AGENDA OF THE SPECIAL SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD IN THE
**COUNCIL CHAMBERS**
**215 E. WASHINGTON STREET**
AT 6:00 P.M., TUESDAY, January 25, 2022

**Call to Order**

**Pledge of Allegiance**

**Roll call**
Agenda for the Special Session to be held at 6:00 P.M., Tuesday, January 25, 2022 to be approved as proposed or amended.

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

**PUBLIC HEARING**

- Public Hearing for Resolution of Necessity (2022 East Adams Street Improvements)

- Discussion and Consideration of Resolution of Necessity (2022 East Adams Street Improvements)

**NEW BUSINESS**

1. Discussion and Consideration of a Resolution Naming City Personnel Authorized to Access Financial Accounts and Conduct Banking Activities on Behalf of the City of Washington, Iowa

2. Discussion and Consideration of Resolution Setting a Public Hearing for February 15, 2022 at 6 p.m. on Plans, Specifications, and Form of Contract and Estimate of Cost (2022 East Adams Street Improvements)

3. Discussion and Consideration of a Resolution Endorsing a Downtown Investment Grant Agreement with DW Developments (111 North Marion Ave.)

**WORKSHOP**

- FY23 Budget

**NEW BUSINESS (continued)**

1. Discussion and Consideration of Resolution Providing for Notice of Intent to Fill Ward 1 Councilor Vacancy by Appointment

2. Discussion and Consideration of a Resolution Calling for a Special Election to Fill the Vacancy of Ward 1 Councilor

**DEPARTMENTAL REPORTS**

Police Department
City Attorney
City Administrator

**MAYOR & COUNCILPERSONS**

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

**ADJOURNMENT**

NOTICE TO PROPERTY OWNERS

NOTICE IS HEREBY GIVEN: That there are now on file for public inspection in the Office of the City Clerk of Washington, Iowa, a proposed Resolution of Necessity, an estimate of cost and a plat & schedule showing the amounts proposed to be assessed against each lot and the valuation of each lot within a district approved by the City Council of Washington, Iowa, for a public improvement, described in general as the 2022 East Adams Street Improvements Project, of the type and in the location as follows:

Description of the Type and Location of the Improvement:

The paving of East Adams from South 9th Avenue to South 15th Avenue; the replacement or new installation of water main along the portion of East Adams from South 9th to South 15th; the installation of new storm water sewer main and drainage structures along East Adams; and the installation of sidewalk along East Adams; and related improvements.

The Council will meet in special session at 6:00 p.m. on January 25, 2022, at the Council Chambers, Washington Municipal Building, 215 East Washington Street, at which time and place the owners of property subject to assessment for the proposed improvement or any other person having an interest in the matter may appear and be heard for or against the making of the improvement, the boundaries of the district, the cost, the assessment against any lot, or the final adoption of the Resolution of Necessity. In lieu of physical attendance, property owners may attend by Zoom web conference by requesting a link and password from sallyhart@washingtoniowa.gov in advance of the meeting. A property owner will be deemed to have waived all objections pertaining to the regularity of the proceedings and the legality of using the special assessment procedure unless at the time of hearing he/she has filed objections with the Clerk.

FOR THE CITY COUNCIL

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Sally Y. Hart, City Clerk

**RESOLUTION NO. _____**

**RESOLUTION OF NECESSITY FOR**
**2022 EAST ADAMS IMPROVEMENTS PROJECT**

WHEREAS, this Council has adopted a preliminary resolution pursuant to section 384.42 of the Iowa Code, as amended, covering the 2022 East Adams Improvements Project (hereinafter referred to as "the Project"); and

WHEREAS, in accordance with such preliminary resolution, the City Engineer has prepared preliminary plans and specifications, an estimated cost of the work, and a plat & schedule, including the valuation of each lot as determined by this Council, and the same have been duly adopted and filed with the City Clerk.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Washington, Iowa:

Section 1. That it is hereby found and determined to be necessary and for the best interest of the City and its inhabitants to proceed with the aforementioned Project, and to assess a portion of the cost thereof to the property benefited thereby.

Section 2. That the Project shall constitute a single improvement and shall consist generally of the paving of East Adams from South 9th Avenue to South 15th Avenue; the replacement or new installation of water main along the portion of East Adams from South 9th to South 15th; the installation of new storm water sewer main and drainage structures along East Adams; and the installation of sidewalk along East Adams; and related improvements in Washington, Iowa, all as more particularly described in the preliminary resolution relating to the Project previously adopted by this Council, which resolution is hereby referred to for a more complete description of the location and terminal points of the Project and the property benefited thereby and proposed to be assessed to pay a portion of the cost of such improvement. The location and terminal points of the Project are further described in the Notice to Property Owners as attached hereof.

Section 3. That it is hereby found and determined that there are on file in the office of the Clerk an estimated total cost of the proposed work and a preliminary plat and schedule showing the amount proposed to be assessed to each lot by reason of such Project.

Section 4. That this Council did meet on Tuesday, January 25, 2022 at 6 PM at the Council Chambers, Washington Municipal Building, 215 East Washington Street, at which time and place it heard the property owners subject to the proposed assessment or assessments and interested parties for or against the Project, its cost, the assessment thereof or the boundaries of the properties to be assessed.

Section 5. That the Clerk gave notice as required by Section 384.50 of the Code of Iowa, as amended, by publication once each week for two consecutive weeks in a newspaper published at least once weekly and having general circulation in the City, and likewise mailed a copy of such notice by Certified Mail to each property owner whose property is subject to assessment for the Project, as shown by the records in the office of the County Auditor, not less than 15 days prior to the hearing.

Section 6. That such notice was in form substantially the same form as attached Notice to Property Owners.

PASSED AND APPROVED this 25th day of January, 2022.

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Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk

**RESOLUTION NO. _____**

**A RESOLUTION NAMING CITY PERSONNEL AUTHROIZED TO ACCESS FINANCIAL ACCOUNTS AND CONDUCT BANKING ACTIVITIES ON BEHALF OF THE CITY OF WASHINGTON, IOWA**

WHEREAS, the City Council of the City of Washington, Iowa, desires to establish the signatories for financial activities; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, Iowa hereby authorize the following individuals to open and close accounts, purchase and redeem investments in accordance with the City's Investment Policy, transfer funds between City accounts and at the Washington State Bank and between financial institutions the City does business with, to pick up bank statements, access safe deposit box, and sign checks (two signatures required):

City Administrator – Deanna McCusker
City Clerk – Sally Hart
City Finance Director – Kelsey Brown

PASSED AND APPROVED this 25th day of January, 2022.

_____
Jaron P. Rosien, Mayor

ATTEST:

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Sally Hart, City Clerk

**RESOLUTION NO. 2022-___**

**A RESOLUTION SETTING A DATE FOR PUBLIC HEARING ON THE PLANS, SPECIFICATIONS, ESTIMATE OF COST AND FORM OF CONTRACT; SETTING A DATE FOR RECEIVING OF BIDS AND DIRECTING POSTED NOTICE OF THE SAME FOR THE 2022 EAST ADAMS STREET PROJECT**

WHEREAS, Garden & Associates, Ltd., has prepared plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as the "2022 East Adams Street Improvement Project"; and

WHEREAS, preliminary plans and specifications have been drafted for the Project; and

WHEREAS, it is now time for the City Council to set a public hearing on said plans and specifications as required by Chapter 26 of the Code of Iowa;

WHEREAS, it is also now time set a date for the receipt of bids on this Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that a public hearing on the plans, specifications, estimate of cost and form of contract is hereby set for 6:00 p.m. on Tuesday, February 15, 2022 in the Council Chambers at 215 E. Washington Street, Washington, Iowa.

BE IT FURTHER RESOLVED, that the City shall receive sealed bids on this Project until 11:00 a.m. on March 8, 2022.

BE IT FURTHER RESOVLED, that the City Clerk is hereby directed to publish notice of the hearing on the plans, specifications, estimate of cost and form of contract no less than four (4) days prior to the hearing date on February 15, 2022.

BE IT FURTHER RESOLVED, that the City's engineer is hereby required to post the date to receive bids in an appropriate place as required by Chapter 26 of the Code of Iowa.

PASSED AND APPROVED this 25th day of January, 2022.

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Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk

**RESOLUTION NO. 2022-___**

**A RESOLUTION ENDORSING A DOWNTOWN INVESTMENT GRANT AGREEMENT WITH DW DEVELOPMENTS**

WHEREAS, the City Council created the Downtown Investment Grants (DIG) program, in partnership with the Washington County Riverboat Foundation and Main Street Washington, to incentivize major building improvements in downtown Washington in accordance with Main Street guidelines; and

WHEREAS, as per the policies and procedures previously established by this Council, Main Street Washington has recommended a forgivable loan/grant be awarded to DW Developments to assist with an estimated $500,000 investment in the building it owns at 111 North Marion Avenue (the Journal building).

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

Section 1. The City Council hereby approves the attached Downtown Investment Grant Agreement and Promissory Note, providing a forgivable loan/grant to DW Developments in the amount of $25,000.

Section 2. Receipt of the grant is contingent on the receipt of the Iowa Economic Development Authority Downtown Housing Grant for this project.

Section 3. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED AND APPROVED this 25th day of January, 2022.

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Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk

RESOLUTION NO. _____

RESOLUTION OF INTENT TO APPOINT A PERSON TO FILL A CITY COUNCIL VACANCY.

WHEREAS, City Councilperson Danielle Pettit-Majewski submitted her resignation for her city council seat; and

WHEREAS, Section 372.13 of the Code of Iowa allows the City Council to either appoint a person to fill the vacancy or hold a special election to fill a vacancy on the City Council; and

WHEREAS, the City Council has chosen to appoint a person to fill the vacancy pursuant to Section 372.13(a) of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Coralville, Johnson County, Iowa, that this Resolution expresses the intent of the City Council to appoint a person to fill the City Council vacancy.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish notice of the City Council's intent to appoint a person to the vacancy as required by Section 372.13(2)(a)(2).

Passed and approved this 25th of January, 2022.

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Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk

RESOLUTION NO. _____

RESOLUTION DIRECTING THE CITY CLERK TO GIVE NOTICE TO THE WASHINGTON COUNTY AUDITOR TO HOLD A SPECIAL ELECTION TO FILL A CITY COUNCIL VACANCY.

WHEREAS, City Councilperson Danielle Pettit-Majewski submitted her resignation for her city council seat; and

WHEREAS, Section 372.13 of the Code of Iowa allows the City Council to either appoint a person to fill the vacancy or hold a special election to fill a vacancy on the City Council; and

WHEREAS, the City Council has chosen to hold a special election pursuant to Section 372.13(2)(b)(1) of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that the City Clerk is hereby directed to inform the Washington County Auditor to schedule a special election to fill the current city council vacancy.

Passed and approved this 25th of January, 2022.

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Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk