



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, September 7, 2021

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, September 7, 2021 to be approved as proposed or amended.

Consent:

1. Council Minutes August 17, 2021
2. Garden & Associates, Water Main Extension Deao Property, \$1,516.96
3. Garden & Associates, Reconstruction of Adams Street, \$6,711.50
4. Garden & Associates, West Buchanan Street Paving Project, \$6,517.52
5. Garden & Associates, NLW Subdivision Phase 2, \$6,608.50
6. Iowa Municipalities Workers' Compensation Association, Installment 3 – Work Comp Premium 21-22, \$6,921.00
7. Kevin Olson, City Attorney, July and August Legal Services, \$2,720.68
8. Washington Liquor and Tobacco Outlet, 304 W. Madison St., Cigarettes, Tobacco, Alternative Nicotine Products, Vapor Products (change of ownership - new)
9. Unc & Neph's, 1015 West Madison St., Class C Liquor License, Sunday Sales, Outdoor Service Area (renewal)
10. Department Reports

Claims and Financial Report

- Claims for September 7, 2021

SPECIAL EVENT REQUESTS

- Washington Community Schools – Homecoming Activities
- Hospice of Washington County 5k
- Washington Public Library – Programming in Central Park

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

NEW BUSINESS

1. Discussion & Consideration of a Resolution Adopting a Site Plan (Marion Avenue Baptist Church Multipurpose Center – P&Z Recommendation)
2. Discussion & Consideration of a Resolution Authorizing Levy, Assessment, And Collection of Costs to the Washington County Treasurer (Grass and Weeds)
3. Discussion & Consideration of a Resolution Authorizing Levy, Assessment, And Collection of Costs to the Washington County Treasurer (Junk)
4. Discussion & Consideration of a Resolution Adopting a 28E Intergovernmental Agreement with Washington County (West 18th Paving Improvements)
5. Discussion & Consideration of a Resolution Adopting a 28E Intergovernmental Agreement with Washington County (West 5th/Lexington Improvements)
6. Discussion & Consideration of the Fiscal Year 21 City of Washington Annual Financial Report
7. Discussion & Consideration of Task Order No. 2045-21A (Old Wastewater Treatment Plant Demolition)
8. Discussion & Consideration of Main Street Washington Challenge Grant Application Letter of Support (Renovation of Winga’s Café Building)
9. Discussion & Consideration of DIG Application (Renovation of Winga’s Café Building)
10. Discussion & Consideration of Agreement with Iowa Association of Municipal Utilities (Iowa Safety Education Program Participation Agreement)

WORKSHOP

- Discussion & Possible Action on Sewer Boring with MSJ
- Discussion & Possible Action on Cemetery Hours by Resolution
- Discussion & Possible Action on Police Department Staffing Analysis

DEPARTMENTAL REPORT

Police Department

City Attorney

Interim City Administrators

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor

Illa Earnest

Steven Gault

Elaine Moore

Danielle Pettit-Majewski

Fran Stigers

Millie Youngquist

ADJOURNMENT

Council Minutes 8-17-2021

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, August 17, 2021, at 6:00 p.m. Mayor Rosien in the chair.

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

Motion by Gault, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 p.m., Tuesday, August 17, 2021, be approved. City Attorney Kevin Olson stated that item 12 of consent agenda may be added per Section 21.4 of the Code of Iowa. Motion carried.

Consent:

1. Council Minutes August 3, 2021
2. A&R Land Services, Inc., ROW Services Deao Easement, \$1,326.38
3. ECICOG, CDBG Rehab Grant, \$2,700.00
4. Egli Landscapes, Madison Park, \$14,562.06
5. FOX Engineering, Wastewater Treatment Plant, \$862.25
6. FOX Engineering, 2020 Sanitary Sewer Extension, \$2,300.00
7. LL Pelling Co., 2021 Sealcoat Project, \$101,675.50
8. PAWS & More, Animal Services October 2020 – March 2021, \$12,090.50
9. PAWS & More, Animal Services, April-June 2021, \$6,045.25
10. St. James Church of Washington, Iowa, 606 W. 3rd St., Class C Liquor License (5-Day), Sunday Sales, Outdoor Service Area
11. Department Reports
12. *Lebowski's Rock n Bowl, 1601 E. Washington St., Class C Liquor License, Outdoor Service, Sunday Sales, Catering, (renewal) **(added item – amendment)***

Motion by Pettit-Majewski, seconded by Stigers, to approve consent items 1-11. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve consent item 12 pending fire inspection. Motion carried.

Claims for August 17, 2021 were presented by Finance Director Kelsey Brown.

Motion by Youngquist, seconded by Stigers, to approve the claims for August 17, 2021. Motion carried.

The financial report was presented by Brown.

Motion by Earnest, seconded by Stigers, to approve the July, 2021 financial report. Motion carried.

Fire Chief Brendan DeLong provided an update on the EMS service that began on July 9th, with 108 calls for service to date. The service operates with two people on call at all times to respond to calls and has approximately 28 total volunteers.

Code Enforcement Officer Elaine Jennings presented the monthly nuisance report.

Marj Lins with the Daughters of the American Revolution presented a special event request for Junk in the Trunk Rummage Sale on September 18th around the square. Motion by Pettit-Majewski, seconded by Gault, to approve the special event request for the DAR. Motion carried.

Presentation from the Public: Sara Murphy spoke against the West Buchanan boulevard plan, an easement between Miller and Young property, and poor condition of property at E and Lincoln. Mike Murphy spoke of erosion control concerns by West Buchanan, a need for fence repairs, and need for grass seed. Julie Gentz spoke of issues with construction vehicles and parking concerns along

Highland Avenue.

Motion by Pettit-Majewski, seconded by Youngquist, to approve a Resolution Authorizing Application for Iowa Department of Natural Resources Derecho Community Forestry Grant Funds. Parks Superintendent Nick Pacha joined via Zoom and explained that if funds are received it would go to plant trees in the cemetery and parks. Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2021-083)**

Motion by Moore, seconded by Stigers, to approve pool repairs with ACCO not to exceed \$30,000. Pacha answered questions about the pool leaking. Motion carried.

Motion by Stigers, seconded by Pettit-Majewski, to approve the Third and Final Reading of an Ordinance Amending Zoning District Boundaries – Rezone Bordwell Property from CCRC to R-2. Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, and Stigers. Nays: none. Abstain with Conflict: Youngquist. Motion carried. **(Ordinance 1128)**

Motion by Stigers, seconded by Gault, to approve the Third and Final Reading of an Ordinance Amending Zoning District Boundaries – Rezone Business Park Phase II Land from C-1 to I-1 and B-2. Roll call on the motion: Ayes: Earnest, Gault, Moore, Pettit-Majewski, Stigers, and Youngquist. Nays: none. Motion carried. **(Ordinance 1129)**

Departmental reports were presented.

Motion by Youngquist, seconded by Pettit-Majewski, that the Regular Session held at 6:00 p.m. Tuesday, August 17, 2021, is adjourned at 6:53 p.m.

Sally Y. Hart, City Clerk



GARDEN & ASSOCIATES, LTD.

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

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

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

August 24, 2021
Invoice No: 42126

Project 4021249 Washington - Water Main Extension Deao Property.
Client ID# 20040

Professional Services for the Period: July 16, 2021 to August 19, 2021

Professional Services

	Hours	Rate	Amount	
Principal Engineer	1.50	152.00	228.00	
Engineer #3	.50	114.00	57.00	
Surveyor 1	1.00	124.00	124.00	
Technician #2	.50	97.00	48.50	
Technician #4	8.50	85.00	722.50	
Technician #5	.50	74.00	37.00	
Totals	12.50		1,217.00	
Total Professional Services				1,217.00

Unit Billing

GPS Survey Equipment	235.00	
Mileage	64.96	
Total Units	299.96	299.96

Total Project Invoice Amount \$1,516.96

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

August 24, 2021
Invoice No: 42127

Project 5019061 Washington - Reconstruction of Adams Street.
Client ID# 20040

Professional Services for the Period: July 16, 2021 to August 19, 2021

Professional Services

	Hours	Rate	Amount	
Principal Engineer	12.50	152.00	1,900.00	
Surveyor 3	1.75	102.00	178.50	
Technician #1	41.00	113.00	4,633.00	
Totals	55.25		6,711.50	
Total Professional Services				6,711.50
		Total Project Invoice Amount		\$6,711.50

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

August 24, 2021
Invoice No: 42128

Project 5020201 Washington - Buchanan Street Paving Project.
Client ID# 20040

Professional Services for the Period: July 16, 2021 to August 19, 2021

Professional Services

	Hours	Rate	Amount	
Principal Engineer	29.50	152.00	4,484.00	
Technician #1	12.50	113.00	1,412.50	
Technician #5	6.75	74.00	499.50	
Totals	48.75		6,396.00	
Total Professional Services				6,396.00

Unit Billing

Mileage			121.52	
Total Units			121.52	121.52

Total Project Invoice Amount \$6,517.52

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INVOICE

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

August 24, 2021
Invoice No: 42129

Project 7021157 Washington - NLW Subdivision - Phase 2
Client ID# 20040

Professional Services for the Period: July 16, 2021 to August 19, 2021

Professional Services

	Hours	Rate	Amount	
Principal Engineer	5.25	152.00	798.00	
Engineer #3	1.00	114.00	114.00	
Technician #1	49.00	113.00	5,537.00	
Technician #5	1.75	74.00	129.50	
Technician #6	.50	60.00	30.00	
Totals	57.50		6,608.50	
Total Professional Services				6,608.50
		Total Project Invoice Amount		\$6,608.50

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

INVOICE

INV80749

IMWCA
IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION
500 SW 7TH STREET, SUITE 101
DES MOINES, IA 50309-4508
PHONE: 800-257-2708

DATE

9/1/2021

PAGE:

1

Washington, City of
215 E Washington

Mbr No: Member Name:
0706 Washington, City of

Washington IA 52353

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

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
	WASHI001	AG0075				

QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	INSTALL3	Installment 3 - Work Comp Prem 21-22			6,921.00	\$6,921.00

This invoice is due by October 1, 2021.

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

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

Thank You

Subtotal	\$6,921.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$6,921.00

Kevin D. Olson
Attorney-at-Law
1400 5th Street, P.O. Box 5127
Coralville, Iowa 52241

Phone (319) 351-2277 Fax: (319) 351-2279 e-mail: kevinolsonlaw@gmail.com

September 1, 2021

Sally Y. Hart, City Clerk
City of Washington, Iowa
215 E. Washington Street
Washington, Iowa 52353

INVOICE

For legal services rendered to the City of Washington, Iowa in July and August, 2021

TOTAL HOURS		26.0 hours (reg)
TOTAL MILES		528 miles
Filing Fee	\$95.00	
Hourly Rate		\$90/hour- Reg \$75/hour - Court
Mileage Rate		\$0.56 per mile
TOTAL INVOICE FOR JULY AND AUGUST, 2021		\$2,730.68



SEE INSTRUCTIONS ON THE REVERSE SIDE

For period (MM/DD/YYYY) 10 / 01 / 2021 through June 30, 2022

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

Business Information:

Trade Name/DBA: Washington Liquor & Tobacco Outlet
Physical Location Address: 304 W. Madison St. City: Washington ZIP: 52353
Mailing Address: 304 W. Madison St. City: Washington State: IA ZIP: 52353
Business Phone Number: (319) 591 8365

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP: D & P Holding LLC
Mailing Address: 304 W. Madison St. City: Washington State: IA ZIP: 52353
Phone Number: (563) 639 6260 Fax Number: () Email: dk.durgaus@gmail.com

Retail Information:

Types of Sales: Over-the-counter Vending machine
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

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

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

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

SIGNATURE OF OWNER(S), PARTNER(S), OR CORPORATE OFFICIAL(S)

Name (please print): Durga Gajurel Name (please print): Pramod Gajurel
Signature: [Signature] Signature: [Signature]
Date: 08/25/2021 Date: 08/25/2021

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

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

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

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

THE CITY OF WASHINGTON

"Cleanest City in Iowa"



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

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

NOTIFICATION FORM –
LIQUOR/BEER/CIGARETTE/DANCE
LICENSE RENEWALS

Business Name: **Unc & Neph's**

Business Address: **1015 West Madison St.**

App #: **App-144987**

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

- Beer/Wine Permit:
- Liquor License: **Class C Liquor License**
- Cigarette License:
- Dance Permit:
- Sunday Sales: **X**
- Living Quarters:
- Outdoor Service Area: **X**
- Catering Privilege:

Date of Council Meeting: **September 7, 2021**

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

Police Chief sign off  Date **8-31-2021**

Fire: fire inspection done: Yes: No:

Fire Chief sign off _____ Date _____

THE CITY OF WASHINGTON

"Cleanest City in Iowa"



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

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

NOTIFICATION FORM – LIQUOR/BEER/CIGARETTE/DANCE LICENSE RENEWALS

Business Name: **Unc & Neph's**

Business Address: **1015 West Madison St.**

App #: **App-144987**

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

Beer/Wine Permit:
Liquor License: **Class C Liquor License**
Cigarette License:
Dance Permit:
Sunday Sales: **X**
Living Quarters:
Outdoor Service Area: **X**
Catering Privilege:

Date of Council Meeting: **September 7, 2021**

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

Police Chief sign off _____ Date _____

Fire: fire inspection done: **Yes**: No:

Fire Chief sign off *[Signature]* Date *9-2-21*



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS
Dan's Bar, Inc.	Unc & Neph's	(319) 653-4755

ADDRESS OF PREMISES	CITY	COUNTY	ZIP
1015 West Madison St.	Washington	Washington	52353

MAILING ADDRESS	CITY	STATE	ZIP
1015 West Madison St.	Washington	Iowa	52353

Contact Person

NAME	PHONE	EMAIL
David L Sorrell	(319) 461-3752	dave.sorrell2016@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM
LC0036352	Class C Liquor License	12 Month

EFFECTIVE DATE	EXPIRATION DATE
Sep 15, 2021	Sep 14, 2022

SUB-PERMITS/PRIVILEGES



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Privately Held Corporation

Ownership

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
David Sorrell	Washington	Iowa	52353	President	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

West Bend Mutual Insurance Company

POLICY EFFECTIVE DATE

Sep 15, 2021

POLICY EXPIRATION DATE

Sep 15, 2022

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

Elm Grove & Woodlawn Cemeteries

Council Report for August 2021

We mowed Elm Grove and Woodlawn twice each in August. I sprayed weeds twice in both cemeteries. I had 8 family requests for information this month. I sold 2 columbarium niches in August. We did several monument repairs. We trimmed trees around Elm Grove. I also have been updating cemetery records as time allows. We mulched trees at Elm Grove and Woodlawn. We also watered young trees since it has been so dry.

We had 12 trees damaged at Elm Grove on 6/20/2021 and we have removed the last 2 trees in August. We have trimmed the other 2 trees also damaged during that storm.

We had 7 funerals at Elm Grove in August, 62 interments so far this year. I worked 3 of the weekends in August. In September, we plan to continue with funeral services (5 funerals scheduled so far), updating cemetery records, trim trees, mulch trees, settle graves, haul dirt to low areas, fall seeding, start the fall herbicide application on the grass, and continue mowing, trimming and spraying as needed. Thank you.

Respectfully submitted,

Nicholas Duvall

MAINTENANCE & CONSTRUCTION DEPT. REPORT

8-7-21/8-20-21

STREETS: Personnel prepped and poured 5 yards at the Airport. The street sweeper was in operation and swept in the downtown area including a dirt spill in the 900 block of East Washington St. Personnel continued line painting downtown. Personnel pothole patched in areas of need.

WATER DISTRIBUTION: Personnel turned on/off numerous water services and repaired a few minor water boxes.

SEWER COLLECTION: Personnel flushed a few manholes using 3,000 gallons of water. Personnel jetted and root sawed a few sanitary lines using 5,000 gallons of water. Personnel repaired a sanitary line located at Iowa-Jackson, replacing 8 ft of clay with 8 inch PVC and televised 123 ft south. Another area is located at 6th Ave-Main, jetted 465 ft west.

STORM SEWER COLLECTION: Personnel constructed an intake located on South Ave B just south of West Monroe St. Crews extended a culvert located at 1580 West 5th St. Assisting WWTP at the North 2nd Ave Underpass lift station.

MECHANIC/SHOP: Personnel serviced #117 (Front hub leaks and wheel bearings), FD #4 (picked up from Iowa City), PD 636 (rotate tires), PD 009 (rotate tires and torque lug nuts), PD 306 (A/C), Parks mower (operation issue) and 311 (adjust clutch).

OTHER: Personnel responded to 68 One Call Locates. Personnel continued yard waste and brush pick up. Personnel hauled one load of cold mix back to the storage building.

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

**WWTP report
September 7th, 2021
Council meeting**

- **After hour alarm and dog call outs**
 - 8-18-21 Alarm at WWTP 7:43p.m. Parker
 - 8-21-21 Dog call to Unc. And Nefs 9:43 p.m. Parker
 - 8-28-21 Dog call to 400 block of E Main 12:00p.m. Jason
 - 9-2-31 Dog call to the Jail 8:00p.m. Parker
- **Dept Head meetings** –I attended the meetings on Aug. 17th, 31st, Sept. 7th
- **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.
- **Parkside lift station** –The lift station is a Smith and Loveless, they were here and showed us a new station .The life expectancy of a lift station is 20 years. Ours was installed in 1982. We will be gathering more information for replacement.
- **Iowa Pump Works**-IPW will be here in the next week or two to work on our sludge load out pump and grit pump.
- **Parker**- Parker passed his Iowa DNR Grade 2 drinking water certification.
- **Dog Pound**-Dog pound has been busy with troublesome dogs. Dylan even had to pick up a Chicken this week, his has grown attached to it and named it Petunia.
- **E-Coli testing**-September will be the 3rd and final round of E-Coli testing for the year. We pulled and cleaned the U.V. units at the first of the month.
- **Dylan**- He completed his basic wastewater online class through Kirkwood.

**Jason Whisler
9/3/2021 11:20 a.m.**

**CITY OF WASHINGTON
CLAIMS REPORT
SEPTEMBER 7, 2021**

POLICE	ALLIANT ENERGY	ALLIANT ENERGY	766.02	
	ARNOLD MOTOR SUPPLY	WINDSHIELD WASH/LIGHTS/PARTS	277.58	
	BDH TECHNOLOGY LLC	TECH SERVICES	522.00	
	CAPPER CHRYSLER DODGE JEEP RAM	VEHICLE REPAIRS	1,253.36	
	GALLS LLC	BOOTS	118.79	
	HANSEN, ETHAN	CONFERENCE-MEALS AND LODGI	135.37	
	IGRAPHIX, INC	SHIPPING	14.69	
	IPCA	CONFERENCE	100.00	
	JOHN DEERE FINANCIAL	K9 DOG FOOD	48.99	
	KCTC	PHONE & INTERNET	368.47	
	LEXIPOL LLC	LAW ENFORCEMENT POLICY MAN	6,390.00	
	MARCO, INC.	COPIER & PRINTER LEASES	393.86	
	QUILL	OFFICE SUPPLIES	371.80	
	SYNNEX FINANCIAL SERVICES	TABLET CONTRACT	604.26	
	VISA-TCM BANK, N.A.	CONFERENCE EXPENSES	722.68	
	WASHINGTON CO AMBULANCE SERV.	BAG VALVE MASKS	32.08	
		TOTAL	12,119.95	
	FIRE	ARMSTRONG HEATING & AIR CONDITIONING I	AC MAINTENANCE	321.10
		ALLIANT ENERGY	ALLIANT ENERGY	1,723.54
		AMERICAN TEST CENTER, INC	FIRE TRUCK TESTING	1,395.00
CINTAS CORP LOC. 342		RUG SERVICES	100.06	
INTERSTATE POWER SYSTEMS INC		GENERATOR MAINTENANCE	270.00	
KCTC		PHONE & INTERNET	217.21	
WAGNER, BILL		CLOTHING REIMBURSEMENT	131.90	
		TOTAL	4,158.81	
EMS	VISA-TCM BANK, N.A.	MEALS FOR EMR TESTING	136.61	
		TOTAL	136.61	
ANIMAL CONTROL	TOWN & COUNTRY VET CLINIC	SERVICE	867.00	
		TOTAL	867.00	
DEVELOPMENT SERV	ACE-N-MORE	SUPPLIES	384.02	
	ARNOLD MOTOR SUPPLY	PARTS	13.84	
		TOTAL	397.86	
LIBRARY	ACE-N-MORE	JANITORIAL SUPPLIES	92.40	
	ALBERT, KIRK	MILEAGE REIMBURSEMENT	118.72	
	CAPITAL ONE	LIBRARY MATERIAL & PROG-CH	52.56	
	CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	41.28	
	CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	117.40	
	FRANK MILLARD & CO	BACK FLOW TEST	293.00	
	J & S ELECTRONIC BUSINESS SYSTEMS, INC	COPY REPAIR/TONER	328.12	
	KCTC	TEAR DOWN & SET UP COMPUTERS	786.97	
	KONE INC.	ELEVATOR MAINTENANCE CONTR	3,489.84	
	MC CLELLEN, MATTHEW	PIANO TUNING FOR PROGRAM	125.00	
	VALENTINE, TAMMY	HOMEBOUND DELIVERY PROGRAM	4.48	
	VISA-TCM BANK, N.A.	POSTAGE,CANIDATES MEALS	300.94	
		TOTAL	5,750.71	
PARKS	ACE-N-MORE	SUPPLIES	252.77	
	ACTION SERVICES INC	PORTABLE TOILETS	335.00	

ALDRICH-RIETZ, SARAH	2021 MUNIBAND PAY	95.16
ALLIANT ENERGY	ALLIANT ENERGY	1,180.56
AMAZON CAPITAL SERVICES	PUMP CARBURETOR	29.99
ARNOLD MOTOR SUPPLY	PARTS	169.00
BAILEY, BEVERLY	2021 MUNIBAND PAY	126.88
BALL, HANNAH	2021 MUNIBAND PAY	126.88
BAUGHMAN, ARNEL	22021 MUNIBAND PAY	126.80
BELL, PETE	2021 MUNIBAND PAY	142.74
BORDWELL, VIRGINIA	2021 MUNIBAND PAY	126.88
BORN, TYLER	2021 MUNIBAND PAY	63.44
BROCK, RON	2021 MUNIBAND PAY	126.88
BROTHERTON, AL	2021 MUNIBAND PAY	126.88
CARTER, JEREMIAH	2021 MUNIBAND PAY	111.02
CASH-N-CARRY CHEMICALS LLC	CHEMICALS	130.00
CASKEY, OLIVIA	2021 MUNIBAND PAY	126.88
CHALUPA, MARTHA	2021 MUNIBAND PAY	142.74
CONLON, WALTER	2021 MUNIBAND PAY	142.74
DIGIORGIO, LAUREN	2021 MUNIBAND PAY	79.30
DUVALL, ISABELLE	2021 MUNIBAND PAY	142.74
DUVALL, NICK	2021 MUNIBAND PAY	63.44
EBERSOLE, IVANA	2021 MUNIBAND PAY	95.16
FISHER, ZOE	2021 MUNIBAND PAY	31.72
FLEMING, ANA	2021 MUNIBAND PAY	126.88
FLEMING, DAVID	2021 MUNIBAND PAY	142.74
FRASCHT, GAVIN	2021 MUNIBAND PAY	142.74
GERVAIS, BRIDGET	2021 MUNIBAND PAY	31.72
HANCOCK, JIM	2021 MUNIBAND PAY	142.74
HANIFAN, TOM	2021 MUNIBAND PAY	47.58
HARRIS, ELIZABETH	2021 MUNIBAND PAY	95.16
HARRIS, JOHN	2021 MUNIBAND PAY	142.74
HINCKLEY, LANDON	2019/2021 MUNIBAND PAY	92.24
HOVDE, ERYK	2019/2021 MUNIBAND PAY	133.98
HUGHES, DONALD	2021 MUNIBAND PAY	111.02
JOHNSON, BARRY	2021 MUNIBAND PAY	142.74
KCTC	PHONE & INTERNET	332.28
KNEPP, GABI	2021 MUNIBAND PAY	79.30
KOZAKOV, ANGELA	2021 MUNIBAND PAY	126.88
KUNZ, DAVID	2021 MUNIBAND PAY	142.74
MARR, DICK	2021 MUNIBAND PAY	126.88
MATHEWS, SIERRA	2021 MUNIBAND PAY	95.16
MCCURDY, GARY	2021 MUNIBAND PAY	142.74
MCNAMAR, TOM	2021 MUNIBAND PAY	1,350.00
MURPHY, JANE	2021 MUNIBAND PAY	367.74
REASOR, LYNN	2021 MUNIBAND PAY	142.74
REED, DONIELLE	2021 MUNIBAND PAY	111.02
REES, HANNAH	2021 MUNIBAND PAY	31.72
RICHARDSON, MARINA	2021 MUNIBAND PAY	79.30
RICHARDSON, PAULA	2021 MUNIBAND PAY	63.44
RICHARDSON, TERRA	2021 MUNIBAND PAY	111.02
RIGHTER, EMILY	2021 MUNIBAND PAY	95.16
RIGHTER, ISABELLE	2021 MUNIBAND PAY	142.74
SHERWIN-WILLIAMS	STAIN FOR NEW DAWN	211.71
STARK, FRED	2021 MUNIBAND PAY	142.74
TODD, NICHOLAS	2021 MUNIBAND PAY	47.58
TOWNER, PAUL	2021 MUNIBAND PAY	126.88
VISA-TCM BANK, N.A.	BELTS, BLADES, MEMBERSHIP,	1,249.03
WASHINGTON LUMBER	SUPPLIES	28.46
WASHINGTON RENTAL	LEAF BLOWER	190.06
WASHINGTON RENTAL	SUPPLIES	11.14
WEMIGA WASTE INC.	PICKUP AT PARK	15.00
WESTPHAL, CAMERON	2021 MUNIBAND PAY	126.88
YODER, MEGAN	2021 MUNIBAND PAY	126.88
	TOTAL	11,265.10

POOL	ACCO	LEAK DIVING	2,895.75	
	ALLIANT ENERGY	ALLIANT ENERGY	3,693.81	
	AMAZON CAPITAL SERVICES	POOL SUPPLIES	49.10	
	KCTC	PHONE & INTERNET	85.94	
		TOTAL	6,724.60	
CEMETERY	ACE-N-MORE	BUILDING SUPPLIES	70.97	
	ALLIANT ENERGY	ALLIANT ENERGY	192.30	
	ARNOLD MOTOR SUPPLY	PARTS	791.43	
	ATCO INTERNATIONAL	SAFETY SUPPLIES	573.20	
	KCTC	PHONE & INTERNET	169.80	
	PRODUCTIVITY PLUS	BACKHOE PARTS	2,986.50	
	SHERWOOD CO	CURTAIN AND TENT REPAIR	113.00	
	VISA-TCM BANK, N.A.	HERBICIDE AND MONUMENT CLE	1,034.76	
	WASHINGTON DISCOUNT TIRE	TIRE REPAIR	14.00	
	WASHINGTON LUMBER	MATERIALS	121.81	
		TOTAL	6,067.77	
	FINANCIAL ADMIN	ALLIANT ENERGY	ALLIANT ENERGY	1,361.73
		BROWN, KELSEY	MILEAGE REIMBURSEMENT-WEDG	16.80
CENTRAL IOWA DISTRIBUTING		SUPPLIES	34.00	
CINTAS CORP LOC. 342		RUG SERVICE	42.79	
DE LAGE LANDEN FINANCIAL SERVICES INC		COPIER LEASE AGREEMENT	154.98	
GOOGLE LLC		MONTHLY SERVICE	396.00	
IMPRESSIONS COMPUTERS, INC		COMPUTER MAINTENANCE	240.00	
INTERSTATE POWER SYSTEMS INC		GENERATOR MAINTENANCE	270.00	
IOWA RADIO PLUS		ADVERTISING	8.00	
KCII		ADVERTISING	261.32	
KCTC		PHONE & INTERNET	985.02	
PITNEY BOWES GLOBAL FINANCIAL SERVICES		POSTAGE MACHINE	313.44	
QUILL		OFFICE SUPPLIES	14.49	
SIMMERING-CORY, INC.		ORDINANCE SUPPLEMENT	284.00	
TASC		COMPLIANCE ASSMT FEE	250.00	
VISA-TCM BANK, N.A.		ANNUAL CONF-LEAGUE OF CITI	1,824.71	
WASH CO RECORDER		RECORDING FEES	95.00	
		TOTAL	6,552.28	
AIRPORT		ACE-N-MORE	SUPPLIES	13.77
		ALLIANT ENERGY	ALLIANT ENERGY	719.79
	CLOUDBURST 9	INTERNET	69.95	
	IDEAL READY MIX	CONCRETE	662.50	
	TITAN AVIATION FUELS	FUEL	12,166.74	
	VETTER'S INC-CULLIGAN WATER	SALT AND WATER	103.68	
	VISA-TCM BANK, N.A.	FUEL AND ADVERTISING	154.72	
	WEST LAWN CARE	AIRPORT MOWING	1,350.00	
		TOTAL	15,241.15	
	ROAD USE	ALTORFER	END LOADER REPAIR	1,203.05
ACE-N-MORE		SUPPLIES	28.17	
AGRILAND FS, INC		SUPPLIES	22.00	
ARNOLD MOTOR SUPPLY		SHOP SUPPLY	39.00	
ARNOLD MOTOR SUPPLY		PARTS	72.00	
CENTRAL IOWA DISTRIBUTING		SUPPLIES	554.00	
CINTAS FIRST AID & SAFETY		FIRST AID SUPPLIES	33.32	
CJ COOPER & ASSOC.		PRE-EMPLOYMENT SERVICE	35.00	
DOUDS STONE LLC		ROADSTONE	922.61	
GILLUND ENTERPRISES		SUPPLIES	119.79	

	HELMUTH REPAIR, INC	WASHER REPAIR	304.83
	HI-LINE INC	PARTS	326.91
	L L PELLING CO	COLD MIX	951.28
	MARTIN EQUIPMENT OF IA-IL	BUMPER GRILL FRAME	211.56
	METAL CULVERTS INC.	CULVERTS	5,961.60
	MIDWEST WHEEL	SHOP SUPPLIES	35.10
	PRODUCTIVITY PLUS	PARTS	(604.80)
	S & G MATERIALS	ASPHALT MILLINGS	205.12
	THOMPSON TRUCK AND TRAILER INC.	PRESSURE HOSE	13.42
	TIFCO INDUSTRIES	VALVES & PLUGS	181.45
	TRUCK CENTER COMPANIES	PARTS	412.50
	VISA-TCM BANK, N.A.	MEALS, ZOOM & SERVICE	15.00
	WASHINGTON LUMBER	ADHESIVE	226.44
		TOTAL	11,269.35
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	11,273.89
	MARIE ELECTRIC INC.	12 V BATTERY, SIREN REPAIR	744.40
	TRAFFIC & TRANSPORATION	TRAFFIC HEAD REPLACEMENT	1,241.23
	WASHINGTON ELECTRIC INC.	TRAFFIC SIGNAL REPAIR	210.00
		TOTAL	13,469.52
CAPITAL PROJECTS	U-LINE	MADISON PARK TABLE	824.88
		TOTAL	824.88
INDUSTRIAL DEVELOP	WEDG	WEDG SHARE-915 E TYLER	3,638.57
		TOTAL	3,638.57
LIBRARY GIFT	THE RARE GROUP	CHILDREN'S PROGRAM	125.00
	VISA-TCM BANK, N.A.	POSTAGE,CANIDATES MEALS	228.31
		TOTAL	353.31
WATER PLANT	ACE-N-MORE	SUPPLIES	52.96
	ALLIANT ENERGY	ALLIANT ENERGY	24,676.33
	BAER, KAITLYN	WATER DEPOSIT REFUND	150.00
	BIANCHI, DIANE	WATER DEPOSIT REFUND	103.39
	BURNHAM, BLAKE	WATER DEPOSIT REFUND	30.83
	CAHOY PUMP SERVICE, INC.	WELL 5 & 6 MAINTENANCE	28,994.00
	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	18.38
	CUSTOM IMPRESSIONS INC	SAFETY SHIRTS	43.50
	ELDER, CINDY	WATER DEPOSIT REFUND	82.32
	FRANK MILLARD & CO	BACK FLOW TEST/LEAK TEST	791.50
	HACH COMPANY	SUPPLIES	723.98
	HARN R/O SYSTEMS INC.	SUPPLIES	423.68
	HARO PONCE, JESSICA	WATER DEPOSIT REFUND	1.11
	HARRIS BOYZ HEATING & AIR LLC	HEATING & COOLING MAINTENA	792.00
	ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	119.00
	JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	19.60
	JETCO	PUMP SERVICE	883.35
	KCTC	PHONE & INTERNET	165.62
	MISCELLANEOUS V HALLETT, CYNTHIA	WATER DEPOSIT REFUND	150.00
	MOORE, MICHELLE	WATER DEPOSIT REFUND	92.24
	POSTMASTER	BULK MAILING WATER BILLS	954.37
	SMITH, LUCAS	WATER DEPOSIT REFUND	115.60
	STATE HYGIENIC LAB	TESTING	413.50
	STOREY KENWORTHY/MATT PARROTT	BILL FORMS	1,412.06
	STOUT, GARY	WATER DEPOSIT REFUND	94.63
	STREFF, ROSE	MILEAGE REIMBURSEMENT	8.40
	THYEN, GWEN	WATER DEPOSIT REFUND	107.84

TYLER TECHNOLOGIES	SOFTWARE SUPPORT	4,926.04
VISA-TCM BANK, N.A.	MEALS & DNR FEES	106.20
WATER SOLUTIONS UNLIMITED	CHEMICALS	6,387.36
	TOTAL	72,839.79

WATER DISTRIBUTION

ACE-N-MORE	SUPPLIES	172.65
ALLIANT ENERGY	ALLIANT ENERGY	24.55
ARNOLD MOTOR SUPPLY	PARTS	11.01
CHEMSEARCH FE	SUPPLIES	499.90
CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	19.26
FRANK MILLARD & CO	BACKFLOW TEST	168.00
HOTSY CLEANING SYSTEMS	SUPPLIES	356.54
IOWA ONE CALL	SERVICE	146.70
KCTC	PHONE & INTERNET	100.11
THOMPSON TRUCK AND TRAILER INC.	FILTERS	59.92
WELLINGTON, EARL	WRENCHES	168.50
WIBSTAD, ZACH	CLOTHING ALLOWANCE	100.00
	TOTAL	1,827.14

SEWER PLANT

ACE-N-MORE	PIPE FITTING	59.88
ALLIANT ENERGY	ALLIANT ENERGY	16,345.51
ARNOLD MOTOR SUPPLY	PARTS	451.98
CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	49.56
CUSTOM IMPRESSIONS INC	SHIRTS	154.52
JETCO	SCADA WORK	907.30
TESTAMERICA LABORATORIES INC	CERTIFIED TESTING	3,091.20
TYLER TECHNOLOGIES	SOFTWARE SUPPORT	4,926.05
VISA-TCM BANK, N.A.	INK FOR PRINTER & KEYBOARD	129.75
	TOTAL	26,115.75

SEWER COLLECTION

ACE-N-MORE	SUPPLIES	168.96
ALLIANT ENERGY	ALLIANT ENERGY	1,119.62
ARNOLD MOTOR SUPPLY	TORQUE WRENCH	74.99
BARRON MOTOR SUPPLY	PARTS	54.56
CHEMSEARCH FE	SUPPLIES	327.25
G & R MILLER CONSTRUCTION	SUPPLIES	40.39
IDEAL READY MIX	STORM SEWER	2,119.00
KCTC	PHONE & INTERNET	100.11
MARTIN EQUIPMENT OF IA-IL	BACKHOE REPAIR	3,348.22
QUAD CITIES WINWATER	PIPE FITTINGS	577.32
THOMPSON TRUCK AND TRAILER INC.	FILTERS	59.92
VISA-TCM BANK, N.A.	PART FOR VACUUM TRAILER	135.58
	TOTAL	8,125.92

SANITATION

JOHNSON COUNTY REFUSE INC	GARBAGE& RECYCLING- CITY L	48,391.50
WASH CO HUMANE SOCIETY	COLLECTIONS FOR AUGUST	349.00
	TOTAL	48,740.50

TOTAL **256,486.57**

Home football games- Ambulance

Friday, August 20- scrimmage against Muscatine- 5:30
Monday, August 30- JV - Burlington- 6:00
Friday, September 3- Mount Pleasant- 5:00
Tuesday, September 7- 7th Grade- Keokuk- 4:30
Monday, September 13- JV -CCA- 6:00
Tuesday, September 14- 8th Grade- Ottumwa- 4:30
Friday, September 17- Ft. Madison- 5:00
Tuesday, September 21- 7th Grade- Mount Pleasant- 4:30
Monday, September 27- JV- Grinnell- 6:00
Tuesday, September 28- 7/8 Grade- Mediapolis- 4:30
Friday, October 1- Solon- 5:00
Tuesday, October 5- 8th Grade- Fort Madison- 4:30
Friday, October 8- Fort Madison- 5:00 HOMECOMING
Tuesday, October 12- 8th Grade- Fairfield- 4:30

Police Escort for Band- Begin escort on 6th Street by Bus Garage Gate

Friday, September 3- Mount Pleasant-7:00
Friday, September 17- Fort Madison- 7:00
Friday, October 1-Solon- 7:00
Friday, October 8- Keokuk- 7:00. HOMECOMING

Friday, October 8- Parade- 2:00

Police Escort
Block off Sittler from South Ave B
to South Ave E



Homecoming
Parade
Route
Friday, Oct. 8
2:00 pm

Reserves at Briarwood

Washington High School
 Start

End



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: 22nd Annual 5K Memorial Walk/Run Fundraiser for Hospice of Washington County

Coordinator: Stephanie Heisdorffer, Office Administrator for Hospice of Washington County

Contact Number: Office: 319-653-7321 or Cell: 319-458-9956

Email Address: stephanie.h@hospicewc.com or smmesch@yahoo.com

2. EVENT INFORMATION

Event Description: This event is a fundraiser for Hospice of Washington County. It is held to honor loved ones from the community that have passed away by walking or running in their honor. It is open to the public. The event begins and ends at the Rocket Slide in Sunset Park. The route takes the runners and walkers Through Sesquicentennial Park onto the KEWASH Trail. This year we will take the cutoff towards Kirkwood. We will have our runners turn around before the roadway and finish back at the rocket slide.

Days/Dates of Event: Saturday, September 25th, 2021

Time(s) of Event: (Include Set Up/Tear Down Time) 6:30AM – 11:30AM

Event Location: We begin & end at the Rocket Slide in Sunset Park, Sesquicentennial Park and the KEWASH, V-off before Willow Pond and turn around before Lexington Blvd.

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: Not applicable

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 : _____
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
- 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?)

Contact Person: Stephanie Heisdorffer Phone: 319-653-7321

7. INSURANCE

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

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

8. AGREEMENT

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

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



 Applicant/Sponsor Signature

9/13/21

 Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	<u>The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.</u>			
<u>9/2/2021</u>	City Clerk (Liquor Licenses) Comments/Restrictions:	Sally Hart	319-653-6584 ext 131	sallyhart@washingtioniowa.gov
<u>9/2/2021</u>	Police Chief Comments/Restrictions:	Jim Lester	319-458-0264	jlester@washingtioniowa.gov
<u>9/2/2021</u>	Fire Chief Comments/Restrictions:	Brendan DeLong	319-863-3332	firedept@washingtioniowa.gov
<u>9/2/2021</u>	Streets Comments/Restrictions:	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
<u>9/2/2021</u>	Parks Comments/Restrictions:	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
<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

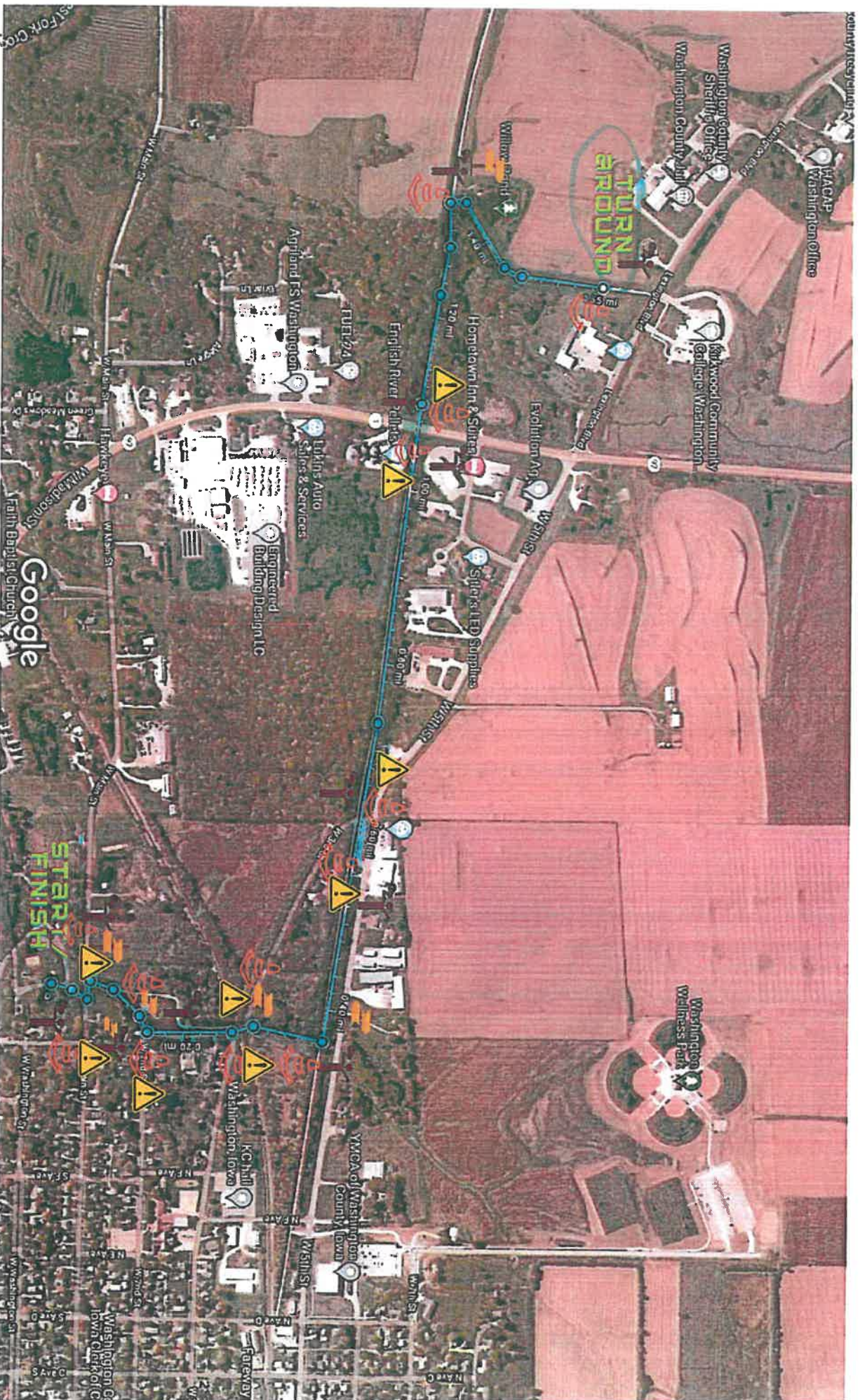
 City Clerk Signature

 Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

Kewash Trail



Key

Volunteer or Staff Member

Directional Sign/Arrow

Race in Progress Sign

Race in Progress Sign

Imagery ©2021 Maxar Technologies, USDA Farm Service Agency, Map data ©2021

500 ft

Measure distance

Total distance: 1.55 mi (2.50 km)



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
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Completed applications are due the Thursday previous to the meeting****

1. APPLICANT INFORMATION

Name/Event: Washington Public Library September Activities in Central Park

Coordinator: LeAnn Kunz, Jenisa Harris, Jo Weidner, Tammy Valentine

Contact Number: 319-653-2726

Email Address: leann.kunz@washington.lib.ia.us

2. EVENT INFORMATION

Event Description: Fall programming

Days/Dates of Event: Sept. 27 @ 4, Oct 18 @ 4,

Time(s) of Event: (Include Set Up/Tear Down Time) _____

Event Location: Central Park

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

3. REQUEST INFORMATION (Check All Applicable Items)

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

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

Description: _____

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 : _____
Electrical Needs: _____

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

Fireworks (specify location :)

Use of gators/UTV/ATV on City streets

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

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

Other (please specify :)

4. **ITEMS REQUESTED FROM THE CITY OF WASHINGTON**

Street barricades

Emergency "No Parking" Signs

Traffic cones

Picnic Tables

Yield signs for crosswalks

Garbage/Recycling Barrels

Street Sweeping following (parades)

Other (please specify :)

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

Amplified Sound/Speaker System

Public Address System

Recorded/Live Music

If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: _____

Phone: _____

7. **INSURANCE**

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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.

Sally Y. Hart
Applicant/Sponsor Signature

9/1/21
Date

DEPARTMENT APPROVALS

Indicate Date Contacted	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
<input checked="" type="checkbox"/>	City Clerk (Liquor Licenses)	Sally Y. Hart	319-653-6584 ext 131	sallyhart@washingtioniowa.gov
	Comments/Restrictions:			
<input checked="" type="checkbox"/>	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:			
<input type="checkbox"/>	Fire Chief	Brendan DeLong	319-461-3796	bdelong@washingtioniowa.gov
	Comments/Restrictions:			
<input type="checkbox"/>	Streets	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
	Comments/Restrictions:			
<input checked="" type="checkbox"/>	Parks	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
	Comments/Restrictions:			
<input type="checkbox"/>	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us			
	Comments/Restrictions:			

CITY COUNCIL APPROVAL

City Clerk Signature _____

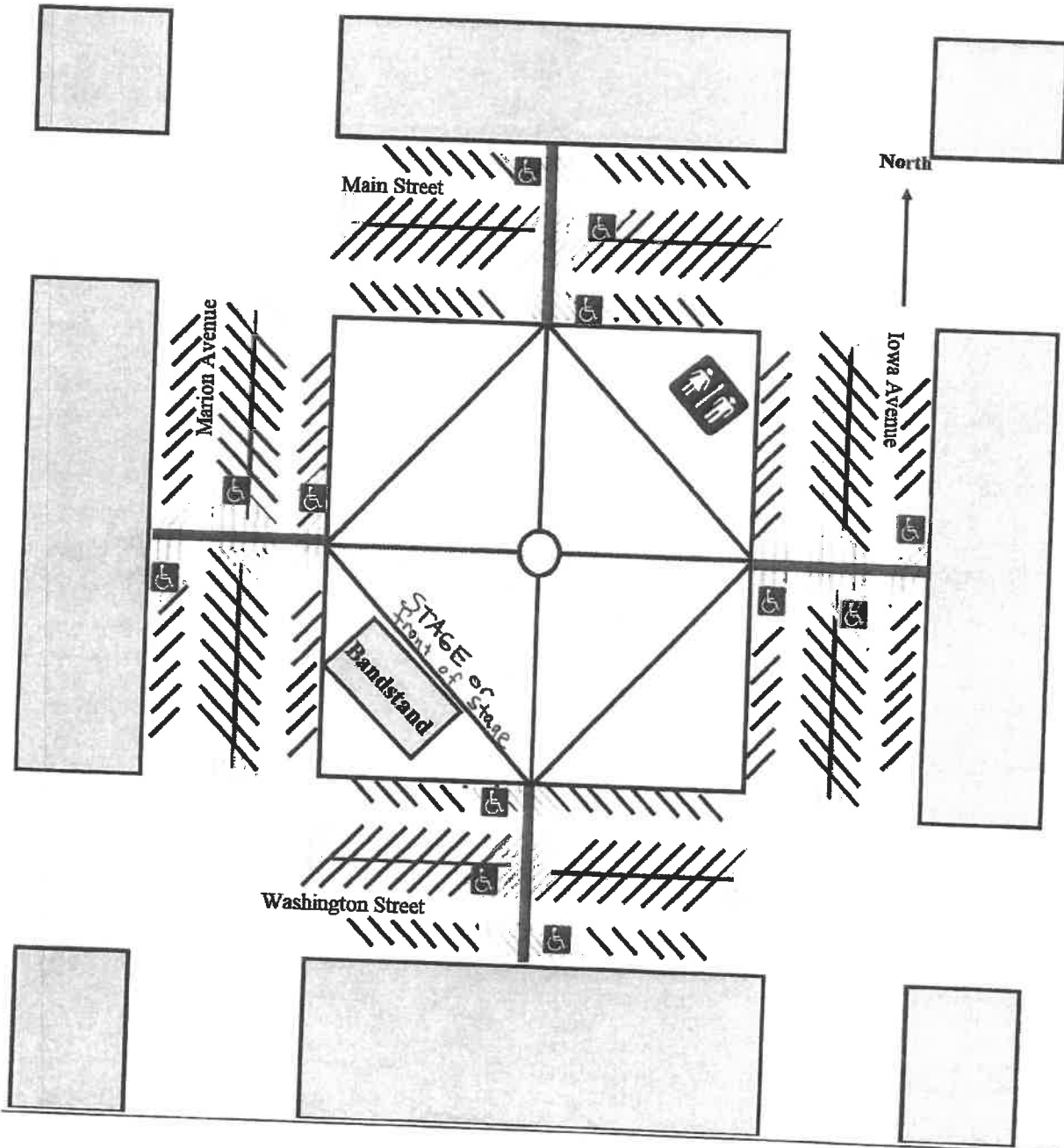
Date of Action _____

Approved: _____

Denied: _____

CONDITIONS IMPOSED: _____

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





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

Memo

To: City Council
From: Jeff Duwa-Building and Zoning Official
Date: 9/3/2021
Re: Site Plan for Marion Avenue Church Multipurpose Center

Issue

Review and consider the Major Site Plan for Marion Avenue Church Multipurpose Center at 221 W. Washington St.

Background

The Marion Avenue Church is planning to build a multipurpose center on the empty lot at 221 W. Washington St. which will enable better facilitation of church activities and events, bring a nice new building to the uptown area which has been vacant for several years. On Thursday, September 2, 2021, the City of Washington's Planning and Zoning Commission met to review and discuss the site plan.

Recommendation

The City of Washington's Planning and Zoning Commission recommends that the City of Washington's City Council approve the Major Site Plan for Marion Avenue Church Multipurpose Center at 221 W. Washington St.

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE MINOR SITE PLAN FOR MARION
AVENUE BAPTIST CHURCH MULTIPURPOSE CENTER**

WHEREAS, Marion Avenue Baptist Church has filed a Major Site Plan for a proposed multipurpose center building located on the empty lot at 221 West Washington Street as required under Chapter 161 of the Washington Code of Ordinances; and

WHEREAS, the Building Official has reviewed and recommended said Major Site Plan; and

WHEREAS, the Planning & Zoning Commission voted at its meeting on September 2, 2021 to recommend to the City Council the approval of said Major Site Plan as presented.

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

Section 1. Said Site Plan is hereby approved by the City Council.

PASSED AND APPROVED this 7th day of September, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

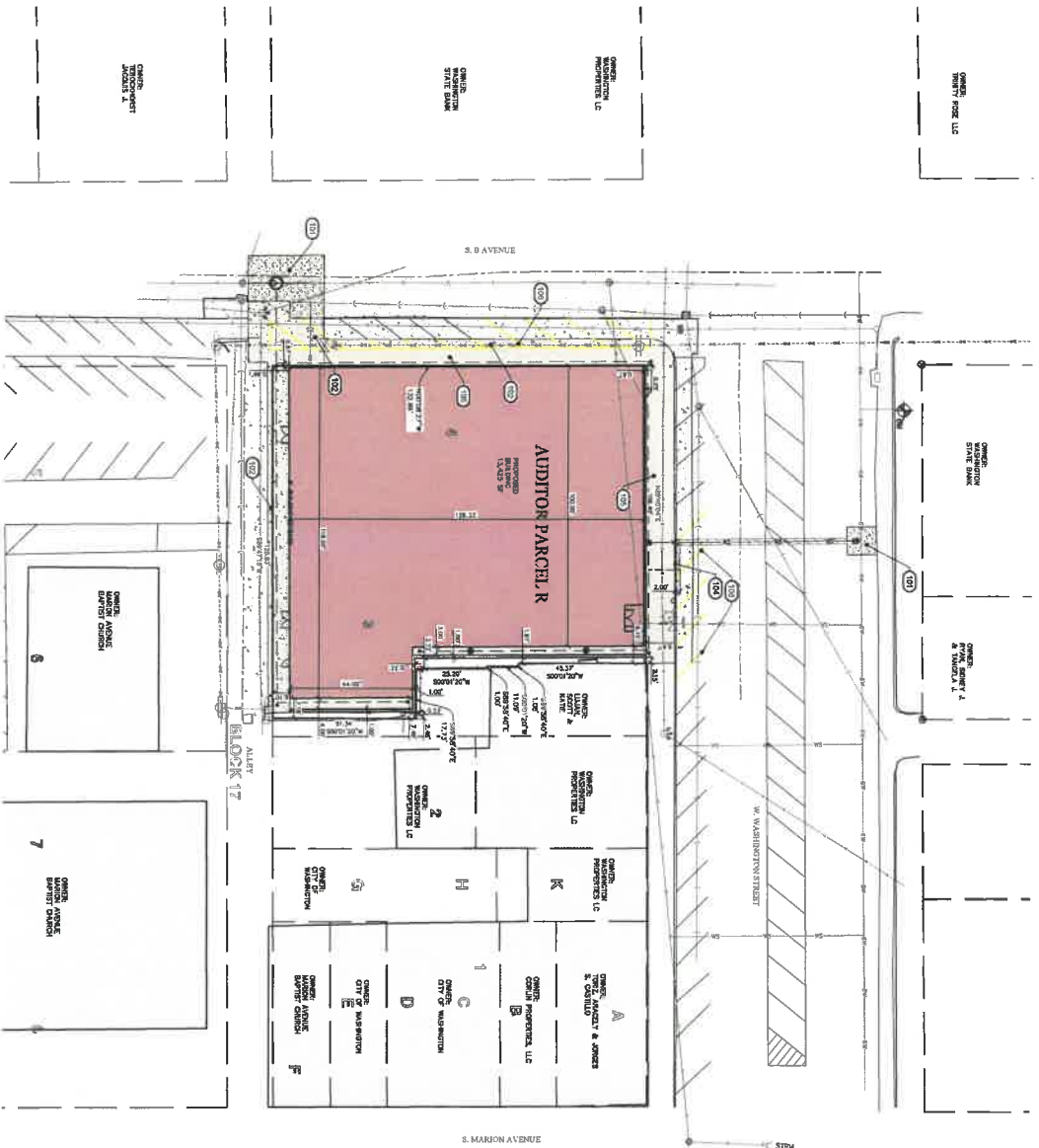
UTILITY COMPANY CONTACTS		
NAME	ADDRESS	PHONE NO.
TELEPHONE	AT&T COMMUNICATIONS	319-338-3488
TELEPHONE	AT&T COMMUNICATIONS	1-800-251-4242
TELEPHONE & CABLE TV	AT&T COMMUNICATIONS	1-800-251-4242
TELEPHONE & CABLE TV	AT&T COMMUNICATIONS	319-344-4201
TELEPHONE & CABLE TV	AT&T COMMUNICATIONS	1-800-251-3840
TELEPHONE & CABLE TV	AT&T COMMUNICATIONS	319-451-2917
TELEPHONE & CABLE TV	AT&T COMMUNICATIONS	319-451-2917

SITE PLAN

AUDITOR PARCEL R

221 W. WASHINGTON STREET WASHINGTON, IOWA

PREPARED BY: MMS CONSULTANTS, INC.
 1000 UNIVERSITY AVENUE, SUITE 1000
 WASHINGTON, IOWA 52581
 PHONE: 319-338-3488
 FAX: 319-338-3489
 WWW.MMSCONSULTANTS.COM



BENCHMARK INFORMATION

NO.	DATE	DESCRIPTION	DETAILS
1	7/25/07	NOISE	NOISE STUDY BY MMS CONSULTANTS, INC. FOR THE PROPOSED PROJECT. SEE ATTACHED REPORT FOR DETAILS.
2	7/25/07	PHOTOGRAPHS	PHOTOGRAPHS TAKEN ON 7/25/07. SEE ATTACHED REPORT FOR DETAILS.
3	7/25/07	UTILITY RECORDS	UTILITY RECORDS OBTAINED FROM AT&T, ILLINOIS LIGHT & POWER, AND IOWA POWER & LIGHT. SEE ATTACHED REPORT FOR DETAILS.
4	7/25/07	AS-BUILT RECORDS	AS-BUILT RECORDS OBTAINED FROM AT&T, ILLINOIS LIGHT & POWER, AND IOWA POWER & LIGHT. SEE ATTACHED REPORT FOR DETAILS.
5	7/25/07	ADJACENT PARCELS	ADJACENT PARCELS VISITED AND MEASURED. SEE ATTACHED REPORT FOR DETAILS.

LOCATION MAP

NOT TO SCALE

KEYNOTES

(101)	RETAIL	RETAIL
(102)	RETAIL	RETAIL
(103)	RETAIL	RETAIL
(104)	RETAIL	RETAIL
(105)	RETAIL	RETAIL

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RETAIL: RETAIL (RETAIL)

RETAIL: RETAIL (RETAIL)

RETAIL: RETAIL (RETAIL)

RETAIL: RETAIL (RETAIL)

GENERAL NOTES

1. THE PROPOSED PROJECT IS SUBJECT TO THE CITY OF WASHINGTON REQUIREMENTS FOR ALL UTILITIES ENGINEERING UTILITIES.
2. THE CONTRACTOR SHALL PROVIDE THE CITY OF WASHINGTON WITH ALL NECESSARY PERMITS AND RECORDS FOR THE PROJECT.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL UTILITIES ENGINEERING UTILITIES AT ALL TIMES.
4. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL UTILITIES ENGINEERING UTILITIES AT ALL TIMES.
5. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL UTILITIES ENGINEERING UTILITIES AT ALL TIMES.

STANDARD LEGEND AND NOTES

SYMBOL	DESCRIPTION
(Symbol)	RETAIL
(Symbol)	RETAIL
(Symbol)	RETAIL
(Symbol)	RETAIL
(Symbol)	RETAIL

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RETAIL: RETAIL (RETAIL)

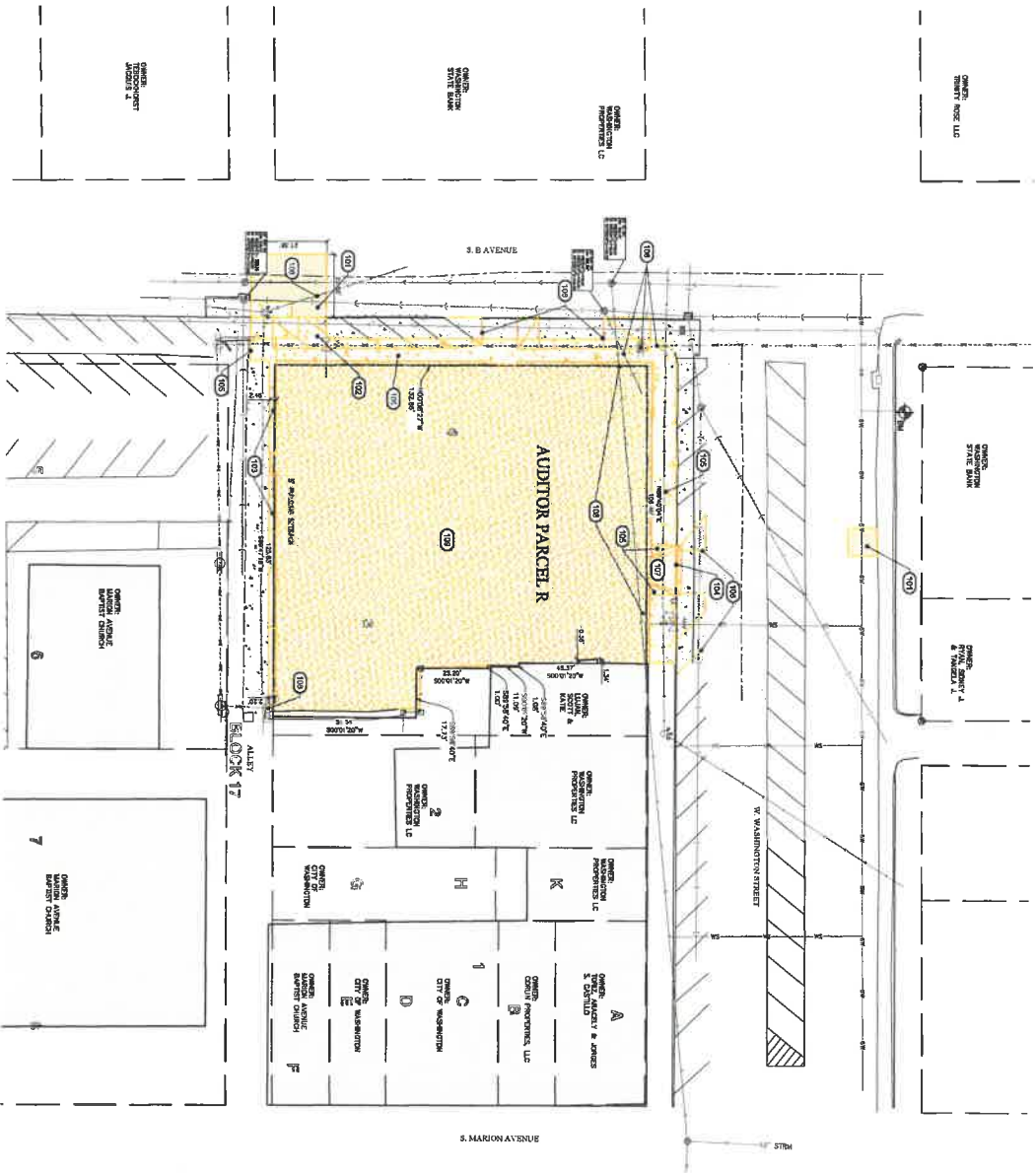
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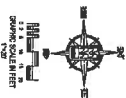
RETAIL: RETAIL (RETAIL)

SITE PLAN AUDITOR PARCEL R 221 W. WASHINGTON STREET WASHINGTON, IOWA

PREPARED BY: MMS CONSULTANTS, INC.
 1000 W. WASHINGTON STREET, SUITE 100
 WASHINGTON, IOWA 52581
 PHONE: 319.231.4222
 WWW.MMSCONSULTANTS.COM



- SHEET INDEX**
- 1 SITE LAYOUT PLAN
 - 2 SANITARY AND SEWER LAA PERMITS CITY
 - 3 GROUNDING PLAN
 - 4 UTILITY PLAN
 - 5 EXISTING UTILITIES AND UTILITIES



NUMBER	REVISION
100	SANITARY AND SEWER LAA PERMITS CITY
101	SANITARY AND SEWER P.E.C. CITY PERMITS
102	SECTION AND REMOVE P.E.C. CITY ALTY
103	SECTION AND REMOVE P.E.C. CITY ALTY
104	SECTION AND REMOVE P.E.C. CITY ALTY
105	SECTION AND REMOVE P.E.C. CITY ALTY
106	SECTION AND REMOVE P.E.C. CITY ALTY
107	REMOVE P.E.C. CITY ALTY
108	REMOVE P.E.C. CITY ALTY
109	REMOVE P.E.C. CITY ALTY

STANDARD LEGEND AND NOTES

UTILITIES

ALL UTILITIES SHOWN SHALL BE AS SHOWN ON THE PLAN UNLESS OTHERWISE NOTED. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF WASHINGTON AND THE IOWA DEPARTMENT OF PUBLIC SAFETY (DPS) FOR THE REMOVAL OF UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES NOT TO BE REMOVED. EXISTING UTILITIES SHALL BE MARKED WITH RED DOTS AND LINES. NEW UTILITIES SHALL BE MARKED WITH BLUE DOTS AND LINES. ALL UTILITIES SHALL BE MARKED WITH A MINIMUM OF 2 FEET CLEARANCE FROM THE EXISTING UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES NOT TO BE REMOVED. EXISTING UTILITIES SHALL BE MARKED WITH RED DOTS AND LINES. NEW UTILITIES SHALL BE MARKED WITH BLUE DOTS AND LINES. ALL UTILITIES SHALL BE MARKED WITH A MINIMUM OF 2 FEET CLEARANCE FROM THE EXISTING UTILITIES.



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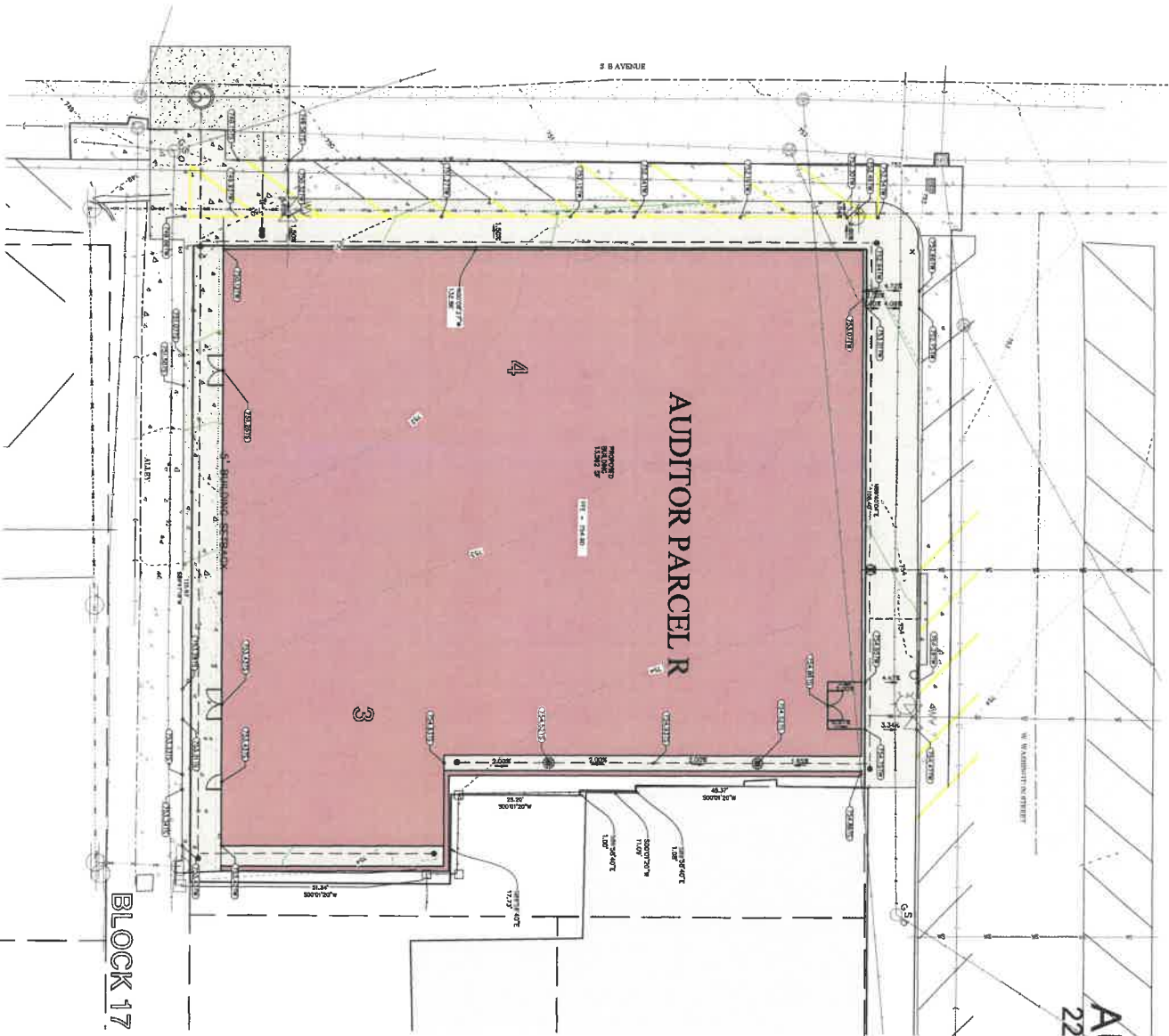


MMS CONSULTANTS, INC.
 CIVIL ENGINEERS
 LAND PLANNERS
 SURVEYORS
 ENVIRONMENTAL SPECIALISTS
 IOWA CITY, IOWA 52242
 PHONE: 319.231.4222
 WWW.MMSCONSULTANTS.COM

**SITE DEMOLITION
PLAN**

**AUDITOR
PARCEL R
WASHINGTON COUNTY
IOWA**

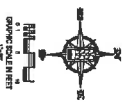
MMS CONSULTANTS, INC.
 Project No. 08-05-21
 Drawn By: JML
 Checked By: JML
 Project No. 11297-001
 Date: 11/29/2011
 Page: 5



SITE PLAN
AUDITOR PARCEL R
221 W. WASHINGTON STREET
WASHINGTON, IOWA

DATE SUBMITTED: 09/17/2019
 PREPARED BY: MMS CONSULTANTS, INC.
 DRAWN BY: MMS CONSULTANTS, INC.
 PROJECT NO.: 11297-001

PROJECT NO.: 11297-001
 PREPARED BY: MMS CONSULTANTS, INC.
 DRAWN BY: MMS CONSULTANTS, INC.



- GENERAL NOTES AND DETAILS**
1. SEE GENERAL NOTES AND DETAILS
 2. SEE GENERAL NOTES AND DETAILS
 3. SEE GENERAL NOTES AND DETAILS
 4. SEE GENERAL NOTES AND DETAILS
 5. SEE GENERAL NOTES AND DETAILS

MMS CONSULTANTS, INC.
 1817 N. COLLETT P.C.
 IOWA CITY, IOWA 52242
 WWW.MMSCONSULTANTS.COM

OMA ENGINEERS
 LAND SURVEYORS
 LANDSCAPE ARCHITECTS
 ENVIRONMENTAL SPECIALISTS

GRADING LEGEND	
•••••	EXISTING SURFACE
•••••	TOP GRADE
•••••	TOP WALK
•••••	TOP DRIVE
•••••	TOP PARK

STANDARD LEGEND AND NOTES	
•••••	PROPOSED DRIVE
•••••	PROPOSED WALK
•••••	PROPOSED PARKING
•••••	PROPOSED LANDSCAPE
•••••	PROPOSED UTILITY
•••••	PROPOSED STRUCTURE
•••••	PROPOSED WALL
•••••	PROPOSED FENCE
•••••	PROPOSED SIGN
•••••	PROPOSED LIGHT
•••••	PROPOSED TREE

ONE CALL
 IOWA STATE

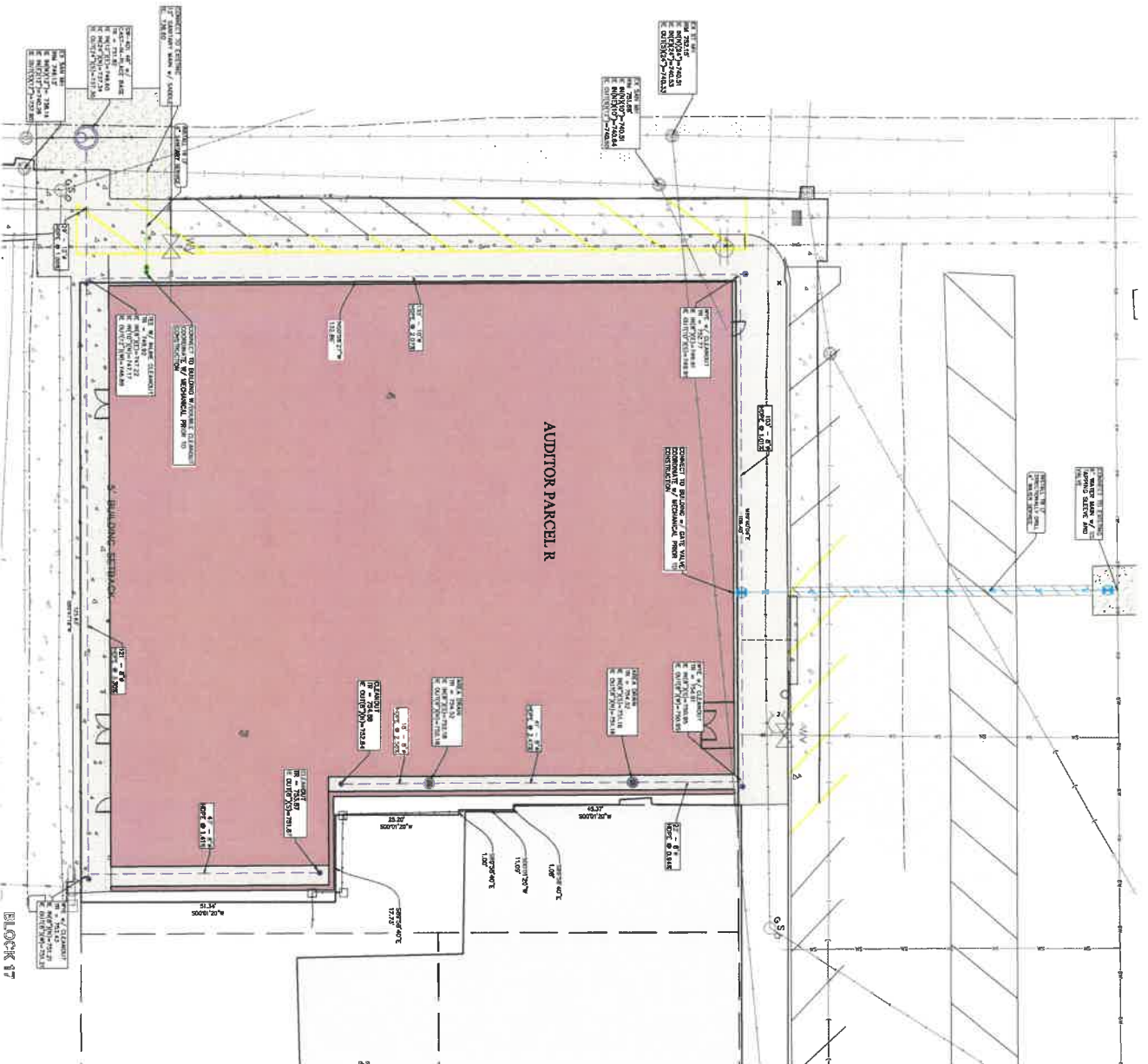
UTILITIES
 BEFORE ANY EXCAVATION, CALL 800-735-8000 OR VISIT IOWAONECALL.COM TO LOCATE EXISTING UTILITIES. FAILURE TO CALL BEFORE EXCAVATION MAY RESULT IN DAMAGE TO UTILITIES, PERSONAL INJURY, OR DEATH.

SITE DETAILED GRADING PLAN

AUDITOR PARCEL R
 WASHINGTON
 WASHINGTON COUNTY
 IOWA

MMS CONSULTANTS, INC.
 1817 N. COLLETT P.C.
 IOWA CITY, IOWA 52242
 WWW.MMSCONSULTANTS.COM

11297-001



BLOCK 17

UTILITY COMPANY CONTACTS			
SERVICE	COMPANY	PHONE NO.	ADDRESS
MISPLACEMENT	KADUNA COOPERATIVE TELEPHONE	319-366-3088	1415 N. WASHINGTON
NATURAL GAS	ALLIANT ENERGY	1-800-368-4388	1415 N. WASHINGTON
ELECTRICITY	ALLIANT ENERGY	1-800-251-4388	1415 N. WASHINGTON
TELEPHONE & CABLE TV	VERIZON COMMUNICATIONS	319-384-4321	1415 N. WASHINGTON
SEWER	CITY OF IOWA	1-800-573-3940	1415 N. WASHINGTON
WATER	CITY OF IOWA	319-433-2917	1415 N. WASHINGTON

- SHEET INDEX**
- 1 SITE LAYOUT PLAN
 - 2 UTILITY PLAN
 - 3 STANDARD LEGEND AND NOTES
 - 4 UTILITY PLAN



STANDARD LEGEND AND NOTES

INDICATES EXISTING UTILITY LINES	INDICATES PROPOSED UTILITY LINES
INDICATES EXISTING WATER LINES	INDICATES PROPOSED WATER LINES
INDICATES EXISTING SEWER LINES	INDICATES PROPOSED SEWER LINES
INDICATES EXISTING GAS LINES	INDICATES PROPOSED GAS LINES
INDICATES EXISTING ELECTRIC LINES	INDICATES PROPOSED ELECTRIC LINES
INDICATES EXISTING CABLE TV LINES	INDICATES PROPOSED CABLE TV LINES
INDICATES EXISTING TELEPHONE LINES	INDICATES PROPOSED TELEPHONE LINES
INDICATES EXISTING FIBER OPTIC LINES	INDICATES PROPOSED FIBER OPTIC LINES
INDICATES EXISTING SANITARY SEWER LINES	INDICATES PROPOSED SANITARY SEWER LINES
INDICATES EXISTING STORM SEWER LINES	INDICATES PROPOSED STORM SEWER LINES
INDICATES EXISTING RAILROAD LINES	INDICATES PROPOSED RAILROAD LINES
INDICATES EXISTING HIGHWAY LINES	INDICATES PROPOSED HIGHWAY LINES
INDICATES EXISTING AIR RIGHTS	INDICATES PROPOSED AIR RIGHTS
INDICATES EXISTING EASEMENTS	INDICATES PROPOSED EASEMENTS
INDICATES EXISTING ENCUMBRANCES	INDICATES PROPOSED ENCUMBRANCES
INDICATES EXISTING EASEMENTS	INDICATES PROPOSED EASEMENTS
INDICATES EXISTING ENCUMBRANCES	INDICATES PROPOSED ENCUMBRANCES
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INDICATES EXISTING ENCUMBRANCES	INDICATES PROPOSED ENCUMBRANCES

THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF IOWA AND THE CITY OF WASHINGTON. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF IOWA AND THE CITY OF WASHINGTON. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF IOWA AND THE CITY OF WASHINGTON.

IOWA ONE CALL

CALL 811 TO REPORT A PROPOSED EXCAVATION OR TO REPORT A PROPOSED UTILITY LINES. CALL 811 TO REPORT A PROPOSED EXCAVATION OR TO REPORT A PROPOSED UTILITY LINES. CALL 811 TO REPORT A PROPOSED EXCAVATION OR TO REPORT A PROPOSED UTILITY LINES.

AUDITOR PARCEL R
 WASHINGTON COUNTY
 IOWA

MMS CONSULTANTS, INC.
 6849521
 1818
 4
 11297-001

PROJMAC

ONE ENGINEERS
 LAND PLANNERS
 LANDSCAPE ARCHITECTS
 ENVIRONMENTAL SPECIALISTS

1817 E. GARDNER ST.
 IOWA CITY, IOWA 52242
 WWW.ONEENGINEERS.COM

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

The property of HARRILL, SAMUEL W. at 1014 N 5TH AVE for the amount of \$206.00. Legal description (10 07 COLUMBIAN ADD). Parcel Number (1117202004).

The property of SAMUEL R. SIDES at 815 N. 7th AVE for the amount of \$120.00. Legal description (22 COLUMBIAN ADD LOT 2 EX). Parcel Number (1117211013).

The property of MATNIC, LLC at 421 N D AVE. for the amount of \$210.00. Legal description (01 04 M M YOUNGS ADD ALL N OF RR). Parcel Number (1117158002).

The property of MATNIC, LLC at 628 W MAIN ST. for the amount of \$221.00. Legal Description (05 04 WESTERN ADD OL 10 & W1/2). Parcel Number (1118429008).

and,

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

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

Passed and Approved this 7th day of September, 2021.

Jaron Rosien, Mayor

Attest:

Sally Hart, City Clerk

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, junk was removed from the following listed properties:

The property of SLEMMONS, JAMES at 317 N AVE C for the amount of \$950.00. Legal description (09 03 M M YOUNGS ADD). Parcel Number (1117163004). To be paid in equal installments over five years.

and,

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

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

Passed and Approved this 7th day of September, 2021.

Jaron Rosien, Mayor

Attest:

Sally Hart, City Clerk

*Jaron P. Rosien, Mayor
Sally Hart, City Clerk
Kevin Olson, City Attorney
Kelsey Brown, Finance Director*



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

Memorandum

August 26, 2021

To: Mayor & Council

From: Sally Y. Hart – City Clerk
Kelsey Brown – Finance Director

Re: West 5th/Lexington and West 18th Paving Projects 28E Agreements

As was discussed previously, we have two upcoming projects with the Washington County Engineer on some joint responsibility roads. Initially these projects were going to fall under one 28E agreement, but due to timing changes likely resulting in significant savings they have been split into two agreements. We have reviewed the projects and attached 28E agreements with County Engineer Jacob Thorius. Per previous conversations with Brent Hinson, item No. 2 was added to the agreement “The City of Washington shall have the ability to review and provide comments of the proposed project plans during the check plan stage. All comments provided by the City of Washington will be taken into consideration during the development of final plans.”

Billing for the project will have the county engineer’s office provide detailed invoices showing the amount of time expended that is City responsibility, multiplied times the appropriate rate listed in the billing rates sheet.

We are eligible to use \$849,779 in Surface Transportation Block Grant federal funds for the West 5th/Lexington Boulevard project with remaining costs from Road Use Tax. The work includes an overlay west from Avenue D, repouring driveway entrances, and shoulder work.

Road Use Tax Funds will be used for the City’s portion of West 18th and to cover our share of engineering expenses. Jacob Thorius advises that doing this project separately this fall is likely to result in significant savings and was initially estimated at approximately \$170,000 total. The City will be responsible for approximately 25% of the project’s costs.

Separate Resolutions for the respective 28E Agreements have been attached for each project.

“One of the 100 Best Small Towns in America”

RESOLUTION NO. _____

**A RESOLUTION APPROVING A JOINT AGREEMENT FOR
STREET CONSTRUCTION PURSUANT
TO THE PROVISIONS OF IOWA CODE SECTION 28E**

WHEREAS, the City of Washington and the Washington County Engineer wish to enter into an agreement under Iowa Code Chapter 28E to formalize arrangements for the construction of certain street maintenance and improvement activities on West 18th Street.

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

Section 1. The City Council hereby approves the attached 28E agreement, which will be effective with the mutual agreement of the Washington County Board of Supervisors.

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

PASSED AND APPROVED by the City Council of the City of Washington, Iowa this 7th day of September, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

28E
JOINT PUBLIC SERVICE AGREEMENT

WHEREAS, under Chapter 28E of the 2021 Code of Iowa (as amended), Washington County, Iowa, may, as a public agency, enter into an agreement with a public agency which is a political subdivision of the State of Iowa, such as a City governing body, to cooperate in such a way as to provide joint services to their constituents and to cooperate in other ways of mutual advantage; and

WHEREAS, it is deemed to be in the best interest of Washington County and the City of Washington, a City organized and existing under the laws of the State of Iowa, and of their respective citizens that the County and said City jointly undertake to provide for pavement rehabilitation, specifically a diamond grinding project, of West 18th Street, with Washington County to provide certain necessary services related to such rehabilitation for which the City of Washington is to reimburse the County.

NOW, THEREFORE, THE PARTIES HERETO DO MUTUALLY AGREE AS FOLLOWS:

1. Washington County shall provide under this 28E Agreement through its Engineering Department certain services to the City of Washington for the rehabilitation diamond grinding project of West 18th Street. These services shall include preliminary survey, project design and contractual administration including resident engineering and construction inspection and staking and construction contract costs. The County shall be reimbursed for such services by the City of Washington.
2. The City of Washington shall have the ability to review and provide comments of the proposed project plans during the check plan stage. All comments provided by the City of Washington will be taken into consideration during the development of final plans.
3. All services provided under this 28E Agreement shall be performed in a good and workmanlike manner in accordance with standards of the Iowa Department of Transportation for the design and construction of public improvements and shall comply with all statutes, codes, ordinances, rules, and regulations applicable thereto.
4. All services provided shall be administered by Washington County through its Engineering Department, which shall be responsible for all procedural and substantive matter relating hereto. These services shall be provided by the County Engineer or his authorized representative. The County Engineer shall determine when, in his judgment, performance is complete and shall thereafter recommend to the City of Washington that the project be finally accepted.
5. The cost for all services charged by Washington County to the City of Washington under this 28E Agreement shall be the actual costs to Washington County for providing such services in proportion to the work in the Washington city limits, 23.6%, in accordance with the attached schedule of rates for each classification of employee or item of work performed. Payment shall be made as soon as possible by the City of Washington upon Washington County's submission of the monthly billing statement.
6. Either party may terminate this Agreement by sending written notice of termination, specifying the reasons for termination, at least thirty days prior to the effective date of termination. Notice shall be sent to the governing body of the other party at its principal place of doing business by

registered mail. Upon termination, all services completed to date by Washington County shall be reimbursed according to this 28E Agreement by the City of Washington

7. The City of Washington and Washington County hereby claim and do not waive all immunities from suit, including as provided in Chapter 670, Iowa Code (2011) and as amended, and in accordance with any applicable caselaw. Unless immune from suit, Washington County and the City of Washington, Iowa shall maintain appropriate insurance coverage or agree to pay any and all damages assessed as a result of claims, settlements, judgments or lawsuits arising from the services, personnel or equipment under this agreement.

EXECUTION OF AGREEMENT

The parties hereunto shall approve this 28E Agreement by resolution of their respective Board or Council, which shall authorize the execution of this agreement. It shall then be filed in the Office of the Iowa Secretary of State and the Office of the County Recorder of Washington County, Iowa, in accordance with Chapter 28E, 2021 Code of Iowa (as amended). This agreement shall become effective when recorded with the Washington County Recorder and shall remain in effect until all terms are fully satisfied or is terminated as provided hereinbefore. This agreement shall not relieve either party of any obligation or liability imposed upon it by law except to the extent that the actual and timely performance during the term of the contract may be offered in satisfaction of the obligation or responsibility.

This is the entire agreement between the parties, and it may be amended only in writing. The laws of the State of Iowa shall apply to this contract of agreement.

All parties to this agreement shall cooperate with each other to the fullest extent possible in order to facilitate and carry out the provisions of this agreement.

CITY OF WASHINGTON, IOWA

WASHINGTON COUNTY
BOARD OF SUPERVISORS

Mayor

Board Chair

ATTEST:

City Clerk

Washington County Auditor

Date

Date

HOURLY BILLING RATES*

Jacob Thorius	County Engineer	\$ 100.52
David Patterson	Assistant County Engineer	\$ 64.94
Jeremy McLaughlin	Engineering Technician	\$ 53.31
Kelly Farrier	Engineering Technician	\$ 43.47
Dennis Murray	Engineering Aide	\$ 46.25
Kathy Dolan	Office Manager	\$ 39.72
College Part-time	Inspector V	\$ 18.40
	Inspector IV	\$ 17.24
	Inspector III	\$ 16.07
	Inspector II	\$ 14.91
	Inspector I	\$ 13.74
Robert Bauer	Licensed Surveyor	\$ 50.00
Mileage	\$ 0.39 per mile	
Overtime	1.5 x hourly rate	
Expenses	At actual cost	

* Includes County Salary + Fringe Benefits (Holidays, Vacation, Sick Leave, IPERS, FICA, Medicare, Unemployment, Health Insurance, Life Insurance, and Workman's Comp.)

Rates have been estimated for estimated inflation based on construction in 2022.

Actual Billing Rates shall be based on actual wage plus fringe benefits listed as determined on July 1 each year in accordance with the salaries authorized by the Washington County Board of Supervisors and include 10% overhead cost.

RESOLUTION NO. _____

**A RESOLUTION APPROVING A JOINT AGREEMENT FOR
STREET CONSTRUCTION PURSUANT
TO THE PROVISIONS OF IOWA CODE SECTION 28E**

WHEREAS, the City of Washington and the Washington County Engineer wish to enter into an agreement under Iowa Code Chapter 28E to formalize arrangements for the construction of certain street maintenance and improvement activities on West 5th Street and Lexington Boulevard.

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

Section 1. The City Council hereby approves the attached 28E agreement, which will be effective with the mutual agreement of the Washington County Board of Supervisors.

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

PASSED AND APPROVED by the City Council of the City of Washington, Iowa this 7th day of September, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

28E
JOINT PUBLIC SERVICE AGREEMENT

WHEREAS, under Chapter 28E of the 2021 Code of Iowa (as amended), Washington County, Iowa, may, as a public agency, enter into an agreement with a public agency which is a political subdivision of the State of Iowa, such as a City governing body, to cooperate in such a way as to provide joint services to their constituents and to cooperate in other ways of mutual advantage; and

WHEREAS, it is deemed to be in the best interest of Washington County and the City of Washington, a City organized and existing under the laws of the State of Iowa, and of their respective citizens that the County and said City jointly undertake to provide for pavement overlay of Lexington Boulevard and West 5th Street, with Washington County to provide certain necessary services related to such repaving for which the City of Washington is to reimburse the County.

NOW, THEREFORE, THE PARTIES HERETO DO MUTUALLY AGREE AS FOLLOWS:

1. Washington County shall provide under this 28E Agreement through its Engineering Department certain services to the City of Washington for the pavement overlay of Lexington Boulevard and West 5th Street. These services shall include preliminary survey, project design and contractual administration including resident engineering and construction inspection and staking. The County shall be reimbursed for such services by the City of Washington.
2. The City of Washington shall have the ability to review and provide comments of the proposed project plans during the check plan stage. All comments provided by the City of Washington will be taken into consideration during the development of final plans.
3. All services provided under this 28E Agreement shall be performed in a good and workmanlike manner in accordance with standards of the Iowa Department of Transportation for the design and construction of public improvements and shall comply with all statutes, codes, ordinances, rules, and regulations applicable thereto.
4. All services provided shall be administered by Washington County through its Engineering Department, which shall be responsible for all procedural and substantive matter relating hereto. These services shall be provided by the County Engineer or his authorized representative. The County Engineer shall determine when, in his judgment, performance is complete and shall thereafter recommend to the City of Washington that the project be finally accepted.
5. The cost for all services charged by Washington County to the City of Washington under this 28E Agreement shall be the actual costs to Washington County for providing such services in proportion to the work in the Washington city limits, 82.6%, in accordance with the attached schedule of rates for each classification of employee or item of work performed. Payment shall be made as soon as possible by the City of Washington upon Washington County's submission of the monthly billing statement.
6. Either party may terminate this Agreement by sending written notice of termination, specifying the reasons for termination, at least thirty days prior to the effective date of termination. Notice shall be sent to the governing body of the other party at its principal place of doing business by registered mail. Upon termination, all services completed to date by Washington County shall be reimbursed according to this 28E Agreement by the City of Washington

7. The City of Washington and Washington County hereby claim and do not waive all immunities from suit, including as provided in Chapter 670, Iowa Code (2011) and as amended, and in accordance with any applicable caselaw. Unless immune from suit, Washington County and the City of Washington, Iowa shall maintain appropriate insurance coverage or agree to pay any and all damages assessed as a result of claims, settlements, judgments or lawsuits arising from the services, personnel or equipment under this agreement.

EXECUTION OF AGREEMENT

The parties hereunto shall approve this 28E Agreement by resolution of their respective Board or Council, which shall authorize the execution of this agreement. It shall then be filed in the Office of the Iowa Secretary of State and the Office of the County Recorder of Washington County, Iowa, in accordance with Chapter 28E, 2021 Code of Iowa (as amended). This agreement shall become effective when recorded with the Washington County Recorder and shall remain in effect until all terms are fully satisfied or is terminated as provided hereinbefore. This agreement shall not relieve either party of any obligation or liability imposed upon it by law except to the extent that the actual and timely performance during the term of the contract may be offered in satisfaction of the obligation or responsibility.

This is the entire agreement between the parties, and it may be amended only in writing. The laws of the State of Iowa shall apply to this contract of agreement.

All parties to this agreement shall cooperate with each other to the fullest extent possible in order to facilitate and carry out the provisions of this agreement.

CITY OF WASHINGTON, IOWA

WASHINGTON COUNTY
BOARD OF SUPERVISORS

Mayor

Board Chair

ATTEST:

City Clerk

Washington County Auditor

Date

Date

HOURLY BILLING RATES*

Jacob Thorius	County Engineer	\$ 100.52
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	Inspector IV	\$ 17.24
	Inspector III	\$ 16.07
	Inspector II	\$ 14.91
	Inspector I	\$ 13.74
Robert Bauer	Licensed Surveyor	\$ 50.00
Mileage	\$ 0.39 per mile	
Overtime	1.5 x hourly rate	
Expenses	At actual cost	

* Includes County Salary + Fringe Benefits (Holidays, Vacation, Sick Leave, IPERS, FICA, Medicare, Unemployment, Health Insurance, Life Insurance, and Workman's Comp.)

Rates have been estimated for estimated inflation based on construction in 2022.

Actual Billing Rates shall be based on actual wage plus fringe benefits listed as determined on July 1 each year in accordance with the salaries authorized by the Washington County Board of Supervisors and include 10% overhead cost.

STATE OF IOWA 2021 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2021 CITY OF WASHINGTON, IOWA DUE: December 1, 2021	16209200600000 CITY OF WASHINGTON PO Box 516 WASHINGTON IA 52353-0516 POPULATION: 7266
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NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS

	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	3,954,099		3,954,099	3,725,226
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	3,954,099		3,954,099	3,725,226
Delinquent Property Taxes	0		0	0
TIF Revenues	375,505		375,505	366,762
Other City Taxes	1,082,348	0	1,082,348	1,021,711
Licenses and Permits	92,770	0	92,770	103,000
Use of Money and Property	249,699	834	250,533	388,699
Intergovernmental	1,891,119	92,803	1,983,922	3,024,079
Charges for Fees and Service	38,496	4,479,334	4,517,830	5,326,377
Special Assessments	21,558	0	21,558	53,000
Miscellaneous	1,668,246	334,740	2,002,986	1,589,884
Other Financing Sources	6,945,644	2,011,993	8,957,637	514,006
Transfers In	6,740,638	1,794,088	8,534,726	8,745,285
Total Revenues and Other Sources	16,319,484	6,919,704	23,239,188	24,858,029
Expenditures and Other Financing Uses				
Public Safety	1,871,812		1,871,812	1,871,604
Public Works	1,152,745		1,152,745	1,330,876
Health and Social Services	0		0	0
Culture and Recreation	1,222,407		1,222,407	1,160,474
Community and Economic Development	96,231		96,231	123,064
General Government	1,267,228		1,267,228	1,213,571
Debt Service	1,362,733		1,362,733	1,440,050
Capital Projects	7,170,793		7,170,793	9,723,104
Total Governmental Activities Expenditures	14,143,949	0	14,143,949	16,862,743
BUSINESS TYPE ACTIVITIES		4,931,061	4,931,061	5,725,509
Total All Expenditures	14,143,949	4,931,061	19,075,010	22,588,252
Other Financing Uses	6,334,433	2,200,293	8,534,726	
Transfers Out	6,334,433	2,200,293	8,534,726	8,745,285
Total All Expenditures/and Other Financing Uses	20,478,382	7,131,354	27,609,736	31,333,537
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	-4,158,898	-211,650	-4,370,548	-6,475,508
Beginning Fund Balance July 1, 2020	8,228,132	1,650,116	9,878,248	9,878,247
Ending Fund Balance June 30, 2021	4,069,234	1,438,466	5,507,700	3,402,739

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2021		Indebtedness at June 30, 2021	
	Amount		Amount
General Obligation Debt	10,070,000	Other Long-Term Debt	0
Revenue Debt	19,151,905	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	21,648,212

CERTIFICATION

The forgoing report is correct to the best of my knowledge and belief

Signature of Preparer	Publication 8/26/2021
Printed name of Preparer	
Signature of Mayor or other City official (Name and Title)	Phone Number
	Date Signed

PLEASE PUBLISH THIS PAGE ONLY

Task Order No. 2045-21A

Task Order No. 2045-21A
consisting of 4 pages.

Task Order

In accordance with paragraph 1.01 of the Master Agreement between Owner and Engineer for Professional Services dated May 1, 2013 ("Agreement"), Owner and Engineer agree as follows:

Specific Project Data

- A. **Title:** Old Wastewater Treatment Plant Demolition - Washington, Iowa
 - B. **Description:** The City of Washington, Iowa is planning to demolish the abandoned Wastewater Treatment Plant structures. This Task Order includes design, bidding, and construction phase services as identified below for the demolition of the abandon structures which will include the old influent structures, digester, clarifier, Imhoff tank, sludge storage tank and lab building. Concrete structures, manholes, and buildings will be removed to three feet below grade, and the remaining below grade structures will be backfilled. Existing buried piping will be abandoned in place, or the ends plugged as appropriate. Engineering services will include preparation of plans and specifications for public bidding.
1. **Services of Engineer** - Services of Engineer for this Task Order No. 2045-21A shall be as per Exhibit A of the Master Agreement except as modified below (*Paragraph and Sub-paragraph numbering below coincides with the particular Paragraph and Sub-paragraph numbering of Exhibit A of the Master Agreement for which modifications are hereby made*):

Part 1 -- Basic Services

A1.01 **Study and Report Phase** – Not Included.

A1.02 **Preliminary Design Phase** - As per Exhibit A, but with the following additions or modifications:

A.5. One kickoff meeting will be held via conference or video call with City staff to review the preliminary design documents.

A.6. Furnish three (3) paper review copies and an electronic PDF of the Preliminary Design Phase documents and any other deliverables to Owner.

A1.03 **Final Design Phase** - As per Exhibit A, but with the following additions or modifications:

A.2 Include the following as part of the Final Design Phase:

a. Prepare a storm water pollution prevention plan (SWPPP) and include it in the final design documents.

A.5. Furnish three (3) paper copies and an electronic PDF of the Final Design Phase documents and any other deliverables to Owner.

C. The number of prime contracts for Work designed or specified by Engineer upon which the Engineer's compensation has been established is one (1).

Task Order No. 2045-21A

A1.04 Bidding or Negotiating Phase - As per Exhibit A, but with the following additions or modifications:

A.1. Costs for bid document printing and distribution will be paid by the Owner as an additional expense.

A1.05 Construction Phase - As per Exhibit A, but with the following additions or modifications:

A.2 Resident Project Representative (RPR) services will not be provided.

A1.06 Commissioning and Post-Construction Phase – Not Included

Part 2 -- Additional Services

A2.01 Additional Services Requiring Owner's Authorization in Advance - As per Exhibit A of the Master Agreement, except for services specifically identified in this document as part of the Basic Services, and with the following clarifications:

A.1. Funding Assistance as described in the Master Agreement under A2.01.A.1 and other services required to comply with funding requirements as requested by the Owner (e.g. assistance with archaeological and historical investigations, SRF Davis-Bacon wage requirements, contractor payroll submittals, contractor employee pay interviews, American Iron & Steel Provisions).

A.16 Providing Construction Phase services beyond the original date for final completion of the Work. Construction phase services are based on construction duration of 6 months.

A.28 Services related to easement creation or acquisition, temporary easements or property access for construction on private property, and/or property acquisition related services.

2. Owner's Responsibilities - Owner Responsibilities for this Task Order shall be as per Exhibit B of the Master Agreement and as modified below:

B.2.01. As per Exhibit B, but with the following additional responsibilities:

C.4. The Owner shall be responsible for and pay for all geotechnical investigations and services, if any, related to the project.

F. Owner shall arrange for Engineer and Engineer's Consultants to access public and private properties for survey and other work that may be required for Engineer to perform services under this Task Order.

H. The Owner shall pay for all permit fees associated with the project. Such fees are not included in this contract.

O. The Owner shall pay for all Special Inspections and testing required, if any, during the construction phase.

P. Owner shall engage the services of an independent consultant for the purposes of performing an investigation of and documenting the presence or absence of asbestos containing materials and lead-based paint as it relates to demolition of the structures.

Task Order No. 2045-21A

3. Times for Rendering Services - Phases of work shall be provided as follows:

Engineer and Owner are aware that there are factors outside the Engineer's control that may affect the Engineer's schedule for completing the services to be provided under this Agreement. The Engineer shall perform these services with reasonable diligence and expediency consistent with sound professional practices.

Phase	Anticipated Completion Date
Preliminary Design Phase	Deliver to Owner within 30 days of authorization to proceed
Final Design Phase	Deliver to Owner within 30 days of completion of previous phase
Bidding Phase	Estimated 30 days after acceptance of final design
Construction Phase	As required for construction (estimated 6 months)

4. Payments to Engineer for Services and Reimbursable Expenses

Payments to Engineer shall be in accordance with Exhibit C of the Master Agreement. Specifically, Owner shall pay Engineer for services as follows:

	Fee Basis	Amount
Basic Services		
Preliminary Design Phase	Method A. Lump Sum	\$8,570
Final Design Phase	Method A. Lump Sum	\$12,850
Bidding Phase	Method A. Lump Sum	\$8,050
Construction Phase	Method B. Standard Hourly Rates + Reimbursable Expenses	\$9,900 (estimated)
Additional Services		To Be Determined, if needed
Total		\$39,370

Notes:

- (1) Method A Lump Sum fees noted above include appropriate amounts for direct expenses for each item.
- (2) Amounts listed above that are based on Standard Hourly Rates and Reimbursable Expenses are estimates only; actual fees and charges for those items may differ from the estimated amounts. Engineer will request written authorization from Owner to continue such services should the accumulated hourly amounts charged for any given task or phase reach the estimated total amounts given above.
- (3) Total lump sum fee is \$29,470.
- (4) Total hourly estimated fee is \$9,900.

5. Engineer's Consultants:

- (1) None

6. Other Modifications to Master Agreement:

The term of the Master Agreement is hereby extended to the completion date of the work under this Task Order if that should extend beyond the current term of the Agreement.

Task Order No. 2045-21A

7. Attachments - None

8. Documents Incorporated By Reference - None

Approval and Acceptance: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this document as part of the Agreement. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, 2021.

Engineer

Steven J. Troyer 8-20-2021
Signature Date

Steven J. Troyer, P.E.
Name

Principal
Title

Owner

Signature Date

Name

Title

Authorized Representative for Task Order:

Matthew Hawes, P.E.
Name

Project Manager
Title

414 South 17th Street, Suite 107, Ames, IA 50010
Address

mhawes@foxeng.com
E-Mail Address

515-233-0000
Phone

515-233-0103
Fax

Authorized Representative for Task Order:

Name

Title

Address

E-Mail Address

Phone

Fax

*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*

August 30, 2021

Iowa Economic Development Authority
1963 Bell Avenue, Suite 200
Des Moines, IA 50315

Re: Challenge Grant Application – Renovation of Winga’s Café Building

Dear Grant Selection Team:

The City of Washington supports the Main Street Washington application to the IEDA for a Main Street Challenge Grant. We further state that representatives of the City Council and the City Building and Zoning Official have reviewed the project proposal.

We further agree that all historically significant properties submitted for consideration in this application will comply with the Secretary of Interior’s standards for historic property rehabilitation.

Sincerely,

Kelsey Brown
Finance Director
Co- Interim City Administrator

Sally Y. Hart
City Clerk
Co- Interim City Administrator

Brent Kromrie
President, Main Street Washington

Summarize the scope and nature of the proposed project:

Building owners Edward and Isabella Santoro plan to renovate the building located at 106 W Main St, in Washington, IA. They purchased it in December of 2020 from the Winga family, who had previously owned and operated a restaurant in the building's ground floor, called Winga's Cafe. The Wingas kept the building vacant and shuttered for the last fifteen years. As would happen to any building, it incurred water damage, mold, and other issues that result from years of neglect. Located right on the downtown square, in the heart of the Main Street District, this empty storefront must be renovated and brought up to code in order for it to house another business again. The Santoros ultimately plan to open another restaurant in this historical building that previously housed a restaurant for nearly a century. In order to do that, they need to update and bring up to code the plumbing, electrical, ADA, and fire suppression and alarm systems. They are ready to get this project underway and have already renovated the upstairs apartment and rented that out. They have also begun the gutting process on the ground floor and will be ready to pursue the renovation plans by October. They have detailed plans with quotes from the relevant companies and have a project bid outlined by a local contractor, Astor Renovation and Construction, LLC. As soon as the renovation phase is complete, they will pursue the next steps required to reopen the restaurant as "The Northside Cafe."

Describe the proposed project.(25 pts)(2,500 characters maximum). What will be done? Describe the scope of work to be completed with Challenge Grant funds and identify additional project phases(if applicable). Include the historic appropriateness of rehabilitation plans. Identify project team and local partnerships involved (city roles, community groups, etc.).

What will be done exactly:

- New plumbing for the entire ground floor space
- 3 new bathrooms, including an ADA accessible one
- New electrical
- Fire alarm system
- Kitchen hood
- Fire suppression system for hood
- Fire extinguishers
- Lighting
- 2-hour fire resistant drywall barrier to second floor
- New drywall and other material for all walls on ground floor
- Paint
- Ductwork
- New flooring in kitchen that is health-code approved
- Appropriate wall covering/painting in kitchen that is health-code approved
- Refinishing of wood floors in dining room

Project phases after completion of grant scope of work:

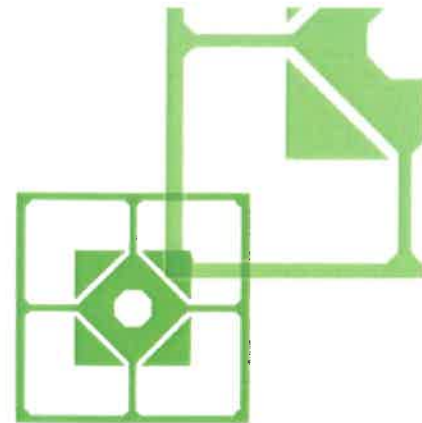
- Install new restaurant equipment and service existing equipment
- All the various steps that require opening a restaurant

Historic Appropriateness:

- Will make an empty storefront full and open again
- Was a restaurant for nearly a century before closing in 2006
- Will try our best to keep historical aspects of restaurant, such as original walk-in cooler, similar kitchen and dining room layout, bar with stools, original soda fountain, some original menu items

Project Team:

- Local contractor Astor Renovation and Construction, LLC
- Local health inspectors, fire inspectors and city inspector
- City supports this project, as does Main Street and Chamber of Commerce



2021 Board of Directors

Brent Kromrie, President
Tim Elliott, Vice President
Elaine Moore, Treasurer
Jordan Hill, Secretary
Jamie Collier
Maddie Widmer

Ex-Officio

Michelle Redlinger
Marcus Fedler
Mary Audia

What we do in a nutshell?

- Historic Preservation
- Economic Development
- Business Support
- Downtown Beautification
- Design Assistance & Consultation
- Marketing
- Event Planning
- Community Organizing
- & so much more...

Business Visit Program

We'd love to know more about you & your business! Let's sit down & see how Main Street can benefit you.

August 31, 2021

City of Washington
c/o City Council
215 E. Washington St.
Washington, IA 52353

Dear City Council Members;

Attached is the Downtown Investment Grants (DIG) applications for funding for the rehabilitation of Winga's Café by Isabella & Ed Santoro.

The Main Street Washington met with the property owners on Monday August 30th for walkthrough's of the project recommend funding of this project which has been vacant for 15 years.

Main Street Washington is requesting:

Winga's Café receives **\$25,000** towards their \$341,000 project to begin Fall 2021 and wrap by Fall 2022.

We appreciate the City's interest and willingness to host the Downtown Investment Grants Program.

Thank you for your consideration,

A handwritten signature in black ink that reads "Sarah Grunewaldt".

Sarah Grunewaldt
Executive Director

Accredited by:



Main Street Washington Downtown Investment Grants (DIG)

Building/Business Former Winga's Café

Contact Person Isabella & Ed Santoro

Address 106 W. Main Street

Email Isabella.santoro@gmail.com

Phone 461-3601

Application is for: (check all that apply)

A. Building Improvement

B. Low Interest Loan

The DIG Committee made a site visit on this date August 30, 2021.

Proposed Project Rebirth of Winga's Cafe

IMPORTANT: Work started before receipt of a signed contract with MSW is not eligible for funding. *Main Street Washington, as Grantor, is not liable for any contracts or agreements nor for any damage incurred as a result of this project. MSW reserves the right to withhold payment of said grant for work that does not comply with the scope of work as contracted between the grantee and MSW.*

Describe each element of the project in detail, including methods and materials. Please address each building element you checked on the Letter of Intent to Participate. If you have decided not to do any items you checked, please mention it below. Attach additional sheets if necessary.

Attach any bids or estimates for each element of the project.

Remember to obtain necessary city permits and to contact asbestos and lead paint specialists if needed.

Example: Scrape, prime and paint exterior trim around windows on first and second floor using Amazing Brand exterior oil based primer and topcoat, caulk cracks and voids - colors and bid attached - \$1,000. Scrape, prime, paint, caulk cracks and voids and install new weatherstripping on front door; replace cracked glass in door with bullet proof glass - same paint and colors as windows - \$1,500. (Needs to be updated for a higher dollar value)

The entire first floor will have new plumbing, electrical as well as new ductwork for the HVAC. Three new bathrooms will be installed including 2 public bathrooms one which is ADA accessible as well as a staff bathroom. A fire alarm system will be installed with appropriate suppression in the 2 new kitchen vent hoods as well as fire extinguishers. A fire barrier will be installed between the restaurant and the 2nd floor unit and the tin ceiling reinstalled. The wood floors in the dining room will be restored and the counters, booths, and stools reinstalled. All new lighting and drywall will be installed. In the kitchen the walls and flooring materials will be replaced to meet healthcode. Finally all existing kitchen equipment will be cleaned, serviced, and installed with the new equipment. The kitchen equipment servicing and purchase will be a part of the owner match.

The restaurant was opened in the early 1920's and subsequent remodels have covered original features of the building. The original tin ceiling will be exposed as will a skylight that was found during demolition. The original counter stools and booths will be used for the restaurant. The soda fountain will also be restored. The exterior of the building will maintain its aluminum awning and teal structural glass front from the 1960s renovation. The owners hope to blend the different phases of the buildings life to make a cool, retro dining experience

Total cost of project

\$341,000.00

Scoring Information

In order to be deemed eligible for consideration, all applications must follow the steps listed on page 1 of the invitation to apply. If you no longer have that document, we'll be glad to provide another copy by email. Without the information gained from applicants following the process, the committee can not fairly score the applications.

Applications will be scored on six criteria, but no project must fit into all categories. The categories are:

- the historic integrity - will the historic elements of the building be respected? or in the case of new construction, will the new building blend in and complement the district?
- the aesthetic value of the project - does it contribute to improving the appearance of our business district?
- life safety/ADA issues - does it make a building safer or more accessible?
- does the proposed work improve or assure the structural integrity of the building?
- does the project support economic development by adding useable space to a building?
- does the project make "green" improvements?

Again, no project is expected to fit into all categories, but we expect all projects will be strong in some categories.

All eligible applications will be scored by the Design Committee shortly after the application deadline. Recommendations for grants awards will be sent to the Main Street board & Washington City Council.

All applicants will be notified whether their application was approved or denied shortly after the Main Street board determines the awards and sends it onto Washington City Council.

Once you have signed a contract with MSW to have the work performed as described in the grant application, work may begin.

Work which does not adhere to the approved plan may be subject to non-payment of grant funds.

As always, if you or your contractor have questions or need to make a change to the approved plan, please call the Main Street office at 319-653-3918 before doing the work in question.

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



MEMO

To: City Council
From: Keith Henkel, Safety Director
Date: 8/26/2021
Re: IAMU Safety Contract

Council,

A year ago, IAMU the coordinator for our SASSO safety group began a major company restructure. This left us with three options: continue with the organization that SASSO will morph into, place IAMU under contract to provide a safety coordinator on a part time basis to the city, or discontinue our contract with IAMU completely and explore other options for our annual safety training. The option to discontinue our contact with IAMU was eliminated because other options to provide this training was in staff's opinion, not as effective for our employees. The option of a part time safety coordinator would provide the city the same net result as our staff is currently providing, and the contract for these services would increase our yearly cost by more than 3.5 times. City staff's opinion would be to continue with IAMU's new group which will be referred to as ISEP. Our current group SASSO will be dissolved as of December 31, 2021 and ISEP will begin January 1, 2022. The cost for ISEP will be \$5912.70 which is an annual increase of about 10% from what we paid SASSO in 2020. ISEP will have an expected annual increase of 3% going forward. This is beneficial to the city from a budgetary aspect as we will be able to budget the amount needed each year for these services. The SASSO groups cost were based on overall membership totals so if a city dropped out mid-year from the contract the remaining membership had to make up the difference. I ask council to direct Kelsey Brown to enter into a contract with IAMU's ISEP safety group for safety training services. This initial contract will automatically renewed annually until such time as the city gives written notice to IAMU to cancel the contract.

Thank You,

A handwritten signature in black ink, appearing to read "Keith Henkel", written over a white background.

Keith Henkel

**Iowa Association of Municipal Utilities
Iowa Safety Education Program Participant Agreement**

1. **Agreement.** This Iowa Safety Education Program (“ISEP”) participating member agreement (the “Agreement”) is between Iowa Association of Municipal Utilities (“IAMU”) and the undersigned participating member (“Participant”) (collectively the “Parties”). This Agreement contains the entire agreement between the Parties with respect to the program described herein and supersedes prior documentary or oral understanding. This Agreement may not be amended except by a document signed by both Parties specifically amending this Agreement.

2. **Education Services Provided.** IAMU will provide safety education classes throughout the state. Class offerings will also include a combination of in-person, webinar, and streaming formats. Participant shall have unlimited access for all of Participant’s employees to all safety education provided by IAMU through ISEP. All ISEP events shall be labeled as such, and these events shall be the only IAMU events that the Participant’s employees shall be eligible to participate in under this Agreement. Any additional events shall require additional fees, as provided with those events.

3. **OSHA Written Program Audits.** If requested by Participant, IAMU will periodically review the Participant’s mandatory OSHA written programs on a schedule no more frequently than as set out herein. IAMU staff will provide suggested corrections, updates and improvements to such programs but will not rewrite or redo the programs under this section.

Audit	Periodic Review every:
Mock OSHA Walkthrough	5 years
OSHA Recordkeeping Audit and Written Program Review	5 years
OSHA Noise Survey of Equipment	3 years

4. **Program and Process Templates.** Participant will have access to IAMU’s safety program and process templates including but not limited to Job Safety analysis, Personal Protective Equipment assessment, Energy Control procedures, and a variety of other model written programs.

5. **Class Information.** IAMU shall maintain a database of ISEP class sessions provided each year. Up to quarterly at the request of Participant IAMU will provide a summary of the previous year’s education for the Participant. The summary shall be provided in electronic format suitable for inclusion in formal reports and retention in member records. For each class the data will include:
 - a. Topic Title
 - b. Date Held
 - c. Duration
 - d. Instructor
 - e. Participant’s Employees in attendance

6. **Membership.** Participant must maintain a membership with IAMU to participate in this agreement.

7. **Term.** Participant shall have access to ISEP events from January 1, 2022 through December 31, 2022, and any renewal thereafter. This Agreement shall automatically renew for additional one year terms unless either of the Parties gives the other written notice of its intent to terminate the Agreement prior to October 1, 2022 and each October 1 of successive renewal period.

8. **ISEP Events.** ISEP educational events will be held throughout the state of Iowa, at the discretion of IAMU. An expected schedule of topics, locations, dates and times will be published by November 1, 2021, and each September 1st in any renewal year.
9. **Fee.** In order to participate in ISEP, the Participant shall pay a quarterly fee as designated in Exhibit A on January 1, 2022, April 1, 2022, July 1, 2022, and October 1, 2022. The quarterly fee for future years shall be provided to the Participant on or before September 1st of each year.
10. **ISEP Advisory Committee.** Education topics, locations, dates and times will be at the discretion of IAMU staff. An ISEP Advisory Committee, made up of one employee from a minimum of ten Participants shall be formed to provide advice and counsel to IAMU staff regarding educational topics offered through ISEP. Final approval of the topics, locations, dates and times shall be at the discretion of IAMU staff.
11. **Force Majeure.** IAMU shall be excused from performance under this agreement if it cannot complete the services contemplated above because of acts of God, strikes, lockouts, or other conditions beyond its control. Should IAMU invoke this Force Majeure clause Participating Member shall be excused from paying the quarterly fee otherwise required for so long as the Force Majeure is in effect.
12. **No Warranty Provided.** IAMU cannot and does not provide any warranty of any kind with ISEP participation. ISEP participation does not guarantee safety incidents or accidents will not occur or that Participant's employees will not be injured on the job.
13. **Indemnification.** Participant shall hold IAMU harmless from, and indemnified for, any losses, claims, or injuries arising out of the construction, operation, repair or maintenance of the Participant's operations.
14. **Agreement Binding on Successors.** This agreement shall be binding upon and shall inure to the benefit of IAMU and Participant and its successors and assigns.

Iowa Association of Municipal Utilities
Iowa Safety Education Program Participant Agreement

Exhibit A

Participant's Annual amount will be \$5912.70. Participant will be billed quarterly at an amount of \$1478.17 beginning January 1, 2022 and continuing on quarterly thereafter as referenced in the above agreement. Future quarterly amounts due will be given to participant by September 1 of each year.

Washington, City of

Signature Date
Name: _____
Title: _____

Iowa Association of Municipal Utilities

Date
Troy DeJoode
Executive Director

Sign and Return to IAMU by 11-15-2021, either by:
Preferred: Scan and email to dhraha@iamu.org
OR Fax to 515-289-2499
OR mail to:
Dave Hraha
IAMU
1735 NE 70th Ave.
Ankeny, IA 50021

*Jaron P. Rosien, Mayor
Sally Hart, City Clerk
Kevin Olson, City Attorney
Kelsey Brown, Finance Director*



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

Memorandum

September 3, 2021

To: Mayor & Council

From: Sally Y. Hart – City Clerk
Kelsey Brown – Finance Director

Re: MSJ Country Club Area Sewer Boring

As Council is aware and previously discussed, the City has been approached about a major residential subdivision that could result in a buildout as significant as 44 acres with multiple types of residential units. The sanitary sewer available to the property is too shallow for residential development, so a lift station would have to be constructed to allow for development at present. Alternatively, we have identified an area where by boring 650' of new sewer, we would be able to deepen the sewer access to the property by 10', allowing for broad development. There is still a portion in the south and west of the parcel that drops off significantly that couldn't easily be served by gravity sewer and would probably make a better stormwater detention/retention area.

It is recommended that \$125,000 be allocated toward this project, and that city administration be authorized to work with engineer Jack Pope of Garden & Associates to get moving forward on design so that we can meet the timelines the developer has in mind. Attached is a timeline of steps that would need to be completed and a map of the area.

The City is receiving approximately \$1,077,441 in funds from the American Rescue Plan Act (ARPA). The funds have a variety of potential uses, with specific categories in the legislation for funding water and sewer infrastructure. This sewer boring project would fit under those requirements and would be approximately 11.5% of the City's ARPA funding. It is our understanding that projects with ARPA funds would need to follow CDBG/State Revolving Fund guidelines and procedures.

City of Washington

Schedule for MSJ Country Club Subdivision Legal & Administrative Proceedings

<u>Step</u>	<u>Task</u>	<u>Responsible Parties</u>	<u>Tentative Date</u>	<u>Done ?</u>
1	Preparation of subdivision preliminary project costs & design	Pope		
2	Meet to discuss preliminary project costs & structure of development agreement (including review of draft Development Agreement- DA)	Hart/ MSJ		
3	Council consensus on using ARPA funds for sewer boring	City Council		
4	Authorization to proceed from City to Engineer on design of sewer boring improvements	Hart/ Pope		
5	Finalization of DA	Hart/ MSJ		
6	Preparation/review of Urban Renewal (UR) Plan	Ahlers/ Brown/ Hart		
7	Preparation of legal proceedings for approval of UR Plan & DA	Ahlers		
8	Council accepts Petitions for Voluntary Annexation	City Council		
9	Council sets date for public hearing on UR Plan and DA for September 14 at 6:30 PM	City Council		
10	Formal authorization of engineering agreement for sewer boring & other improvements	City Council		
11	Council sends Notice of Annexation to BOS & other affected entities	Hart/ Ahlers/ Olson		
12	TIF mailing to affected taxing entities, including copy of UR Plan & Proposed Joint Agreement Allowing Extended TIF	Hart		
13	Consultation with BOS; Discussion & Consideration of Joint Agreement Allowing Extended TIF	Hart	(BOS Mtg)	
14	Preliminary design of sewer boring complete; legals for easements provided to City	Pope		
15	BOS/Township Trustee Meeting on Annexation	Hart/ Olson/ BOS	(BOS Mtg)	
16	All hearing notices (UR, DA, Annexation) submitted for publication	Hart		

City of Washington

Schedule for MSJ Country Club Subdivision Legal & Administrative Proceedings

<u>Step</u>	<u>Task</u>	<u>Responsible Parties</u>	<u>Tentative Date</u>	<u>Done ?</u>
17	Consultation with School Board; Discussion & Consideration of Joint Agreement Allowing Extended TIF	Hart	(School Bd Mtg)	
18	Securing of all easements needed for sewer boring project	Hart/Olson		
19	Notice of hearing to paper & notice to bidders posted on Iowa League for sewer boring project	Hart		
20	Consideration of preliminary subdivision plat & recommendation to Council	Planning & Zoning Commission		
21	Hearing on Annexation & adoption of resolution (Special Meeting)	City Council		
22	Hearing on UR Plan & adoption of plan, including joint agreement (Special Meeting)	City Council		
23	Hearing on DA & adoption of agreement (Special Meeting)	City Council		
24	Consideration of resolution approving preliminary subdivision plat (Special Meeting)	City Council		
25	Consideration of resolution authorizing notice of hearing & letting on sewer boring and other improvements (Special Meeting)	City Council		
26	Consideration of resolution allowing for early home construction prior to final plat approval (Special Meeting)	City Council		
27	File Annexation with Secretary of State, each utility affected, Iowa DOT & Recorder's Office	Hart/Olson		
28	Filing of Preliminary Subdivision Plat with Recorder	MSJ		
29	Public hearing & resolution on plans, specs, form of contract (sewer boring)	City Council		
30	Bid opening on sewer boring project	Hart/Pope		
31	Begin subdivision construction	MSJ/ Contractor		
32	Resolution awarding bid on sewer boring	City Council		

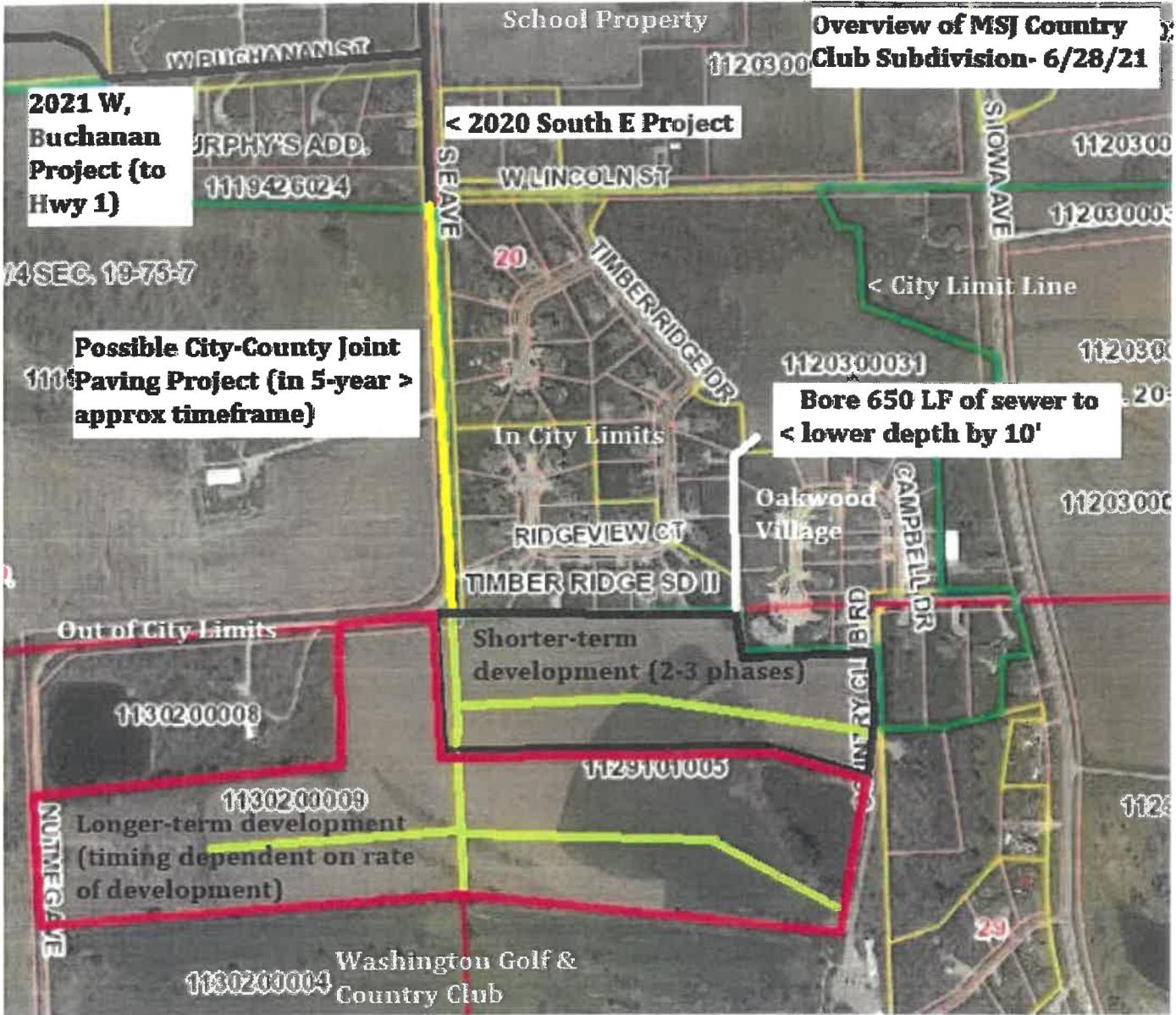
City of Washington
Schedule for MSJ Country Club Subdivision Legal & Administrative Proceedings

<u>Step</u>	<u>Task</u>	<u>Responsible Parties</u>	<u>Tentative Date</u>	<u>Done ?</u>
33	Notice to Proceed on sewer boring	Hart/Pope		
34	Completion of sewer boring construction	City Contractor		
35	Substantial completion of subdivision construction	MSJ/ Contractor		
36	Consideration of final plat & recommendation to City Council	Planning & Zoning Commission		
37	Consideration of a resolution adopting final plat & dedication	City Council		
38	Filing of final plat	MSJ		

Responsible Parties

- Pope = Jack Pope, Engineer with Garden & Associates
- MSJ = Jeff Hazelett & Scott Goodwin
- Olson = Kevin Olson, City Attorney
- Hart = Sally Hart, City Clerk/ Interim City Administrator
- BOS = Washington County Board of Supervisors
- Ahlers = Ahlers and Cooney

Overview of MSJ Country Club Subdivision- 6/28/21





Coronavirus State and Local Fiscal Recovery Funds

The American Rescue Plan will deliver \$350 billion for state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs.

The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

Funding Objectives

- **Support urgent COVID-19 response efforts** to continue to decrease spread of the virus and bring the pandemic under control
- **Replace lost public sector revenue** to strengthen support for vital public services and help retain jobs
- **Support immediate economic stabilization** for households and businesses
- **Address systemic public health and economic challenges** that have contributed to the inequal impact of the pandemic

Eligible Jurisdictions & Allocations

Direct Recipients

- States and District of Columbia (\$195.3 billion)
- Counties (\$65.1 billion)
- Metropolitan cities (\$45.6 billion)
- Tribal governments (\$20.0 billion)
- Territories (\$4.5 billion)

Indirect Recipients

- Non-entitlement units (\$19.5 billion)



Support Public Health Response

Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff



Address Negative Economic Impacts

Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector



Replace Public Sector Revenue Loss

Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic



Premium Pay for Essential Workers

Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors



Water and Sewer Infrastructure

Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure



Broadband Infrastructure

Make necessary investments to provide unserved or underserved locations with new or expanded broadband access



For More information: Please visit www.treasury.gov/SLFRP

For Media Inquiries: Please contact the U.S. Treasury Press Office at (202) 622-2960

For General Inquiries: Please email SLFRP@treasury.gov for additional information



Example Uses of Funds

Support Public Health Response

- **Services to contain and mitigate the spread of COVID-19**, including vaccination, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, and many related activities
- **Behavioral healthcare services**, including mental health or substance misuse treatment, crisis intervention, and related services
- **Payroll and covered benefits** for public health, healthcare, human services, and public safety staff to the extent that they work on the COVID-19 response

Replace Public Sector Revenue Loss

- **Ensure continuity of vital government services** by filling budget shortfalls
- **Revenue loss is calculated** relative to the expected trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- **Recipients may re-calculate revenue loss** at multiple points during the program, supporting those entities that experience revenue loss with a lag

Water & Sewer Infrastructure

- **Includes improvements to infrastructure**, such as building or upgrading facilities and transmission, distribution, and storage systems
- **Eligible uses aligned to Environmental Protection Agency project categories** for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund

Equity-Focused Services

- **Additional flexibility for the hardest-hit communities and families** to address health disparities, invest in housing, address educational disparities, and promote healthy childhood environments
- **Broadly applicable** to Qualified Census Tracts, other disproportionately impacted areas, and when provided by Tribal governments

Address Negative Economic Impacts

- **Deliver assistance to workers and families**, including support for unemployed workers, aid to households, and survivor's benefits for families of COVID-19 victims
- **Support small businesses** with loans, grants, in-kind assistance, and counseling programs
- **Speed the recovery of impacted industries**, including the tourism, travel, and hospitality sectors
- **Rebuild public sector capacity** by rehiring staff, replenishing state unemployment insurance funds, and implementing economic relief programs

Premium Pay for Essential Workers

- **Provide premium pay to essential workers**, both directly and through grants to third-party employers
- **Prioritize low- and moderate-income workers**, who face the greatest mismatch between employment-related health risks and compensation
- **Key sectors include** healthcare, grocery and food services, education, childcare, sanitation, and transit
- **Must be fully additive** to a worker's wages

Broadband Infrastructure

- **Focus on households and businesses** without access to broadband and those with connections that do not provide minimally acceptable speeds
- **Fund projects that deliver reliable service** with minimum 100 Mbps download / 100 Mbps upload speeds unless impracticable
- **Complement broadband investments** made through the Capital Projects Fund

Ineligible Uses

- **Changes that reduce net tax revenue** must not be offset with American Rescue Plan funds
- **Extraordinary payments into a pension fund** are a prohibited use of this funding
- **Other restrictions apply** to eligible uses

The examples listed in this document are non-exhaustive, do not describe all terms and conditions associated with the use of this funding, and do not describe all the restrictions on use that may apply. The U.S. Department of the Treasury provides this document, the State and local contact channels, and other resources for informational purposes. Although efforts have been made to ensure the accuracy of the information provided, the information is subject to change or correction. Any Coronavirus State and Local Fiscal Recovery Funds received will be subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which shall incorporate the provisions of the Interim Final Rule and/or Final Rule that implements this program.

Elm Grove & Woodlawn Cemetery staff would like to propose the following changes to our policies for your consideration.

1. The creation of a year-round policy of minimum 48-hour notice for interments. We have this currently in place for the winter months (November-March) to allow cemetery staff ample time for snow removal and opening of graves. We do not have a requirement on notice from April – October, and this can make it difficult to plan ahead for staff time-off, weekends, etc. We would suggest that there be an exception to this 48-hour notice, by adding a charge of \$300 or the amount that the council sees fit, for interments that are not given proper notice. We would also ask that the Cemetery Sexton shall have discretion to not charge this fee if the interment can be accommodated during normal business hours.
2. The possible elimination of Sunday and Holiday interments. I have included a breakdown of interments from the last 20 years plus this year to date. Since 2015, we have had 1 or 0 interments each year on Sunday or City Recognized Holidays. This would allow cemetery staff a scheduled day off per week.

Elm Grove & Woodlawn Cemetery staff would also like to have future conversations about staffing needs, plot prices and charges for service. We will need to look at cemetery charges for service, in the near future. We have recently done a city owned/operated cemetery survey of cities in Iowa of which I have included also.

Thank you for your consideration.

Sincerely,

Nicholas Duvall

Cemetery Sexton

City of Washington

Elm Grove & Woodlawn Cemetery

319-653-3927 Office

319-461-1490 Cell

nduvall@washingtioniowa.gov

Elm Grove & Woodlawn Cemeteries

Cemetery Interments by Type

2000 -2021

Current to:

9/3/2021

	<u>Full</u>	<u>Cremation</u>	<u>Total</u>	<u>Full %</u>	<u>Cremation %</u>	<u>Saturday</u>	<u>Sat %</u>	<u>Sun. & Hol.</u>	<u>Sun. & Hol. %</u>
2000	65	9	74	87.8%	12.2%	22	29.7%	5	6.8%
2001	91	12	103	88.3%	11.7%	15	14.6%	4	3.9%
2002	83	18	101	82.2%	17.8%	13	12.9%	5	5.0%
2003	70	16	86	81.4%	18.6%	11	12.8%	4	4.7%
2004	56	18	74	75.7%	24.3%	18	24.3%	2	2.7%
2005	73	20	93	78.5%	21.5%	16	17.2%	1	1.1%
2006	60	19	79	75.9%	24.1%	18	22.8%	3	3.8%
2007	64	20	84	76.2%	23.8%	27	32.1%	1	1.2%
2008	80	13	93	86.0%	14.0%	27	29.0%	1	1.1%
2009	45	15	60	75.0%	25.0%	12	20.0%	1	1.7%
2010	64	22	86	74.4%	25.6%	21	24.4%	2	2.3%
2011	55	27	82	67.1%	32.9%	16	19.5%	4	4.9%
2012	51	27	78	65.4%	34.6%	19	24.4%	2	2.6%
2013	42	28	70	60.0%	40.0%	21	30.0%	2	2.9%
2014	63	29	92	68.5%	31.5%	24	26.1%	6	6.5%
2015	56	28	84	66.7%	33.3%	22	26.2%	3	3.6%
2016	39	25	64	60.9%	39.1%	18	28.1%	0	0.0%
2017	53	35	88	60.2%	39.8%	18	20.5%	1	1.1%
2018	45	37	82	54.9%	45.1%	18	22.0%	1	1.2%
2019	44	32	76	57.9%	42.1%	24	31.6%	1	1.3%
2020	43	33	76	56.6%	43.4%	19	25.0%	0	0.0%
2021	24	41	65	36.9%	63.1%	15	23.1%	1	1.5%
Average	57.5	23.8	81.4	70.7%	29.3%	18.8	23.5%	2.3	2.7%

Please note the highlighted numbers are the peak amounts in the past.

Weekend/Holiday

26.2%

<u>City</u>	<u>Newton</u>	<u>Waverly</u>	<u>Fort Madison</u>	<u>Keokuk</u>	<u>Carroll</u>
Population	15118	10308	10201	9981	9829
Department	Community Services	Parks	Cemetery	Cemetery	Cemetery
Supervised By	Parks	Leisure Services	Public Works	Cemetery	Parks & Rec
Maintained by	Parks	Parks	Parks	Cemetery	Cemetery
Employees (Full Time)	6	0	2	2	1
Employees (Seasonal)	10	3	2	1	2
Employees (PT-Year Round)	1	1	4	1	0
Mowing	yes	yes	yes	yes	yes
Trimming	yes/prisoners	yes	Contract/prisoners	Prisoners	yes
Opening/Closing graves	yes	yes/public works	yes	contract out	yes
# of Cemeteries	2	1	4	1	2
Total Acres	72	35	46	100	40
Weekend staffing	4 emp - rotating	PT works all weekends	2 emp - rotating	2 emp - rotating	4 emp - rotating
Required Notice (Winter)	72	24	48	48	none
Required Notice (Summer)	48	24	24	48	none
GIS	yes, not finished yet	yes, Cemsites	no	no	no
Tent	no	no	no	no	no
Yearly Average Interments	100	65	100	37	89
Perpetual Care	yes, both	yes	2 of 4	yes	yes
Other Comments/Concerns	Seasonal Staff Decorations	Seasonal Staff Part Time Staff	Seasonal Staff Part Time Staff	Seasonal Staff No Prisoners - Covid	Seasonal Staff Part Time staff
	Cemetery Funding/Costs		Cemetery Funding/Costs		
	not much weekend/ holiday services		Saturday morning only		
	No Prisoners - Covid		No Sat pm/Sun/Holiday		
			No Prisoners - Covid		

<u>City</u>	<u>Grinnell</u>	<u>Mount Pleasant</u>	<u>Perry</u>	<u>Clear Lake</u>	<u>Washington</u>
Population	9134	8604	8162	7480	7118
Department	Public Services	Public Works	Cemetery	Public Works	Cemetery
Supervised By	Public Services	Public Works	Cemetery	Public Works	Cemetery
Maintained by	Parks	Public Works	Cemetery	Parks	Cemetery
Employees (Full Time)	2 (Parks)	0	1	0	1
Employees (Seasonal)	0	0	5	0	3
Employees (PT-Year Round)	0	0	1	0	0
Mowing	contract	contract	yes	yes	yes
Trimming	contract	contract	yes	yes	yes
Opening/Closing graves	yes	contract full	yes	yes/public works	yes
# of Cemeteries	1	2	1	1	2
Total Acres	60	72	65 + (20 future needs)	no answer	40 + (9 future)
Weekend staffing	occasional rotating	on call staff works	Overtime/No rotation	on call staff works	Overtime/no rotation
Required Notice (Winter)	48	48	48	48	48
Required Notice (Summer)	24	48	24	24	0
GIS	yes, needs finished	no	no, but looking into	no	no
Tent	no	no	no	yes, \$50.00	yes, included
Yearly Average Interments	58	50	60	no answer	82
Perpetual Care	yes	some	yes	no	no
Other Comments/Concerns	Extra \$\$ for short notice	Contract mowing open/close cremation graves only	Cremation Burials Columbarium Weekend Services	Cemetery Funding/Costs Future Expansion	Seasonal Staff Cemetery Funding/Costs Cremation Burials Weekend Services Scheduled time off

<u>City</u>	<u>Nevada</u>	<u>Oelwein</u>
Population	6595	5868
Department	Cemetery	Parks
Supervised By	Parks	Parks
Maintained by	Cemetery	Parks
Employees (Full Time)	1	0
Employees (Seasonal)	0	5 + on-call in winter
Employees (PT-Year Round)	1	0
Mowing	yes	yes
Trimming	yes	yes
Opening/Closing graves	yes	yes
# of Cemeteries	1	2
Total Acres	28	54
Weekend staffing	overtime/no rotation	adjust hours for Sat
Required Notice (Winter)	48	36
Required Notice (Summer)	24	24
GIS	looking into	yes, needs data input
Tent	no	no
Yearly Average Interments	60	60
Perpetual Care	yes	yes, both
Other Comments/Concerns	none	Seasonal Staff Weekend Services

RESOLUTION No. 2021-__

**A RESOLUTION ADJUSTING CERTAIN FEES AND REGULATIONS FOR CITY
CEMETERIES**

WHEREAS, Section 115.08 of the Washington Code of Ordinances provides that the City Council may adopt by resolution rules and regulations including the use, care, control, management, restrictions, and protections of the cemeteries as necessary; and

WHEREAS, the City Council has reviewed current cemetery hours and fees, and agreed to make certain adjustments:

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

Section 1. The City Council authorizes adjustments requiring a 48-hour notice for interments with a charge of \$300 for those that do not give prior notice, with discretion of the Cemetery Sexton if accommodated during normal business hours.

Section 2. Interments may not be held on Sundays and city-recognized holidays.

Section 3. These adjustments are effective October 1, 2021.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 7th day of September, 2021.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, 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

September 2, 2021

Lyle Hansen
Lieutenant

To: Mayor and City Council

Shamus Altenhofen
Lieutenant

Cc: Kelsey Brown, Finance Director; Sally Hart, City Clerk

Jason Chalupa
Sergeant

Ref.: Additional Police Officer

Benjamin Altenhofen
Sergeant

As you know, police staffing was a goal-setting priority identified by Council last winter and included in the Police Department's Strategic Plan.

Brian VanWilligen
Investigator

The department's fulltime staffing level of 11 officers was last increased about 25 years ago.

Eric Kephart
K-9 Handler

Currently officers average maximum vacation accrual of 360 hours or more. Working 12-hour shifts and maintaining appropriate staffing levels to respond to our increasing calls for service, generally requires officers to pick up extra shifts to cover vacation, sick or training leave time.

Seth Adam
Police Officer

Tanner Lavelly
Police Officer

In today's law enforcement climate time off is important to maintain both personal and family well-being.

Christopher Raymer
Police Officer

Though the change to 12-hour shifts has allowed us to cut back on overtime and extra shift expenses the last two years, extra shifts and overtime has become the norm as officers face the dilemma of possibly losing vacation hours as they approach their anniversary dates.

Ethan Hansen
Police Officer

There are many methods used to determine staffing levels, including, per capita, crime trends, calls for service, union/bargaining contracts that outline minimum shift requirements, workload based and shift-relief factoring.

The following pages show per capita rates and FBI crime reporting numbers from 2019 along with a shift relief factor formula for Washington PD.

As you can see in the documents, we are on the low end of the officers per capita, but unfortunately on the upper side of the reportable crimes for cities of comparable size.

The attached over-time and budget document shows that our change to 12-hour shifts, and other management changes have resulted in significant overall budget reductions including extra shift and over-time pay.

A commonly asked question with any request to increase the budget is always, "What can we afford?" We feel the Police Department has done a significant job of reducing expenses and making wise spending decisions, as is indicated in the considerable reduction of operational expenses over the past two years. The budget history indicates, the city "can afford" this budget increase that will result allocating police resources to the patrol section where it is needed most to respond to our increasing calls for service and provide additional officer and public safety.

The shift relief factor formula shows how many hours a single patrol officer is available for work and how many FTEs are needed to fill one 12-hour patrol officer post.

The formula has been adapted to reflect our current organizational structure.

While we will never be able to eliminate overtime or extra shift pay, the addition of one officer would undoubtedly make scheduling easier and allow for us to maintain staffing at levels that allow for increased safety for both the officers and the public.

The formula indicates the need for a fulltime staff of 13 officers, however we realize the need to be fiscally responsible and at this time request just one additional officer with a plan to explore available grant funding next year to fund another officer.

As demonstrated in our monthly activity reports, our Calls for Service have also seen an increase during the last year, with over 500 CFS documented through August.

We are requesting City Council approval to hire an additional patrol officer to bring our current fulltime staffing level to 12 officers.

I would anticipate this position to begin late December or early January and would result in a budget amendment of our current budget of approximately \$53,000 which will bring our current budget total to \$1,382,820 well under the actual amounts spent in the 2016-17, 2017-18 and 2018-19 budgets.

This additional officer will result in an approximately \$93,000 increase to the overall future annual budgets.

Respectfully submitted,



Jim Lester
Chief of Police

Full Time Law Enforcement Officers & FBI UCR Violent and Property Crimes
By City 2019

City	Population	Total Officers	Officers per 1,000 population	Violent Crimes	Property Crimes
Charles City	7334	13	1.77	8	71
Clear Lake	7555	16	2.11	31	132
Creston	7784	12	1.54	26	164
Decorah	7529	11	1.46	9	74
Denison	8415	13	1.54	19	58
Estherville	5609	13	2.31	9	31
Knoxville	7300	14	1.92	55	93
Mount Pleasant	8749	14	1.60	12	155
Nevada	6744	10	1.48	28	85
Perry	7421	13	1.75	20	91
Washington	7315	11	1.50	48	132
Webster City	7684	12	1.56	32	84

2019 Crime in the United States FBI UCR Data

Violent Crimes include: Murder/Non-negligent manslaughter, Rape, Robbery and Aggravated Assault.

Property Crimes include: Burglary, Theft, Motor Vehicle Theft and Arson.

Midwest Average Officer per 1,000 population = 2.6

Iowa Average Officer per 1,000 population = 1.70 according to city-data.com

Knoxville data provided by Chief Fuller.

Police Over-time Payroll History

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Actual	Proposed 21-22 Budget
Overtime Pay	1,024	20,583	27,556	40,140	28,615	
ExtraShift Pay	40,467	53,184	62,975	36,801	15,061	
TOTALS	41,491	73,767	90,531	76,941	43,676	40,943
Total Police Expenditures	1,474,572	1,493,465	1,594,321	1,294,178	1,315,916	1,329,820