



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, April 20, 2021

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, April 20, 2021 to be approved as proposed or amended.

Consent:

1. Council Minutes April 6, 2021
2. FOX Engineering, Sanitary Sewer Extension, \$9,000.00.
3. FOX Engineering, SE Basin I&I Reduction, \$285.00.
4. FOX Engineering, 2021 Water Main Improvements, \$18,610.00.
5. FOX Engineering, Wastewater Treatment Plant, \$187.50.
6. FOX Engineering, North 4th Avenue Street and Utility Improvements, \$19,100.00.
7. Department Reports

Claims & Financial Reports:

- Claims for April 20, 2021
- Financials for March 2021

SPECIAL PRESENTATION

- Mayoral appointments
- Nuisance report

SPECIAL EVENT REQUEST

- Marion Avenue Baptist Church Our Time Youth Conference – April 29
- Marion Avenue Baptist Church Remote Control Car Racing – April 25
- New Attitude 20th Anniversary Special Event Request – May 22
- American Legion Post 29 Memorial Day Observance – May 31

PRESENTATION FROM THE PUBLIC – Please limit comments to 3 Minutes

PUBLIC HEARING

NEW BUSINESS

1. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer
2. Discussion and Consideration of Chamber Holiday Lighting Reimbursement Request
3. Discussion and Consideration of a Farm Lease with FFA
4. Discussion and Consideration of a Quote for Storm Sewer Installation (G&R Miller/West Buchanan Project)
5. Discussion and Consideration of Setting a Public Hearing on Sale of Housing Lot – 534 S. Marion Avenue
6. Discussion and Consideration of First Reading of an Ordinance Changing a Yield to a Stop (Circle Drive)
7. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 69 (E. Jackson/S. 4th Parking)
8. Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 165 (Definition of Essential Services)
9. Discussion and Consideration of Second Reading of an Ordinance Changing the Boundaries of Zoning Districts (Wellness Park to C-1 Conservation Zoning)

WORKSHOP

- Presentation on EMS Study Committee Recommendations and Council Discussion
- Discussion of Yard Waste Service

DEPARTMENTAL REPORT

Police Department
City Attorney
City Administrator

MAYOR & COUNCILPERSONS

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

ADJOURNMENT

Council Minutes 4-6-2021

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, April 6, 2021 at 6:00 P.M. Mayor Rosien in the chair.

On roll call present: Earnest, Gault, Moore, Pettit-Majewski (via Zoom), Stigers, and Youngquist.
Absent: none.

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

Consent:

1. Council Minutes March 16, 2021
2. A&R Land Services, ROW Services Murphy Acquisition, \$1,162.50.
3. Garden & Associates, Business Park Subdivision Phase 2, \$1,386.25.
4. Garden & Associates, Whitesell Survey and Subdivision, \$403.36.
5. Garden & Associates, Buchanan Street Paving Project, \$13,315.31.
6. Garden & Associates, Reconstruction of Adams Street and 12th Street, \$5,260.98.
7. J&M Displays, Yarmouth, Annual Fireworks Display, \$9,000.00.
8. Pickens, Barnes, & Abernathy, Northway Well and Pump Co. v. City of Washington final invoice, \$4,678.30.
9. Urban Chicken Permit, 903 S. 4th Avenue, Melissa Turner
10. Wal-Mart Supercenter #1475, 2485 Highway 92, Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License (LE), Sunday Sales (**renewal**)
11. Department Reports

Motion by Youngquist, seconded by Pettit-Majewski, to approve Consent items 1-11. Motion carried.

Claims for April 6, 2021 were presented by Finance Director Kelsey Brown.

Motion by Pettit-Majewski, seconded by Gault, to approve the claims for April 6, 2021. Motion carried.

Main Street Washington Director Sarah Grunewaldt via Zoom presented special event requests for Main Street Masters on May 7; Washington Farmers' Market on Thursdays May 20-October 14; Movies on Main Street June 4, July 2, and August 6; Sip and Shop on September 9; Hocus Pocus in the Park on October 8; and SNOW Lighting Ceremony and Parade on November 27. Motion by Youngquist, seconded by Stigers to approve the special event requests. Motion carried.

Melissa Turner with Blissed Out Movement via Zoom presented a special event request for Yoga in the Park Saturdays in May, June, July, August, and September; and May 26, June 23, July 23, August 22, and September 20. Motion by Pettit-Majewski, seconded by Gault, to approve the special event requests. Motion carried.

Dan Henderson with Washington for Justice, MUSIC Inc., and Latinos for Washington via Zoom presented a special event request for Juneteenth Freedom Celebration Day on June 19. Motion by Youngquist, seconded by Earnest, to approve the special event request. Motion carried.

Motion by Youngquist, seconded by Stigers, to approve a Middle School talent show special event request on May 18. Motion carried.

Alisha Davis with the Chamber of Commerce via Zoom presented special event requests for Alive After 5 on May 4 and June 8. Motion by Earnest, seconded by Stigers, to approve the special event

requests. Motion carried.

Sonia Leyva with Latinos for Washington via Zoom presented a special event request for Latino Festival on September 25. Motion by Stigers, seconded by Gault, to approve the special event request pending insurance certificate. Motion carried.

Presentation from the public: Mike Murphy expressed concerns about plans for the West Buchanan project.

Motion by Earnest, seconded by Pettit-Majewski, to approve a Resolution to Close a Portion of an Alley (200 Block East-West Alley between South 2nd and South 3rd). Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-022)**

Motion by Youngquist, seconded by Pettit-Majewski, to approve a Resolution Accepting the City Hall/Police Building Construction Project as Completed and Approving Pay Application #14 with Partial Release of Retainage. Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-023)**

Motion by Pettit-Majewski, seconded by Stigers, to Purchase a Truck for the Wastewater Treatment Plant from Capper's for \$26,900. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the purchase of a 6 mm LED Message Sign from Sign Design for \$18,134. Motion carried.

Motion by Stigers, seconded by Gault, to approve a Resolution Approving a Sanitary Sewer Connection Agreement (Linn Hollow Mobile Home Park). Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-024)**

Motion by Stigers, seconded by Youngquist, to approve a Resolution Setting a Public Hearing on Unified Commercial Urban Renewal Plan Amendment #5 for May 4 at 6 p.m. Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-025)**

Motion by Earnest, seconded by Pettit-Majewski, to approve a Resolution Setting a Public Hearing on the Proposal to Enter into a Development Agreement with Bazooka Farmstar, Inc. for May 4 at 6 p.m. Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-026)**

Motion by Pettit-Majewski, seconded by Earnest, to approve Wellness Park Operational Agreements with the amendment to have the Shared Use Agreement match the Rec Services Agreement for concession stand use. Roll call on the motion: Ayes: Earnest, Moore, Pettit-Majewski, and Youngquist. Nays: Gault and Stigers. Motion carried. **(Resolution 2021-027)**

Motion by Stigers, seconded by Youngquist, to approve a Resolution Dedicating a Street (West 7th and North E near the Wellness Park). Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-028)**

Motion by Stigers, seconded by Gault, to approve the First Reading of an Ordinance Amending Chapter 165 (Definition of Essential Services). Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried.

Motion by Youngquist, seconded by Stigers, to approve the First Reading of an Ordinance Changing the Boundaries of Zoning Districts (Wellness Park to C-1 Conservation Zoning). Roll call on the

motion: Ayes: Earnest, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: Gault. Motion carried.

Motion by Stigers, seconded by Gault, to Approve the Third and Final Reading of an Ordinance Vacating a Portion of a Street (600 Block of East Tyler Cul-de-Sac). Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Ordinance 1118)**

Motion by Gault, seconded by Stigers, to Approve a Resolution Conveying Surplus Property (600 Block of East Tyler Cul-de-Sac Right of Way). Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-029)**

Motion by Youngquist, seconded by Stigers, to Approve the Third and Final Reading of an Ordinance Amending Chapter 55 – Animal Protection and Control Ordinance. Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Ordinance 1119)**

Motion by Moore, seconded by Stigers, to approve the Proposed 2021-2026 Washington Police Department Strategic Plan. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Request to Serve Alcohol in Central Park at the Spring Craft Fair – Washington Chamber of Commerce. Motion carried.

Motion by Pettit-Majewski, seconded by Earnest, to approve Pay Application No. 10 and Release of Partial Retainage – DeLong Construction, Inc. for Wellness Park Ballfields and Roadway. Motion carried 5-1 with Gault voting no.

Motion by Stigers, seconded by Youngquist, to approve the Purchase of an Aluminum Dumping Flatbed for an Existing Truck in the Parks Department as Budgeted for FY 22 for \$14,688 from Truck Equipment Inc. Motion carried.

Motion by Pettit-Majewski, seconded by Youngquist, to approve the Purchase of a John Deere ZTrak Mower from Sinclair Tractor for \$12,250. Motion carried 5-1 with Gault voting no.

The council went into workshop to discuss parking on East Jackson and East Van Buren. Police Chief Jim Lester recommended no parking areas during school hours on South 4th Avenue and East Jackson. Council reached consensus to have staff follow the recommendations for future council consideration as an ordinance.

Motion by Gault, seconded by Stigers, that the Regular Session held at 6:00 p.m. Tuesday, April 6, 2021, is adjourned at 7:38 p.m.

Sally Y. Hart, City Clerk



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

City of Washington
PO Box 516
Washington, IA 52353

Invoice number 47637
Date 03/30/2021

Project 204520A Washington 2020 Sanitary
Sewer Extension

Professional Services for the Period of 2/28/2021 to 3/27/2021

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	7,100.00	75.00	3,550.00	5,325.00	1,775.00
Final Design	5,250.00	66.00	0.00	3,465.00	3,465.00
Bidding	3,900.00	0.00	0.00	0.00	0.00
Boundary Survey	3,100.00	95.00	1,395.00	2,945.00	1,550.00
Topographic Survey	2,600.00	100.00	1,430.00	2,600.00	1,170.00
Construction Administration	9,200.00	0.00	0.00	0.00	0.00
Post Construction	1,200.00	0.00	0.00	0.00	0.00
Construction Staking	2,100.00	0.00	0.00	0.00	0.00
Geotechnical Report	6,500.00	26.00	650.00	1,690.00	1,040.00
Total	40,950.00	39.13	7,025.00	16,025.00	9,000.00

Invoice total **\$9,000.00**

Approved by:

Steven P. Soupir

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



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

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

Invoice number 47589
 Date 03/30/2021

Project 204517A Washington SE Basin I&I
 Reduction

Professional Services for the Period of 2/28/2021 to 3/27/2021

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	57,100.00	100.00	57,100.00	57,100.00	0.00
Final Design	29,500.00	100.00	29,500.00	29,500.00	0.00
Bidding	8,500.00	100.00	8,500.00	8,500.00	0.00
Construction Administration	29,800.00	100.00	29,800.00	29,800.00	0.00
Post Construction Record Drawings	5,700.00	100.00	5,415.00	5,700.00	285.00
Total	130,600.00	100.00	130,315.00	130,600.00	285.00

Invoice total \$285.00

Approved by:

Steven P. Soupir

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



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

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

Invoice number 47592
Date 03/30/2021

Project 342420B 2021 Washington Water Main
Improvements

Professional Services for the Period of 2/28/2021 to 3/27/2021

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
General Consultation	2,500.00	20.00	0.00	500.00	500.00
Preliminary Design	56,500.00	100.00	56,500.00	56,500.00	0.00
Final Design	49,000.00	72.00	18,130.00	35,280.00	17,150.00
Bidding Phase	8,600.00	0.00	0.00	0.00	0.00
Property Survey	9,000.00	90.00	8,100.00	8,100.00	0.00
Topographic Survey	9,600.00	100.00	8,640.00	9,600.00	960.00
Construction Administration	57,100.00	0.00	0.00	0.00	0.00
Post Construction Record Drawings	7,600.00	0.00	0.00	0.00	0.00
Total	199,900.00	55.02	91,370.00	109,980.00	18,610.00

Invoice total \$18,610.00

Approved by:

Steven P. Soupir

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



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

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

Invoice number 47550
 Date 03/30/2021

Project 204508A Washington Wastewater
 Treatment Plant

Professional Services for the Period of 2/28/2021 to 3/27/2021

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Facility Plan Amendment	13,500.00	100.00	13,500.00	13,500.00	0.00
Preliminary Design	307,400.00	100.00	307,400.00	307,400.00	0.00
Final Design	424,000.00	100.00	424,000.00	424,000.00	0.00
Bidding / Negotiation	22,500.00	100.00	22,500.00	22,500.00	0.00
UV Room Door	-6,946.00	100.00	-6,946.00	-6,946.00	0.00
Operations Manual	36,300.00	100.00	36,300.00	36,300.00	0.00
Construction Staking	24,840.00	100.00	24,840.00	24,840.00	0.00
Total	821,594.00	100.00	821,594.00	821,594.00	0.00

Standard Hourly Rate Phases

	Billed Amount
Consultation - IRE Pretreatment Agreement	
Professional Fees	187.50
Consultation - IRE Pretreatment Agreement Subtotal	187.50
Invoice total	\$187.50

Approved by:

Steven J. Trayer

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



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

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

Invoice number 47596
 Date 03/30/2021

Project 711419A N 4th Avenue Street and Utility Improvements

Professional Services for the Period of 2/28/2021 to 3/27/2021

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Data Collection	1,000.00	100.00	1,000.00	1,000.00	0.00
N. 4th Avenue Improvements Scoping Study	8,200.00	100.00	8,200.00	8,200.00	0.00
N. 2nd Avenue Stormwater Pump Station Evaluation	8,300.00	100.00	8,300.00	8,300.00	0.00
Preliminary Design	82,500.00	100.00	82,500.00	82,500.00	0.00
Final Design	71,000.00	100.00	71,000.00	71,000.00	0.00
Bidding & Negotiatlon	9,500.00	100.00	9,500.00	9,500.00	0.00
Property Boundary Survey	7,500.00	100.00	7,500.00	7,500.00	0.00
Topographic Survey	9,500.00	100.00	9,500.00	9,500.00	0.00
Emergency Topographic Surveying Services	1,900.00	100.00	0.00	1,900.00	1,900.00
Construction Administration	65,000.00	100.00	65,000.00	65,000.00	0.00
Emergency Repair Design Services	14,300.00	100.00	0.00	14,300.00	14,300.00
Post Construction Record Drawings	7,900.00	5.00	395.00	395.00	0.00
Construction Staking	19,500.00	100.00	19,500.00	19,500.00	0.00
Construction Staking - Additional Services	2,900.00	100.00	0.00	2,900.00	2,900.00
Total	309,000.00	97.57	282,395.00	301,495.00	19,100.00

Invoice total **\$19,100.00**

Approved by:

Steven P. Soupir

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



Washington Police Department

James Lester, Chief of Police
215 East Washington Street
Washington, Iowa 52353
Phone: 319-653-2256 Dispatch: 319-653-2107

Department Activity March 2021

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

March was an active month with 401 calls for service.

Officers investigated assaults including two domestic violence incidents along with vandalism and theft reports. In addition, we received numerous parking and animal complaints. There was one vicious animal determination made as a result of a dog bite and that was overturned during an appeal to the City Administrator.

Lt. Altenhofen attended a week-long Clandestine Lab certification school and Officer Adam attend a Taser Instructor recertification course.

Chief Lester participated in a Paws and More Animal Shelter online fundraising event and gave a zoom presentation to Washington AAUW group on internet and social media safety.

Patrol officers also provided traffic control for the Ministerial Association's Palm Sunday parade.

Staff recognized at the annual employee dinner included: Lt Hansen for 35 years of service; Administrative Assistant Rhonda Hill for 15 years of service; Investigator VanWilligen for 15 years of service; Lt Altenhofen for 10 years of service; Officer Adam for 10 years of service; and Sgt. Altenhofen for 5 years of service.

Respectfully submitted,

Jim Lester
Chief of Police

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

Activity	Previous Month	Current Month	Year-To-Date
Citations / Warnings	44	75	145
Traffic Stops	33	90	61
Traffic Accidents	17	10	23
Parking Tickets	7	14	29
Vehicle Unlocks	46	28	97
Arrest Warrants Served	2	6	16
Search Warrants Served	2	1	4
Calls for Service	328	401	1117
Animal Calls	20	24	47
Mental Health Responses / Suicidal Subjects	7	8	24
Arrests	35	24	76

Offense Summary

Offenses	Previous Month	Current Month	Year-To-Date
Assaults	3	4	9
Domestic Assault	1	2	4
No Contact Order Violation	2	1	3
Burglary	2	1	4
Burglary to a Motor Vehicle	0	0	0
Criminal Mischief / Vandalism	2	5	9
Disorderly Conduct	0	0	0
Driving While Intoxicated (OWI)	2	2	4
Drunkenness (Public Intoxication)	1	0	1
Drug Offenses	1	1	5
Drug Paraphernalia	1	0	3
Sexual Abuse	0	0	1
Theft (includes Shoplifting)	6	9	19
Trespass	1	0	3
Pornography / Obscene Material	0	2	2
Weapons Laws Violations	0	0	0

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

Water Treatment Plant: March, 2021 Council Report

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

Street/traffic lights: We currently have 5 street lights that are on Joe Marie's list to fix. 2 out at Wal-Mart, 2 in front of Ross Auto, and 1 in front of the old YMCA. The intersection of B/Madison has a bad loop. Currently that intersection is running on a timer. My traffic light expert recommends to go with a camera system rather than loops that would cost roughly 15k. I am going to get another quote from a different company and see how much it would cost to fix the loop. We plan to inspect all intersections in April/May to see what all push buttons and sound signals need repaired.

Water Plant Operations: Midco was awarded the contract to clean and inspect the North Tower and GSR. They have a traveling crew and will call me a week or two before they come. I expect it to be in late spring/early summer. Submitted February MOR to the DNR. Completed the CCR for the April newsletter and submitted paperwork to the DNR. We have been working on the dead meter list. Will read book 7. We collected routine monthly bacteria samples; results were absent. Collected and delivered 1st quarter Radionuclide samples to state hygienics Lab in Coralville. We changed bag filters. Changed cartridge filters on RO 3. Our monthly bulk chemicals were filled up. We collected our monthly well levels. Scheduled Electric Pump to service all pump and motors. We ordered more water meters. Order some plumbing fittings from Holt Supply. The generator was serviced by Ace Electric. Our generator is being serviced every 6 months. Our VFD for our aerator is not working. Jetco came and took the VFD and sent it to the manufacturer, Eaton. It is still under warranty. Hoping to get that back as soon as possible.

Operators: Will passed his Grade I Water Distribution exam! I received my 10-year plaque at the employee lunch. I took a few days off for vacation. Went and watched the Iowa Hawkeyes win a national title in wrestling! Will is taking some time off in April for vacation. The next exams we will be taking are Water Distribution II(Will) and Water Distribution III(Kyle). Will is going to take the lead on the tree planting project at the water plant with Marde McConnel May 15th. I attended weekly staff meetings and zoomed into a city council meeting Thanks, stay safe!

Water Plant Superintendent: Kyle W

**WWTP report
April 20th, 2021
Council meeting**

- **After hour alarm and dog call outs –**
 - 4-1-2021 Alarm at WWTP, Decanter #3 VFD fault Parker 5:00 A.M.
 - 4-3-2021 Dog call to 1202 N. Iowa @ 6: 00 P.M. Parker
 - 4-6-2021 Dog call to 1221 N. Iowa @ 5:45 p.m. Parker
 - 4-8-2021 Post SBR high water alarm @ 1:20 a.m. Parker
 - 4-9-2021 Dog call to 1421 E. Madison @ 7:50 p.m. Parker
 - 4-11-2021 Dog call to Paws and More @ 12:53 p.m. Parker

- **Dept Head meetings –**I attended the meetings on April 6th,13th.

- **Hydrogen Sulfide Gas-** We continue to have meetings and conference calls with IRE, NELCO, Fox eng., and City staff to resolve the issue. We did get four more hydrogen sulfide monitors for a total of seven. We have the monitors spread through the sewer system from IRE to the WWTP. We get readings from the monitors once a week, share and go over the information with everyone.

- **WWTP March 2021, Discharge Monitoring Report (DMR) –** Average daily flow **3.49 million gallons (mg)**, maximum daily flow **5.496 mg**, minimum daily flow **1.913 mg**. There were **zero (0)** violations of the WWTP's NPDES discharge permit. Total precipitation for January = **>2.72"** (recorded at the WWTP).

CBOD5 removal 85% required	result = 87.86 %
Influent CBOD5 monthly total =	416 mg/L
Effluent CBOD5 monthly total =	50.49 mg/L

TSS removal 85% required	result = 96.2 %
Influent TSS monthly total =	747.1 mg/L
Effluent TSS monthly total =	28.33 mg/L

***Due to all Effluent samples being under detection levels the results are counted as 0**

**Jason Whisler
4/16/2021 8:00 A.M.**

**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
APRIL 20, 2021**

POLICE	ARNOLD MOTOR SUPPLY	VEHICLE REPAIR	168.15
	BDH TECHNOLOGY LLC	COMPUTER UPGRADE	110.00
	COBB OIL CO, INC.	FUEL	2,504.89
	CUSTOM IMPRESSIONS INC	PLAGUES	277.95
	EMBROIDERY BARN	ALTERATIONS	46.50
	GALLS LLC	UNIFORMS	645.15
	IOWA LAW ENFORCMT ACADEMY	TASER INSTRUCT. RE-CERTIFI	50.00
	NEWMAN, DAVID A.	INVESTIGATION TRAINING	295.00
	SYNNEX FINANCIAL SERVICES	TABLET LEASES	604.26
	VERIZON WIRELESS	CELLULAR SERVICE	838.49
	WMPF GROUP LLC	LEGAL NOTICE	24.09
		TOTAL	5,564.48
FIRE	ACE-N-MORE	SUPPLIES	4.29
	ALL AMERICAN PEST CONTROL	PEST CONTROL	31.25
	COBB OIL CO, INC.	FUEL	255.84
	PRO-HYDRO TESTING	INSPECTIONS	425.00
	VERIZON WIRELESS	CELLULAR SERVICE	120.03
		TOTAL	836.41
DEVELOPMENT SERVICES	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	24.17
	COBB OIL CO, INC.	FUEL	92.81
	VERIZON WIRELESS	CELLULAR SERVICE	184.56
	WMPF GROUP LLC	LEGAL ADVERTISING	30.38
	WORLDPOINT, ECC	SAFETY SUPPLIES # 42100930	192.41
		TOTAL	524.33
LIBRARY	ACE-N-MORE	BUILDING MAINTENANCE	17.98
	ALL AMERICAN PEST CONTROL	PEST CONTROL	31.25
	ALLIANT ENERGY	ALLIANT ENERGY	1,843.63
	BAKER & TAYLOR	LIBRARY MATERIALS	1,204.21
	BLACKSTONE PUBLISHING	LIBRARY MATERIALS	229.42
	CINTAS CORP LOC. 342	RUG SERVICE	64.98
	DEMCO	SHELF HOLDERS	97.55
	ENVISIONWARE INC	SOFTWARE MAINTENANCE RENEW	538.85
	KCTC	PHONE & INTERNET	473.49
	KEYES, LAURA	PROGRAMMING	200.00
	ORIENTAL TRADING COMPANY INC	PROGRAMMING	121.97
	PROQUEST LLC	LIBRARY MATERIAL DATABASE	2,530.91
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	130.93
	THE WASHINGTON HI-LIFE YEARBOOK	YEAR BOOK AD	160.00
	WASH CHAMBER OF COMMERCE	LEADERSHIP WASHINGTON	300.00
	YAPP, MARGARET	WRITERS WORKSHOP	40.00
		TOTAL	7,985.17
PARKS	ALLIANT ENERGY	ALLIANT ENERGY	1,363.49
	AMAZON CAPITAL SERVICES	SUPPLIES/KEY HOLDER	57.72
	ARNOLD MOTOR SUPPLY	TRUCK REPAIR	27.92
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	691.00
	COBB OIL CO, INC.	FUEL	253.43
	STOUT COMPANIES	LINE MARKER	462.72
	U-LINE	SAFETY SUPPLIES	329.58
	VERIZON WIRELESS	CELLULAR SERVICE	41.52
	WASHINGTON RENTAL	LAWN SPREADER	10.00
		TOTAL	3,237.38

POOL	WIDE, TOM	POOL LOGO- EQUIPMENT	156.00
		TOTAL	156.00
CEMETERY	ARNOLD MOTOR SUPPLY	MOWER PART	2.42
	COBB OIL CO, INC.	FUEL	166.44
	WASHINGTON DISCOUNT TIRE	MOWER TIRES	212.90
	WASHINGTON LUMBER	DOOR, LUMBER AND SUPPLIES	459.29
		TOTAL	841.05
FINANCIAL ADMIN	ALL AMERICAN PEST CONTROL	PEST CONTROL	31.25
	ALLIANT ENERGY	ALLIANT ENERGY	20.76
	AMAZON CAPITAL SERVICES	SUPPLIES	143.25
	CENTRAL IOWA DISTRIBUTING	PAPER TOWELS	36.80
	GOOGLE LLC	MONTHLY SERVICE	395.99
	ICMA MEMBERSHIP RENEWALS	MEMBERSHIP RENEWAL	907.68
	IMFOA	IMFOA CONFERENCE-SPRING 20	125.00
	J & S ELECTRONIC BUSINESS SYSTEMS, INC	COPIES	483.10
	LYNCH DALLAS, PC.	PROFESSIONAL SERVICES	43.50
	PACE PAYMENT SYSTEMS	PACE ADMIN FEE	20.00
	RUNNING ROBOTS	WEBSITE-PLUG IN LICENSES	583.99
	VERIZON WIRELESS	CELLULAR SERVICE	86.57
	WMPF GROUP LLC	ADVERTISING	1,239.01
		TOTAL	4,116.90
AIRPORT	ACE-N-MORE	SUPPLIES	4.99
	ALLIANT ENERGY	ALLIANT ENERGY	745.55
	JAMIESON, JEAN	MARCH CLEANING	147.00
	KCII	ADVERTISING	97.32
	VERIZON WIRELESS	CELLULAR SERVICE	50.94
	WINDSTREAM IOWA COMMUNICATIONS	APRIL PHONE SERVICE	188.85
		TOTAL	1,234.65
ROAD USE	ARNOLD MOTOR SUPPLY	SUPPLIES/PARTS/SOCKET	501.81
	COBB OIL CO, INC.	FUEL	812.17
	WMPF GROUP LLC	EMPLOYMENT ADVERTISING	68.18
		TOTAL	1,382.16
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	10,516.24
		TOTAL	10,516.24
HOUSING REHABILITA	ECICOG	CDBG REHAB GRANT ADMINISTR	187.50
		TOTAL	187.50
DEBT SERVICE	UMB BANK, N.A.	BANK FEES 2020A/B GO BOND	1,200.00
		TOTAL	1,200.00
CAPITAL PROJECTS	WIDE, TOM	LED SIGN DOWN PAYMENT	9,067.00
		TOTAL	9,067.00
INDUSTRIAL DEVELOP	WEDG	WEDGE SHARE-PROPERTY	3,638.57
		TOTAL	3,638.57

SIDEWALK REPAIR &	BRUTY, KRISTENE	SIDEWALK REPAIR/REPLACEMEN	682.00
		TOTAL	682.00
RESIDENTIAL DEVELO	WMPF GROUP LLC	LEGAL ADVERTISING	12.05
		TOTAL	12.05
TREE COMMITTEE	WMPF GROUP LLC	TREE COMMITTEE ADVERTISING	393.00
		TOTAL	393.00
K-9 PROGRAM	JOHN DEERE FINANCIAL	K9 FOOD	47.98
		TOTAL	47.98
LIBRARY	BAKER & TAYLOR	LIBRARY MATERIALS	309.61
		TOTAL	309.61
WATER PLANT	ALL AMERICAN PEST CONTROL	PEST CONTROL	31.25
	ALLIANT ENERGY	ALLIANT ENERGY	15,618.21
	BRUTY, NORM	WATER DEPOSIT REFUND	21.61
	COBB OIL CO, INC.	FUEL	81.77
	GLOBAL PAYMENTS	DC/CC ADMIN FEE	1,527.62
	IA DEPT OF REVENUE	WET TAX	7,099.00
	ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	119.00
	JAEGER, COURTNEY	WATER DEPOSIT REFUND	70.95
	PEIFFER, LEAH	WATER DEPOSIT REFUND	53.08
	SMITH, KARISSA	WATER DEPOSIT REFUND	106.00
	TYLER TECHNOLOGIES	UTILITY BILLING PAYMENTS	307.50
	VERIZON WIRELESS	CELLULAR SERVICE	46.52
	YAMADA, CAITLIN	WATER DEPOSIT REFUND	16.60
		TOTAL	25,099.11
WATER DISTRIBUTION	ARNOLD MOTOR SUPPLY	SUPPLIES	114.78
	COBB OIL CO, INC.	FUEL	496.96
	ALLIANT ENERGY	ALLIANT ENERGY	45.35
	WINDSTREAM IOWA COMMUNICATIONS	APRIL PHONE SERVICE	120.00
	VERIZON WIRELESS	CELLULAR SERVICE	98.03
		TOTAL	875.12
SEWER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	11,139.10
	ARNOLD MOTOR SUPPLY	SERVICE-TRUCK/HEADLIGHTS	84.24
	BIG STATE INDUSTRIAL SUPPLY	DRILL BITS	159.90
	COBB OIL CO, INC.	FUEL	256.35
	IA DEPT OF REVENUE	SALES TAX	1,973.00
	IGRAPHIX, INC	SHIPPING	13.89
	JOHN DEERE FINANCIAL	TOOLS FOR SHOP	69.98
	TYLER TECHNOLOGIES	UTILITY BILLING PAYMENTS	307.50
	UNITED LABORATORIES	LIFT STATION MAINTAINER	1,121.40
	VERIZON WIRELESS	CELLULAR SERVICE	93.04
	WINDSTREAM IOWA COMMUNICATIONS	APRIL PHONE SERVICE	286.66
		TOTAL	15,505.06
SEWER COLLECTION	ALLIANT ENERGY	ALLIANT ENERGY	1,325.47
	COBB OIL CO, INC.	FUEL	581.53
	JOHN DEERE FINANCIAL	SUPPLIES	35.47
	VERIZON WIRELESS	CELLULAR SERVICE	61.29

	WINDSTREAM IOWA COMMUNICATIONS	APRIL PHONE SERVICE	119.99
		TOTAL	2,123.75
SANITATION	ARBUCKLE, CRAIG	TRASH STICKER REFUND	40.00
	JOHNSON COUNTY REFUSE INC	REFUSE & RECYCLING/STICKERS	51,789.50
		TOTAL	51,829.50
SELF INSURANCE	EMPLOYEE BENEFIT SYSTEMS	EBS ADMIN FEE	383.18
		TOTAL	383.18
		TOTAL	147,748.20

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

FUND	3/1/2021 BEGINNING CASH BALANCE	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	3/31/2021 ENDING CASH BALANCE
001-GENERAL FUND	987,359.38	290,087.90	-	236,993.58	-	1,040,453.70
002-AIRPORT FUND	324,406.38	55,144.33	-	8,482.42	-	371,068.29
010-CHAMBER REIMBURSEMENT	12,989.09	7,195.93	-	6,461.70	-	13,723.32
011-MAIN STREET REIMBURSEMENT	(20,648.92)	-	-	3,799.56	-	(24,448.48)
012-WEDG REIMBURSEMENT	4,581.34	7,552.10	-	6,909.28	-	5,224.16
050-DOWNTOWN INCENTIVE GRANT	32,000.00	100,000.00	-	-	-	132,000.00
110-ROAD USE	387,414.77	32,971.45	-	55,352.94	-	365,033.28
112-EMPLOYEE BENEFITS	-	34,874.97	-	34,874.97	-	-
114-EMERGENCY LEVY	-	3,219.81	-	3,219.81	-	-
121-LOCAL OPTION SALES TAX	-	137,895.98	-	137,895.98	-	-
122-LOST DEBT SERVICE	127,970.00	-	-	-	-	127,970.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	94,401.79	9,439.43	-	6,750.00	-	97,091.22
127-UNIF COMM UR - BRIARWOOD	735.91	-	-	-	-	735.91
129-SC RES UR	8,753.12	2,031.92	-	-	-	10,785.04
134-DOWNTOWN COMM UR	-	5,190.16	-	5,190.16	-	-
145-HOUSING REHABILITATION	46.97	-	-	357.00	-	(310.03)
146-LMI TIF SET-ASIDE	110,290.77	-	-	-	-	110,290.77
200-DEBT SERVICE	352,059.29	43,183.45	-	-	-	395,242.74
300-CAPITAL EQUIPMENT	8,877.00	-	-	-	-	8,877.00
301-CAPITAL PROJECTS FUND	(587,736.74)	43,276.13	-	152,968.68	-	(697,429.29)
305-RIVERBOAT FOUND CAP PROJ	-	132,402.82	-	132,402.82	-	-
308-INDUSTRIAL DEVELOPMENT	421,815.37	8,657.94	-	6,477.57	-	423,995.74
309-MUNICIPAL BUILDING	281,797.75	15.50	-	-	-	281,813.25
310-WELLNESS PARK	386,716.70	44,666.77	-	32,400.82	-	398,982.65
311-SIDEWALK REPAIR & REPLACE	42,549.24	-	-	-	-	42,549.24
312-TREE REMOVAL & REPLACE	29,386.01	-	-	-	-	29,386.01
315-RESIDENTIAL DEVELOPMENT	42,451.38	2,092.30	-	-	-	44,543.68
510-MUNICIPAL BAND	3,963.16	-	-	-	-	3,963.16
520-DOG PARK	4,579.10	-	-	-	-	4,579.10
530-TREE COMMITTEE	8,975.72	945.00	-	-	-	9,920.72
540-POLICE FORFEITURE	3,559.72	-	-	-	-	3,559.72
541-K-9 PROGRAM	2,091.27	-	-	396.99	-	1,694.28
545-SAFETY FUND	4,410.50	-	-	300.00	-	4,110.50
550-PARK GIFT	45,113.47	0.20	-	-	-	45,113.67
570-LIBRARY GIFT	360,384.59	506.50	-	5,171.93	-	355,719.16
580-CEMETERY GIFT	7,488.00	-	-	-	-	7,488.00
600-WATER UTILITY	539,724.86	148,620.31	-	77,446.85	-	610,898.32
601-WATER DEPOSIT FUND	30,050.00	1,650.00	-	1,200.00	-	30,500.00
603-WATER CAPITAL PROJECTS	164,393.09	-	-	30,498.00	-	133,895.09
610-SANITARY SEWER	1,041,595.51	192,769.58	-	113,908.81	-	1,120,456.28
613-SEWER CAPITAL PROJECTS	-	37,433.00	-	37,433.00	-	-
670-SANITATION	77,695.99	49,618.08	-	48,102.60	-	79,211.47
950-SELF INSURANCE	345,099.94	4,080.37	-	10,353.92	-	338,826.39
951-UNEMPLOYMENT SELF INS	73,692.71	941.63	-	-	-	74,634.34
TOTAL BALANCE	5,840,204.23	1,396,463.56	-	1,155,349.39	-	6,081,318.40

Cash in Bank - Pooled Cash		Interest Rate
Wash St. Bank - Operating Account	1,054,718.59 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT	555,834.56	0.20%
Wash St - Farm Mgmt Acct	141,918.86	
Wash St Bank - CD 04/22/2015 - renewed	500,000.00	
Wash St Bank - CD 1/14/2019	517,735.41	0.65%
Wash St Bank - CD 08/30/2018	267,336.93	0.65%
Wash St Bank - ISC Account	3,043,424.05	0.55%
TOTAL CASH IN BANK	6,081,318.40	

(1) Washington State Bank	1,122,703.54
Outstanding Deposits & Checks/Wages payable	(67,984.95)
	1,054,718.59

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

FUND	7/1/2020 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	3/31/2021 ENDING CASH BALANCE
001-GENERAL FUND	1,029,564.55	2,707,191.39	-	2,696,302.24	-	1,040,453.70
002-AIRPORT FUND	291,086.69	214,499.05	-	134,517.45	-	371,068.29
010-CHAMBER REIMBURSEMENT	8,603.72	64,438.24	-	59,318.64	-	13,723.32
011-MAIN STREET REIMBURSEMENT	-	45,000.00	-	69,448.48	-	(24,448.48)
012-WEDG REIMBURSEMENT	1,218.93	40,743.41	-	36,738.18	-	5,224.16
050-DOWNTOWN INCENTIVE GRANT	80,500.00	100,000.00	-	48,500.00	-	132,000.00
110-ROAD USE	841,454.14	764,003.43	-	1,240,424.29	-	365,033.28
112-EMPLOYEE BENEFITS	-	448,440.78	-	448,440.78	-	-
114-EMERGENCY LEVY	-	40,520.83	-	40,520.83	-	-
121-LOCAL OPTION SALES TAX	-	797,244.22	-	797,244.22	-	-
122-LOST DEBT SERVICE	-	155,940.00	-	27,970.00	-	127,970.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	59,503.35	44,487.87	-	6,900.00	-	97,091.22
125-UNIF COMM UR-NE IND	-	3,039.79	-	3,039.79	-	-
127-UNIF COMM UR - BRIARWOOD	-	10,436.53	-	9,700.62	-	735.91
129-SC RES UR	-	48,830.04	-	38,045.00	-	10,785.04
132-UNIF COMM UR - EBD	-	20,357.64	-	20,357.64	-	-
133-UNIF COMM UR-IRE	-	55,439.18	-	55,439.18	-	-
134-DOWNTOWN COMM UR	-	72,708.78	-	72,708.78	-	-
145-HOUSING REHABILITATION	31,261.81	350.00	-	31,921.84	-	(310.03)
146-LMI TIF SET-ASIDE	96,822.84	13,467.93	-	-	-	110,290.77
200-DEBT SERVICE	-	567,609.92	-	172,367.18	-	395,242.74
300-CAPITAL EQUIPMENT	175,402.31	85,394.75	-	251,920.06	-	8,877.00
301-CAPITAL PROJECTS FUND	3,372,993.14	2,623,087.21	-	6,693,509.64	-	(697,429.29)
305-RIVERBOAT FOUND CAP PROJ	-	430,736.07	-	430,736.07	-	-
308-INDUSTRIAL DEVELOPMENT	417,305.37	145,847.15	-	139,156.78	-	423,995.74
309-MUNICIPAL BUILDING	397,332.12	5,139.98	-	120,658.85	-	281,813.25
310-WELLNESS PARK	808,285.14	668,238.54	-	1,077,541.03	-	398,982.65
311-SIDEWALK REPAIR & REPLACE	2,701.24	45,000.00	-	5,152.00	-	42,549.24
312-TREE REMOVAL & REPLACE	38,598.25	-	-	9,212.24	-	29,386.01
315-RESIDENTIAL DEVELOPMENT	64,966.02	19,967.02	-	40,389.36	-	44,543.68
510-MUNICIPAL BAND	3,963.16	-	-	-	-	3,963.16
520-DOG PARK	4,579.10	-	-	-	-	4,579.10
530-TREE COMMITTEE	9,142.34	10,432.00	-	9,653.62	-	9,920.72
540-POLICE FORFEITURE	3,559.72	-	-	-	-	3,559.72
541-K-9 PROGRAM	2,504.42	-	-	810.14	-	1,694.28
545-SAFETY FUND	4,410.50	-	-	300.00	-	4,110.50
550-PARK GIFT	42,610.20	2,503.47	-	-	-	45,113.67
570-LIBRARY GIFT	349,599.39	22,082.09	-	15,962.32	-	355,719.16
580-CEMETERY GIFT	10,993.00	-	-	3,505.00	-	7,488.00
600-WATER UTILITY	363,065.09	1,326,866.06	-	1,079,032.83	-	610,898.32
601-WATER DEPOSIT FUND	30,055.00	16,500.00	-	16,055.00	-	30,500.00
602-WATER SINKING	-	40,142.31	-	40,142.31	-	-
603-WATER CAPITAL PROJECTS	-	264,029.10	-	130,134.01	-	133,895.09
610-SANITARY SEWER	761,156.55	1,776,826.21	-	1,417,526.48	-	1,120,456.28
612-SEWER SINKING	-	211,545.00	-	211,545.00	-	-
613-SEWER CAPITAL PROJECTS	-	224,797.92	-	224,797.92	-	-
670-SANITATION	101,916.53	430,632.50	-	453,337.56	-	79,211.47
950-SELF INSURANCE	328,089.11	52,497.48	-	41,760.20	-	338,826.39
951-UNEMPLOYMENT SELF INS	65,833.70	12,107.89	-	3,307.25	-	74,634.34
TOTAL BALANCE	9,878,247.43	14,629,121.78	-	18,426,050.81	-	6,081,318.40

Cash in Bank - Pooled Cash		<u>Interest Rate</u>
Wash St. Bank - Operating Account	1,054,718.59 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT	555,834.56	0.20%
Wash St - Farm Mgmt Acct	141,918.86	
Wash St Bank - CD 04/22/2015 - renewed	500,000.00	
Wash St Bank - CD 1/14/2019	517,735.41	0.65%
Wash St Bank - CD 08/30/2018	267,336.93	0.65%
Wash St Bank - ISC Account	3,043,424.05	0.55%
TOTAL CASH IN BANK	6,081,318.40	

(1) Washington State Bank	1,122,703.54
Outstanding Deposits & Checks/Wages payable	(67,984.95)
	<u>1,054,718.59</u>



Case Report

3/26/2021 - 04/15/2021

Case Date	Main Status	Actions Taken	Method of Warning	Parcel Address	Description
4/14/2021	Open		Hanger	410 S 3RD AVE	indoor furniture outside
4/14/2021	Open	took pictures	Letter	904 N 5TH AVE	junk in yard
4/13/2021	Open		Hanger	714 E HARRISON ST	indoor furniture outside
4/13/2021	Open		Hanger	412 E 3RD ST	indoor furniture outside
4/13/2021	Open		Hanger	903 N 7TH AVE	indoor furniture outside
4/13/2021	Open		Hanger	603 N 5TH AVE	indoor furniture outside
4/12/2021	Open		Hanger	421 S C AVE	junk at curb
4/12/2021	Open		Hanger	308 W ADAMS ST	parking on grass
4/12/2021	Open		Hanger	103 E 15TH ST	vehicle on grass
4/12/2021	Open		Hanger	403 E MAIN ST	indoor furniture outside
4/9/2021	Abated		Hanger	301 E 7TH ST	trash at curb
4/8/2021	Abated		Phone Call	806 S 2ND AVE	tree branch broke over sidewalk
4/8/2021	Open		Hanger	1314 E WASHINGTON ST	cars on grass
4/8/2021	Closed		Hanger	602 E MADISON ST	motor home on grass
4/7/2021	Open	took pictures	Hanger	325 E MADISON ST	indoor furniture outside
4/7/2021	Open		Hanger	903 S 3RD AVE	trailer on grass
4/7/2021	Open		Hanger	320 W 6TH ST	Mattresses

4/7/2021	Open		Hanger	623 N C AVE	dumpster full of garbage
4/7/2021	Open		Hanger	733 E 2ND ST	vehicle on grass in back
4/7/2021	Open		Hanger	1027 E 3RD ST	microwave/chair at curb
4/7/2021	Open		Hanger	1003 E 2ND ST	chair on curb
4/6/2021	Open	took pictures		106 N 15TH AVE	
4/5/2021	Open		Hanger	1303 N 2ND AVE	cars on grass
4/5/2021	Open		Hanger	314 S 9TH AVE	junk at curb
4/5/2021	Closed		Hanger	320 S 9TH AVE	junk at curb
4/5/2021	Closed		Verbal Warning	1107 E TAYLOR ST	junk at curb
4/5/2021	Open		Verbal Warning	1102 E TYLER ST	junk at curb
4/5/2021	Closed		Hanger	521 S 9TH AVE	appliances on curb
4/2/2021	Closed		Hanger	405 E 10TH ST	vehicle on grass
4/2/2021	Open		Hanger	1001 N 5TH AVE	trailer on grass 2019 plates
4/1/2021	Closed		Hanger	433 E JEFFERSON ST	truck on grass 2019 license
4/1/2021	Closed		Hanger	909 E 2ND ST	junk at curb
4/1/2021	Closed		Hanger	412 S 4TH AVE	grill at curb
4/1/2021	Closed		Hanger	720 S 2ND AVE	truck on grass
3/30/2021	Open		Hanger	511 S 8TH AVE	truck on grass
3/30/2021	Open		Hanger	815 S 3RD AVE	indoor furniture outside
3/30/2021	Open	took pictures	Hanger	502 S 9TH AVE	indoor furniture outside out licensed trailer
3/29/2021	Open	took pictures	Letter	719 N IOWA AVE	junk in yard
3/26/2021	Open		Verbal Warning	817 E ADAMS ST	dead tree

3/26/2021	Closed		Hanger	914 N 5TH AVE	park on grass
3/26/2021	Closed		Hanger	920 N 5TH AVE	park on grass
3/31/2021	Open		Hanger	902 E 2ND ST	unlicensed vehicle on grass

Total Records: 42

4/15/2021



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

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

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

1. APPLICANT INFORMATION

Name/Event: Marion Avenue Baptist Church - Our Time Youth Conference

Coordinator: Michael Griswold

Contact Number: 319-458-9360

Email Address: mikeg@marionavenuebaptist.com

2. EVENT INFORMATION

Event Description: We would like to have inflatables, games, and a meal for our Youth Conference on the square and part of Marion Ave. and Washington

Days/Dates of Event: 4-29-21

Time(s) of Event: (Include Set Up/Tear Down Time) 1:00 pm - 10:00 pm

Event Location: Town square area

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: Marion - Washington to Main - North bound & center
Washington - Marion to Iowa - West bound & center

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

Personal notification / written letter

Other Requests

- Temporarily park in a "No Parking" area location : _____
- Use of City Park (specify park : _____)
- Electrical Needs: Basic outlets
- Use of gators/UTV/ATV on City streets
- 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 :)
- Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

- Street barricades
- Emergency "No Parking" Signs
- Traffic cones
- Picnic Tables
- Yield signs for crosswalks
- Garbage/Recycling Barrels
- Street Sweeping following (parades)
- Other (please specify :)

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

- Amplified Sound/Speaker System
- 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?) 4

Contact Person: Michael Griswold Phone: 319-458-9360

7. INSURANCE

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

Certificate of Insurance provided and accepted Certificate of Insurance not required

8. AGREEMENT

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

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

Mild Stansfield

Applicant/Sponsor Signature

03-22-21

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)	Sally Hart	319-653-6584 ext 131	sallyhart@washingtioniowa.gov
	Comments/Restrictions:			
	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:			
	Fire Chief	Brendan DeLong	319-863-3332	firedept@washingtioniowa.gov
	Comments/Restrictions:			
4-13	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

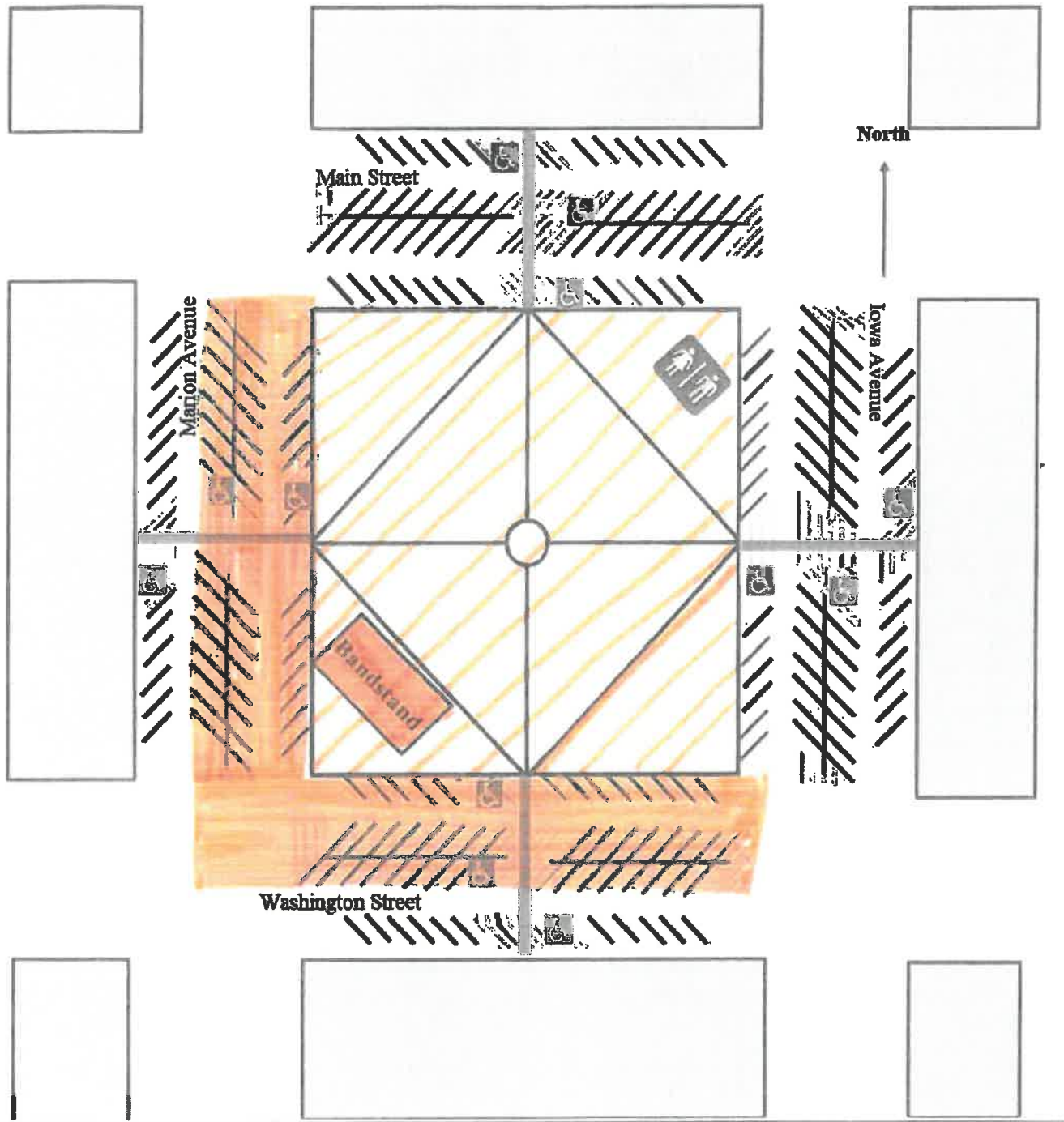
Approved: _____ Denied: _____

City Clerk Signature

Date of Action

CONDITIONS IMPOSED: _____

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





SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Sally Hart, 319-653-6584 ext 131; sally.hart@washingtoniowa.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: Remote control car racing - Marion Avenue Baptist Church

Coordinator: Michael Griswold

Contact Number: 319-458-9360

Email Address: mikeg@marionavenuebaptist.com

2. EVENT INFORMATION

Event Description: Set up remote control race cars w/ track in Jefferson St. alongside church property.

Days/Dates of Event: 4-25-21

Time(s) of Event: (Include Set Up/Tear Down Time) 8:00 - 1:00

Event Location: Jefferson - Marion to B Ave.

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: Jefferson St. Marion to B Ave.

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

Personal contacts

Other Requests

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

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

_____ Use of gators/UTV/ATV on City streets

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

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

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

_____ Fireworks (specify location :)

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

Street barricades

_____ Yield signs for crosswalks

_____ Emergency "No Parking" Signs

_____ Garbage/Recycling Barrels

_____ Traffic cones

_____ Street Sweeping following (parades)

_____ Picnic Tables

_____ Other (please specify :)

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

_____ Amplified Sound/Speaker System

_____ Recorded/Live Music

_____ Public Address System

_____ If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: _____

Phone: _____

7. INSURANCE

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

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

8. AGREEMENT

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

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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 Sally Hart 319-653-6584 sallyhart@washingtoniowa.gov
(Liquor Licenses) ext 131

Comments/Restrictions:

Police Chief Jim Lester 319-458-0264 jl Lester@washingtoniowa.gov

Comments/Restrictions:

Fire Chief Brendan DeLong 319-863-3332 firedept@washingtoniowa.gov

Comments/Restrictions: *leave access lane for incidents*

4-13

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

Comments/Restrictions:

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

Comments/Restrictions:

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

Comments/Restrictions:

CITY COUNCIL APPROVAL

Approved: _____ Denied: _____

City Clerk Signature

Date of Action

CONDITIONS IMPOSED: _____

W Washington Blvd

Washington State Bank Motor Bank

W Washington Blvd

The Coffee Corner

Washington Public Library

Starbucks

Hair Etc

S Marion Ave

Tw C

Marion Avenue Baptist Church

Marina's Furniture & Flooring

Ross Auto & Muffler Inc

He

W Jefferson St

W Jefferson St

CREDIT BUREAU OF WASHINGTON INC

Modern Eye Care

Smokin' Joe's Tobacco & Liquor Outlet

McDonald's

J & D Small Engine Repair

Conoco

Madison St

W Madison St

venue C

venue B



CO

re



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

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

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

1. APPLICANT INFORMATION

Name/Event: New Attitude 20th anniversary

Coordinator: Traci Wenger

Contact Number: 319 653 4788 salon 319 461 0598 cell

Email Address: traciwenger@yahoo.com

2. EVENT INFORMATION

Event Description: Celebration

I would have some food vendors and a few activities (jumpy house)

Days/Dates of Event: May 22nd

Time(s) of Event: (Include Set Up/Tear Down Time) 9-4

Event Location: west side of the square

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: _____

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

I have spoken w/ my neighbors.

Other Requests

Temporarily park in a "No Parking" area
location : _____
Use of City Park (specify park : _____
Electrical Needs: _____

_____ Use of gators/UTV/ATV on City streets

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

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

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

_____ Fireworks (specify location :)

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

_____ Street barricades

_____ Yield signs for crosswalks

_____ Emergency "No Parking" Signs

_____ Garbage/Recycling Barrels

_____ Traffic cones

_____ Street Sweeping following (parades)

Picnic Tables

_____ Other (please specify :)

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

_____ Amplified Sound/Speaker System

_____ Recorded/Live Music

_____ Public Address System

_____ If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: _____

Phone: _____

7. INSURANCE

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

_____ Certificate of Insurance provided and accepted

Certificate of Insurance not required

8. AGREEMENT

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

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Sully
Applicant/Sponsor Signature

4-5-21

Date

DEPARTMENT APPROVALS

Indicate Date Contacted	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
<u> </u>	City Clerk (Liquor Licenses)	Sally Y. Hart	319-653-6584 ext 131	sallyhart@washingtioniowa.gov
<u> </u>		Comments/Restrictions:		
<u>4-6</u>	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov ✓
<u> </u>		Comments/Restrictions:		
<u>4-6</u>	Fire Chief	Brendan DeLong	319-461-3796	bdelong@washingtioniowa.gov
<u> </u>		Comments/Restrictions:		
<u>4-6</u>	Streets	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
<u> </u>		Comments/Restrictions:		
<u> </u>	Parks	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
<u> </u>		Comments/Restrictions:		
<u> </u>	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:



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

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

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

1. APPLICANT INFORMATION

Name/Event: Memorial Day Observance

Coordinator: Michael D. York (American Legion Post 29)

Contact Number: 319-653-5393 or 319-461-1846

Email Address: mdyork48@yahoo.com

2. EVENT INFORMATION

Event Description: Memorial Day service open to the public

Days/Dates of Event: May 31, 2021

Time(s) of Event: (Include Set Up/Tear Down Time) 9:30 a.m. to 11:30 a.m.

Event Location: Central Park

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

3. REQUEST INFORMATION (Check All Applicable Items)

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

No Temporarily close a street for a special event (specify street, times, and indicate on map:)

Description: _____

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

Other Requests

- Temporarily park in a "No Parking" area location: _____
- Use of City Park (specify park : Central Park)
Electrical Needs: _____
- Walk/Run (attach map of route and indicate streets to be closed)
- Fireworks (specify location :)
- Use of gators/UTV/ATV on City streets
- Parade (attach map of route and indicate streets to be closed)
- Tent(s) to be used-- over 400 sq ft or canopies over 1,000 sq ft
- Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

- Street barricades
- Emergency "No Parking" Signs
- Traffic cones
- Picnic Tables
- Yield signs for crosswalks
- Garbage/Recycling Barrels
- Street Sweeping following (parades)
- Other (please specify :)
We would like to use some of the chairs that are stored in the bandstand

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 Certificate of Insurance not required

8. AGREEMENT

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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.

Michael D. York

Applicant/Sponsor Signature

4/15/2021

Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.		
<u>4/15/2021</u>	City Clerk (Liquor Licenses)	Sally Hart 319-653-6584 ext 131	sallyhart@washingtioniowa.gov Comments/Restrictions:
<u>4/15/2021</u>	Police Chief	Jim Lester 319-458-0264	jlester@washingtioniowa.gov Comments/Restrictions:
<u>4/15/2021</u>	Fire Chief	Brendan DeLong 319-863-3332	firedept@washingtioniowa.gov Comments/Restrictions:
<u>4/15/2021</u>	Streets	JJ Bell 319-653-1538	jjbell@washingtioniowa.gov Comments/Restrictions:
<u>4/15/2021</u>	Parks	Nick Pacha 319-321-4886	npacha@washingtioniowa.gov Comments/Restrictions:
<u>N/A</u>	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us Comments/Restrictions:		

CITY COUNCIL APPROVAL

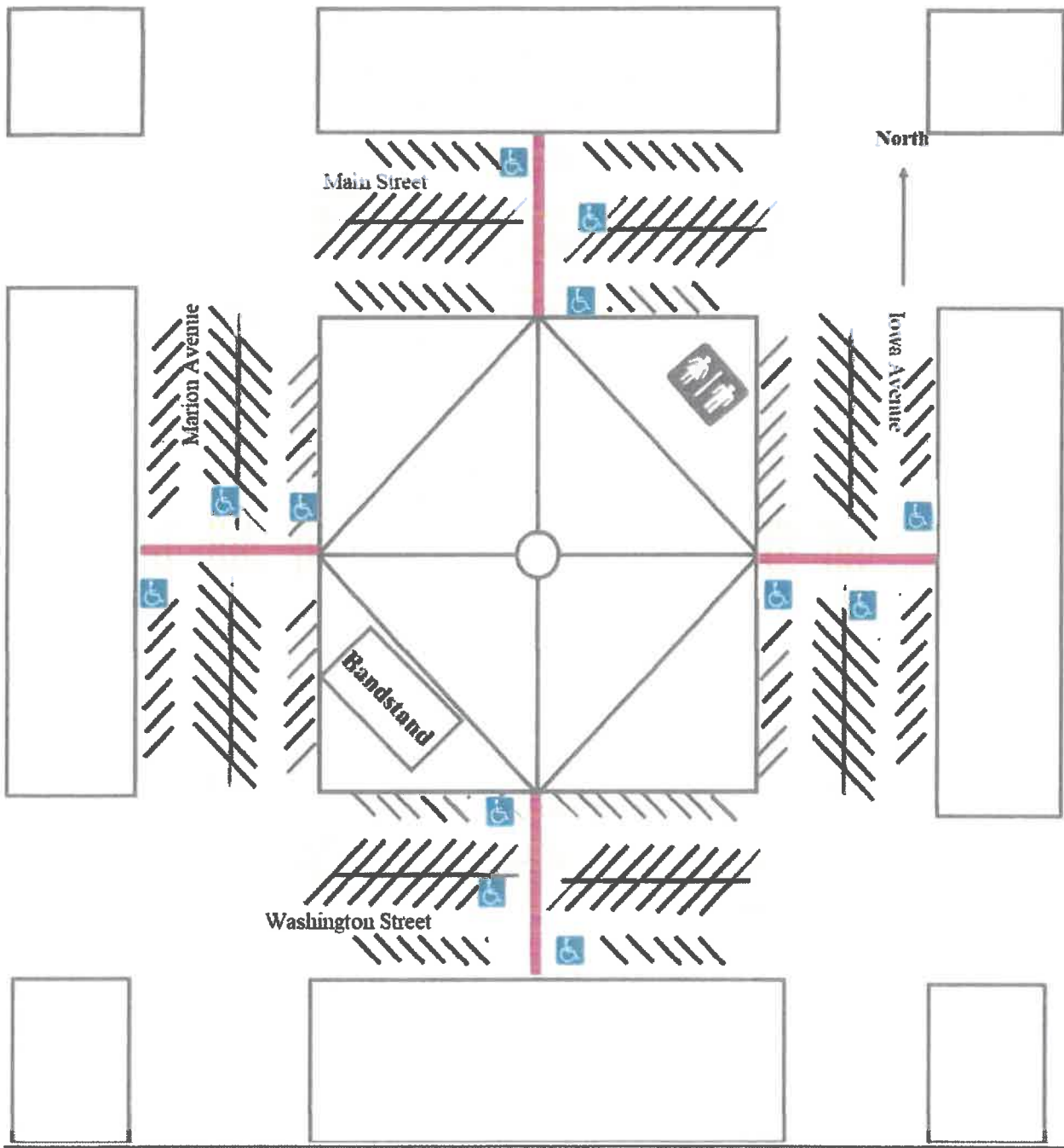
City Clerk Signature

Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

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





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/15/2021

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

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

PRODUCER Kennedy Insurance Agency Inc 213 S Iowa Ave Washington IA 52353	CONTACT NAME: Nicole Peterson PHONE (A/C, No, Ext): 319 653 3883 FAX (A/C, No): E-MAIL ADDRESS: kennedyins@outlook.com
	INSURER(S) AFFORDING COVERAGE INSURER A: GRINNELL MUTUAL REINSURANCE COMPANY INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

INSURED
 LEON BEATTY POST 29
 AMERICAN LEGION
 519 W WASHINGTON BLVD
 WASHINGTON, IA 52353


COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			0000748697	9/7/2020	9/7/2021	EACH OCCURRENCE \$ 1,000,000. DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000. MED EXP (Any one person) \$ 5,000. PERSONAL & ADV INJURY \$ 1,000,000. GENERAL AGGREGATE \$ 2,000,000. PRODUCTS - COMP/OP AGG \$ 2,000,000. \$
	AUTOMOBILE LIABILITY ANY OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/>						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICEMEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER **CANCELLATION**

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

RESOLUTION NO. _____

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

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

WHEREAS, snow and ice was removed from the following listed properties:

The property of Kelsey Anding at 701 Highland Court for the amount of \$120.00. Legal description (08 WASHINGTON HOUSING IN). Parcel Number 11084410014).

The property of TRI-COUNTY CARPENTRY, LLC at 818 S 2ND AVE for the amount of \$85.50. Legal Description (08 05 WILSONS). Parcel Number (1120136002).

The property of MILLER, MICHAEL at 615 N 4th Ave for the amount of \$90.00. Legal description (01 08 DENNY'S ADD). Parcel Number (1117179003).

The property of DAWSON, DARBY L. at 1401 N 4TH AVE. for the amount of \$90.00. Legal Description (02 21 HIGHLAND PARK ADD). Parcel Number (1108380008).

The property of EASTON, KRYSTAL at 308 N Avenue C for the amount of \$138.67. Legal Description (B 02 M M YOUNGS ADD). Parcel Number (1117164005).

The property of COLLINS, DAVID at 118 W 3rd Street #2 for the amount of \$274.05. Legal Description (F2 Pennsylvania Townhomes SD). Parcel Number (1117325002).

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

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

Passed and Approved this 20th day of April, 2021.

Jaron Rosien, Mayor

Attest: ✓

Sally Hart, City Clerk

**2020
Chamber Board**

Michelle Redlinger
Executive Director

Matt Brown
President
CBI Bank

Phil Minino
Vice President
Bazooka Farmstar

Erin Drahota
Treasurer
United Presbyterian
Home

Alisha Davis
Secretary
Washington Chamber of
Commerce

Jaron Rosien
JP's 207
Mayor

Erik Buchholz
Washington High School

Patty Elliott
Elliott Realty Group

Diane Gallagher
Gallagher Farms

Makyla Maize
Washington County
Hospital

Sarah Grunewaldt
Main Street
Ex-Officio



205 West Main Street • Washington, IA 52353 • www.chamber.washingtonlowa.org

November 25, 2020

Washington City Council,

Thank you for your support of the Chamber's LED Lighting Decoration expansion. We have enjoyed improving the holiday decorations in Washington's downtown and have received many compliments on the brighter bulbs and improved areas.

Below is a summary of the costs incurred in the project in 2020. We ran into some setbacks as Greiner Buildings sold their lift. However, we were able to secure a new partner with BW Construction and were able to complete the maintenance on the existing lights. I am excited to report that we were able to purchase new LED bulbs that will be placed in the snowflakes in the downtown.

The Washington Chamber of Commerce is grateful for your assistance and are excited to continue this project into 2021 and many years to come. We are thankful for the generous support of the City, your staff time, and we could not do it without your financial contribution and your commitment towards the beautification of our great community.

We hope you still consider this a worthy project and appreciate the spirit it brings to our holiday season. As discussed at the end of last year, we would greatly appreciate you honoring our original request to assist us in funding one-third of the cost that is also shared with the City of Washington.

Sincerely,

Michelle Redlinger & the Washington Chamber Board of Directors

2020 Expansion

Purchased 3,500 bulbs and 4,000 additional feet of strand	\$5,041.79
Borrowed lift from BW Construction (In kind, valued at \$1,400)	\$0
Maintenance by Ed Santoro	\$ 315.00

Total **\$5,356.79 / 3 = \$1,785.60**

We thank you for your 2019 contribution of \$2,595.95!

Washington Chamber of Commerce
205 W Main St.
Washington, IA 52353



E-mail: michelle@washingtioniowa.org
www.chamber.washingtioniowa.gov
Phone (319) 653-3272

City of Washington
215 E Washington St
PO Box 516
Washington, IA 52353

Invoice Date: 4/16/2021

Invoice Number: 2021-487

DESCRIPTION	PRICE EACH	QUANTITY	AMOUNT
LED Holiday Light Conversion & Expansion	1,785.60		1,785.60

Please mark your billing preference

I prefer standard MAIL

Save a stamp, please E-MAIL Invoices!

Send invoices to this email:

Balance Due \$1,785.60

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



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

Memorandum

April 16, 2021

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

From: Brent Hinson 
City Administrator

Re: Farm Lease Discussion

The FFA has indicated interest in again leasing the land to the west of Elm Grove Cemetery. I have prepared a lease along the same lines of what we've done in previous years. The acreage will be reduced from 9.45 acres to about 8 due to the planned West Buchanan construction project.

FARM LEASE - CASH OR CROP SHARES

THIS LEASE ("Lease") is made between City of Washington, Iowa ("Landlord"), whose address for the purpose of this Lease is 215 E. Washington Street, Washington, Iowa 52353 and Washington FFA Lab (the "Tenant"), whose address for the purpose of this Lease is 1111 South Avenue B, Washington, Iowa 52353.

THE PARTIES AGREE AS FOLLOWS:

1. PREMISES AND TERM. Landlord leases to Tenant the following real estate situated in WASHINGTON County, Iowa (collectively the "Parcel"):

That certain 8- acre parcel as depicted on Exhibit "A" attached hereto, said parcel being located west of the cemetery.

In the event that possession cannot be delivered within fifteen (15) days after commencement of this Lease, Tenant may terminate this Lease by giving the Landlord notice in writing.

2. RENT. Tenant shall pay to Landlord as rent for the Real Estate (the "Rent"):

a. Total annual cash rent to be payable as follows:

\$250.00 per acre, with total rent of \$2,000.00.

The TOTAL RENT referenced above is to be paid to Landlord by May 1, 2021, at the address above or at such other place as Landlord may direct in writing. Rent must be in Landlord's possession on or before the due date. Participation of this farm in any offered program by the U.S. Department of Agriculture or any state for crop production control or soil conservation, the observance of the terms and conditions of this program, and the division of farm program payments, requires Landlord's consent.

Payments from participation in these programs shall be divided 0 % Landlord 100 % Tenant.

Governmental cost-sharing payments for permanent soil conservation structures shall be divided 0 % Landlord 100 % Tenant.

Crop disaster payments shall be divided 0 % Landlord 100 % Tenant.

3. LANDLORD'S LIEN AND SECURITY INTEREST. As security for all sums due or which will become due from Tenant to Landlord, Tenant hereby grants to Landlord, in addition to any statutory liens, a security interest as provided in the Iowa Uniform Commercial Code and a contractual lien in all crops produced on the premises and the proceeds and products thereof, all contract rights concerning such crops, proceeds and/or products, all proceeds of insurance collected on account of destruction of such crops, all contract rights and U.S. government and/or state agricultural farm program payments in connection with the above described premises whether such contract rights be payable in cash or in kind, including the

rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and it is not engaged in this transaction, directly or indirectly on behalf of, or instigating or facilitating this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Tenant hereby agrees to defend, indemnify and hold harmless Landlord from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

Dated this ____ day of _____, 2021.

TENANT:

CITY OF WASHINGTON, IOWA

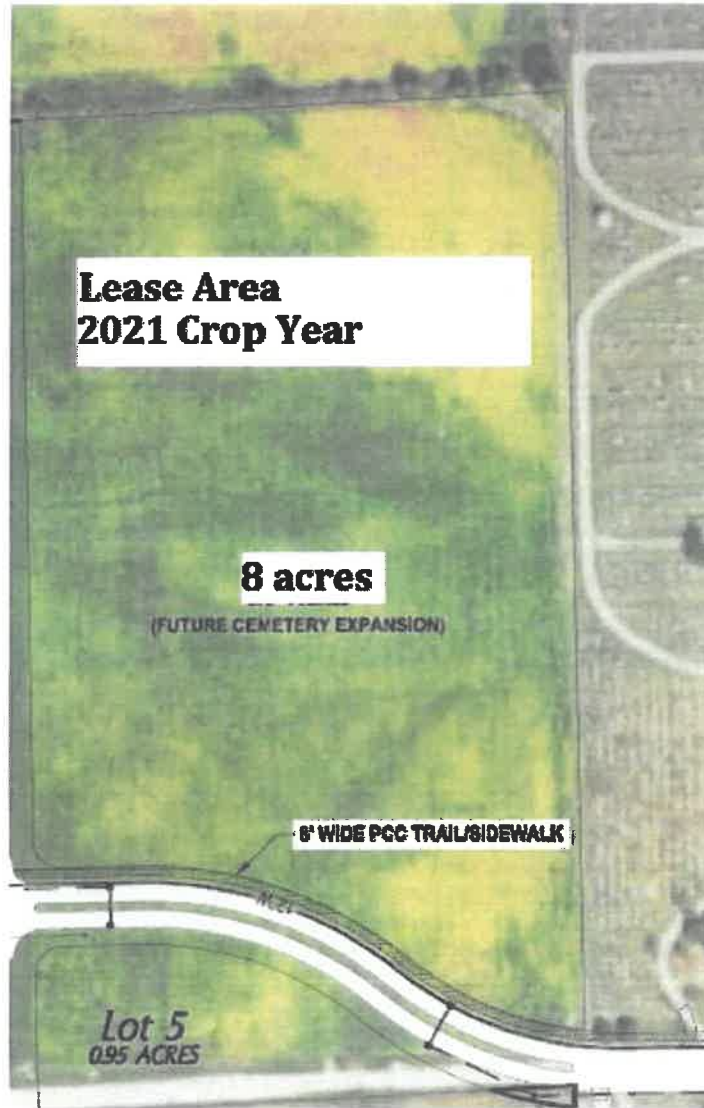
By: _____
Mr. Barry Clough, FFA Advisor

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

FFA Farm Lease 2021: Exhibit A



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



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

Memorandum

April 15, 2021

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

From: Brent Hinson
City Administrator

A handwritten signature in blue ink, appearing to be "B. Hinson", is written over the name "Brent Hinson" in the "From:" field.

Re: West Buchanan Storm Sewer

Rick Miller, owner of G&R Miller excavating, is one of the neighbors to the West Buchanan project. He asked for the opportunity to be able to install the storm sewer that will go from Buchanan to the creek between his property and that of John & Martha Young. Jack Pope has reviewed the quote Rick provided and verified that it is 11% under the engineer's estimate. We are asking for approval so that the work can ideally be completed soon, prior to the primary contractor coming on site.

G&R Miller Construction

1002 W. Monroe, Washington, IA 52353 www.grmillerconstruction.com

Office: (319) 653-2553 | Fax: (319) 653-3205 | Toll Free: 800-362-1859

February 22, 2021

City of Washington
PO Box 516
Washington, IA 52353

Brent Hinson

RE: West Buchanan Storm Sewer between Young and Miller

We are pleased to quote the following:

As per Sudas specifications and Garden & Associates Plan

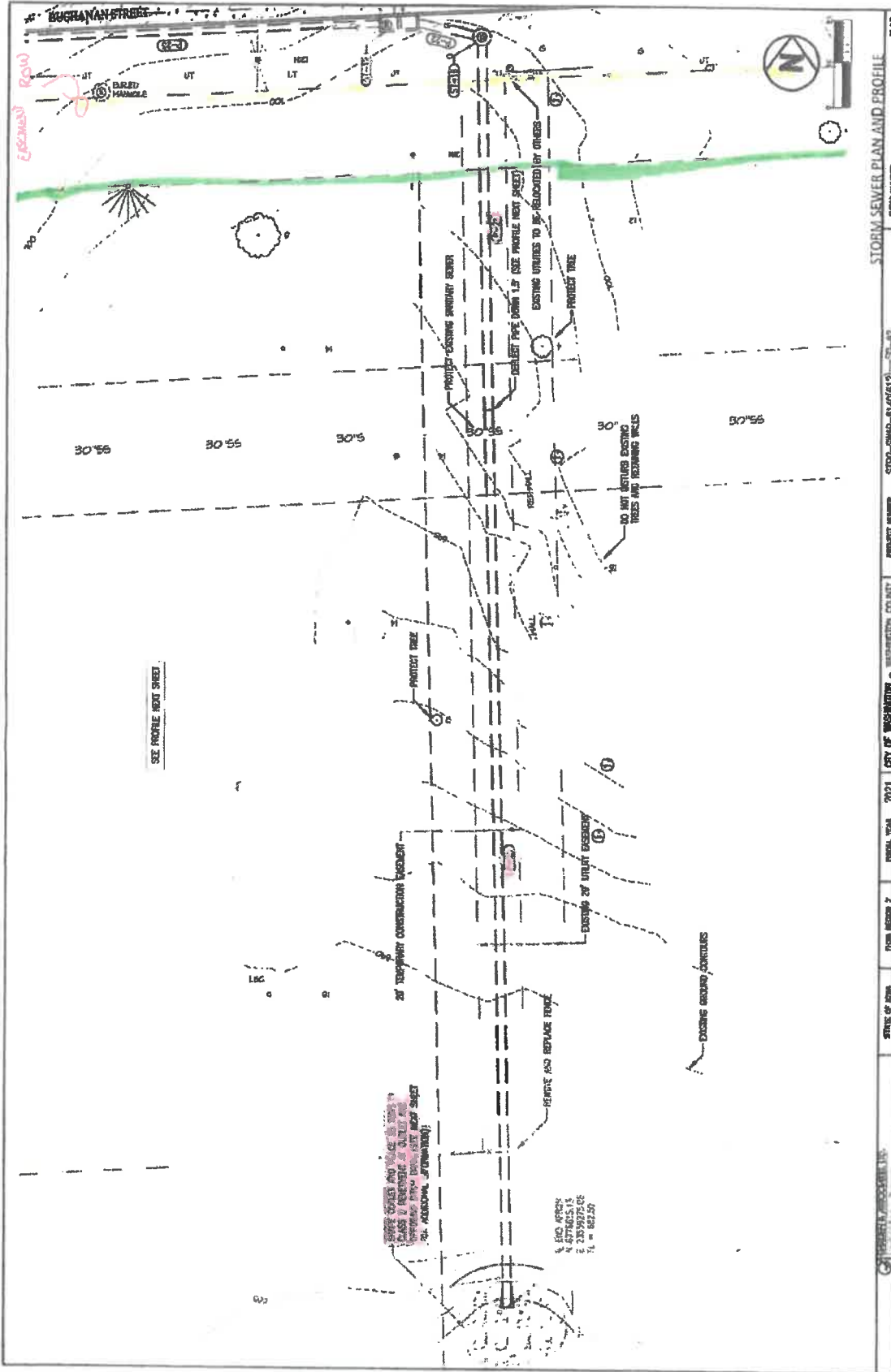
18" RCP Class III with F-2 Bedding	266 LF	\$10640.00
1 Rip Rap Apron with guard, toe wall and tied end sections	LS	\$2500.00
1 Pipe support over existing sanitary and 1 -18" pipe deflection	LS	\$1200.00
Seeding, Fertilizing & Mulching	LS	\$650.00
35 Ton Class D Rip Rap	\$105.00	\$3675.00
Remove and replace fence		\$250.00
	TOTAL	\$18915.00

Thank you for the opportunity to quote this work. For any question's, please feel free to give us a call.

Sincerely



Rick A. Miller
President



BUCHANAN STREET

SEE PROFILE NEXT SHEET

SEE OTHER SHEETS FOR
 20' TEMPORARY CONSTRUCTION EXCAVATION
 20' MINIMUM (PROTECTIVE)

S. DAN JERRY
 N. 573625.15
 E. 2383975.05
 T1 = 823.57

EXISTING GROUND CONTINUES

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

30'x56

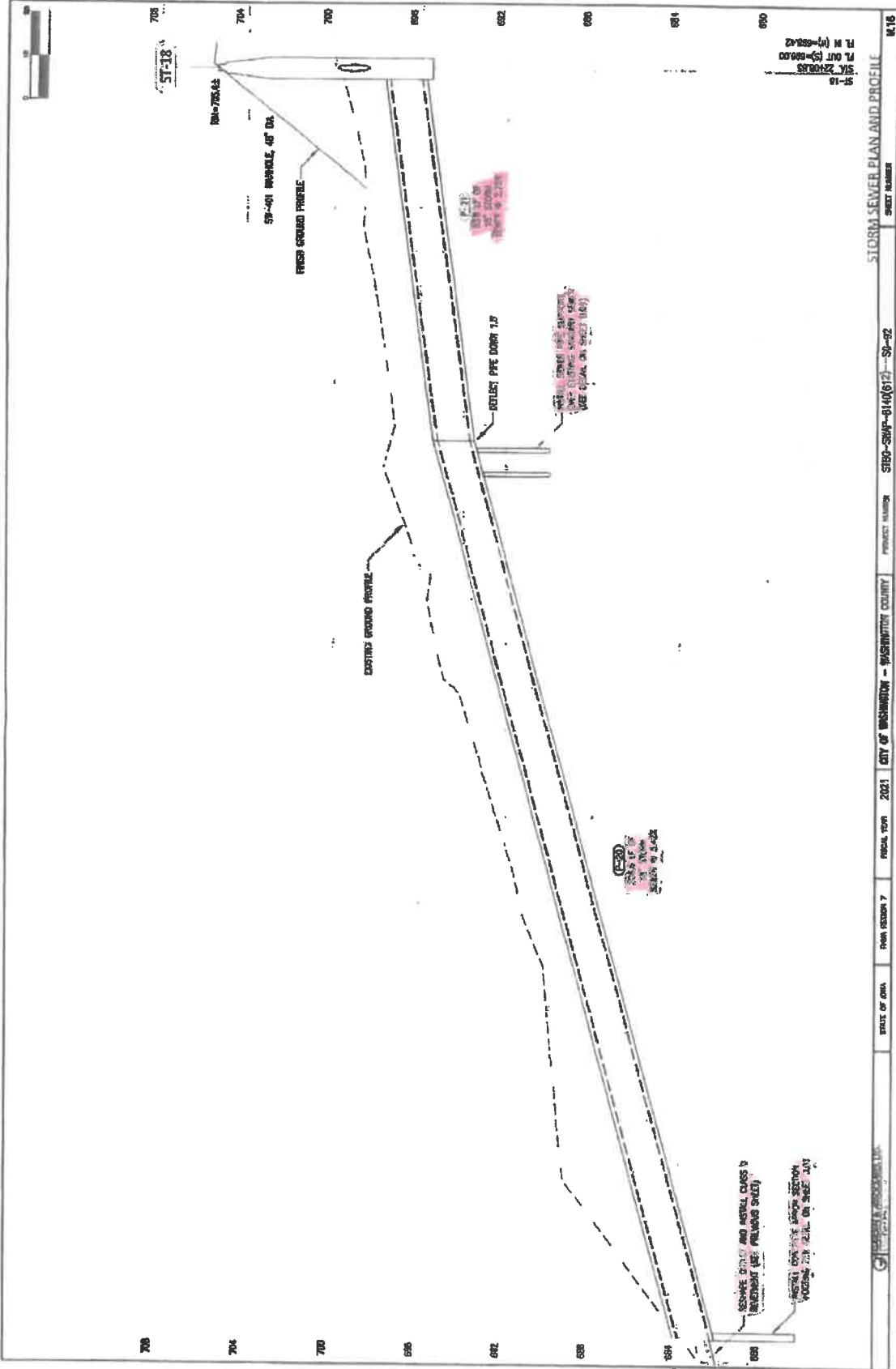
30'x56

30'x56

30'x56

30'x56





STORM SEWER PLAN AND PROFILE
 SHEET NUMBER
 PROJECT NUMBER
 CITY OF WASHINGTON - WASHINGTON COUNTY
 FISCAL YEAR
 PLAN SECTION
 DATE OF DATA
 2021
 ST80-SWA-0140(612)-SP-02
 M15

ST-10
 STA. 20+00.00
 1.1 IN (27.94mm)
 1.2 OUT (31.75mm)

SERVICE DUCT AND MANHOLE CURBS 5'
 (REQUIRE 10' MINIMUM SETBACK)
 MANHOLE COVER IS 18" DIA. ON SIDE AND
 18" DIA. ON END.

(2-20)
 2' DIA.
 2'-0" DIA.

(2-20)
 2' DIA.
 2'-0" DIA.

(2-20)
 2' DIA.
 2'-0" DIA.

708
 704
 700
 696
 692
 688
 684
 680

708
 704
 700
 696
 692
 688
 684
 680

STA. 20+00.00
 STA. 20+05.00
 STA. 20+10.00
 STA. 20+15.00
 STA. 20+20.00
 STA. 20+25.00
 STA. 20+30.00
 STA. 20+35.00
 STA. 20+40.00
 STA. 20+45.00
 STA. 20+50.00

PROPOSED GROUND PROFILE
 EXISTING GROUND PROFILE
 50" DIA. MANHOLE, 48" DIA.
 18" DIA. MANHOLE COVER
 REFLECT PIPE DORR 1.5"
 MANHOLE COVER IS 18" DIA. ON SIDE AND 18" DIA. ON END.

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



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

Memorandum

April 16, 2021

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

From: Brent Hinson 
City Administrator

Re: Sale of 534 South Marion

Attached are proposed bid documents for the sale of this property. We demolished the house late last year, and now, as per our Neighborhood Stabilization Program, we are ready to sell the lot to someone to construct a new house.

I have received interest from one local homebuilder in this lot, but we will send the bid information out to our contractors list, in addition to the publication in the newspaper. The minimum price for the lot is set at \$5,000, but we have gotten as much as \$11,000 out of these lots in the past.

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



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

Public Bid Announcement
Sale of Residential Building Lot by the City of Washington

The City of Washington, Iowa, will open public bids on the 12th day of May, 2021, at 2 o'clock P.M. in the City Clerk's office, City Hall, 215 East Washington Street, Washington, Iowa, for the following described real estate located in Washington County, Iowa, to-wit:

- Lot Twenty (20), Subdivision of Outlot Eight (8), Original Plat, City of Washington, Washington County, Iowa (local address 534 South Marion Avenue), exact legal description to be obtained from the abstract of title.

Bid packets containing information regarding the lot and conditions of the sale are available at City Hall, located at 215 East Washington Street. Anyone submitting a bid for the above-listed property must agree in writing to meet the conditions set by the City of Washington concerning the uses of the lot.

Sealed bids are due on or before 2 o'clock P.M. on the 12th day of May, 2021 in the office of the City Clerk, City Hall, 215 East Washington Street, Washington, Iowa. Minimum bid shall be \$5,000. Bids will be opened immediately following the deadline.

The Washington City Council will hold a public hearing and act on bids for the above-described real estate on Tuesday, May 18th at 6 o'clock P.M. at the City Council Chambers, City Hall, 215 East Washington Street. At that time, the City Council may accept the bids and award the sale to the bidder whose application is the most advantageous to the citizens of the City. The City Council may reject any and all bids in its sole discretion. The City may waive any discrepancies or technicalities associated with said bid.

Published by order of the City Council of Washington, Iowa
Sally Hart, City Clerk

Sale of Lot & Construction of Homes

The lot being sold is available due to an enforcement action or voluntary relinquishment of the property to the City of Washington. The City has cleared the property and removed all known construction debris. Water and sewer services have been temporarily discontinued, but the City makes no warranty as to the viability of the existing lines, and disconnection of the existing sewer from the main, if needed, is the sole responsibility of the buyer.

The property is being sold "AS IS," so the bidder should make itself familiar with the lot prior to making a bid on the property.

The lot will be conveyed to the successful purchaser by warranty deed with right of reversion and the City of Washington will furnish an abstract. Closing shall take place within 60 days of award of the lot to the chosen bidder and entire bid price will be due and payable at the closing.

Lots are being sold with the sole purpose of encouraging new home construction in infill areas. Lots will not be sold to increase an adjoining landowner's lot size. A new home must be built or moved on the lot and made suitable for occupancy within 18 months. Extensions to this time limitation may only be granted by specific permission of the City Council. Homes built must be of stick-built or modular residential construction, and meet the following requirements:

- 1) Homes will have a minimum of 1,000 square feet finished living space. In the case of a duplex, the minimum will be 900 square feet per unit finished living space.
- 2) All homes must have an attached garage.
- 3) Driveway must be continuously paved from garage to street. If street is without curb & gutter, driveway must be continuously paved from garage to property line.
- 4) Existing trees should be maintained to the extent possible, or replaced on a 1:1 basis if removal is required, except as approved in writing. In all cases, the finished property should contain at least two trees.
- 5) If a public sidewalk exists along the property, it must be brought up to code.
- 6) Homes constructed must conform to all building and zoning codes.

Please note the exhibit attached to this document showing the buildable area for this lot under the natural building line provisions in the City zoning code.

The minimum sale price for lots is \$5,000. In the case of a lot buyer able to meet low and moderate (LMI) income requirements, the City will rebate ½ of the lot cost upon completion of the home, up to a maximum rebate of \$5,000.

The City has 3-year tax abatement available on new construction.

Bid for City-Owned Property

Location: 534 South Marion Avenue

Description: Lot Twenty (20), Subdivision of Outlot Eight (8), Original Plat, City of Washington, Washington County, Iowa (local address 534 South Marion Avenue), exact legal description to be obtained from the abstract of title.

Describe the intended use for the property: _____

My bid: _____ (Minimum bid: \$5,000)

Please list any local (Washington County) subcontractors or suppliers: _____

____ I acknowledge and agree to all of the requirements detailed in the Public Bid Announcement, and specifically acknowledge and agree to the requirement to build on the property and make a home suitable for occupancy within 18 months.

____ I acknowledge and agree to fully comply with the requirements of the Washington Code of Ordinances as it may relate to this project.

____ I acknowledge and agree that the City of Washington has the right to reject any and all bids.

Bidder Information:

Name: _____

Address: _____

Contact Phone: _____

Signature: _____ Date: _____

Please seal your bid in an envelope and submit to Washington City Hall at 215 East Washington Street by May 12, 2021 at 2 PM.

Exhibit: Location of 534 South Marion



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



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

Memorandum

April 15, 2021

To: Mayor & City Council
Cc: Sally Hart, 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: Circle Drive - Yield Sign to Stop Sign

Councilor Earnest mentioned that the north end of Circle Drive has a yield sign, while the south end (West Tyler) has a stop sign at South 6th. With the increased traffic from the new Tyler Circle Subdivision, it seems like a logical time to review this. I have prepared an ordinance to allow the Council to move forward with changing the yield to a stop, if desired.

ORDINANCE NO. _____

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

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", Paragraph 35, is hereby repealed.

SECTION 2. **Add Paragraph.** A new Section 65.02, "Stop Required", Paragraph 266 is added as follows: "Circle Drive and South Sixth Avenue (westbound stop)."

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

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

Passed and approved this _____ day of _____, 202__.

Jaron P. Rosien, Mayor

Attest:

Sally Y. Hart, City Clerk

Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

April 15, 2021

Lyle Hansen
Lieutenant

To: Mayor and City Council

Cc: City Administrator, City Clerk and Engineering Tech

Shamus Altenhofen
Lieutenant

Ref.: Parking Issues

Jason Chalupa
Sergeant

At the request of Councilor Stigers, the Police Department has monitored and reviewed parking concerns around the area of Lincoln Elementary and specifically in the 300 block of East Jackson.

Benjamin Altenhofen
Sergeant

Based on our review of traffic flow both before and after school, I would propose the following additional NO PARKING zones be added:

Brian VanWilligen
Investigator

1. South 4th Ave on the west side of the street between East Madison and East Monroe between 7:30am and 4pm on school days.
2. East Jackson between South 4th Ave and South 3rd Ave on the north side of the street between 7:30am and 4pm on school days.
3. East Jackson on the south side of the street for a distance of 80 feet west from the center of South 4th Ave at all times.

Eric Kephart
K-9 Handler

Seth Adam
Police Officer

Tanner Lavelly
Police Officer

Christopher Raymer
Police Officer


It is my opinion that these additional restricted parking zones will make the area safer for both pedestrians and motorists during the school day. City Administrator has prepared the amended Ordinance for your consideration.

Ethan Hausen
Police Officer

In addition, as requested at the last meeting, I did speak with the Principal at Lincoln Elementary and was informed there is a plan to add additional staff parking area this summer. While that could possibly alleviate a majority of the parking issues along East Jackson, I feel having the parking restricted as recommended will aid in traffic flow, especially during school drop off and pick up times.

Please do not hesitate to contact me if you have any questions or concerns.

Respectfully,


Jim Lester
Chief of Police

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. Delete Paragraph. Section 69.08, "No Parking Zones", Paragraph 35, is hereby repealed.

SECTION 2. Add Paragraph. A new Section 69.08, "No Parking Zones", Paragraph 35 is added as follows: "South Fourth Avenue, on the west side of the street between East Madison and forty (40) feet south of East Jackson Street, from 7:30 a.m. to 4:00 p.m. on school days."

SECTION 3. Add Paragraph. A new Section 69.08, "No Parking Zones", Paragraph 95 is added as follows: "East Jackson Street, on the north side of the street between South Third Avenue and South Fourth Avenue, from 7:30 a.m. to 4:00 p.m. on school days; and on the south side of the street for a distance of eighty (80) feet west of the center of South Fourth Avenue at all times."

SECTION 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 5. 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 6. 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:

Sally Y. Hart, City Clerk

Approved on First Reading: _____
Approved on Second Reading: _____
Approved on Third & Final Reading: _____

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

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON BY AMENDING THE DEFINITION OF ESSENTIAL SERVICES.

WHEREAS, based on legal review of the City Attorney, it is recommended that a certain definition in the City's Code of Ordinances be amended with the purpose of allowing municipal water storage tanks and wells in C-1 Conservation District zoning; and

WHEREAS, the Planning and Zoning Commission has recommended approval of the following ordinance.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Amendment. Section 165.01 of the Code of Ordinances is hereby amended by repealing the existing definition of "Essential services" and adopting a new definition as follows:

"38. "Essential services" means the erection, construction, alteration, or maintenance, by public utilities or municipal or other governmental agencies, of underground or overhead gas, electrical, steam or water transmission or distribution systems collection, communication, supply or disposal systems, including poles, wires, mains, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants, and other similar equipment and accessories in connection therewith; reasonably necessary for the furnishing of adequate service by such public utilities or municipal or other governmental agencies or for the public health or safety or general welfare, including water storage tanks and wells, but not including buildings unrelated to these uses."

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

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

Passed and approved this _____ day of _____, 2021.

Jaron P. Rosien, Mayor

Attest:

Sally Y. Hart, City Clerk

Approved on First Reading: April 6, 2021

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE WASHINGTON ZONING ORDINANCE
BY CHANGING THE BOUNDARIES OF ZONING DISTRICTS.**

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

SECTION 1. Purpose: The purpose of this ordinance is to change the zoning of particular adjacent parcels of property from A-1 Agricultural, R-2 One to Two Family Residential, and R-3 One to Six Family Residential to C-1 Conservation, as recommended by action of the City of Washington Planning & Zoning Commission on March 23, 2021.

SECTION 2. Amendment: That the Zoning Districts and Zoning Map of the City of Washington, Iowa, be and the same are hereby amended to provide that the following real-estate as now laid out and established in the City of Washington, Washington County, Iowa and more particularly described as follows, to-wit:

AUDITOR'S PARCEL B located in the Southeast Quarter (SE¼) of Section Seven (7), Township Seventy-Five (75) North, Range Seven (7) West of the Fifth (5th) Principal Meridian, as shown by Plat of Survey recorded in Plat Book 14, Page 324 in the Office of the Recorder of Washington County, Iowa.

AUDITOR'S PARCEL C, containing 45.508 acres, in the Southeast Quarter (SE¼) of Section Seven (7), Township Seventy-Five (75) North, Range Seven (7) West of the Fifth (5th) Principal Meridian, as shown by Plat of Survey recorded in Plat Book 14, Page 324 in the Office of the Recorder of Washington County, Iowa.

Excepting therefrom the above, Auditor's Parcel "D", described as follows: Beginning at the Northwest Corner of the Northeast Quarter (NE¼) of the Southeast Quarter (SE¼) of said Section 7; thence North 85 degrees 53 minutes 27 seconds East along the north line of said Northeast Quarter of the Southeast Quarter, also being the north line of Parcel C and the north line of Parcel B, a distance of 909.99 feet; thence South 00 degrees 00 minutes 14 seconds West a distance of 1934.30 feet; thence South 85 degrees 49 minutes 23 seconds West a distance of 1090.44 feet to the west line of said Parcel C; thence North 00 degrees 15 minutes 50 seconds East along said west line a distance of 1936.24 feet to the north line of the Northwest Quarter of the Southeast Quarter of said Section 7, also being the north line of said Parcel C; thence North 85 degrees 53 minutes 27 seconds East along said north line a distance of 171.55 feet to the Point of Beginning, containing 48.11 acres, more or less, including 1.86 acres of presently established Washington County road easement.

AND

The Northeast Quarter (NE¼) of the Northeast Quarter (NE¼) of Section Eighteen (18), Township Seventy-Five (75) North, Range Seven (7) West of the Fifth (5th) Principal Meridian, in Washington County, Iowa.

Be and the same is hereby re-classified as C-1 Conservation and that said real estate be subject to all provisions and regulations affecting C-1 Conservation real estate within the City of Washington, Iowa.

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

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

Passed and approved this ____ day of _____, 2021.

Jaron P. Rosien, Mayor

Attest:

Sally Y. Hart, City Clerk

Approved on First Reading: April 6, 2021

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

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



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

Memorandum

April 16, 2021

To: Mayor and City Council
Cc: Sally Hart, 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: EMS Study Committee Report & Recommendations

The Council established an EMS study committee a little under a year and a half ago to examine the idea of establishing a first-responder unit under the Fire Department to supplement the Washington County Ambulance Service. That committee includes: Mayor Rosien, Councilor Pettit-Majewski, City Administrator Hinson, Police Chief Lester, Kelly Williams from the WFD, and new Chief DeLong has taken over for Chief Wide since 1/1/21. We were making great progress in early 2020 as a committee, but the pandemic essentially halted our work, and we only were able to pick it back up at the beginning of 2021.

The committee's conclusion is that we should establish a Washington Emergency Medical Service (EMS) under the general supervision of the Fire Chief. There are a wide variety of topics to address to make this a reality. Our hope is to have Council discussion at the April 20 meeting, and then begin the formal policy process at the May 4 meeting.

Recommendations:

1. Policies

- We would need ordinance revisions to add EMS under Chapter 36, Fire Department, and to add specific authorization for the creation of a new Assistant Chief- EMS position. Chief DeLong plans to appoint Carrie Ornduff to this Assistant Chief position. Carrie lives in Washington and is a paramedic with 14 years of experience.
- At the current meeting, we would like the Council's permission to submit the service application to the Iowa Department of Public Health so that we can get that process

started. The State's process is expected to take 60+ days. We would like to have the new service up & running by July 1 if possible.

- Following the approval of the State, we recommend affiliating with the Washington County Ambulance Service that will allow for the sharing of protocols, staff roster, training, Pharmacy Agreement, and the State-required Continuous Quality Improvement (CQI) process.
- We recommend using Dr. David Nacos as the medical director for the service. Dr. Nacos is the medical director for WCAS and the first-responder units in the county.
- We recommend that the service be set up with a basic level of Emergency Medical Responder (EMR), with a conditional Emergency Medical Technician (EMT) designation.
- We recommend that the new service respond to emergency calls only.

2. Roster & Operations

- We recommend that the service consist of approximately 20 members, which will include firefighters and non-firefighters.
- Everyone will be required to obtain at least EMR certification, but those with EMT certification will be able to perform EMT-level functions.
- We recommend paying the full cost of EMR training for new members, with an agreement to staff a minimum number of shifts over a two-year period, as determined by the Fire Chief and the Assistant Chief- EMS.
- We expect that guidelines for shifts, staffing, etc. will be set up internally in a similar manner to the Fire Department bylaws.

3. Equipment

- We plan to bring an equipment purchase plan to the next meeting, pending your approval of the other items in this memo. The largest single expense will be outfitting a 2nd vehicle, which will be needed for transporting personnel to the scene if there is a major call or if the current Fire/EMS pickup is already out on a call. Everything else should work well within the existing FY21 & FY22 budgeted amounts.
- We would plan to work with the WCAS to swap consumable supplies, so should not have much expense for consumables after the initial purchases.

Thanks to the entire committee for their hard work on this initiative.



Iowa Department of Public Health
Bureau of Emergency and Trauma Services

Initial Service Program Authorization Application

Service Program's Operational Name	
Washington EMS	
Service Type Requesting (select one)	
Transport (Ambulance) Service	<input checked="" type="checkbox"/> Nontransport Service
Service Response	
Will the service be responding to 911 or emergency calls (select one)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Authorization Type Requested	
Full Authorization Level: EMR	
Conditional Authorization Level: EMT	
CCT Endorsement (Paramedic Level Only): No	
Base of Operation: Fire	Personnel Type: Combination Paid-Volunteer
Response Type: Emergency Only	Pharmacy Type: Pharmacy Ownership
Service Program's Base of Operation Location	
215 East Washington	
Washington, Iowa 52353	
Mailing Address (if different then above address)	
Street Address 1:	
Street Address 2:	
City, State, Zip Code:	
Additional Service Satellite Program Location(s) (if applicable)	
Street Address 1:	
Street Address 2:	
City, State, Zip Code:	
Street Address 1:	
Street Address 2:	
City, State, Zip Code:	
Service Program Ownership	
Select One: <input checked="" type="checkbox"/> Government (all levels) <input type="checkbox"/> Private <input type="checkbox"/> Fire <input type="checkbox"/> Hospital	
If the ownership name is different from service program's name supply the following:	
Business name: City of Washington	
Point of Contact Name: Brendan DeLong, Fire Chief	
Email address: bdelong@washingtoniowa.gov	
Vehicle Liability Insurance Information	
Company Name: Iowa Community Assurance Pool (ICAP)	
Medical Liability Insurance Information	
Company Name: Iowa Community Assurance Pool (ICAP)	
Service Director Information	
First Name: Carrie	Last Name: Ornduff
Phone:	Email:
Has attended Iowa EMS service director workshop (select one)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Location:	Year (approximately):



Iowa Department of Public Health
Bureau of Emergency and Trauma Services

Medical Director Information	
First Name: David	Last Name: Nacos
X MD DO	Iowa License Number: [REDACTED]
Phone: 319-653-7291	Email: dnacos@wchc.org
Has attended Iowa EMS medical director workshop (select one)? X Yes No ?	
Location: Cedar Rapids, Iowa	Year (approximately): 2010
Medications	
Will this service carry/administer prescription medications (select one)? X Yes No	
If yes to the above question who will own the medications (select one)?	
X Pharmacy Service program's medical director Combined pharmacy-medical director	
<i>* Submit copy of executed Pharmacy Agreement with this application</i>	
If medications are Pharmacy or Combined pharmacy-medical director owned complete:	
Pharmacy Name: * Per Pharmacy Agreement with Washington County Ambulance	
Street Address:	
City-state-Zip Code:	
Phone:	
Email:	
Pharmacist Name:	
Dispatch Center Information:	
Dispatch Center Name: Washington County Communications	
Contact First Name: Cara	Last Name: Sorrells
Nonemergency Phone: 319-653-2107	Email: csorrells@wps.co.washington.ia.us

OPERATIONAL REQUIREMENTS:

COPIES OF THE FOLLOWING DOCUMENTS MAY BE REQUIRED TO SUPPLEMENT THE PROGRAM APPLICATION:

1. Copy of the patient care protocols and drug list approved by the service medical director. Protocols must meet or exceed minimum department approved EMS clinical guidelines
2. Copy of the service programs Continuous Quality Improvement Policy that includes:
 - An audit process that reviews patient care, identifies deficiencies or potential deficiencies regarding knowledge or skills
 - Monitors 911 responses and scene times
 - A plan that monitors, identifies and documents staff continuing education, credentialing of skills and procedures, driving, a PA and RN exceptions
 - Establishment of measurable outcomes that reflect the goals and standards of the service program
 - Assurance of completion and loop closure/resolution when areas of concern have been identified
3. Copy of supplies and equipment maintenance policies.
4. Written pharmacy agreement and pharmacy policy.
 - Pharmacy based (*pharmacy ownership*) OR
 - Medical director based (*medical director ownership*) OR
 - Combination pharmacy & medical director based



Iowa Department of Public Health
Bureau of Emergency and Trauma Services

5. Written transport agreement ensuring simultaneous dispatch with an authorized transport service program for all 911 or emergency calls. (*Nontransport service programs*)
6. Written driver policy that includes a review of Iowa laws regarding emergency vehicle operations, (Iowa Code section 321.231), frequency of service required driver training, a review of service program policies and criteria for response with lights or sirens or both, speed limits, procedure for approaching intersections, and use of the service program communications equipment.

STATEMENT OF AFFIRMATION:

I affirm and declare that the answers and statements in this application are true and correct. I understand that any falsification of this information may result in denial, citation and warning, suspension, revocation or probation of the service program's authorization.

	TYPE OR PRINT NAME	SIGNATURE	DATE
Service Owner or Authorized Representative	Brendan DeLong, Fire Chief		
Medical Director	Dr. David Nacos		
Service Director	Carrie Ornduff		

Program ID Number:	Date Application Received:	OK or Reason for Return:
Staff Reviewer:	Date Application Approved:	Onsite Inspection Date:
Date AMANDA Access:	Data Reporting Access:	Date of Initial Authorization:
THIS SECTION FOR BUREAU STAFF USE ONLY		

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



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

Memorandum

April 16, 2021

**To: Mayor and City Council
Cc: Sally Hart, 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: Yard Waste Center

Councilor Gault asked that the Council review procedures & hours for the Yard Waste Center (YWC) located at the Wastewater Treatment Plant (WWTP). This topic has not come up in my time here, so this has probably not been looked at in 10 years or more.

Current procedures for the YWC are that it is open during the hours the WWTP staff are there, which is 7 to 4, Monday thru Friday. We are also open six Saturdays in the spring and six in the fall from 7-10 AM. This supervision provides a check on who is coming in & out, and seems to minimize illegal dumping.

In a review of other YWCs around the state, there are some that are supervised and some that are unsupervised (even some that are open 24 hours). With our setup, I would have significant concerns about having unsupervised hours, unless we were going to make a significant investment in fencing (to section off the YWC from the main WWTP area) and camera monitoring. At the current time, once you are within the fence, you have access to the entire WWTP, including the open sequencing batch reactors, which could present a tremendous liability issue.

Jason Whisler plans to attend the meeting to assist with Council discussion on this issue.

**WWTP & YWC Site
as of 4/2021**

