funds include: 1) the General Fund, 2) the Special Revenue Funds, such as Road Use Tax and Urban Renewal Tax Increment, 3) the Debt Service Fund, and 4) the Capital Projects Fund. The governmental fund financial statements provide a detailed view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statement for governmental funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

2) Proprietary funds account for the City's Enterprise Funds and the Internal Service Fund. Enterprise Funds are used to report business type activities. The City maintains two Enterprise Funds to provide separate information for the Water and Sewer Funds, considered to be major funds of the City and a Sanitation Fund, which is considered to be a nonmajor fund. Internal Service Funds are an accounting device used to accumulate and allocate costs internally among the City's various functions.

The required financial statement for proprietary funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

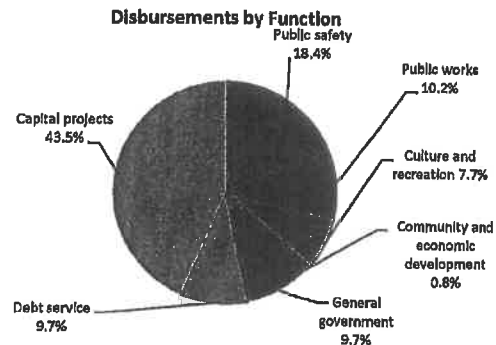
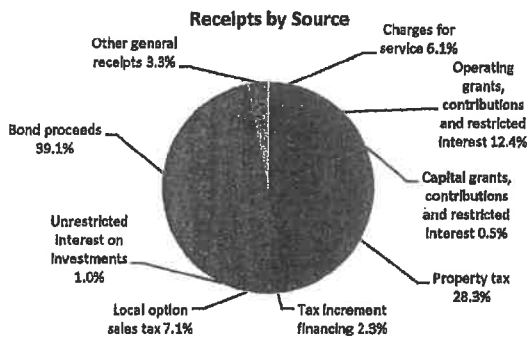
Reconciliations between the government-wide financial statement and the fund financial statements follow the fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve over time as a useful indicator of financial position. The City's cash balance for governmental activities increased from a year ago, increasing from approximately \$8.128 million to approximately \$8.959 million. The analysis that follows focuses on the changes in cash basis net position of governmental activities.

Changes In Cash Basis Net Position of Governmental Activities

	Year ended June 30,	
	2020	2019
Receipts:		
Program receipts:		
Charges for service	\$ 816,279	\$ 766,420
Operating grants, contributions and restricted interest	1,665,861	1,466,258
Capital grants, contributions and restricted interest	61,588	201,320
General receipts:		
Property tax	3,802,732	3,849,242
Local option sales tax	961,871	855,456
Tax increment financing	313,217	270,671
Unrestricted interest on investments	131,244	157,798
Other general receipts	437,577	379,165
Bond and note proceeds	5,090,000	1,823,609
Premium on bonds	163,873	--
Total receipts	13,444,242	9,769,939
Disbursements:		
Public safety	2,282,216	2,129,133
Public works	1,263,411	1,022,497
Culture and recreation	955,287	918,007
Community and economic development	99,542	85,748
General government	1,202,899	1,146,519
Debt service	1,208,644	1,369,392
Capital projects	5,410,269	3,682,882
Total disbursements	12,422,268	10,354,178
Change in cash basis net position before transfers	1,021,974	(584,239)
Transfers net	(191,412)	66,420
Change in cash basis net position	830,562	(517,819)
Cash basis net position beginning of year	8,128,369	8,646,188
Cash basis net position end of year	\$ 8,958,931	\$ 8,128,369



The City's total receipts for governmental activities increased 37.6%, or approximately \$3,674,000, over the prior year. The total cost of all programs and services increased approximately \$2,068,000, or 20.0%, with no new programs added this year. The significant increase in receipts was primarily the result of an increase in proceeds received from the issuance of general obligation capital loan notes, while the significant increase in total cost is primarily the result of an increase in capital projects activity

The cost of all governmental activities this year was approximately \$12.422 million compared to approximately \$10.354 million last year. However, as shown in the Statement of Activities and Net Position on pages 6-7, the amount taxpayers ultimately financed for these activities was approximately \$9.879 million because some of the cost was paid by those who directly benefited from the programs (approximately \$816,000) or by other governments and organizations which subsidized certain programs with grants, contributions and restricted interest (approximately \$1,727,000). Overall, the City's governmental activities program receipts, including intergovernmental aid and fees for service, increased in fiscal year 2020 from approximately \$2,434,000 to approximately \$2,544,000, principally due to receiving more private source contributions for capital projects.

Changes in Cash Basis Net Position of Business Type Activities

	<u>Year ended June 30,</u>	
	<u>2020</u>	<u>2019</u>
Receipts:		
Program receipts:		
Charges for service:		
Water	\$ 1,675,166	\$ 1,789,227
Sewer	2,208,295	2,232,910
Sanitation	523,172	426,616
Operating grants, contributions and restricted interest	3,464	3,432
Capital grants, contributions and restricted interest	598,254	269,622
General receipts:		
Unrestricted interest on investments	17,021	27,680
Note proceeds	363,393	1,500,107
Total receipts	<u>5,388,765</u>	<u>6,249,594</u>
Disbursements:		
Water	2,282,092	3,372,624
Sewer	3,273,523	2,192,571
Sanitation	799,442	446,044
Total disbursements	<u>6,355,057</u>	<u>6,011,239</u>
Change in cash basis net position before transfer	(966,292)	238,355
Transfers net	<u>191,412</u>	<u>(66,420)</u>
Change in cash basis net position	(774,880)	171,935
Cash basis net position beginning of year	<u>2,143,739</u>	<u>1,971,804</u>
Cash basis net position end of year	<u>\$ 1,368,859</u>	<u>\$ 2,143,739</u>

Total business type activities receipts for the fiscal year were approximately \$5.389 million compared to approximately \$6.250 million last year. This decrease was due primarily to the decrease of revenue bond proceeds in fiscal year 2020. The cash balance decreased approximately \$775,000 over the prior year because most of the bond proceeds received in FY18 and FY19 were spent in this fiscal year for the approved water treatment plan improvement project. Total disbursements for the fiscal year increased 5.7% to approximately \$6.355 million.

INDIVIDUAL MAJOR GOVERNMENTAL FUND ANALYSIS

As the City completed the year, its governmental funds reported a combined fund balance of \$8,677,673, an increase of more than \$770,000 above last year's total of \$7,907,588. The following are the major reasons for the changes in fund balances of the major funds from the prior year.

- The General Fund cash balance increase \$101,233 or 7.4%, from the prior year to \$1,474,889. Approximately \$96,000 of this increase was due to disbursements in the General Fund decreasing from the prior year.
- The Special Revenue, Road Use Tax Fund cash balance decreased \$140,163, or 14.3%, from the prior year to \$841,454. This decrease is attributable to an increase in public works disbursements for the fiscal year.
- The Debt Service Fund cash balance decreased \$632 or 100.0% to \$0. This decrease is attributable to a decrease in bond principal and interest payments in fiscal year 2020.
- The Capital Projects Fund cash balance increased \$761,276, or 16.9%, to \$5,277,582. The increase was the result of proceeds of \$5,090,000 received from the issuance of general obligation capital loan notes. These proceeds were used to purchase capital equipment, real estate and construct various projects.

INDIVIDUAL MAJOR BUSINESS TYPE FUND ANALYSIS

- The Enterprise, Water Fund cash balance decreased by \$326,192 to \$393,120, due primarily to a decrease in the sale of water and an increase in disbursements.
- The Enterprise, Sewer Fund cash balance decreased by \$428,210 to \$761,157, due primarily to the increase in disbursements related to the 2019 Southeast Basin I&I Reduction capital project.

BUDGETARY HIGHLIGHTS

Over the course of the year, the City amended its budget two times. The first amendment was approved on February 18, 2020 and resulted in an increase in disbursements related to public safety, public works, culture and recreation, community and economic development, debt service, capital projects and business type/enterprises. The second amendment was approved on May 19, 2020 to provide for additional disbursements related to public safety, public works, culture and recreation, general government, debt service, capital projects and business type/enterprises. The City had sufficient cash balances to absorb these additional costs.

The City's receipts were \$1,455,086 less than budgeted. This was primarily due to grant receipts that were less than expected due to delays in the projects.

With the budget amendments, total disbursements were \$4,402,001 less than the amended budget. This was primarily due to the City delaying disbursements related to capital projects.

The City exceeded the amounts budgeted in the public safety, general government and debt service functions for the year ended June 30, 2020 due to the purchase of public safety equipment, higher costs for projects and higher cost associated with bond issuance.

DEBT ADMINISTRATION

At June 30, 2020, the City had \$30,682,000 of bonds and other long-term debt outstanding, compared to \$26,813,607 last year, as shown below.

	Outstanding Debt at Year End	
	June 30,	
	2020	2019
General obligation capital loan notes and bonds	\$ 10,970,000	\$ 6,715,000
Revenue notes and bonds	19,712,000	20,098,607
Total	<u>\$ 30,682,000</u>	<u>\$ 26,813,607</u>

Debt increased as a result of issuing general obligation capital loan notes for capital equipment and real estate purchases and various improvement projects.

The Constitution of the State of Iowa limits the amount of general obligation debt cities can issue to 5% of the assessed value of all taxable property within the City's corporate limits. The City's outstanding general obligation of \$10,970,000 is significantly below its constitutional debt limit of approximately \$21 million. Additional information about the City's long-term debt is presented in Note 3 to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The City of Washington's elected and appointed officials and citizens considered many factors when setting the fiscal year 2021 budget, tax rates, and fees charged for various City activities. Those factors may include the economy, employment rates, operating expenses, capital projects and increases in service and state mandates.

For fiscal year 2021, the City of Washington has projected and budgeted the following major projects; City Hall/Police Building \$925,139, Wellness Park \$2,387,563, N 4th Improvements \$1,552,705 and South Ave. E Improvements \$752,849. Other projects include NLW Subdivision, Southeast Basin I&I Reduction, Sealcoat, Airport Taxilane, and N 4th Ave. Street and Utility.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Brent Hinson, City Administrator, City of Washington, 215 East Washington Street, Washington, Iowa 52353.

CITY OF WASHINGTON, IOWA
Schedule of Findings and Questioned Costs
Year ended June 30, 2020

PART I: Summary of the Independent Auditor's Results

- (a) Unmodified opinions were issued on the financial statements prepared on the basis of cash receipts and disbursements, which is a basis of accounting other than U.S. generally accepted accounting principles.
- (b) A significant deficiency in internal control over financial reporting was disclosed by the audit of the financial statements. The audit did not disclose any material weaknesses in internal control over financial reporting.
- (c) The audit did not disclose any non-compliance which is material to the financial statements.
- (d) The audit did not disclose any material weaknesses or significant deficiencies in internal control over the major program.
- (e) An unmodified opinion was issued on compliance with requirements applicable to the major program.
- (f) The audit did not disclose any audit findings which are required to be reported in accordance with the Uniform Guidance, Section 200.516.
- (g) The major program was CFDA Number 14.225 - Community Development Block Grants/Special Grants/Insular Areas.
- (h) The dollar threshold used to distinguish between Type A and Type B programs was \$750,000.
- (i) The City of Washington did not qualify as a low-risk auditee.

CITY OF WASHINGTON, IOWA
Schedule of Findings and Questioned Costs
Year ended June 30, 2020

PART II: Findings Related to the Financial Statements

INTERNAL CONTROL DEFICIENCIES:

20-II-A Segregation of Duties:

Criteria: Management is responsible for establishing and maintaining internal control. A good system of internal control provides for adequate segregation of duties so no one individual handles a transaction from its inception to completion. In order to maintain proper internal control, duties should be segregated so the authorization, custody and recording of transactions are not under the control of the same employee. This segregation of duties helps prevent losses from employee error or dishonesty and maximizes the accuracy of the City's financial statements.

Condition: A limited number of people have the primary responsibility for most of the accounting and financial reporting duties.

Cause: The City has a limited number of employees which does not allow procedures to be established to adequately segregate duties or provide compensating controls through additional oversight of transactions and processes.

Effect: Inadequate segregation of duties could adversely affect the City's ability to prevent or detect and correct misstatements, errors or misappropriation on a timely basis by employees in the normal course of performing their assigned functions.

Recommendation: The City should review its control activities to obtain the maximum internal control possible under the circumstances utilizing currently available staff, including elected officials.

Response: We will continue to review and monitor ways to improve segregation of duties.

Conclusion: Response accepted.

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

CITY OF WASHINGTON, IOWA
Schedule of Findings and Questioned Costs
Year ended June 30, 2020

PART III: Findings and Questioned Costs For Federal Awards

CFDA Number 14.225: Community Development Block Grants/Special Purpose
Grants/Insular Areas
Federal Award Year: 2017 and 2018
U.S. Department of Housing and Urban Development

INTERNAL CONTROL DEFICIENCIES:

No matters were noted.

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

PART IV: Other Findings Related to Required Statutory Reporting

20-IV-A Certified Budget: Disbursements during the year ended June 30, 2020 exceeded the amounts budgeted in the public safety, general government and debt service functions. Chapter 384.20 of the Code of Iowa states, in part, "Public monies may not be expended or encumbered except under an annual or continuing appropriation."

Recommendation: The budget should have been amended in accordance with Chapter 384.18 of the Code of Iowa before disbursements were allowed to exceed the budget.

Response: The budget will be amended in the future, if applicable

Conclusion: Response accepted.

20-IV-B Questionable Disbursements: During the audit, we did not note any disbursements that did not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979.

20-IV-C Travel Expense: No expenditures of City money for travel expenses of spouses of City officials and/or employees were noted.

CITY OF WASHINGTON, IOWA
 Schedule of Findings and Questioned Costs
 Year ended June 30, 2020

PART IV: Other Findings Related to Required Statutory Reporting - Continued

20-IV-D Business Transactions: Business transactions between the City and City officials and/or employees are detailed as follows:

<u>Name, Title and Business Connection</u>	<u>Description</u>	<u>Amount</u>
Thomas Wide, Fire Chief, Owner of Sign Design	Safety shirts and logo printing	\$ 1,206
Kevin Erpelding, Airport Committee Chair, Owner of Archer Appliance	Security camera system, vacuum power cord	2,401
Brendan DeLong, City Council Member, employee and son of owner of DeLong Construction	Construction services	1,913,747

In accordance with Chapter 362.5(3)(j), the transactions with the Fire Chief and Airport Committee Chair do not appear to represent a conflict of interest since total transactions with each individual were less than \$6,000 during the fiscal year. In accordance with Chapter 362.5(3)(d) of the Code of Iowa, the transactions with the City Council member does not appear to represent a conflict of interest since it was entered into through competitive bidding.

20-IV-E Restricted Donor Activity: No transactions were noted between the City, City officials, City employees and restricted donors in compliance with Chapter 68B of the Code of Iowa.

20-IV-F Bond Coverage: Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure that the coverage is adequate for current operations.

20-IV-G City Council Minutes: No transactions were found that we believe should have been approved in the City Council minutes but were not.

20-IV-H Deposits and Investments: We noted no instances of non-compliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa.

20-IV-I Revenue Notes and Bonds: No instances of non-compliance with the revenue notes and bond resolutions were noted.

CITY OF WASHINGTON, IOWA

Schedule of Findings and Questioned Costs

Year ended June 30, 2020

PART IV: Other Findings Related to Required Statutory Reporting - Continued

- 20-IV-J Tax Increment Financing (TIF): Chapter 403.19 of the Code of Iowa provides a municipality may certify loans, advances, indebtedness and bonds (indebtedness) to the County Auditor which qualify for reimbursement from incremental property tax. The County Auditor provides for the division of property tax to repay the certified indebtedness and provides available incremental property tax in subsequent fiscal years without further certification by the City until the amount of certified indebtedness is paid. No exceptions were noted.
- 20-IV-K Urban Renewal Annual Report: The urban renewal annual report was properly approved and certified to the Iowa Department of Management on or before December 1 and no exceptions were noted.
- 20-IV-L Economic Development: During the year ended June 30, 2020, the City paid \$65,000 to Washington Economic Development Group. The City Council has documented the public benefits received from this expenditure, however, it is disclosed here for public information.

According to Chapter 15A of the Code of Iowa and an Attorney General's opinion dated August 28, 1986, government financing of economic development may, in appropriate circumstances, serve a public purpose. The opinion advises the governing body to evaluate the public benefits to be obtained and discusses the specific criteria to be considered in documenting public purpose.

Recommendation: The Council should continue to evaluate and document the public purpose served by these expenditures before authorizing further payments.

Response: We will continue to evaluate and document the public purpose in the future.

Conclusion: Response accepted.

* * *

*Jaron P. Rosien, Mayor
Illa Earnest, 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

December 31, 2020

To: Mayor & City Council
Cc: Illa Earnest, City Clerk

A handwritten signature in blue ink, appearing to be "B.H.", is written over the "Cc" line of the memorandum.

From: Brent Hinson
City Administrator

Re: Capital Improvements Plan (CIP) Update for FY22-FY26

The Council had discussion on the CIP update on December 15, and now the plan is ready for hearing and final adoption. The only change to the plan is the addition of the Madison Park project, as was noted at the last meeting.

RESOLUTION NO. _____

**A RESOLUTION APPROVING
CAPITAL IMPROVEMENTS PLAN FOR FY22-FY26**

WHEREAS, the City Council and City staff have developed a Capital Improvements Plan (CIP) to address the community's current and future infrastructure and other capital needs; and

WHEREAS, the City Council voted on December 15, 2020 to set a hearing on the CIP, and notice of public hearing has been duly published as required by Iowa Code Section 384.15; and

WHEREAS, the Council held said hearing on January 5, 2021.

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

Section 1. The City Council hereby approves the Capital Improvements Plan for FY22-FY26. Said plan is to be reviewed and updated annually in conjunction with the annual budget process.

Section 2. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 5th day of January, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

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

FY22-FY26 Capital Improvements Plan
Project Summaries- Final 12/31/2020

#	Project Name (Bold= New Project to CIP)	Brief Summary
<u>Carryover/Incomplete FY2021 Projects</u>		
119	Woodlawn Gates & Building	Based on TAN report and utilizing state grant, renovate National Historic Register cemetery property.
107/ 118	W. Madison, W. Wash, E. Main Water Main Replacement	Replace the following water mains due to high breakage and additional issues: <ul style="list-style-type: none"> • West Madison (Highway 92) from D to H • West Washington Boulevard from D to F • East Main from 12th to 15th Project as described is contingent on being awarded a CDBG grant.
111B	South Avenue B Water Main- Adams to Van Buren	Replace water main that is transite pipe. Upsize 4" main to 8". Joins up relatively new main ending at Adams with new main starting at Tyler.
122	Municipal Building- Madison Park	As a final piece to the Municipal Building construction, improve former Jones property to extend Madison Park by ½ block and tie into municipal campus.
123	New Fuel Farm	Pending state funding, consider location of a 2 nd fuel farm at the Airport to better serve business aviation traffic and protect safety of users.
129	Business Park Phase II/ West Buchanan Paving	Pave West Buchanan from WWTP road to South Avenue E to create a paved route from Highway 1 to the southwest area of town. Develop additional industrially-zoned lots. Federal aid swap project, allowing for up to 100% of construction costs to be funded by grant.
154	Wellness Park Additional Lighting	Using DNR LWCF Grant, install lighting for Soccer Field #1 and enable future lighting of Ballfield #2.

City of Washington CIP FY22-FY26 Project Summaries

#	<u>Project Name</u> (Bold= New Project to CIP)	<u>Brief Summary</u>
<i>FY2022 Projects</i>		
120	Egg Sewer Basin Evaluation	With guidance of FOX Engineering, conduct detailed analysis of "Egg" sewer basin.
133	East Adams Paving from 9 th to 15 th	Construct concrete street with curb & gutter on East Adams from 9 th to 15 th . Construct sidewalk loop around Water Tower Park. Partial special assessment project.
139	Old WWTP Demolition	Demolish obsolete structures at WWTP. A few minor structures may be able to be handled in-house, but a contractor with appropriate equipment will be needed for most of them.
142/ 143	Lincoln Safe Routes to School Sidewalks	Construct new sidewalk along Monroe from Iowa to 4 th Avenue and ensure repair and new construction of sidewalk along East Van Buren between 6 th and 9 th Avenues as per 2013 Lincoln Elementary Safe Routes to School Plan.
149	S. 12 th & East Washington Intersection Improvements	Construct improvements to South 12 th & East Washington (Highway 92) intersection to ease traffic congestion. Improvements include intersection pavement changes, addition of traffic signals, and potentially 3-lane conversion for East Washington. Utilize DOT Traffic Safety Fund and USTEP for up to ¾ grant funding for the project.
155	NLW Phase 2 Development	Construct extension of South 11th Avenue, extend utilities, and perform ancillary improvements to facilitate development of multi-family lots.
156	Pickleball/Tennis Court Renovation	Perform asphalt overlay of existing tennis courts and related improvements to allow for improved play for tennis and use for pickleball.
<i>FY2023 Projects</i>		
137/ 144	Re-Light Runway 18/36 & 18/36 Approach Lighting (PAPI/REIL)	Replace existing 30-year-old lighting with a MIRL (Medium-Intensity Runway Lighting) system to help eliminate runway closures at night and increase safety. Replace Precision Approach Path Indicators (PAPI) and Runway End Identifier Lights (REIL) to improve main runway safety. \$653,640 project with 90% FAA funding (\$65,364 local RUT match).
138	Downtown Streetscape Expansion	Continue streetscape to "Supersquare" area of downtown, including replacement of utility lines &

City of Washington CIP FY22-FY26 Project Summaries

#	Project Name (Bold= New Project to CIP)	Brief Summary
		sidewalks and pavement improvements as needed. Projected \$6 million+ project.
140	North 2 nd Underpass Evaluation	Conduct structural and drainage analysis of railroad underpass to determine any improvements needed.
157	South 7th Water Main- Wash to Madison	Construct new water main to tie low-flow area of system to better water mains on Washington and Madison, as per 2020 Water Facility Plan.
158	New T-Hangar	Construct new hangar at airport with 3 spaces available for lease.
<i>FY2024 Projects</i>		
121	South 12 th Paving Project- Tyler to Adams	Construct concrete street with curb & gutter from current end of pavement to East Adams. Construction of sidewalk along South 12 th and around Case Field block or at least along north side, pending concurrence of Washington Community School District. Partial special assessment project.
126	East 3 rd Water Main- 4 th to 12 th	As per 2020 Water Facility Plan, replace water main that is a significant water pressure problem. Upsize from 4" to 8" main. In-house project over 2-3 fiscal years.
150	Central/SE Storm Sewer Study	Engineering investigation of area south of underpass to determine upgrades needed to prevent underpass flooding and other system deficiencies.
<i>FY2025 Projects</i>		
135	South 4 th Improvements- Main to Van Buren	As per 2020 Facility Plan, construct high-priority project to construct new water main to boost water pressure in the central part of town. Install 10" water main. Correct ADA sidewalk issue on east side of South 4 th from Jefferson to Madison, and perform asphalt mill & overlay/overlay of South 4 th .
151	Wellness Park, Phase 2	Construct improvements including but not limited to permanent pond and soccer complex improvements.
153	Aquatic Center Plaster & Paint	Conduct major maintenance project to preserve 25-year-old pool basin, completely re-plastering and re-painting the basin.
<i>FY2026 Projects</i>		
134	West Sewer Basin Evaluation	With guidance of FOX Engineering, conduct detailed analysis of west sewer basin.
145	Egg Sewer Basin I/I Project	Construct 2 nd major Egg Sewer Basin project utilizing

"One of the 100 Best Small Towns in America"

City of Washington CIP FY22-FY26 Project Summaries

#	<u>Project Name</u> (Bold= New Project to CIP)	<u>Brief Summary</u>
	(Phase II)	results of FY22 Egg Sewer Basin Evaluation to be conducted. \$1.4 million project with \$1 million in G.O. bonded debt.
<i>Future Years or Unscheduled Projects (Bold= New Project)</i>		
<u>Type</u>	<u>Project Name</u>	<u>Brief Summary</u>
A (104/105)	New Large Hangar & Apron for Hangar	Construct new hangar to separate main business users of airport, relieve traffic congestion and improve safety for users.
A	Parallel Taxiway for Runway 18/36 and N. End of 13/31	Construct parallel taxiway along main runway so that planes do not have to taxi back to the terminal on the runway itself. 90% FAA-funded project, subject to \$210,000 City funds match.
A (152)	Airport Layout Plan Update	Work with consultant to do long-term ALP update to continue to assist with securing grant funding. Estimated \$300,000 project.
P	Sunset Park New Play Structure	Reconstruct a playground area in City's most-used park to meet modern safety standards and improve appeal of park.
P	Wellness Park Phases 3-4	Construct additional phases to final build-out as per the developed plan, possibly including construction of a Parks Maintenance Facility.
P (124)	Remodel of Main Pavilion at Sunset Park	Rehabilitate main pavilion, including electrical, lighting, repair and painting of structure.
P (130)	North Park Restrooms	Construction of new restrooms/storage building at North Park/Stewart ballfields to provide modern restroom facilities to site.
P (132)	Water Tower Park Play Structure	Construct a new playground area at Water Tower Park.
R	South Avenue B Mill & Overlay	Mill & asphalt overlay of South Avenue B from Madison to Sitler to restore pavement surface in busy area leading to High School.
R	North Marion Mill & Overlay	Mill & asphalt overlay of North Marion from 5 th to 8 th Streets to restore pavement surface.
R	North Iowa Mill & Overlay	Mill & asphalt overlay of North Iowa from 5 th to 11 th Streets to restore pavement surface.
R/SS	West Main Paving	Pave West Main Street from Highway 1 to current end of pavement at South Avenue H.
R/W	West Main Water Main Replacement and Mill & Overlay	Replace break-prone water main from B to H and then mill & asphalt overlay for street.
R/W/S/	Bell Land Development	Following property acquisition, annexation, rezoning,

"One of the 100 Best Small Towns in America"

City of Washington CIP FY22-FY26 Project Summaries


#	<u>Project Name</u> (Bold= New Project to CIP)	<u>Brief Summary</u>
SS (148)		and platting, construct infrastructure improvements to create first phase of City's long-term plan to ensure availability of housing lots.
R/SS	South 6 th Paving- Van Buren to Madison and Monroe from 4 th to 6 th	Pave streets around Lincoln Elementary School and extend sidewalks as needed to enhance final Safe Routes to School environment.
R/SS (146)	North 2nd Avenue, 5th to 11th & Eliminate Underpass Lift Station	Reconstruct and add curb & gutter to significant collector route. Possible federal aid project following West Buchanan. Conduct engineering analysis to determine feasibility of coordinating storm sewer improvements to work toward or accomplish the elimination of the 2nd Avenue underpass lift station.
W	Drill New Well	Pending continued satisfactory performance of existing wells, drill new well to ensure reliable long-term water supply.
W	E. 2 nd Street Water Main Replacement	Replace existing 4" main with 8" PVC to eliminate small main and water pressure issue.
W	Jefferson Water Main- Avenue D to Avenue C and Avenue B to Cul-de-Sac in East 1100 block	As per 2020 Water Facility Plan, project to boost water pressure along Jefferson. Upsize 4" main to 8".
W	South 2 nd Avenue Water Main- Madison to Tyler	Replace water main to address line with water main breaks and tie into dead-end main at 3 rd & Tyler to create new loop.
W	West Madison Water Main Phase 2- H to Hwy 1	2 nd phase of project to replace water main along under West Madison (Highway 92) that is highly prone to breaks.
S	Parkside Estates Lift Station Upgrades	Upgrade lift station with 1970's-era pumps & add backup power. Need for project was somewhat reduced by West Side Interceptor project significantly reducing distance sewage needed to be pumped.
S	South 2 nd Avenue Sewer- Monroe to Jackson	Clay sewer pipe that is partially blocked/ collapsed and cannot be fully cleaned or televised.

Proj #	Proj Type	Amount Budgeted	GO Debt	Revenue Debt	Water	Sewer	Road Use	TIF	Quarterly Riverboat	Special Assess	Grant	Other	Notes
Council Previously Approved/Discussed Projects													
FY 2021 Budgeted/Council Approved/Carryover													
119	B	\$50,000									\$25,000	\$25,000	
Woodlawn Gates & Building													
107/118	W	\$1,845,300	\$1,245,300								\$600,000		Back GO w/water, CDBG
S Ave B Watermain- Adams to VB													
111B	W	\$50,000			\$50,000								In-House
Mun Bldg- Madison Park													
122	P	\$30,000										\$30,000	
New Fuel Farm													
123	A	\$200,000									\$150,000	\$50,000	Airport 002 match
Biz Park Phase II/W. Buchanan													
129	R/SS/S/W	\$2,685,950							\$475,000		\$2,210,950		
Wellness Park Add'l Sports Lighting													
154	P	\$200,000							\$100,000		\$100,000		Soccer #1 & prep BF #2
FY21 Totals													
		\$5,061,250	\$1,245,300	\$0	\$50,000	\$0	\$0	\$0	\$575,000	\$0	\$3,085,950	\$105,000	
Fiscal 2022													
120	S	\$100,000				\$100,000							
Egg Sewer Basin Evaluation													
133	R/SS	\$1,350,000	\$1,000,000				\$275,000			\$75,000			
Adams 9th to 15th Pvg													
139	S	\$150,000				\$150,000							
Old WWTF Demo													
142/143	R	\$140,000					\$120,000			\$20,000			
Lincoln SRTS Phase III													
149	R	\$400,000					\$100,000						
S. 12th/E. Wash Intersection/Traffic Signals													
155	R/SS/S/W	\$850,000	\$800,000								\$300,000		
NLW Phase 2													
156	P	\$75,000									\$50,000	\$25,000	Hsg 315 Match
Pickleball/Tennis Court Renovation													
FY22 Totals													
		\$3,065,000	\$1,800,000	\$0	\$0	\$250,000	\$495,000	\$0	\$0	\$95,000	\$350,000	\$75,000	
Fiscal 2023													
137/144	A	\$653,640					\$65,364						
Re-Light Runway 18/36 + PAPI/REIL													
138	R/SS/S/W	\$5,600,000	\$1,000,000		\$350,000			\$2,205,000	\$1,195,000		\$588,276	\$850,000	Great Place/CDBG Wat
Downtown Streetscape Expansion													
140	R	\$25,000					\$25,000						
N 2nd Underpass Engineering Evaluation													
157	W	\$25,000			\$25,000								
S. 7th WM- Wash to Madison													
158	A	\$450,000									\$150,000	\$300,000	In-House Project
New T-Hangar													
FY23 Totals													
		\$6,753,640	\$1,000,000	\$0	\$375,000	\$0	\$90,364	\$2,205,000	\$1,195,000	\$0	\$1,588,276	\$300,000	
Fiscal 2024													
121	R/SS	\$1,150,000	\$800,000		\$75,000					\$75,000			
S. 12th-Tyler to Adams Pvg													
126	W	\$100,000			\$100,000								
E. 3rd Watermain- 2nd to 12th													
150	SS	\$100,000				\$100,000							
Central/SE Storm Sewer Study													
FY24 Totals													
		\$1,350,000	\$800,000	\$0	\$175,000	\$100,000	\$100,000	\$0	\$0	\$75,000	\$0	\$0	
Fiscal 2025													
135	W/R	\$1,753,900	\$545,000		\$608,900						\$600,000		Jeff WM 3rd to 4th/ ADA
S. 4th WM- Main to VB + Overlay													
151	P	\$1,150,000							\$1,150,000				Riverboat MG over 3 yrs
Wellness Park Phase 2													
153	P	\$150,000											
Aquatic Center Plaster & Paint													
FY25 Totals													
		\$3,053,900	\$895,000	\$0	\$608,900	\$0	\$0	\$0	\$1,150,000	\$0	\$600,000	\$0	
Fiscal 2026													
134	S	\$200,000				\$200,000							
West Sewer Basin Evaluation													
145	S	\$1,400,000	\$1,000,000			\$400,000							
Egg Sewer Basin III Project													
FY26 Totals													
		\$1,600,000	\$1,000,000	\$0	\$0	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	
Programmed Totals													
		\$20,883,790	\$8,640,300	\$0	\$1,208,900	\$950,000	\$685,364	\$2,205,000	\$2,920,000	\$170,000	\$5,624,226	\$480,000	

December 29th, 2020

To whom it may concern Oreo's family is appealing the decision to humanely destroy the dog Oreo.

On the late Afternoon of December, 23, 2020 at around 3:45 I came home with my Daughters (Alli and Katie) BDay Cake. Jasmine Greg was here for the Birthday party. She was holding Oreo by the Collar and Harness. Both Alli and I told her to let go of Oreo. She stated "No it's fine I got her". She then proceeded to start dragging Oreo across the Kitchen Floor by her collar resulting in Oreo's air way being cut off. Oreo Growled to warn her to let go, she did not let go, therefore Oreo nipped at her. When Oreo nipped at her because she did not like being drugged, the dog ended up biting her arm. It didn't break the skin nor did it barely even bit. We have training set up for the first opening available, which is in January of 2021, which was the agreement with the last Oreo. We are also willing to take her out of the county and into the country. We want to know why we are not given that option and someone else is. Is it because their dog isn't a pitbull? A pregnant pitbull for that matter?!

X  Zach Cotterman (owner)

X Allison M Lucas

X Kristin M. Lucas

X Rodde M. Lucas



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

December 23, 2020

Lyle Hansen
Lieutenant

Shamus Altenhofen
Lieutenant

Jason Chalupa
Sergeant

To: Mayor & City Council
Cc: Brent Hinson, City Administrator
Illa Earnest, City Clerk

Benjamin Altenhofen
Sergeant

Ref. MOU with Washington County Public Health

Brian VanWilligen
Investigator

Eric Kephart
K-9 Handler

We have received a request from Washington County Public Health to complete a Memorandum of Understanding to serve as a closed Point of Distribution (POD) clinic for the dispensing of vaccinations and prophylaxis to critical infrastructure partners.

Seth Adam
Police Officer

This collaboration is important to enhance the ability to respond and protect critical employees and residents during public health emergencies.

Tanner Lavelly
Police Officer

I am requesting City Council approval for me to sign the attached MOUs.

Christopher Raymer
Police Officer

Ethan Hansen
Police Officer

Respectfully,

Jim Lester
Chief of Police

Clinic Site Memorandum of Understandings

Template Memorandum of Understanding (MOU) for A Closed Point of Distribution (POD) Agreement

This agreement is made and entered into between the City of Washington, Police Department located in Washington County, State of Iowa and the Washington County Public Health Department.

An incident of public health significance may require the local health department to activate mass clinic operations to provide vaccination or prophylaxis administration to critical infrastructure partners.

This goal cannot be achieved by the Washington County Public Health Department alone and will rely on community partners, including healthcare partners within Washington County to achieve this goal. Therefore the City of Washington Police Department during an incident of public health significance, and under direction from the Washington County Public Health Department, agrees to operate a closed POD to dispense vaccination or prophylaxis to critical infrastructure partners.

The parties here do mutually desire to reach an understanding that will result in making the City of Washington Police Department a temporary POD clinic. Now, therefore, it is mutually agreed between the parties as follows:

The Washington County Public Health Department will:

1. Provide planning, training and technical assistance, including but not limited to supply lists, clinic flow layouts, fact sheets, dispensing algorithms, etc.
2. Ensure delivery of the appropriate amount of medications, forms, and educational materials in a reasonable, timely manner.
3. During the event, provide consultation and assistance as able and in circumstances provide a healthcare professional or professionals with authority to oversee medication dispensing if the organization does not have said person.
4. Provide information updates to the clinics as necessary.
5. Collect any unused medications and medical documentation.

The City of Washington Police Department will:

1. Serve as a closed POD clinic and dispense vaccinations and prophylaxis to critical infrastructure partners.
2. Dispense vaccinations and prophylaxis properly with the necessary medical oversight from the Washington County Public Health Department.
3. Maintain accurate records of vaccinations and prophylaxes dispensed and provide those to the Washington County Public Health Department.
4. Ensure access to emergency medical services and security.
5. Return any unused vaccinations or medications to Washington County Public Health.

It is agreed that Washington County Public Health Department and City of Washington Police Department shall have the right to terminate this agreement for any reason by giving the other party a sixty (60) day written notice of termination. Notice of termination will not relieve the obligations incurred prior to the effective date of withdrawal.

In witness thereof, the governing board of the City of Washington Police Department has caused this agreement to be executed by (title of authorized representative for the organization). And the Washington County Public Health Department has caused this agreement to be executed by Karri Fisher. Said agreement will become effective and operative upon the fixing of the last signature.

Signatures to the Agreement:

Authorized Representative

Authorized Representative, Title

Washington County Public Health

Facility

Date

Date



Memorandum of Understanding

Partnership to Provide Community Mass Prophylaxis

This Memorandum of Understanding (MOU) is entered into as of this date _____ by and between Police Department City of Washington, Iowa (hereafter known as the Partner) and Washington County Public Health (WCPH) to support efforts to provide mass prophylaxis of a designated -- populated affected by a disaster or public health emergency. This MOU is entered into voluntarily by both parties and is not intended to be a legally binding contract.

Whereas, the Centers for Disease Control and Prevention (CDC) has established a program to require local health departments to prepare in the event of a catastrophic biological incident; and

Whereas, the CDC, through the Iowa Department of Public Health (IDPH), will provide assets from the Strategic National Stockpile (SNS), which includes medications and medical supplies to WCPH to be distributed within the jurisdiction of Washington County;

Whereas Police Department City of Washington, Iowa and WCPH each have a desire to assist communities to prepare for and respond to a bioterrorism release or other communicable disease threat; and

Whereas Police Department City of Washington, Iowa and WCPH wish to collaborate to enhance their ability to respond to a catastrophic biological incident or other public health disaster to protect the residents of Washington County.

Definitions

Medical Countermeasure Dispensing: Medical countermeasure dispensing is the ability to provide medical countermeasures (including vaccines, antiviral drugs, antibiotics, antitoxin, etc.) in support of treatment or prophylaxis (oral or vaccination) to the identified population in accordance with public health guidelines and/or recommendations.

Point of Dispensing: Location where vaccines, antibiotics or other medication may be quickly dispensed to a large group of people during a public health emergency. Open PODs are open to the general public. Please see “Closed POD” definition for additional information.

Public Health Emergency: “Public Health emergency” pursuant to Section 319 of the Public Health Service Act a “public health emergency” exists when “(1) a disease or disorder presents a public health emergency; or (2) a public health emergency, including significant outbreaks of infectious diseases or bioterrorist attacks, otherwise exists. A Medically documented occurrence of a communicable disease or contamination caused by an organism or incident that poses a substantial risk of a significant number of human fatalities or incidents of permanent or long-term disability.

Strategic National Stockpile (SNS): A strategic stockpile of medications, medical equipment and supplies controlled by the federal government to be rapidly deployed to respond to public health emergencies.

Partner Section

Partner Agrees to:

1. Upon declaration of a public health emergency
 - a. Take delivery if necessary of SNS supplies and/or medications and prepare the site designated by the Partner
 - b. Ensure that all employees involved in the administration of prophylaxis medication or vaccination will be provided treatment first.
 - c. Provide medical countermeasures to those identified as eligible for receiving prophylaxis medication or vaccination in compliance with all state and local laws
 - d. Follow all priority group dispensing guidelines set by state and local government. Priority groups may involve healthcare providers and those most at risk for disease. Priority groups are linked to specific disease and are not established prior to an event.
 - e. Not charge individuals for SNS medications or administration of SNS medications that have been provided through this agreement, except as permitted by State or local law or the CDC. There are no financial guarantees; however if applicable, during a federally declared disaster, reimbursement for the cost of those materials will be made according to federal guidelines.

- f. Maintain accurate inventory records of SNS medications received and dispensed and provide said records to WCPH upon request.
- g. If the capability exists, merge electronic record information to Iowa's Immunization Registry Information System (IRIS) for vaccination. If capability does not exist, consider providing data entry support to document medical countermeasure vaccination.
- h. Secure and return all unused portions of the supplies provided by public health to the WCPH liaison and provide a record of those who received the prophylaxis.

Washington County Public Health Section

Washington County Public Health Agrees to:

1. Provide appropriate training and education opportunities to identified Partner staff.
2. Upon declaration of a public health emergency, WCPH agrees to:
 - a. Conditionally ensure availability of the appropriate amount of SNS medications in a reasonable, timely manner and to provide the SNS medications to the Partner as they become available.
 - b. Assist, consult, and provide situational update with the Partner as needed for the given public health emergency.
 - c. Supply the Partner with proper medical protocols for dispensing activities, including but not limited to, dosing, follow-up procedures and releasable information regarding the public health emergency situation.
 - d. Make arrangements to collect any unused SNS medications, as well as copies of all medical documentation.
 - e. Post-event, coordinate an evaluation of the response and provide the after action report to the Partner contact.

Section of Mutual Agreement

It is Mutually Agreed:

1. Both parties acknowledge that they are healthcare providers cooperating in providing treatment and preventions. This agreement contemplates exchange of protected health information (PHI) as identified in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and use of Electronic Health Records (EHR) as identified in the Health Information Technology for Economic and clinical Health Act of 2009 (HITECH). Both

- parties agree and shall abide by the privacy and security regulations and requirements of both Acts.
2. This MOU may be amended by mutual agreement of both parties at any time.
 3. This MOU shall have no expiration date. The Partner or WCPH may withdraw at any time by giving written notice to the listed contacts at least sixty (60) days before the effective date of such withdrawal.
 4. This MOU will not supersede any laws, rules or policies of either party.
 5. Post event, participate in a review meeting to discuss what worked and did not work in the event. This will assist with planning for future events.
 6. It is understood that the Partner's participation is completely voluntary and may not be available or utilized at the time of the Event.

Signature Section

This MOU does not create a separate legal entity. Each party to this MOU represents and warrants to the other that:

1. It has the right, power and authority to enter into and perform its obligations under this MOU.
2. It has taken all requisite action (corporate, statutory or otherwise) to approve execution, delivery and performance of this MOU and this agreement constitutes a legal, valid and binding obligation upon itself and in accordance with its terms.

Authorized Representative
Police Department City of Washington
215 E Washington St
Washington, IA

Authorized Representative
Washington Co Public Health
110 N. Iowa Ave Ste 300
Washington, IA

*Jaron P. Rosien, Mayor
Illa Earnest, 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

December 30, 2020

To: Mayor & City Council
Cc: Illa Earnest, City Clerk

From: Brent Hinson
City Administrator

A handwritten signature in blue ink, appearing to be "Brent Hinson", is written over the printed name and title.

Re: Riverboat Municipal Grant Applications

The Riverboat Foundation deadline for Municipal Grant applications is coming up on January 22. I am proposing, as has been planned for several years, that we request \$175,000 for the Downtown Streetscape Expansion and \$250,000 for West Buchanan/Business Park Phase 2 for FY22. This will be final installment of Riverboat funds needed for West Buchanan, and the first of 4 years of funding requested for the Streetscape.

Pending the Council's approval of the official resolution and the Riverboat Foundation's approval of the applications, these requests would then be built into the FY22 budget.

RESOLUTION NO. _____

**A RESOLUTION ENDORSING
APPLICATIONS FOR MUNICIPAL GRANT FUNDS**

WHEREAS, the City of Washington has been very fortunate to receive sizeable amounts of municipal grant funds through the Washington County Riverboat Foundation over the years; and

WHEREAS, the Riverboat Foundation has established procedures requiring applications to be completed for each project cities wish to complete using municipal grant funds; and

WHEREAS, the City Council has determined the projects and initiatives for which it would like to allocate these funds for Fiscal Year 2021-2022.

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

Section 1. The City Council hereby requests that the Washington County Riverboat Foundation allocate anticipated municipal grant funds for the fiscal year beginning July 1, 2021 in the following manner:

- A. Business Park Phase II: \$250,000
- B. Downtown Streetscape Expansion: \$175,000

Section 2. The City Council states its commitment to identifying additional funding needed to successfully complete the above projects and initiatives.

PASSED AND APPROVED this 5th day of January, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk



Development Services
215 E. Washington St.
Washington, IA 52353
319.653.6584 ext. 124

Memo

To: City Council
From: Jeff Duwa-Building and Zoning Official
Date: 12/29/2020
Re: Release of cul-de-sac ROW on E. Tyler St.

Issue

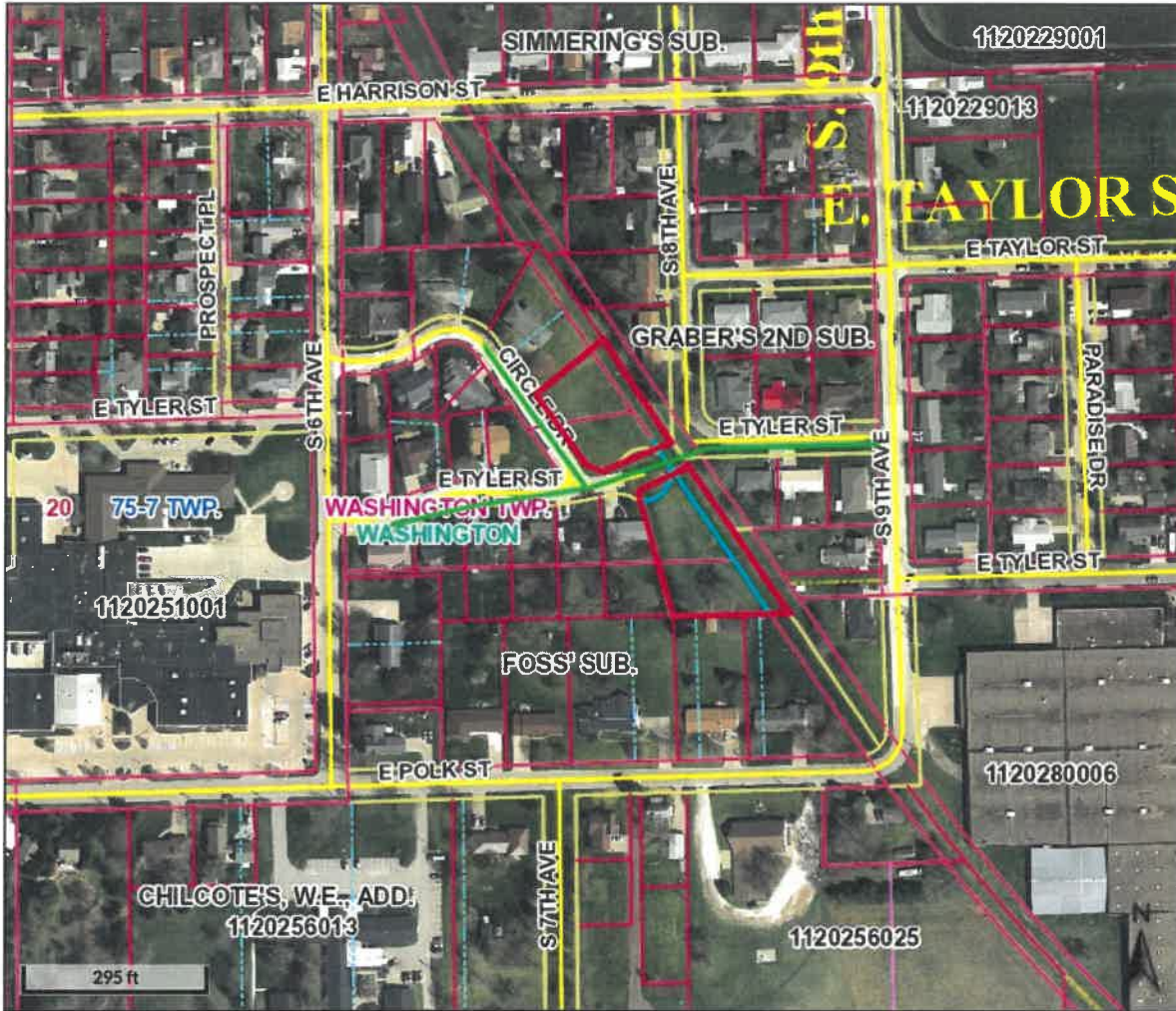
Review and consider the release of the cul-de-sac ROW to adjoin the Horsey property of (3G S CIRCLE DR LOT 3F & CIRCLE DR SD LOT 3H & FOSS SD LOT 1 EXCW 156FT).

Background

The Horsey property is in negotiations to sell the 3 lots at E. Tyler St. and Circle Dr. He is requesting the release of the cul-de-sac ROW to reform the lots to gain proper setbacks and sizing for the construction of possible duplexes and a single-family home where applicable according to the city codes for R2 zoning.

Recommendation

The City of Washington's Planning and Zoning Commission recommends that the City of Washington's City Council approve the release of the cul-de-sac ROW to the Horsey property with the stipulation that we maintain a sewer easement through the cul-de-sac property, old Railroad ROW connecting to the corner of S. 8th Ave. and E. Tyler St.



Overview



Legend

- Cadastral Line
- Corp Line
- County Line
- Geo Twp Line
- Lot Line
- Misc Line
- Mon Linear
- Page Match Line
- Parcel Line
- Pol Twp Line
- Railroad Centerlin
- Railroad ROW
- Road Centerline
- Road ROW
- Section Line
- Sub Line
- Water Line
- Political Township
- Geographic Township
- Corporation
- Sections
- Subdivisions
- Parcels
- Road Centerline

Parcel ID	1120253021	Class	R	Owner Address	HORSEY, DAVID J. & JOYCE L.
Sec/Twp/Rng	n/a	Acreage	n/a		717 PERDOCK CT
Property Address	ETYLER ST WASHINGTON				WASHINGTON, IA 52353
District	WACWS				
Brief Tax Description	CIRCLEDR SD LOT 3H & FOSS SD LOT 1 EXC W 156 FT (Note: Not to be used on legal documents)				

Date created: 12/30/2020
Last Data Uploaded: 12/30/2020 2:47:29 AM

Developed by Schneider
GEOSPATIAL

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 65 TO CHANGE CERTAIN YIELD INTERSECTIONS TO STOP INTERSECTIONS

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

SECTION 1. **Delete Paragraph.** Section 65.05, "Yield Required", Paragraphs 1, 4, 5, 7 & 53 are hereby repealed.

SECTION 2. **Add Paragraph.** A new Section 65.02, "Stop Required", Paragraph 261 is added as follows: "West Sixth Street and North Avenue D (westbound stop)."

SECTION 3. **Add Paragraph.** A new Section 65.02, "Stop Required", Paragraph 262 is added as follows: "South Avenue C and West Tyler Street (southbound stop)."

SECTION 4. **Add Paragraph.** A new Section 65.02, "Stop Required", Paragraph 263 is added as follows: "North Avenue B and West Seventh Street (northbound and southbound stop)."

SECTION 5. **Add Paragraph.** A new Section 65.02, "Stop Required", Paragraph 264 is added as follows: "West Sixth Street and North Marion Avenue (eastbound and westbound stop)."

SECTION 6. **Add Paragraph.** A new Section 65.02, "Stop Required", Paragraph 265 is added as follows: "West Sixth Street and North Avenue C (eastbound and westbound stop)."

SECTION 7. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 8. **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 _____, 202__.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: December 15, 2020

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day
of _____, 202__.

City Clerk

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 93 is added as follows: "North Iowa Avenue, on the east side for a distance of 80 feet and on the west side, for a distance of 100 feet north of the centerline of West 5th Street."

SECTION 2. **Add Paragraph.** A new Section 69.08, "No Parking Zones", Paragraph 94 is added as follows: "North Marion Avenue, on the east side for a distance of 80 feet and on the west side, for a distance of 100 feet north of the centerline of West 5th Street."

SECTION 3. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4. **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 5. **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 _____, 202_.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: December 15, 2020

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 202_.

City Clerk



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 Lavelly
Police Officer

Christopher Raymer
Police Officer

Ethan Hansen
Police Officer

December 29, 2020

To: Mayor and City Council
Cc: City Administrator Brent Hinson
Sally Hart, City Clerk

Ref.: Police Department Fee Schedule

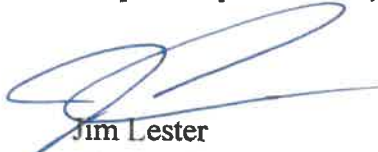
From time to time, we receive requests for copies of reports, photographs or videos related to calls for service, accidents or investigations.

Public records requests are processed in accordance with Iowa law, unless the information requested falls under the limited exceptions outlined in Iowa Code 22.7 or another law. In those cases, we are sometimes served a subpoena or court order requiring us to produce the documents or recordings.

Iowa Code allows government bodies to charge "reasonable" fees for fulfilling records requests, but the fees are not to exceed the actual costs incurred in providing the service. The Code also allows for the collection of fees for serving certain court documents.

Having reviewed Fee Schedules from other law enforcement agencies, including the Washington County Sheriff's Office, I am requesting the City Council approve the attached Washington Police Department Fee Schedule which will become effective immediately.

Respectfully submitted,



Jim Lester
Chief of Police

Washington Police Department

215 East Washington Street

Washington, Iowa 52353

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

FEE SCHEDULE

Effective: January 1, 2021

Description	Fee
Copy Fee	.50 per page
Calls for Service Report	.50 per page + per hour fee for time spent over 15 minutes in gathering data
State Accident Report	\$4.00
Incident Report (Does not include officer investigative narrative)	\$4.00
Copies of Incident Photos / Videos	\$20 per 16 GB flash drive + per hour fee for time spent over 15 minutes in gathering data. (personal flash drives are not allowed) (one incident per flash drive)
Per hour fee for gathering data	\$24.00 - billed in 15-minute increments
Personal Service of Notices/Subpoenas	\$30 + copy fees
Local Records Check (City of Washington records only)	\$5 + .50 per page + per hour fee for time spent over 15 minutes in gathering data.
Off-Duty Officer Special Event per hour	\$60 per hour / per officer

NOTE: Copies of requested materials may be reasonably delayed for up to ten (10) business days. Examination and/or release of confidential information is prohibited.

Pre-payment of fees may be required for some requests.

Some requested items may be sent via email with the approval of the Chief of Police.

Specific information that may not be released includes but is not limited to: 1. Peace Officer investigative reports; 2. Social Security numbers; 3. Intelligence data per Iowa Code 692; 4. Registered victim information and identities of child victims per Iowa Code 915; 5. Results and reports of psychological, medical and mental health examinations; 6. Cases or investigations that have not been completed.