



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, March 1, 2022

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, March 1, 2022 to be approved as proposed or amended.

**Consent:**

1. Council Minutes February 15, 2022
2. Core & Main, Replacement of Inventory, \$9,370.20
3. FOX Strand, Old Wastewater Treatment Plant Demolition, \$2,655.00
4. FOX Strand, Water Main Improvements Final Design, \$2,170.00
5. FOX Strand, 2020 Sanitary Sewer Extension, \$644.00
6. Garden & Associates, NLW Subdivision Phase 2, \$2,013.77
7. Garden & Associates, Buchanan Street Paving Project, \$9,709.81
8. Garden & Associates, Reconstruction of Adams Street, \$3,979.67
9. Kirvan Enterprises LLC, ECICOG Housing Rehabilitation Program, \$18,800.00
10. Lynch Dallas, P.C. Attorneys at Law, Police Negotiations, \$185.00
11. Lynch Dallas, P.C. Attorneys at Law, Public Works Negotiations, \$92.50
12. Washington County Engineer's Office, Engineering Services for 18<sup>th</sup> Street Project, \$19,029.35
13. BP One Trip, Cobb Oil Co. Inc., 1504 E. Washington St., Class C Beer Permit, Class B Native Wine Permit (**renewal**)
14. Department Reports

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

**CLAIMS**

Claims for March 1, 2022

**SPECIAL PRESENTATION**

- Presentation of FY21 Audit
- Reappointment of Merle Hagie and Connie Larsen to Planning and Zoning Commission

## **NEW BUSINESS**

1. Discussion and Consideration of a Resolution Setting Public Hearing for FY23 Budget as March 15, 2022
2. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer (Snow and Ice Removal)
3. Discussion and Consideration of a Resolution Endorsing an Application for the Iowa Department of Cultural Affairs Great Places Program
4. Discussion and Consideration of a Resolution Awarding Bids for Electric Vehicle Charge Station and Associated Electrical Work (Hotel/Motel Tax Committee Recommendation)
5. Discussion and Consideration of Change Order No. 1 (Wellness Park Water Main Extension)
6. Discussion and Consideration of a Resolution Approving Pay Application No. 2 and Accepting the Wellness Park Water Main Extension Project as Completed (Final)
7. Discussion and Consideration of a Resolution Endorsing an Application for Iowa Department of Natural Resources Land and Water Conservation Fund Grant (Wellness Park Soccer Field Area Improvements)
8. Discussion and Consideration of Resolution Endorsing an Alliant Energy Impact Grant Application (Wellness Park Benches and Picnic Tables)
9. Discussion and Consideration of Electrical Work at Wellness Park
10. Discussion and Consideration of Tax Abatement – 505 West 5<sup>th</sup> Street
11. Discussion and Consider of Yard Waste Center Extended Hours

## **DEPARTMENTAL REPORTS**

Police Department  
City Attorney  
City Administrator

## **MAYOR & COUNCIL PERSONS**

Jaron Rosien, Mayor  
Illa Earnest  
Steven Gault  
Elaine Moore  
Fran Stigers  
Millie Youngquist

## **ADJOURNMENT**

CITY OF WASHINGTON  
Council Minutes 2-15-2022

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, February 15, 2022, at 6:00 p.m. Mayor Rosien in the chair.

On roll call present: Earnest, Gault, Moore, and Youngquist. Ward 1 Council seat vacant.

Motion by Gault, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 p.m., Tuesday, February 15, 2022, be approved with agenda items 6 and 7 related to the max levy be moved to the end of new business. Motion carried.

**Consent:**

1. Council Minutes
2. Bear Creek Archeology, Inc., Geomorphic Evaluation and Archival Review for 2021 Watermain Improvements, \$2,500.00
3. ECICOG, CDBG Rehab Grant Administration, \$1,762.50
4. Garden & Associates, Ltd., Sanitary Sewer Extension – South Washington, \$760.00
5. Garden & Associates, Ltd., Water Main Extension Deao Property, \$548.50
6. Garden & Associates, Ltd., Reconstruction of Adams Street, \$4,203.32
7. Garden & Associates, Ltd., NLW Subdivision – Phase 2, \$2,436.98
8. DeLong Construction Inc., Buchanan Street Paving & Reconstruction, Pay App. No. 2, \$152,381.86
9. PAWS & More, FY2021 remainder due, \$2,159.25
10. PAWS & More, FY2022 full year, \$26,019.00
11. Hy-Vee Washington Fast and Fresh Express, 520 South Highway 1, Class C Beer Permit, Sunday Sales (**amendment – ownership update**)
12. Hy-Vee Wine & Spirits, 1004 W. Madison Street, Class E Liquor License, Class B Wine Permit, Class C Beer Permit, Sunday Sales (**amendment – ownership update**)
13. Hy-Vee Food Store, 528 South Highway 1, Class C Beer Permit, Class B Wine Permit, Sunday Sales (**amendment – ownership update**)
14. Department Reports

Motion by Youngquist, seconded by Gault, to approve consent items 1-14. Motion carried.

Claims for February 15, 2022 were presented by Finance Director Kelsey Brown.

Motion by Gault, seconded by Youngquist, to approve the claims for February 15, 2022. Motion carried.

Brown presented the January 2022 financial report.

Motion by Youngquist, seconded by Moore, to approve the January 2022 financial report. Motion carried.

Washington Chamber of Commerce Director Michelle Redlinger presented an event request for a Women in Business Event in Central Park on August 1, 2022. Motion by Youngquist, seconded by Earnest, to approve the special event request for the Chamber's Women in Business Event. Motion carried.

At 6:16 p.m. councilor Stigers joins the meeting by phone.

Washington Chamber of Commerce Director Michelle Redlinger presented an event request for the Flightline Live concert to be held in Central Park on June 4, 2022. Motion by Moore, seconded by Gault, to approve the Flightline Live Concert special event request. Motion carried.

Greta Clemons with Washington County Hospital and Clinics presented a special event request via Zoom for the annual KidzFest in Central Park on May 13. Motion by Earnest, seconded by Youngquist, to approve the WCHC KidzFest special event request. Motion carried.

The Tree Committee presented their annual report with Marde McConnell, Andy Dahl, and Rick Wagenknecht. Volunteer of the Year Award was presented to John Marshall.

City Clerk Sally Hart presented the nuisance report.

Presentation from the Public: none.

Mayor Rosien announced that now is the time for public hearing on the Plans, Specifications, Form of Contract, and Estimate of Cost for the 2022 East Adams Street Improvement Project. Marcus Reysack asked about the assessments for pavement and sidewalk. City Attorney Kevin Olson answered the question about total assessment.

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

Motion by Youngquist, seconded by Earnest, to approve a Resolution on Plans, Specifications, Form of Contract, and Estimate of Cost 2022 East Adams Street Improvements. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-020)**

Mayor Rosien announced that now is the time for public hearing on the Plans, Specifications, Form of Contract, and Estimate of Cost of the Partial Wastewater Treatment Plant Demolition Project In and For the City of Washington. No written or oral objections were received.

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

Motion by Gault, seconded by Youngquist, to approve a Resolution on Plans, Specifications, Form of Contract, and Estimate of Cost of the Old Wastewater Treatment Plant Demolition Project In and For the City of Washington. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-021)**

Motion by Youngquist, seconded by Earnest, to approve a Resolution Awarding Bid for the Old Waste Water Treatment Plant Demolition Project to DeLong Construction, Inc. for \$169,250.00. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-022)**

Due to Councilor Stigers and needing super-majority, council maintained the agenda as originally presented.

Mayor Rosien announced that now is the time for public hearing on the Total Maximum Property Tax Dollars to be Levied in the Fiscal Year 2022-23 Budget. No written or oral objections were received.

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

Motion by Earnest, seconded by Youngquist, to approve a Resolution Setting the Total Maximum Property Tax Dollars to be Levied in the Fiscal Year 2022-23 Budget. Roll call on the motion: Ayes: Earnest, Gault, Moore, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-023)**

Motion by Moore, seconded by Youngquist, to approve a Bazooka Farmstar LLC Tax Abatement subject to the total assessment to not violate the minimum assessment agreement. Motion carried.

At 6:42 p.m. Councilor Stigers left the meeting by phone.

Motion by Earnest, seconded by Moore, to approve the Contract for NLW2 Subdivision with DeLong Construction Inc. for \$597,074.50. Motion carried.

Motion by Youngquist, seconded by Gault, to approve a Resolution Endorsing an Application for an All-Star Community Award for the Wellness Park. Roll call on the motion: Ayes: Earnest, Gault, Moore, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-024)**

Motion by Moore, seconded by Youngquist, to approve a Resolution Endorsing an Application for a Wellmark Foundation Grant for the Wellness Park Playground Structure. Roll call on the motion: Ayes: Earnest, Gault, Moore, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-025)**

Motion by Moore, seconded by Youngquist, to approve a Resolution Supporting a Buy Local Policy and Local Bidder Preference Policy. Roll call on the motion: Ayes: Earnest, Gault, Moore, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-026)**

Motion by Gault, seconded by Youngquist, to approve a Resolution Approving a PAWS & More Agreement for FY23-25 and their annual update. Roll call on the motion: Ayes: Earnest, Gault, Moore, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-027)**

Motion by Youngquist, seconded by Moore, to approve a Resolution Awarding Contract for West 5<sup>th</sup> and Lexington Boulevard Improvement Project and Authorizing County Engineer to Sign Contract Documents. Roll call on the motion: Ayes: Earnest, Gault, Moore, and Youngquist. Nays: none. Motion carried. **(Resolution 2022-028)**

The council entered a workshop to hear annual activities reports and plans for the coming year from Washington Chamber of Commerce Director Michelle Redlinger, Main Street Washington Director Sarah Grunewaldt, and Washington Economic Development Group Director Mary Audia.

Departmental reports were presented.

Motion by Gault, seconded by Youngquist, that the Regular Session held at 6:00 p.m., Tuesday, February 15, 2022, is adjourned at 7:24 p.m.

Sally Y. Hart, City Clerk



# INVOICE

1830 Craig Park Court  
St. Louis, MO 63146

Invoice # Q241573  
Invoice Date 2/18/22  
Account # 097628  
Sales Rep BEN EISCHEID  
Phone # 319-362-1698  
Branch #235 Cedar Rapids, IA  
Total Amount Due \$9,370.20

Remit To:  
CORE & MAIN LP  
PO BOX 28330  
ST LOUIS, MO 63146

CITY OF WASHINGTON IA  
PO BOX 516  
WASHINGTON IA 52353-0516

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Shipped To:  
CITY WATER DEPT  
215 E WASHINGTON ST  
WASHINGTON, IA

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered 1/18/22 Date Shipped 2/17/22 Customer PO # SEE BELOW Job Name BUCHANAN STREET Job # Bill of Lading Shipped Via CORE & MAIN LP Invoice# Q241573

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
	CUSTOMER PO#- BUCHANAN STREET						
21I12T120M	12 MJ TEE C153 IMP	2	2		670.00000	EA	1,340.00
21I12PT	12 MJ PLUG C153 IMP	2	2		230.00000	EA	460.00
21I12AS13	12X13 MJ ANCH CPLG C153 IMP	2	2		450.00000	EA	900.00
21AMG112	12 MJ REGULAR GASKET F/DI	6	6		12.42000	EA	74.52
5112MMRSL	12 MJ RW GATE VLV OL	3	3		2100.00000	EA	6,300.00
21AMB10740CTB	3/4X4 T-HEAD B&N COR BLUE	48	48		6.16000	EA	295.68

Proof of Delivery  
Signed by:  
  
CITY OF WASHINGTON IA  
02/17/2022 20:04

Freight Delivery Handling Restock Misc

Subtotal: 9,370.20  
Other: .00  
Tax: .00

Terms: NET 30  
Ordered By: VERNON

Invoice Total: \$9,370.20

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>



FOX Strand  
 414 South 17th Street, Suite 107  
 Ames, IA 50010-8106  
 (515) 233-0000

**Invoice**

City of Washington  
 City Hall  
 215 East Washington Street  
 Washington, IA 52353

February 11, 2022  
 Project No: 7046.005  
 Invoice No: 0180375

**Professional Services: January 1, 2022 through January 31, 2022**

Project 7046.005 Washington Old Wastewater Treatment Plant Demolition - Preliminary Design

Percent Complete	100.00	Total Earned	8,570.00
		Previous Fee Billing	8,570.00
		Current Fee Billing	0.00
<b>Total this Project</b>			<b>0.00</b>

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 Project 7046.006 Washington Old Wastewater Treatment Plant Demolition - Final Design

Percent Complete	100.00	Total Earned	12,850.00
		Previous Fee Billing	12,207.50
		Current Fee Billing	642.50
<b>Total this Project</b>			<b>\$642.50</b>

**Outstanding Invoices**

Number	Date	Balance
0048836	12/31/2021	139.45
<b>Total</b>		<b>139.45</b>

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 Project 7046.007 Washington Old Wastewater Treatment Plant Demolition - Permitting

**Total this Project 0.00**

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 Project 7046.008 Washington Old Wastewater Treatment Plant Demolition - Bidding

**TERMS: Payment is due within 30 days of the date on this invoice.**

Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000

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<b>Project</b>	<b>7046.005</b>	<b>Washington Old WW - Prel Design</b>	<b>Invoice</b>	<b>0180375</b>
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<b>Percent Complete</b>	<b>25.00</b>	<b>Total Earned</b>	<b>2,012.50</b>
		<b>Previous Fee Billing</b>	<b>0.00</b>
		<b>Current Fee Billing</b>	<b>2,012.50</b>

<b>Total this Project</b>	<b>\$2,012.50</b>
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<b>Project</b>	<b>7046.009</b>	<b>Washington Old Wastewater Treatment Plant Demolition- Construction Administration</b>
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<b>Total this Project</b>	<b>0.00</b>
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<b>Total this Invoice</b>	<b>\$2,655.00</b>
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**TERMS: Payment is due within 30 days of the date on this invoice.**

**Page 2 of 2**

**Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000**





**FOX Strand**  
 414 South 17th Street, Suite 107  
 Ames, IA 50010-8106  
 (515) 233-0000

**Invoice**

City of Washington  
 City Hall  
 215 East Washington Street  
 Washington, IA 52353

February 14, 2022  
 Project No: 7046.011  
 Invoice No: 0180574

**Professional Services: January 1, 2022 through January 31, 2022**

Project 7046.011 2021 Washington Water Main Improvements - Final Design

Percent Complete	100.00	Total Earned	74,100.00
		Previous Fee Billing	74,100.00
		Current Fee Billing	0.00

**Total this Project 0.00**

**Contract Amount 74,100.00**

**Billings to Date 74,100.00**

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Project 7046.012 2021 Washington Water Main Improvements - CDBG Grant Additional Services

**Total this Project 0.00**

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Project 7046.013 2021 Washington Water Main Improvements- Permitting

**Total this Project 0.00**

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Project 7046.014 2021 Washington Water Main Improvements - Bidding

Percent Complete	0.00	Total Earned	0.00
		Previous Fee Billing	0.00
		Current Fee Billing	0.00

**TERMS: Payment is due within 30 days of the date on this invoice.**

**Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000**

<b>Project</b>	<b>7046.011</b>	<b>Washington Water Main - Final Design</b>	<b>Invoice</b>	<b>0180574</b>
			<b>Total this Project</b>	<b>0.00</b>

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<b>Project</b>	<b>7046.015</b>	<b>2021 Washington Water Main Improvements - Easements</b>		
			<b>Total this Project</b>	<b>0.00</b>

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<b>Project</b>	<b>7046.016</b>	<b>2021 Washington Water Main Improvements - Property Survey</b>		
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<b>Percent Complete</b>	<b>0.00</b>	<b>Total Earned</b>	<b>0.00</b>	
		<b>Previous Fee Billing</b>	<b>0.00</b>	
		<b>Current Fee Billing</b>	<b>0.00</b>	
			<b>Total this Project</b>	<b>0.00</b>

**Contract Amount** 14,000.00

**Billings to Date** 14,000.00

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<b>Project</b>	<b>7046.017</b>	<b>2021 Washington Water Main Improvements - Topographic Survey</b>		
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<b>Percent Complete</b>	<b>100.00</b>	<b>Total Earned</b>	<b>21,700.00</b>	
		<b>Previous Fee Billing</b>	<b>19,530.00</b>	
		<b>Current Fee Billing</b>	<b>2,170.00</b>	
			<b>Total this Project</b>	<b>\$2,170.00</b>

**Contract Amount** 21,700.00

**Billings to Date** 21,700.00

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<b>Project</b>	<b>7046.018</b>	<b>2021 Washington Water Main Improvements - Construction Administration</b>		
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<b>Percent Complete</b>	<b>0.00</b>	<b>Total Earned</b>	<b>0.00</b>
		<b>Previous Fee Billing</b>	<b>0.00</b>
		<b>Current Fee Billing</b>	<b>0.00</b>

**TERMS: Payment is due within 30 days of the date on this invoice.**

**Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000**

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Project	7046.011	Washington Water Main - Final Design	Invoice	0180574
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<b>Total this Project</b>	<b>0.00</b>
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Project	7046.019	2021 Washington Water Main Improvements - Post Construction/Record Drawings
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Percent Complete	0.00	Total Earned	0.00
		Previous Fee Billing	0.00
		Current Fee Billing	0.00

<b>Total this Project</b>	<b>0.00</b>
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Project	7046.020	2021 Washington Water Main Improvements - Construction Staking
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<b>Total this Project</b>	<b>0.00</b>
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<b>Total this Invoice</b>	<b>\$2,170.00</b>
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**TERMS: Payment is due within 30 days of the date on this invoice.**

Page 3 of 3

**Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000**



**FOX Strand**  
**414 South 17th Street, Suite 107**  
**Ames, IA 50010-8106**  
**(515) 233-0000**

<b>Invoice</b>
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City of Washington  
 City Hall  
 215 East Washington Street  
 Washington, IA 52353

February 11, 2022  
 Project No: 7046.003  
 Invoice No: 0180374

**Professional Services: January 1, 2022 through January 31, 2022**

Project 7046.003 Washington 2020 Sanitary Sewer Extension - Construction Administration

Percent Complete	100.00	Total Earned	9,200.00
		Previous Fee Billing	8,556.00
		Current Fee Billing	644.00
<b>Total this Project</b>			<b>\$644.00</b>

**Outstanding Invoices**

Number	Date	Balance
0048621	12/31/2021	92.00
<b>Total</b>		<b>92.00</b>

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 Project 7046.004 Washington 2020 Sanitary Sewer Extension - Post Construction

Percent Complete	0.00	Total Earned	0.00
		Previous Fee Billing	0.00
		Current Fee Billing	0.00
<b>Total this Project</b>			<b>0.00</b>

**Total this Invoice \$644.00**

**TERMS: Payment is due within 30 days of the date on this invoice.**

Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000



# GARDEN & ASSOCIATES, LTD.

1701 3<sup>rd</sup> 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

February 22, 2022  
Invoice No: 43057

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

**Professional Services for the Period: January 21, 2022 to February 17, 2022**

### Professional Services

	Hours	Rate	Amount	
Principal Engineer	5.00	152.00	760.00	
Surveyor 1	1.00	124.00	124.00	
Technician #1	.50	113.00	56.50	
Technician #4	6.75	85.00	573.75	
Technician #5	.25	74.00	18.50	
Technician #6	.25	60.00	15.00	
Totals	13.75		1,547.75	
<b>Total Professional Services</b>				<b>1,547.75</b>

### Reimbursable Expenses

Job Costs-Recoverable				
2/11/2022	QUESTCDN.COM		330.00	
<b>Total Reimbursables</b>			<b>330.00</b>	<b>330.00</b>

### Unit Billing

Mileage			65.52	
GPS Survey Equipment			70.50	
<b>Total Units</b>			<b>136.02</b>	<b>136.02</b>

**Total Project Invoice Amount \$2,013.77**

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS  
OSKALOOSA, IOWA CRESTON, IOWA



# GARDEN & ASSOCIATES, LTD.

1701 3<sup>rd</sup> 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

February 22, 2022  
Invoice No: 43056

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

**Professional Services for the Period: January 21, 2022 to February 17, 2022**

### Professional Services

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal Engineer	12.00	152.00	1,824.00	
Engineer #3	.50	114.00	57.00	
Surveyor 3	41.50	102.00	4,233.00	
Technician #4	32.75	85.00	2,783.75	
Totals	86.75		8,897.75	
<b>Total Professional Services</b>				<b>8,897.75</b>

### Unit Billing

Mileage			224.56	
Robot Total Station Equipment			587.50	
<b>Total Units</b>			<b>812.06</b>	<b>812.06</b>

**Total Project Invoice Amount \$9,709.81**

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS  
OSKALOOSA, IOWA CRESTON, IOWA



# GARDEN & ASSOCIATES, LTD.

1701 3<sup>rd</sup> 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

February 22, 2022  
Invoice No: 43055

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

Professional Services for the Period: January 21, 2022 to February 17, 2022

### Professional Services

	Hours	Rate	Amount	
Principal Engineer	12.75	152.00	1,938.00	
Engineer #3	1.00	114.00	114.00	
Surveyor 1	2.00	124.00	248.00	
Surveyor 3	4.75	102.00	484.50	
Technician #4	4.75	85.00	403.75	
Technician #5	.50	74.00	37.00	
Technician #6	4.25	60.00	255.00	
Totals	30.00		3,480.25	
<b>Total Professional Services</b>				<b>3,480.25</b>

### Reimburable Expenses

Filing Fee				
1/27/2022	IDNR		182.50	
<b>Total Reimbursables</b>			<b>182.50</b>	<b>182.50</b>

### Unit Billing

Prints-Plans			167.11	
Copies-Specs.			45.15	
Mileage			34.16	
GPS Survey Equipment			70.50	
<b>Total Units</b>			<b>316.92</b>	<b>316.92</b>

**Total Project Invoice Amount** \$3,979.67

ENGINEERS AND SURVEYORS  
OSKALOOSA, IOWA CRESTON, IOWA

# CITY OF WASHINGTON HOUSING REHABILITATION PROGRAM

**Homeowner Name:** Elizabeth Ide  
**Address:** 1402 N 2nd Ave  
 Washington, IA 52353

**Contractor Name:** Kirvan Enterprises LLC  
**Address:** 422 35th St SW  
 Altoona, IA 50009  
**Phone:** 319-230-1782

## FINAL PAYMENT REQUEST

Final Items Completed:	\$12,500.00
Final Lead Items Completed:	\$6,000.00
New Change Order Total:	\$300.00
<b>Total:</b>	<b>\$18,800.00</b>
Add Retainage <span style="color: red;">10%</span> :	\$0.00
<b>Final Payment Due:</b>	<b>\$18,800.00</b>

<b>Payment Summary</b>	<b>Partial Payment</b>	<b>\$0.00</b>
	<b>Final Payment:</b>	<b>\$18,800.00</b>
	<b>Total Payment:</b>	<b>\$18,800.00</b>
\$18,500.00	\$300.00	\$18,800.00
Original Contract +	Total Change Orders =	Total Payment


The undersigned contractor certifies that all work is completed in regards to this request for payment in accordance with the contract documents and that all work to date was inspected.

**General Contractor:**  **Date:** 2/14/22

A property inspection has been made and the work completed to date meets my satisfaction in accordance with the construction contract. I authorize the release of payment.

**Property Owner:**  **Date:** 02/16/22

**Approved by the ECICOG Project Administrator:**  **Date:** 2-16-22

**Housing Inspector:**  **Date:** 2-16-22

**Grantee (City) Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**CHANGE ORDER  
HOUSING REHABILITATION PROGRAM**

CHANGE ORDER #:   1  

CHANGE ORDER DATE:   2/14/22  

OWNER:   Elizabeth Ide    
 ADDRESS:   1402 N 2<sup>nd</sup> Ave    
  Washington, IA 52353  

The following change(s) is (are) authorized:

	COST
<b>Replace front step boards and reinforce stringers</b>	<b>300.00</b>
<b>TOTALS</b>	<b>300.00</b>

Reasons:   At the preconstruction meeting it was discovered the step boards were becoming a hazzard  

There shall be:     \$ \_\_\_\_\_ Credit  
                           \$   300.00   Extra Charge  
                           \$ \_\_\_\_\_ No Cost Change

Original Bid:         \$   18,500.00    
 Change Order Cost: \$     300.00    
 Total Job Cost:     \$   18,800.00  

**Signatures**

Property Owner:   Elizabeth Ide    
 Gen. Contractor:   [Signature]    
 Housing Inspector:   [Signature]    
 City Rep.: \_\_\_\_\_

IN ACCOUNT WITH  
 LYNCH DALLAS, P.C.  
 ATTORNEYS AT LAW  
 526 SECOND AVE SE  
 PO BOX 2457  
 CEDAR RAPIDS, IA 52406-2457  
 TELEPHONE 319-365-9101 FACSIMILE 319-365-9512  
 FEDERAL ID 42-1378496

City of Washington

Page: 1  
 February 11, 2022  
 Account No: 230648-00100C  
 Statement No: 194472

Police Negotiations

Professional Services

		Hours	
01/21/2022	WHS Follow-up with the union representative regarding possible dates for bargaining (.1).	0.10	
01/31/2022	WHS Email to and from the union and prepare for upcoming collective bargaining and prepare first draft initial proposal (.8).	0.80	
02/01/2022	WHS Emails to and from the city and union representative regarding initial proposal exchanges and revise and edit draft initial proposals (.1).	0.10	
	Current Services Rendered	1.00	185.00

Recapitulation

<u>Lawyer Hrs</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
WILFORD H STONE	1.00	\$185.00	\$185.00

Total Current Services and Expenses 185.00

Previous Balance \$203.50

Payments

01/21/2022 Payment on Account - Thank You -203.50

Balance Due \$185.00

**PLEASE MAKE CHECKS PAYABLE TO:  
 LYNCH DALLAS, PC.**

PAYMENTS RECEIVED AFTER STATEMENT DATE  
 WILL APPEAR ON YOUR NEXT MONTH'S BILL.  
 PLEASE INCLUDE ACCOUNT NUMBER ON YOUR  
 CHECK OR RETURN A COPY OF YOUR BILL.

IN ACCOUNT WITH  
 LYNCH DALLAS, P.C.  
 ATTORNEYS AT LAW  
 526 SECOND AVE SE  
 PO BOX 2457  
 CEDAR RAPIDS, IA 52406-2457  
 TELEPHONE 319-365-9101 FACSIMILE 319-365-9512  
 FEDERAL ID 42-1378496

City of Washington

Page: 1  
 February 11, 2022  
 Account No: 230648-00200C  
 Statement No: 194473

Public Works Negotiations

Professional Services

		Hours		
01/31/2022	WHS Review collective bargaining agreement and prepare first draft initial proposal to public works (.4).	0.40		
02/03/2022	WHS Email to and from city administrator and Mayor regarding upcoming initial proposals and possible meeting times and review draft initial proposals and prepare to meet with union and city (.1).	0.10		
	Current Services Rendered	0.50	92.50	
	<u>Recapitulation</u>			
	<u>Lawyer Hrs</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
	WILFORD H STONE	0.50	\$185.00	\$92.50
	Total Current Services and Expenses			92.50
	Balance Due			<u>\$92.50</u>

**PLEASE MAKE CHECKS PAYABLE TO:  
 LYNCH DALLAS, PC.**

PAYMENTS RECEIVED AFTER STATEMENT DATE  
 WILL APPEAR ON YOUR NEXT MONTH'S BILL.  
 PLEASE INCLUDE ACCOUNT NUMBER ON YOUR  
 CHECK OR RETURN A COPY OF YOUR BILL.

**Washington County Engineer's Office & Secondary Road Department**

Engineer's Office  
210 West Main Street  
Washington, IA 52353  
(319) 653-7731

Maintenance Shop  
821 East 7th Street  
Washington, IA 52353  
(319) 653-7733

Date: 2/22/2022

Invoice: 20220208

Description: Engineering services provided for 18th Street Grinding Project Sep 27th - December 8th , 2021

Work paid to date to contractor, West Fork, LLC

Sub-Total  
\$ 78,289.05

Employee	Hourly Rate	Hours	Sub-total
County Engineer	\$ 100.52	8	\$ 804.16
Engineering Technician	\$ 53.31	12	\$ 639.72
Engineering Technician	\$ 43.47	1	\$ 43.47
Engineering Aide	\$ 46.25	17	\$ 786.25
			<u>\$ 2,273.60</u>

Total Trips - 4.8 miles RT	Total Miles	Mileage Rate	Sub-total
25	120.00	\$ 0.585	\$ 70.20

Total to Date \$ 80,632.85

Total Due from City of Washington - 23.6% \$ 19,029.35

Amount due is payable upon receipt of bill. Delinquent accounts will be charged a finance charge of 1.5% per month. Thank you for keeping your account current.

Please make check payable to WASHINGTON COUNTY TREASURER  
And mail to: Washington County Engineer  
210 West Main Street  
Washington, IA 52353

ATTN: City of Washington  
215 E. Washington Street  
Washington, IA 52353

THE CITY OF WASHINGTON

"Cleanest City in Iowa"



Jaron P. Rosien, Mayor  
Kelsey Brown, Finance Director  
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: **BP One Trip, Cobb Oil Co. Inc.**

Business Address: **1504 E. Washington St.**

App #: **App-153319**

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

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

Date of Council Meeting: **March 1, 2022**

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

Police Chief sign off \_\_\_\_\_ Date 1-21-2022

Fire: fire inspection done: Yes:          No:

Fire Chief sign off \_\_\_\_\_ Date \_\_\_\_\_

THE CITY OF WASHINGTON

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- Cigarette License:
- Dance Permit:
- Sunday Sales:
- Living Quarters:
- Outdoor Service Area:
- Catering Privilege:

Date of Council Meeting: **March 1, 2022**

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 *2/8/2022*



## Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS
Cobb Oil Co., Inc.	bp One Trip	(319) 653-2243

ADDRESS OF PREMISES	CITY	COUNTY	ZIP
1504 E Washington St	Washington	Washington	52353

MAILING ADDRESS	CITY	STATE	ZIP
1504 E Washington St	Washington	Iowa	52353

## Contact Person

NAME	PHONE	EMAIL
Mark Cobb	(319) 653-2243	lcobb@cobboil.com

## License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
BC0027956	Class C Beer Permit	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Apr 1, 2022	Mar 31, 2023	

### SUB-PERMITS

Class C Beer Permit, Class B Native Wine Permit

### PRIVILEGES



## **Status of Business**

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BUSINESS TYPE

Privately Held Corporation

## **Ownership**

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No Ownership information found

## **Insurance Company Information**

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INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE  
DATE

OUTDOOR SERVICE EXPIRATION  
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE  
DATE

TEMP TRANSFER EXPIRATION  
DATE



City Administrator Report  
March 1, 2022

- Department head meeting Tuesday morning and also held my regular meeting with the Mayor
- Held a Council one-on-one
- Held a meeting to review the nuisance procedures to make them more streamlined
- Attended a meeting with representatives from the railroad.
- An H2S meter was placed near the water plant in the manhole and in the flush tank very low H2S readings. Another meter was placed on the stack. We will see what the readings show this next week.
- Had a meeting regarding GIS
- Met with IRE regarding the temporary treatment agreement. Making some adjustments and then sending to the DNR for approval and Council will also need to approve this in the near future
- Had a meeting with Jim and we discussed some possible amendments to the parking and snow removal ordinances.
- Met with the realtor and developer regarding the senior housing project
- Attended a nuisance meeting
- Met with MSJ subdivision owners working on amending the development agreement
- Met with members of the country club regarding the road
- Attended the monthly ECICOG meeting and board orientation

## MAINTENANCE & CONSTRUCTION DEPT. REPORT 2-5-22/2-18-22

**STREETS:** Personnel cold patched a few areas around town. Personnel installed a new LED STOP sign located at North Ave D-West 5th St for westbound traffic. Painting barricades continued.

**WATER DISTRIBUTION:** Personnel vac'd out a water box to operate the valve. Service boxes were marked for next week's shut off list as well as locates for One Call. Personnel repaired 2 water main leaks, both located at 701 South Ave B, main break & a service leak. Making 7 total main breaks for 2022. 11 main breaks in 2021.

**SEWER COLLECTION:** Personnel flushed terminal manholes and trouble spots using 60,000 gallon of water. Personnel jetted a new sewer line De Long's were installing due to hitting the old sewer which filled their ditch and put sediment inside the new line.

**STORM SEWER COLLECTION:** Personnel investigated a sink hole in the alley between Marion & B and Washington & Jefferson.

**MECHANIC/SHOP:** Personnel serviced JD Loader (installed cylinder & steering column), Tahoe, PD 232, FD #2 (starting issues), #117 (check over for leak), #104, #301, Skid Loader, 330-Backhoe (plugged exhaust filter), WTP F150 (replace battery) and treat fuel tanks.

**OTHER:** Personnel hauled rock, sand and asphalt millings back to the material storage building. Personnel responded to 18 One Call Locates.

\*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.

*Deanna McCusker City  
Administrator  
Jaron Rosien, Mayor  
Sally Hart, City Clerk  
Kevin Olson, City Attorney*



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

*Park Board Members:  
Keely Brower  
Charles Halvorson  
Genie Davis  
Erin Elgin  
Jane Blieu*

*Parks Superintendent:  
Nick Pacha*

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January/February City Council Update – Parks Department

- Snow removal around all City sidewalks, parking lots, Trails etc. Assisted M/C with downtown snow removal.
- FY2023 Budget preparation
- Getting bids and working with school, Alliant, electric contractors for install of electric and score boards at Wellness Park Soccer fields.
- Grant writing - Betterment grant for flowers, Delta Dental for drinking fountain and bottle fill station at Wellness Park. Helped with Wellmark grant for Wellness park playset funding.
- Attended weekly Department head meetings, Park Board meeting ,Wellness Park operation, YMCA board meetings, sales meetings and council budget meetings.
- Dangerous tree (5) list trees removed from City parks.
- Maintenance of all equipment including tractor, mowers, utility cart, gator etc.
- Working on Bids for Pool Concession stand flooring.
- Take down of Chamber/Main St. Christmas decorative baskets, garland, wreaths, snowflakes other Christmas decorations.
- Painted old freezer at Wellness Park concession stand, repair drywall and installed protective board in Concession stand, and service window shelving.
- Central Park restroom frozen pipe cleanup and repair.
- Servicing and repairs of parks trucks. 2007 spark plug blowout, 1997 leaf spring, front end parts(did not repair as not cost effective) 2001 serviced, 2021 Ram serviced.
- Downtown decorative light repairs.
- Tree trimming around Parks and Kewash trail and cleanup
- Madison park extension pavilion finished, picnic tables installed.
- Working with Rotary on new Shelter at the Wellness park, paid for by Rotary and David Collins memorial and City coordinating construction, electric, site prep.
- Working with contractors, volunteers and Park Board on a playset planning for Wellness Park.
- Bi-weekly garbage removal around parks
- SASSO safety meetings

\*\*\*Please note, this is a summary of work completed this month and does not include everything completed by the Department. \*\*\*

Here is a summary of the major updates and activities from the Water Treatment Department for February 2022.

**Water Plant Operations:** I submitted January's MOR to the DNR. We changed quite a few dead meters this month. Ordered more water meters. We read water meters, books 1,2,4,7, and list of extra monthly reads. We had 1 apartment on the shutoff list and it is turned back on. We collected routine monthly bacteria samples; results were absent. Our bulk chemicals were delivered and filled up. We cleaned up and replaced a fitting on our chlorine injector. We collected our monthly well levels. Our generator was serviced by Ace Electric. Washington Electric cleaned up some loose wiring and conduit in well 6. Zach and Brody replaced the battery in our truck. Seth from the M&C used our Explorer for a couple days for a water conference in Des Moines. Jason and Parker from WWTP came and hung some hydrogen sulfide meters at the plant. This was done to help with the hydrogen sulfide mitigation process. I have been working with Fox sharing information and sending data to them for this process. Hopefully we have a plan in the near future.

**Operators:** Will and I both will be taking exams in March. I updated operator information with the DNR. I signed both Will and myself up for 2 free IRWA classes in Washington. They will be taking place on March 23<sup>rd</sup> and April 14<sup>th</sup>.

**Meetings attended:** Weekly staff meetings

Council budget workshop Feb 1<sup>st</sup>

on 1 with DeAnna

with Fox, DeAnna, and Jason about Hydrogen Sulfide Mitigation

Meeting with DeAnna, JJ, and Jason about cross training

Meter reading meeting with DeAnna

Met with a chemical rep from American Water Chemicals

Safety meeting

Attended the annual employee lunch.

1  
Meeting

If you have any questions or concerns, please do not hesitate to contact myself or Will. Thanks, stay safe!

Water Plant Superintendent: Kyle W

**WWTP report  
March 1<sup>st</sup> , 2022  
Council meeting**

- **After hour alarm and dog call outs**
  - 2-12-22 Lexington Generator Alarm at 10:00 a.m. Parker
  - 2-15-22 Dog call to 1400 block Ridgeview Court at 5:45p.m. Dylan
  - 2-20-22 VFD Decanter #4 fault at 5p.m.
  - 2-20-22 VFD decanter #4 fault 11:15 p.m.
  
- **Dept Head meetings** –I attended the meetings on March 1<sup>st</sup> Parker attended in my absence on Feb. 22<sup>nd</sup>
  
- **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.
  
- **Hydrogen Sulfide Gas Meters-** After meeting with Deanna, Fox, and Kyle at the water plant we pulled 2 of the meters so we could do some H<sub>2</sub>S testing at the Water Plant to try to pinpoint an unpleasant smell some of the neighbors have expressed concerns about.
  
- **Extended yard waste hours**–After six weeks of Wednesday evenings with extended hours being open till 7 p.m. We counted two cars from 4-6p.m., five cars from 5-6p.m. and zero cars from 6-7p.m. For a total of seven cars total with a total of 18 hours over overtime.
  
- **SCADA Computer**-Jet Co. Inc. Will be here March 1<sup>st</sup> to replace and update the WWTP SCADA computer .
  
- **IRWA Conference-** I attended the annual conference held in Des Moines Feb. 21<sup>st</sup>-24<sup>th</sup> .
  
- **IRE-** Deanna, Fox/Strand, and I had a meeting with IRE regarding their pretreatment agreement and some changes they would like to make. Once a agreement is drafted and agreed to, it will be brought to Council for approval.

**Jason Whisler  
2/25/2022 11:45 a.m.**

**CITY OF WASHINGTON, IOWA  
CLAIMS REPORT  
MARCH 1, 2022**

<b>POLICE</b>	ALLIANT ENERGY	ALLIANT ENERGY	1,302.69
	AMAZON CAPITAL SERVICES	CLIPBOARD/OFFICE SUPPLIES	139.55
	ARNOLD MOTOR SUPPLY	ENGINE OIL/PARTS	227.07
	CAPPER CHRYSLER DODGE JEEP RAM	VEHICLE REPAIRS	1,330.46
	EMBROIDERY BARN	UNIFORM ALTERATIONS	18.00
	GALLS LLC	VEST - A. KEPHART	873.70
	HANSEN, ETHAN	MEAL REIMBURSEMENT	21.88
	SYNNEX FINANCIAL SERVICES	TABLET LEASE	604.26
	VISA-TCM BANK, N.A.	LODGING AND MEALS	249.63
	WASHINGTON DISCOUNT TIRE	TIRE REPAIR	52.60
		<b>TOTAL</b>	<b>4,819.84</b>
	<b>FIRE</b>	ARNOLD MOTOR SUPPLY	PARTS
ALLIANT ENERGY		ALLIANT ENERGY	2,931.05
		<b>TOTAL</b>	<b>3,551.28</b>
<b>ANIMAL CONTROL</b>	IDALS - IA DEPT OF AGRICULTURE	DOG POUND LICENSE RENEWAL	75.00
		<b>TOTAL</b>	<b>75.00</b>
<b>DEVELOPMENT SERVICES</b>	MINCER FORD	SEAT BELT BUCKLE	114.69
	VISA-TCM BANK, N.A.	DROP BOX ACCT, COMP, TRAINING	2,624.85
	WINTER WALKING	ICE CLEATS	485.76
		<b>TOTAL</b>	<b>3,225.30</b>
<b>LIBRARY</b>	ACCESS SYSTEMS	COPIER MAINTENANCE	199.17
	AMAZON	LIBRARY MATERIALS	282.75
	BAKER & TAYLOR	LIBRARY MATERIALS	190.89
	BLACKSTONE PUBLISHING	AUDIOBOOKS	170.72
	GOWING, JOHN	PROGRAM	200.00
	OVERDRIVE, INC.	DIGITAL LIBRARY MATERIALS	42.75
	VISA-TCM BANK, N.A.	SUPP, PROGRAMMING, ZOOM	362.20
		<b>TOTAL</b>	<b>1,448.48</b>
<b>PARKS</b>	ALLIANT ENERGY	ALLIANT ENERGY	766.05
	ARNOLD MOTOR SUPPLY	PARTS	257.47
	CENTRAL LANDSCAPE SUPPLY	TREE GUARD	53.25
	EVANS WELDING LLC	METAL BENDING	64.15
	IDALS - PESTICIDE BUREAU	R. WAGENKNECHT PESTICIDE R	20.00
	JOHN DEERE FINANCIAL	SUPPLIES/HITCH	169.96
	MARTIN'S FLAG CO.	FLAGS	133.60
	MORNING SUN FARM	KABOTA REPAIR	1,343.54
	VISA-TCM BANK, N.A.	POOL CLASS, SEAT COVER, TO	416.61
	WASH CO EXTENSION OFFICE	TURFGRASS CLASSES	105.00
	WASHINGTON LUMBER	MADISON PARK PAVILLION	129.62
		<b>TOTAL</b>	<b>3,459.25</b>
<b>POOL</b>	VISA-TCM BANK, N.A.	POOL CLASS, SEAT COVER, TO	23.86
		<b>TOTAL</b>	<b>23.86</b>
<b>CEMETERY</b>	ALLIANT ENERGY	ALLIANT ENERGY	883.92
	ARNOLD MOTOR SUPPLY	GATOR BATTERY	61.37
	HIWAY SERVICE CENTER	HYDRALIC HOSES FOR SNOWPLO	181.49

	VISA-TCM BANK, N.A.	TRUCK PART, FLAGS & DRILL	553.80
		<b>TOTAL</b>	<b>1,680.58</b>
<b>FINANCIAL ADMINISTRATI</b>	ALBERT, KIRK	MILEAGE REIMBURSEMENT	73.71
	ALLIANT ENERGY	ALLIANT ENERGY	2,279.71
	AMAZON CAPITAL SERVICES	FLASH DRIVE/SUPPLIES	383.92
	CUSTOM IMPRESSIONS INC	BUSINESS CARDS/PLAQUES	569.60
	DE LAGE LANDEN FINANCIAL SERVICES INC	COPIER LEASE AGREEMENT	154.98
	GOOGLE LLC	WEBSITE SERVICES	396.00
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	260.00
	MCCUSKER, DEANNA	MOVING EXPENSE & LODGING R	3,326.75
	OLSON, KEVIN ATTORNEY AT LAW	DEC & JAN 2021 LEGAL SERVI	1,849.80
	QUILL	OFFICE SUPPLIES	119.99
	VISA-TCM BANK, N.A.	DROP BOX ACCT, COMP, TRAIN	129.88
	WASH COUNTY MINIBUS	LOST- FEB 2022	22,627.26
		<b>TOTAL</b>	<b>32,171.60</b>
<b>AIRPORT</b>	ALLIANT ENERGY	ALLIANT ENERGY	1,503.32
	CLOUDBURST 9	INTERNET	72.09
	IOWA PUBLIC AIRPORTS ASSOC.	MEMBERSHIP RENEWAL	175.00
	L.J. ROTH RECONSTRUCTION INC.	REPAIR LEAK-AIRPORT	304.75
	WIDE, TOM	VAN SIGN	125.00
		<b>TOTAL</b>	<b>2,180.16</b>
<b>ROAD USE</b>	ARNOLD MOTOR SUPPLY	PARTS	1,013.08
	CAPPER CHRYSLER DODGE JEEP RAM	VEHICLE REPAIR	255.00
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	394.50
	LED LIGHTING SOLUTIONS	LED BULBS	2,211.32
	MARTIN EQUIPMENT OF IA-IL	CAB DOOR LATCH REPAIR	943.74
	NORRIS ASPHALT & PAVING	COLD ASPHALT MIX	984.25
	THOMPSON TRUCK AND TRAILER INC.	REPLACEMENT BULBS- TRUCKS	29.34
	WELLINGTON, EARL	TOOLING	922.85
		<b>TOTAL</b>	<b>6,754.08</b>
<b>STREET LIGHTING</b>	ALLIANT ENERGY	ALLIANT ENERGY	328.61
		<b>TOTAL</b>	<b>328.61</b>
<b>CAPITAL PROJECTS F</b>	BOLTON & MENK, INC.	FUEL FARM	2,425.00
		<b>TOTAL</b>	<b>2,425.00</b>
<b>INDUSTRIAL DEVELOP</b>	WEDG	WEDG SHARE-915 E TYLER	3,638.57
		<b>TOTAL</b>	<b>3,638.57</b>
<b>K-9 PROGRAM</b>	JOHN DEERE FINANCIAL	K9 FOOD	97.98
		<b>TOTAL</b>	<b>97.98</b>
<b>SAFETY FUND</b>	CITY OF WASH - PETTY CASH	SAFETY BUCKS FOR EMPLOYEE	300.00
		<b>TOTAL</b>	<b>300.00</b>
<b>LIBRARY GIFT</b>	BAKER & TAYLOR	LIBRARY MATERIALS	336.25
		<b>TOTAL</b>	<b>336.25</b>
<b>WATER PLANT</b>	ACE ELECTRIC. INC	GENERATOR SERVICE	987.36
	ALLIANT ENERGY	ALLIANT ENERGY	237.99

ARNOLD MOTOR SUPPLY	PARTS	143.47
FERGUSON WATERWORKS# 2516	METERS	8,923.28
ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	119.00
STREFF, ROSE	MILEAGE REIMBURSEMENT	6.44
VISA-TCM BANK, N.A.	AWWA DUES	406.00
WATER SOLUTIONS UNLIMITED	CHEMICALS	9,626.63
	<b>TOTAL</b>	<b>20,450.17</b>

**WATER DISTRIBUTION**

ACE-N-MORE	SUPPLIES	90.53
ALLIANT ENERGY	ALLIANT ENERGY	49.12
ARNOLD MOTOR SUPPLY	PARTS/SUPPLIES	799.66
EASTERN IOWA CHIROPRACTIC CENTRE, PC	EMPLOYEE SCREENING	45.00
GLANDON, SETH	REIMB FOR TRAINING EXPENSE	59.98
HY-VEE	MEETING	26.55
JOHN DEERE FINANCIAL	BOOTS & SUPPLIES	1,428.36
POSTMASTER	BULK MAILING WATER BILLS	955.76
QUAD CITIES WINWATER	WATER BOX LIDS/TAP SLEEVES	2,513.21
SCHIMBERG CO.	WATER MAIN- REPAIR SLEEVES	5,812.39
WASHINGTON LUMBER	SEALANT AND ADHESIVE	19.98
WELLINGTON, EARL	WRENCH	88.50
	<b>TOTAL</b>	<b>11,889.04</b>

**SEWER PLANT**

ACE ELECTRIC. INC	LEXINGTON GENERATOR SRV	546.90
ALLIANT ENERGY	ALLIANT ENERGY	10,882.88
ARNOLD MOTOR SUPPLY	PARTS	10.41
CENTRAL IOWA DISTRIBUTING	SAFETY GLOVES	230.00
CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	51.77
JOHN DEERE FINANCIAL	HEATER/PARTS/COOLANT	146.63
MINCER FORD	REPLACE CONVERTER ASSEMBLY	2,230.42
USA BLUEBOOK	LAB SUPPLIES	252.04
VISA-TCM BANK, N.A.	BED LINER , TOOL BOX	3,318.92
WASHINGTON DISCOUNT TIRE	TIRE REPAIR	26.30
	<b>TOTAL</b>	<b>17,696.27</b>

**SEWER CAPITAL PROJ**

DELONG CONSTRUCTION	PAY APP#3-RETAINAGE SAN SR	6,374.19
	<b>TOTAL</b>	<b>6,374.19</b>

**SANITATION**

WASH CO HUMANE SOCIETY	FEBRUARY COLLECTIONS	332.00
	<b>TOTAL</b>	<b>332.00</b>

**TOTAL 123,257.51**



**NOTICE OF PUBLIC HEARING – PROPOSED BUDGET**

Fiscal Year July 1, 2022 - June 30, 2023

City of: WASHINGTON

The City Council will conduct a public hearing on the proposed Budget at: 215 E. Washington Street - City Council Chambers Meeting Date: 3/15/2022  
Meeting Time: 06:00 PM

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

<b>The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.</b>				
The estimated Total tax levy rate per \$1000 valuation on regular property				15.63929
The estimated tax levy rate per \$1000 valuation on Agricultural land is				3.00375
<b>At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.</b>				
Phone Number (319) 653-6584 ext: 122		City Clerk/Finance Officer's NAME Kelsey Brown		
		<b>Budget FY 2023</b>	<b>Re-estimated FY 2022</b>	<b>Actual FY 2021</b>
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	3,984,796	3,840,470	3,954,099
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
<b>Net Current Property Taxes</b>	<b>3</b>	<b>3,984,796</b>	<b>3,840,470</b>	<b>3,954,099</b>
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	501,810	480,416	375,505
Other City Taxes	6	1,070,561	1,005,000	1,082,348
Licenses & Permits	7	106,225	112,575	92,770
Use of Money and Property	8	256,673	250,732	250,533
Intergovernmental	9	3,045,318	6,044,742	1,983,922
Charges for Fees & Service	10	5,554,805	5,247,258	4,722,836
Special Assessments	11	25,000	53,000	21,558
Miscellaneous	12	433,182	820,236	2,002,986
Other Financing Sources	13	0	3,014,300	217,905
Transfers In	14	5,330,598	6,559,090	8,534,726
<b>Total Revenues and Other Sources</b>	<b>15</b>	<b>20,308,968</b>	<b>27,427,819</b>	<b>23,239,188</b>
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	2,141,091	1,970,358	1,871,812
Public Works	17	1,297,389	1,275,178	1,152,745
Health and Social Services	18	0	0	0
Culture and Recreation	19	1,119,351	1,213,207	1,222,407
Community and Economic Development	20	190,806	197,154	96,231
General Government	21	1,244,441	1,171,636	1,267,228
Debt Service	22	1,445,418	1,421,868	1,362,733
Capital Projects	23	2,406,166	5,847,096	7,170,793
<b>Total Government Activities Expenditures</b>	<b>24</b>	<b>9,844,662</b>	<b>13,096,497</b>	<b>14,143,949</b>
Business Type / Enterprises	25	5,354,073	5,742,923	4,931,061
<b>Total ALL Expenditures</b>	<b>26</b>	<b>15,198,735</b>	<b>18,839,420</b>	<b>19,075,010</b>
Transfers Out	27	5,330,598	6,559,090	8,534,726
<b>Total ALL Expenditures/Transfers Out</b>	<b>28</b>	<b>20,529,333</b>	<b>25,398,510</b>	<b>27,609,736</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out</b>	<b>29</b>	<b>-220,365</b>	<b>2,029,309</b>	<b>-4,370,548</b>
Beginning Fund Balance July 1	30	7,537,009	5,507,700	9,878,248
<b>Ending Fund Balance June 30</b>	<b>31</b>	<b>7,316,644</b>	<b>7,537,009</b>	<b>5,507,700</b>

**RESOLUTION NO. \_\_\_\_\_**

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

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

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

The property of Luke, Nichalous at 1009 E 2<sup>nd</sup> St for the amount of \$85.00. Legal description (49 SMOUSES E SID ASS E ¾ LOT 48 & 8.25 FT). Parcel Number (1117433002).

The property of SMITH, SHAWN AT 740 S. MARION AVE. for the amount of \$169.00. Legal Description (06 04 S WASH). Parcel Number (1120130007).

The property of RUIZ, DENNIS O. & MICHELLE S.-O AT 421 E MADISON ST. for the amount of \$85.00. Legal Description (02 01 ASHBYS ADD). Parcel Number (1117460008).

The property of RUIZ, DENNIS O. & MICHELLE S.-O AT 421 E MADISON ST. for the amount of \$145.06. Legal Description (02 01 ASHBYS ADD). Parcel Number (1117460008).

The property of American Advisors Group % CELINK at 415 S D Ave. for the amount of \$85.00. Legal Description (17 SD OL 4). Parcel Number (1117355009).

The property of Bank US, NA %SHELL POINT MORTGAGE SERVIVING at 515 S 4<sup>TH</sup> AVE. for the amount of \$185.06. Legal Description (03 05 ASHBY'S ADD). Parcel Number (1117389008).

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 1st day of March, 2022.

\_\_\_\_\_  
Jaron Rosien, Mayor

Attest:

\_\_\_\_\_  
Sally Hart, City Clerk

**RESOLUTION NO. 2022-\_\_**

**A RESOLUTION ENDORSING AN APPLICATION FOR IOWA ARTS  
COUNCIL GREAT PLACES PROGRAM DESIGNATION  
AND APPROVING VISION PLAN**

WHEREAS, the City of Washington seeks to align with the goals of the Iowa Great Places Program and further support growth and economic prosperity by cultivating the unique qualities of town which makes Washington a great places to live, work, and visit; and

WHEREAS, the City of Washington has designated a Great Places Steering Committee who drafted the attached Vision Plan; and

WHEREAS, the City may apply for an Iowa Great Places Program Designation through the Iowa Arts Council and Iowa Department of Cultural Affairs; and

WHEREAS, the City of Washington will then, if designated a Great Place for a period of 10 years, be eligible for competitive funding opportunities; and

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

Section 1. The City Council endorses the submission of an application to be designated an Iowa Great Place.

Section 2. The City Council states its commitment in partnering with local boards and organizations to continue to grow and improve Washington as outlined in the Vision Plan.

PASSED AND APPROVED this 1<sup>st</sup> day of March, 2022.

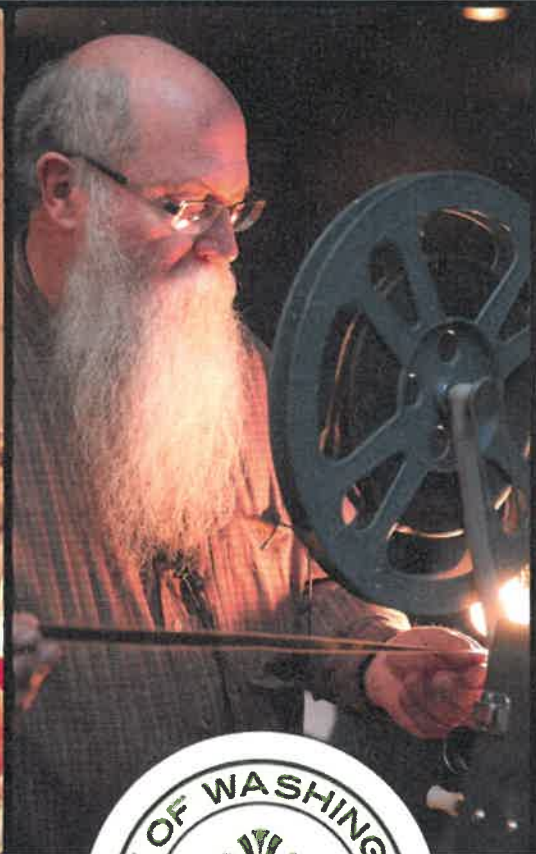
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Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk



A VISION PLAN FOR OUR COMMUNITY

# WASHINGTON, AN IOWA CLASSIC

IOWA GREAT PLACES DESIGNATION APPLICATION 2022

## Acknowledgements

### Steering Committee

This report was prepared by the Washington Great Places Steering Committee:

Sarah Grunewaldt	Executive Director, Main Street Washington/ Washington Farmers' Market Advisory Board
Sally Y. Hart	Washington City Clerk and Development Services Director
Sonia Leyva	Latinos for Washington/Washington Community School Board
Deanna McCusker	Washington City Administrator
Lyle Moen	Retired Assistant to County Engineer/Washington Iowa Betterment Foundation/Main Street Washington/Trees Forever
Nancy Rash	Retired Kirkwood Community College Washington Center Director & Johnson County Academic Director/Past President of WEDG/Rotary/Library Board
Michelle Redlinger	Executive Director, Washington Chamber of Commerce
Jaron Rosien	Mayor/Owner, JP's 207 Restaurant/Washington Chamber of Commerce Board
Isabella Santoro	Manager of Café Dodici, Dodici's Shop, & Dodici Night Suites/Library Board Member/Hotel-Motel Tax Committee/Vice President, LETs Center for the Healing and Creative Arts
Lorraine Williams	Owner, Café Dodici/Kirkwood Community College Trustee/President and Founder, LETs Center for the Healing and Creative Arts
Millie Youngquist	City Council/Director, Community Foundation of Washington County/Chair, Hotel-Motel Tax Committee
Mike Zahs	Retired Educator/Local Historian/Saving Brinton Documentary

## Advisory Committee

Mary Audia	Executive Director, Washington Economic Development Group (WEDG)
Kevin Flannery	Washington Free Public Library Page – Youth Representative
Richard Gilmore	Director, Art Domestique Gallery
Bethany Glinsmann	Associate Director & Co-founder, Washington for Justice
Bryan Kendall	Chairman, Washington Historic Preservation Commission
Patty Koller	Executive Director, Washington County Riverboat Foundation
Jim Lester	City of Washington Chief of Police
Adam Miller	Stewart Elementary School Principal
Nick Pacha	City of Washington Parks Superintendent
Tera Pickens	Director, Kirkwood Community College Washington County Regional Center
Amy Schulte	Executive Director, YMCA of Washington County
Susan Wellington	Marketing Director, Halcyon House Retirement Community

*Special thanks to the Washington Iowa Great Places Advisory Committee, who contributed to this Vision Plan by attending meetings, completing surveys, reviewing the vision plan, and/or providing letters of support.*

The Washington Iowa Great Places Steering Committee, under the umbrella of the City of Washington's Hotel/Motel Tax Committee, coordinated the vision planning, gathered community input, reviewed the City's strategic priorities plan, assessed the 2019 Washington County Housing Study, evaluated the Washington County Regional Trails and Recreation Plan, and wrote the application to Iowa Great Places.

The Washington City Council endorsed the Vision Plan for this Iowa Great Places application at their \_\_\_\_\_, 2022 meeting.

## Plan Process

Washington’s vision plan process began in 2020 with the Washington Hotel/Motel Tax Committee identifying top goals in an effort to best promote Washington to internal and external audiences. This goal-setting process led to identification of Great Places designation as a key goal, the inclusion of this goal in the City Council’s 2021/2022 strategic priorities, and the creation of the Washington Great Places Committee (hereafter “the Steering Committee”).

For the City of Washington this is not the first initiative to bring the community together to discuss and debate its direction. The City Council and Planning & Zoning Commission hosted a community-wide Comprehensive Development Plan update process over a nine-month period in 2011-2012. Main Street Washington hosted two rounds of Market Analysis & Economic Development reporting in 2013-2015, resulting in a snapshot of community needs. The Washington Chamber of Commerce hired marketing firm de Novo Alternative Marketing in 2013 to develop marketing priorities for Washington County as well as established a partnership in 2014 with the University of Iowa’s Initiative for Sustainable Communities. The City Council convenes a strategic planning process each fall to solicit input and update goals. Many of the other key community partners in Washington regularly conduct planning efforts to this same end.

The Steering Committee includes a diverse group of officials and community volunteers. Initial work began with outreach to various communities that have been previously designated as Great Places and other research work. The Steering Committee met nine times in late 2020 and nine times in early 2021, often virtually due to the COVID-19 pandemic, and two times in 2022.

Key early efforts of the Steering Committee included a public survey that was posted online in 2020 in both English and Spanish. It was promoted on social media, on the City and Chamber of Commerce newsletters, on the city’s website, and through the local radio station and newspaper. In October, the Great Places Steering Committee reviewed survey results from 113 voices of the public that included current residents, local business owners, and former residents of Washington. In addition, committee members placed interactive chalk boards at Washington Farmers’ Markets in September and October 2020 asking people to answer a specific survey question each week and recorded their answers. The Steering Committee utilized all this information and input to draft this Vision Plan, which was then referred to a larger group of community leaders that was designated as the “Advisory Committee”. The Advisory Committee was provided the draft plan with an opportunity to review and provide constructive criticism as well as add additional ideas. This input was incorporated into a final proposed plan by the Steering Committee, which then presented it to the City Council on \_\_\_\_\_, 2022.



## Plan, Purpose & Scope

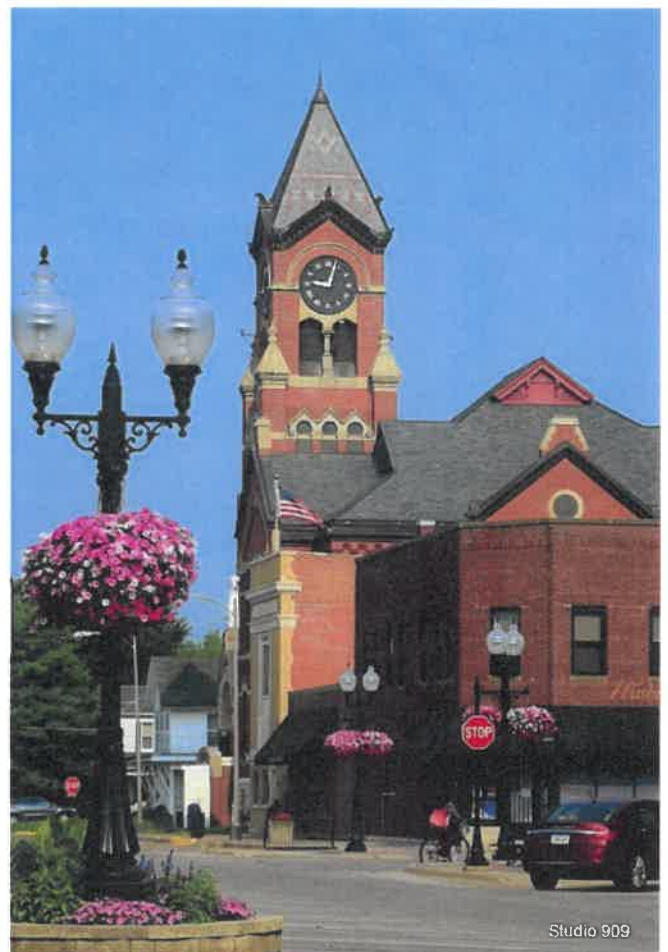
The purpose of the Vision Plan process is to identify what makes Washington a “Great Place”, and to develop strategies and projects to further enhance our amazing community. We believe Washington is a natural fit for this program given its beautiful and vibrant downtown square, commitment to historic preservation, many recreational offerings and focus on their enhancement, strong public and private investment, and thriving arts community. We look forward to the opportunity to maximize these assets through the framework developed by the Department of Cultural Affairs.

We have enjoyed the opportunity to further our shared vision through this process to date and look forward to the contributions that we believe the program could make to the future of Washington. We believe that the development of additional arts, culture, and amenities through a variety of projects and initiatives will enhance community pride, spur private investment, and attract more people to our community both as visitors and prospective residents.

The vision plan includes goals and objectives in the following areas: Arts & Culture, Amenities, Business Development, Historic Fabric & Architecture, Housing Options, Marketing, Community Relationships & Diversity, and Natural Environment.

### Input into the planning process included:

- A broad community survey in English and Spanish that received 113 responses
- Review of the 2005 Iowa Living Roadways Community Visioning Plan
- Review of the 2012 Comprehensive Development Plan
- Review of the Washington County Regional Trails and Recreation Plan
- Review 2014 Initiative for Sustainable Communities from University of Iowa
- Review 2015 Countywide Marketing Study from de Novo Alternative Marketing
- Review of the 2019 Washington County Housing Study
- Review of the Washington City Council Strategic Priorities Plan for 2021/2022
- Review of the City of Washington Capital Improvements Plan for FY2022-FY2026
- Review of the Washington Hotel/Motel Tax Committee’s Community Survey and Statement of 2020 Goals





- Review of 2021 Washington County Childcare Study completed by First Children’s Finance
- Development of a draft Vision Plan by the Washington Great Places Steering Committee
- Review of & input on the draft Vision Plan by a broad-based group of community leaders designated as the Great Places Advisory Committee
- Finalization of the Vision Plan by the Steering Committee

## What Makes Washington a Great Place

### *Who we are:*

- **Historic and Thriving Downtown** –The development of Historic Downtown Washington as we see it now was built following the Civil War, replacing wooden structures with the still-standing brick commercial buildings. It features traditional architecture in multiple styles including Commercial Vernacular, Italianate, and Queen Anne. State Highway 92 routes around the downtown leaving the Central Park Square a thriving commercial district with peaceful streets and ample parking. Our beautiful Richardsonian Romanesque County Courthouse is just one block off the square allowing for additional business and community traffic. Central Park hosts our 80-year-old Centennial Fountain as well as our Farmers’ Markets, concert series, municipal band concerts, car shows, annual agriculture day, Latino festival, fairs and many other community activities hosting programming approximately 150 days out of the year.

In 2005, following many years of disinvestment, the City of Washington identified several key downtown revitalization projects including the relocation of the Washington Public Library to a brand new LEED certified building on the southside of the square, bandstand restoration, and new streetscape design. In 2008, Washington was designated a Main Street Iowa community which has since spurred over \$15 million of additional development in the restoration and rehabilitation of downtown buildings and filling of vacancies. Main Street Washington has been able to leverage grant funding through our local Riverboat Foundation as well as the Iowa Economic Development Authority's Challenge Grants to encourage the restoration of the traditional brick facades and storefronts, the addition of multiple new upper story housing units, new infill construction, and an explosion of new retail and service businesses. In addition to these efforts, our Historic Preservation Commission was able to list the Downtown Historic District on the National Register of Historic Places in 2013. The City of Washington has seen great momentum through these partnerships and is in planning for further rehabilitation, expansion of our downtown streetscape, additional festivals, welcoming new businesses, and community growth.



- **Flourishing Arts Community** – The visual and performing arts have long been important to the fabric of Washington. Theatrical performances began soon after the city was founded in the 1840’s. Ralph Waldo Emerson spoke in Washington and John Phillip Sousa played here.

In 1893, the Graham Opera House was built and provided live entertainment for Washington residents. Moving pictures have been shown here since 1896. The Graham was eventually converted into a movie theater and continues to show films as the State Theater. In 2016, the theater was designated by Guinness World Records as the Oldest Continuously Operating Movie Theater in the World. In the last 10 years, the exterior has been restored to its 1940’s era appearance, including its blue and gold marquee. Today you can enjoy blockbusters from new seats with digital projection and surround sound, while eating a bucket of popcorn from the theater’s balcony and watch as the curtain is drawn up before each show. It is seen frequently in the world-renowned documentary Saving Brinton that features a local historian on his quest to share the world’s oldest films in existence which were found in the basement of a Washington home.

In 1974, the community fundraised for a new 500-seat theater. It is the home of our active Washington Community Theater group and hosts many events and performances. In 2016, a \$7.2 million Performing Arts Center was added to the Washington High School, funded largely with community donations and grants from the Washington County Riverboat Foundation and Vision Iowa.

Washington is also home to the Washington Performing Arts Series, the LET’s Center for the Healing and Creative Arts, the Washington Municipal Band, and the Art Domestique Gallery. The Washington Free Public Library is also home of the Helen Wilson Gallery which rotates artwork regularly. A vibrant mural with literary references can be found on the alley-side of the library and was the product of a partnership with Art Share through the University of Iowa.



- **Recreation, Parks, and Trails –**

The City of Washington’s extensive parks system allows for endless recreational opportunities including Sunset Park with the Washington Steele Family Aquatic Center, New Dawn playground, a skate park area, basketball courts, and the longest 18-hole disc golf course in the state. Sunset Park also has a dog park and easy access to the 13-mile Kewash Nature Trail that offers excellent hiking, biking, and cross-country skiing for year-round opportunities. Annually, the trail is the site of the Kewash Half Marathon, 10K, and 5K that attracts hundreds of runners from across the country and is USA Track and Field certified.



In 2019, construction began on the 82-acre Wellness Park on the northwest corner of Washington, located adjacent to the new YMCA that opened in 2020. When completed, the park will feature a four-field baseball/softball complex, two full-sized competition soccer fields with lights, nine youth soccer fields, sand volleyball courts, a concession stand and restroom facility, a pond, and walking trails with direct access to the Kewash Nature Trail.



Additional recreation opportunities in town include the Washington Golf and Country Club and the Washington County Fairgrounds which offers a campground for visitors, rental facilities for events, and holds the annual county fair each July. Washington County has the seventh-largest enrollment of 4-H members in the state. Nearby, visitors can also enjoy fishing, camping, hunting, snowshoeing, snowmobiling, and hiking at Marr Park County Park near Ainsworth and Lake Darling State Park near Brighton.

- **Community Festivals and Events –**

Washington is well-known for its busy event calendar. We are fortunate that many organizations take leadership roles in organizing these public events. The Washington Chamber of Commerce, Main Street Washington, the Washington County Hospital and Clinics, Latinos for Washington, and Washington County Fair Board are just a few of the groups that produce events throughout the year. Local businesses and citizens provide sponsorships and volunteer labor that ensure the success of these festivals and fairs which include several annual craft fairs, an art walk around the square, and Washington’s weekend Summer Classic each June that promotes and celebrates agriculture, the arts, a sense of community, and local businesses. The event includes multiple days of sales and is the state’s longest running Ridiculous Day event.



- **Historic Character –** The City of Washington was founded in 1839. In addition to being home to the World’s Oldest Continuously Operating Movie Theatre there is so much more to see and learn about local history. Additional museums can be found in the community which include the Conger House Museum, the F Troop Military Museum, the Alexander Young Log House, and the Blair House. Frank Brinton designed and constructed airships which gathered national attention in 1890, prior to the Wright brothers. The Washington Downtown Historic District is listed on the National Register of Historic Places. In 2018, the neighborhood adjacent to downtown was added to the National Register of Historic Places and is known as the West Side Residential Historic District with over 135 contributing structures.

Washington County is the official Barn Quilt Capital of Iowa and our self-driving tour through the countryside affords visitors an opportunity to see the rural landscape around our city while enjoying the lovely colorful painted quilts on barns on well-kept farms.

Those interested in tracing family history can do so in the extensive collection of materials curated by the Washington County Genealogical Society. The Washington Public Library houses local family histories, cemetery records, and other items of interest. In addition the Washington Welcome Center offers an opportunity to connect to our past by offering Cemetery Tours, Historic Home Tours, Historic Sites and Points of Interest.





• **Community Pride and Caring Citizens** – Washington offers the ability to enjoy the charm of a small town but with many of the facilities and organizations of a larger city. Children can sign up to play many different sports and activities through the local YMCA, Public Library, and 4-H clubs. A variety of clubs and organizations are available for high school students.

Adults of all ages participate in school and service organizations and social clubs. Washington is home to 17 churches and more than 68 charitable organizations and clubs. In addition, Washington hosts many groups that sponsor and support our Veterans. These include House of Heroes, English River Outfitters as well as six other Veteran focused organizations.



Residents, businesses, schools, and students in Washington have access to broadband internet service through Washington County-based company Kalona Cooperative Technology Company. The company received an Empower Rural Broadband Grant to continue to expand services across the area.

Washington is fortunate to be the site of two major retirement communities: Halcyon House, a WesleyLife Community, and the United Presbyterian Home which is affiliated with the Presbyterian Church USA. Both facilities offer options for independent living, assisted living, and full nursing care. Seniors in Washington participate in community activities and many take advantage of the public transportation provided by the Washington County Mini Bus. The county-wide Mini Bus provides demand and response transportation that is wheelchair accessible. In recent years, the service has logged over 300,000 miles annually with over 67,000 rides, more than double the ride totals for counties similar in size.

Washington has been blessed with progressive leaders and individuals that are open to new ideas and people. Much progress has been made in the past 15 years regarding city facilities and infrastructure, beautification, and community pride.

- **Strong Emphasis on Education** – Washington, Iowa has had a long record on the importance of a good education for all. In 1869, citizens of Washington asserted the rights of a young Black student to be educated alongside other children at the Young America School in rural Washington.

Since that time, Washington has placed a high priority on its excellent educational system. Washington offers five preschools for young families. Washington Community School District includes two elementary buildings, one middle school, and one high school. The School District also offers support for families who choose to home school their children as well as opportunities for social, athletic, and arts extracurricular activities.

Washington also boasts a variety of daycare centers both in-home as well as centers. Several facilities have been in operation for more than 30 years with high quality of care. Like most communities in Iowa we could always use more daycare spots for our growing population as confirmed in the most recent Census Data. Washington County also hosts an incredibly strong 4-H program led by the staff of Iowa State Extension at the Washington County Fairgrounds. The County Fair is considered one of the top three most impactful fairs in the State of Iowa. We are also home to a strong collection of local youth enrichment programs like dance studios, travelling sports clubs, music lesson, as well as national organizations like scouts, Girls on the Run, 4-H, and more. Our community is dedicated to the enrichment of our youth and it shows.

Washington High School boasts a graduation rate of 90.9% and students may continue their post-high school studies at Kirkwood Community College’s Washington County Regional Center in Washington. Many area students take concurrent credit courses while in high school so that when they receive their diplomas from WHS they already have college credit on their transcripts. In the 2020-21 school year, Washington County students saved \$792,540 in tuition with concurrent credit courses and accumulated 3,918.5 college credits. The center also offers adult education classes, high school equivalency diploma, English language skills, one-on-one tutoring, and continuing education credit opportunities for area professionals.



# “Washington, An Iowa Classic” - Our Vision for Washington

## ***Vision Statement:***

*To continue the cycle of investments that enhance our ongoing renaissance and to showcase Washington to all its citizens as well as to visitors, whom we welcome.*

## **Supporting Statements:**

We will be a community that:

- Attracts visitors to town to celebrate Washington’s place in film history while bringing new faces into our businesses and restaurants.
- Celebrates our cultural diversity.
- Provides high-level education, recreation, arts, culture, business development, and more for residents and visitors alike.
- Promotes Washington’s unique aspects including the Brinton Film Collection, the historic downtown district, the Guinness World Record recognized State Theater, and Centennial Fountain.
- Strives for a high quality of life for all citizens with access to public amenities such as parks and trails.
- Honors our history including historic sites throughout town, the historic architecture found in the downtown district, and our sites listed on the National Register of Historic Places.
- Applauds and supports the arts in all forms and at all skill levels.
- Embraces and protects the natural environment.
- Helps support local businesses to promote growth.
- Develops housing opportunities for a variety of income levels.
- Welcomes visitors to our town and provides an enjoyable experience so they go home and spread the word of wonderful Washington to others or take up residence in town.

In reflection of the statements above, we have drafted a set of goals and objectives for Washington that are listed on following pages.



# Goals and Objectives

## **Mission Statement:**

*The City of Washington is committed to improving the livability of our community through personal dedication, integrity, accountability, innovation, and sensitivity to the needs of our citizens whom we serve. We will continue expanding the public and private partnerships that connect our citizens to their passions, empowering our community to honor its past, celebrate its present, and embrace its future.*

Our goals, listed below, are organized according to the categories listed by the Iowa Great Places application guidelines.

## 1. Arts and Culture

Goal	Objective	Timeline	Implementation Partners
1a Create a film festival to celebrate arts and local history	1a-i: Establish an annual Brinton Film Festival to celebrate our local film pioneers, Frank and Indiana Brinton, and one of the world’s oldest collection of films and magic lantern slides in existence. Also, showcase newly created films.	2 years and beyond	Main Street Washington, City of Washington, Historical Society, Chamber of Commerce, local media, private businesses, local historian Mike Zahs
1b Work with local partners to install more public art throughout town while promoting local artists and celebrating our history	1b-i: Install additional murals throughout the community as well as selfie spots to create a more interactive experience of our community	1 year	Washington Chamber of Commerce, LETs Center for the Healing & Creative Arts, Hotel/Motel Tax Committee, Washington County Riverboat Foundation
	1b-ii: Celebrate our agricultural heritage through the development of a series of walking tours to reinvigorate interest in the loops of barn quilts that exist throughout our county.	6 months - 1 year	Washington Chamber of Commerce, Washington Middle School ELP and Arts Programs
1c Continue to make Washington a holiday destination with decorations for all to enjoy	1c-i: Expand on the modernization of downtown’s wintertime lights to further enhance the beauty of our Community. An LED conversion & expansion project has been underway since 2018. Out of 6000 linear feet of building in the downtown, we’re about 50% to completion.	2-5 years	Park Board, Chamber of Commerce, Main Street Washington, Washington Maintenance and Construction Department, landscape architects, Washington Free Public Library, Community Visioning



1c - <i>continued</i>	1c-ii: Continue the expansion of the wintertime lights to main arterial highways through town.	5-10 years	Park Board, Chamber of Commerce, Main Street Washington, Washington Maintenance and Construction Department
1d Celebrate the performing arts in public spaces	1d-i: Support local musicians, artists and actors with more performances in public spaces, like musicians in Central Park at weekly Farmers' Markets, the Community Theater's annual live radio play in the windows of the library, and the En Plein Aire contest for people to attend in person or listen in.	Ongoing	Washington Community Theater, Washington Chamber of Commerce, Washington Farmers Market/Main Street Washington, Washington Public Library, Latinos for Washington, Washington Free Public Library



## 2. Amenities

Goal	Objective	Timeline	Implementation Partners
2a Make Washington easy to navigate for residents and visitors	2a-i: Develop wayfinding and Information Kiosks signage for local attractions: parks, theaters, historical sites.	1-3 years	City of Washington, Park Board, Chamber of Commerce, Hotel/Motel Committee
	2a-ii: Improve entrances to town with coordinated signage and landscaping.	3-5 years	Master Gardeners, Washington Chamber of Commerce, City of Washington
2b Expand the streetscape from the square around Central Park to the larger Main Street Washington District	2b-i: Expand the current streetscape to the super-square area to improve sidewalks and curb heights, making it easier to access businesses and more aesthetically pleasing with continuity of brick design, streetlamps, and benches. This work is estimated to cost \$6 million with \$4.8 million currently earmarked.	2-3 years	City of Washington, Main Street Washington, City Engineer, Chamber of Commerce, Washington Economic Development Group
2c Increase free family-friendly amenities	2c-i: Consider the addition of a splashpad for a safe option for young children to play in the summer. Continue to support the library's activities, the development of a playground at the Wellness Park, as well as the park trail systems.	2-10 years	City of Washington, Parks Department, Park Board
2d Implement a marketing strategy to promote Washington and its amenities	2d-i: Hire marketing staff to develop a plan and campaign with measurable benchmarks to promote Washington to surrounding areas through social media, local news media, and promotional videos.	1-2 years	City of Washington, Chamber of Commerce, Hotel/Motel Tax Committee, Main Street Washington, local media
	2d-ii: Inform local citizens of the happenings in town through social media, news media, and regular City and Chamber newsletters available by print and electronically.	Ongoing	City of Washington, Washington Chamber of Commerce, Main Street Washington, Local Media

### 3. Business Development

Goal	Objective	Timeline	Implementation Partners
3a Create an atmosphere to welcome new businesses and support current businesses throughout Washington	3a-i: Attract more businesses and restaurants through developing recruitment packets that can be targeted by industry.	Ongoing	Washington Chamber of Commerce, Main Street Washington, Washington Economic Development Group
	3a-ii: Fill vacant locations on the square by developing measures to prevent and reduce vacant by choice commercial buildings.	Ongoing	Main Street Washington, Washington Chamber of Commerce, City of Washington
	3a-iii: Promote continued investment in rehabilitating buildings in the downtown district with programs like Main Street Washington's Downtown Investment Grants (DIG).	Ongoing	Main Street Washington, City of Washington
	3a-iv: Continue to develop the Business Park along Highway 1 and West Buchanan so businesses have lots available to build to suit with utilities and infrastructure already on site.	Ongoing	City of Washington, Washington Economic Development Group
	3a-v: Use the childcare survey within the next two years to seek grant funding to promote expansion as well as additional daycare centers to fit the needs of the community.	2 years	Washington Economic Development Group, Washington Chamber of Commerce, City of Washington, local daycare providers, YMCA, local employers, Washington County Public Health



#### 4. Historic Fabric and Architecture

Goal	Objective	Timeline	Implementation Partners
4a Establish a museum about the Brinton Film Collection and oldest movie theater in the world	4a-i: Establish a museum to exhibit items from the Brinton Film Collection and the World’s Oldest Continuously Operating Movie Theater educate the public on some of the world’s oldest films in existence that were shown within the same theater more than a century ago.	2-5 years	State Theater, City of Washington, Historical Society, Brinton Collection, Washington Historical Preservation Commission, Washington Chamber of Commerce
4b Develop a self-driven historical tour of Washington	4b-i: Update self-driven tour of historical sites in Washington and add plaques at historical sites. A brief narration about the significance of each site will be hosted on the community’s website. Residents and visitors can drive, bike, or walk to each site and learn of the diverse history of the area from one of the first integrated schools in the country to the home of the mother of the Iowa State Patrol.	1-2 years	City of Washington, Washington Chamber of Commerce, local historian Mike Zahs, Washington Historical Preservation Commission
4c Update and digitize a historical walking tour of cemeteries	4c-i: Promote, update, and digitize historical walking tours of Elm Grove Cemetery and Woodlawn Cemetery to highlight the stories of the people who have made Washington a Great Place over the last two centuries, featuring their stories. Place the complete updated version on the website.	2-3 years	City of Washington, Washington Chamber of Commerce, local historian Mike Zahs, Washington Historical Preservation Commission, Washington County Genealogical Society



## 5. Housing Options

Goal	Objective	Timeline	Implementation Partners
5a Improve existing housing stock in Washington	5a-i: Clean up residential properties with programs through ECICOG and property maintenance code enforcement.	Ongoing	Residents, City of Washington
	5a-ii: Expand and improve downtown upper-story residential units.	Ongoing	Main Street Washington, City of Washington
	5a-iii: Continue using the Neighborhood Stabilization Program and Housing Infill Partner Program to improve houses and replace dilapidated houses on existing residential lots with new construction.	Ongoing	City of Washington
	5a-iv: Clean up and improve maintenance of rental homes through the Rental Home Inspection Program already adopted and established by the city.	Ongoing	City of Washington, Washington Fire Department
5b Increase efforts to address the local housing shortage	5b-i: Continue to develop areas for new housing including the NLW Subdivision and the 19+ acres of Bell property in the southwest quadrant of town.	Ongoing	City of Washington, Washington Economic Development Group
5c Incentivize buying local homes	5c-i: Promote the Homebuyer Assistance Program that uses CDBG funds countywide to assist with down payments.	Ongoing	Washington Economic Development Group, Washington County, City of Washington
5d Add low-to-moderate income housing	5d-i: Expand and improve Washington's current low-to-moderate income housing stock to provide more options.	5 years	City of Washington, Washington Economic Development Group, HACAP, Eastern Iowa Housing Trust Fund

## 6. Diversity and Community Relationships

Goal	Objective	Timeline	Implementation Partners
6a Foster a diverse community by promoting local organizations through their selected events and by opening spaces for conversations and collaboration	6a-i: Implement strategies suggested from analysis by market studies done in the past 10 years by using multiple platforms to reach residents including print media, radio, newsletters, email, and social media.	Ongoing	City of Washington, local media, Chamber of Commerce, Main Street Washington, Latinos for Washington, DUO Compassion, Washington for Justice
	6a-ii: Work to promote a positive environment for all citizens including celebrations like the annual Latino Festival and Washington for Justice's annual Juneteenth celebration.	Ongoing	City of Washington, local media, Chamber of Commerce, Main Street Washington, Latinos for Washington, DUO Compassion, Washington for Justice
6b Increase usage of the Washington Welcome Center	6b-i: Promote and enhance the Washington Welcome Center to further serve area businesses and non-profits, and increase foot-traffic downtown.	2 years and beyond	Chamber of Commerce, Main Street Washington
6c Celebrate Washington's diversity through public art	6c-i: Install murals throughout town depicting Washington's diverse culture and history.	5-7 years	City of Washington, Chamber of Commerce, local artists, Latinos for Washington, Washington for Justice, Washington County Veterans Association
6d Increase accessibility for Spanish-speaking residents	7d-i: Update City of Washington documents, applications, and informational flyers to have English and Spanish versions available.	Ongoing	City of Washington

## 7. Natural Environment

Goal	Objective	Timeline	Implementation Partners
7a Create more recreational opportunities for families to enjoy	8a-i: Continue developing the Wellness Park and its future phases that include a pond for fishing and ice skating, and playground equipment. The current phase opened in June 2021 with two full-sized competition soccer fields, four baseball/softball fields, and sand volleyball courts; as well as a concession stand and restroom facility.	Ongoing	City of Washington, Park Board, YMCA of Washington County, Washington Community School District, Washington Area Soccer Program, Washington Area Softball Association, Washington Area Baseball Council
	8a-ii: Build and connect a trail around the new Wellness Park to the Kewash Nature Trail to offer an ADA compliant trail with opportunities for safe walking, cycling, and snowshoeing.	Ongoing	City of Washington, Park Board, Washington County Conservation
	8a-iii: Improve and install playground spaces	Ongoing	City of Washington, Park Board, area service organizations
	8a-iv: Develop comprehensive maps and post them at area parks to show all parks, trails, and places to birdwatch	2-3 years	City of Washington, Park Board, Washington County Conservation
	8a-v: Install a disc golf course at the new Wellness Park to expand Washington's available holes from 18 to 27 or 36.	3-5 years	City of Washington, Park Board
7b Create a trailhead	8b-i: Develop the Kewash Nature Trail's trailhead area along West 5 <sup>th</sup> Street to include a shelter with picnic benches and map of the trails.	10 years	Park Board, Washington County Conservation
7c Improve sidewalks to increase accessibility	8c-i: Continue to improve the city's walkability and accessibility by repairing, replacing, widening, and expanding sidewalks throughout town.	Ongoing	City of Washington, Washington County Public Health, Healthy Hometowns Committee
7d Paint bicycle boulevards through town	8d-i: Designate and paint bicycle boulevards throughout town on existing streets to connect downtown Washington to the entrance of the Kewash Nature Trail.	3-5 years	Washington Maintenance and Construction Department

<p><b>7e</b> Offer outdoor equipment rentals</p>	<p><b>8e-i:</b> Purchase equipment and develop a check-out system for people to enjoy the outdoor activities while eliminating cost barriers. Equipment may include pickleball paddles, yoga mats, and large yard games.</p>	<p>Ongoing</p>	<p>Washington YMCA, Washington Parks Department, Washington Free Public Library</p>
<p><b>7f</b> Add bocci ball courts</p>	<p><b>8f-i:</b> Add bocci ball courts to Sunset Park.</p>	<p>2-3 years</p>	<p>Washington Parks Department, City of Washington</p>
<p><b>7g</b> Increase winter outdoor recreation</p>	<p><b>8g-i:</b> Build a seasonal ice-skating rink.</p>	<p>3-5 years</p>	<p>Washington Parks Department, City of Washington</p>





## Narratives – What We Envision

**1. ENHANCE DOWNTOWN** – The heart of Washington is its historic, vibrant downtown. Central Park, the State Theater, surrounding businesses, shops, restaurants, and non-profit offices serve as a hub for residents and visitors. The Washington Great Places Steering Committee looks to further improve our downtown district by:

- Expand the current streetscape to the super square area to improve sidewalks and curb heights, making it easier to access businesses and more aesthetically pleasing with continuity of brick design, streetlamps, and benches. This work is estimated to cost \$6 million with \$4.8 million in funding currently earmarked. (2b-i)
- Attract more businesses and restaurants. (3a-i)
- Fill vacant locations on the square by developing measures to prevent and reduce “vacant by choice” commercial buildings. (3a-ii)
- Promote continued investment in rehabilitating businesses in the downtown district with programs like Main Street Washington’s Downtown Investment Grants (DIG). (3a-iii)
- Develop wayfinding signage for local attractions: parks, theaters, historical sites, business district. (2a-i)
- Expand and improve downtown upper-story residential units. (5a-ii)

**2. EXPLORE ARTS AND CULTURE** – Arts have long been woven into the fabric of Washington and plans are in place to continue that pattern. More than a century ago films were shown at Washington’s Graham Opera House, now known as the State Theater, by Washington’s own film pioneers Frank and Indiana Brinton. Many of their artifacts, films, and magic lantern slides have travelled the world with the documentary Saving Brinton. Below are ways to expand arts and culture in this regional destination:

- Establish a film festival and museum to exhibit items from the Brinton Film Collection and educate the public on some of the world’s oldest films in existence that were shown at Washington’s Graham Opera House, now known as the State Theater, more than a century ago. (1a & 4a)
- Install murals throughout the community to educate residents and visitors about our robust film history and celebrate our diverse culture. (1b-i and 7c-i)
- Partner with area students to develop walking tours of miniature barn quilts that mimic those found in greater Washington County. (1b-ii)

**3. EMBRACE THE OUTDOORS** – With opportunities to run, bike, swim, and play, Washington embraces the outdoors and healthy living, these include facilities for traveling club sports and spaces for creative play for youth. Washington is building upon this with the new state-of-the-art Wellness Park with plans to construct an ADA compliant trail for all to enjoy. This trail will then connect to the existing 13-mile Kewash Nature Trail that runs along an old railroad line. In an effort to have more people enjoy the outdoors, below are our goals for Washington:

- Build and connect a trail around the new Wellness Park to the Kewash Nature Trail to offer an ADA compliant trail with opportunities for safe walking, cycling, rollerblading, and snowshoeing. (8a-ii)
- Continue developing the Wellness Park and its future phases that include a pond for fishing and ice skating, and playground equipment. The current phase opened in June 2021 with two full-sized competition soccer fields, four baseball/softball fields, and sand volleyball courts, as well as a concession stand and restroom facility. (8a-i)
- Improve and install playground spaces. (8a-iii)
- Develop a Kewash Nature Trail’s trailhead area along West 5<sup>th</sup> Street to include a shelter with picnic benches and map of the trails. (8b-i)

**4. FIND YOUR WAY IN WASHINGTON** – Washington is home to a diverse community with room to grow. To make Washington easy to navigate, the Great Places Steering committee aims to increase our sense of place with cohesive landscaped gateways to the city and coordinated wayfinding signage throughout town. Below are goals identified to improve Washington’s sense of place:

- Develop wayfinding signage for local attractions: parks, theaters, historical sites, business district. (1a-i)
- Improve the entrances and gateways to town with coordinated signage and landscaping. (1a-ii)
- Make Washington easy to navigate for residents and visitors by vehicle, bicycle, or on foot which makes the town more accessible to people of all ages despite their mode of transportation. (1a-i)
- Enhance a driving tour of historical sites in Washington by posting plaques, modernizing print brochures, and developing apps to highlight historical sites. A brief narration about the significance of each site will be hosted on the Community’s website. Residents and visitors can drive, bike, or walk to each site and learn of the diverse history of the area from one of the first integrated schools in the country to the home of the mother of the Iowa State Patrol. (4b)
- Promote and enhance the Washington Welcome Center to further serve area businesses and non-profits and increase foot-traffic downtown. (7a-ii)

## Implementation and Evaluation

The Washington Great Places Committee will monitor the implementation of the vision plan, in partnership with the Hotel/Motel Tax Committee, Washington Chamber of Commerce, Main Street Washington, and the City of Washington.

The plan will be reviewed annually by the Washington Great Places Committee to evaluate which actions have been taken, which goals have been completed, and what should be slated for work next. The review process will offer opportunity to modify the plans as opportunities arise or situations change. Partner organizations listed in the goals above will be included in planning action for each item.

The City of Washington has already committed to many of the projects listed in the goals through the comprehensive plan which stands alone and has an annual review and implementation process. Progress on the goals will be followed by the Washington Great Places Committee and reported to the City of Washington.



## How will success be measured in Washington?

While some goals are easily measured with construction timelines and definite metrics, others are more ambiguous with subjective progress and ongoing work. A variety of factors will be used to measure Washington's success in becoming a Great Place in Iowa.

### ***Success will include:***

- A thriving downtown district with low vacancy in storefronts, bustling shops, restaurants with full tables, few parking spots open, and abundant foot traffic throughout the district.
- Being known in the region as a historic destination with a variety of events to attract visitors from throughout the corridor and beyond.
- Non-profit organizations having ample volunteers and resources to continue their work of improving Washington for all.
- New businesses opening annually.
- A growing population with diverse demographics calling Washington home.
- Tourism increasing with more visitors at events, more diners at restaurants, and more guests staying overnight with increased options to lay their heads at the end of a busy day.
- Our education system continuing to be recognized for excellence for staff and students from pre-school to the collegiate level with our public school system, private elementary school, and regional community college.
- Residents of Washington celebrate our history and share it with others.
- Art on display and performances in public spaces for residents and visitors to observe and appreciate.



*Jaron P. Rosien, Mayor  
Sally Hart, City Clerk  
Kevin Olson, City Attorney  
Deanna McCusker, City  
Administrator*



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

February 25, 2022

**MEMORANDUM**

To: City Council  
City Administrator Deanna McCusker

From: City Clerk Sally Y. Hart

RE: Electric Vehicle Car Charge Station

In 2021, the City received a \$15,000 grant to install an electric vehicle car charge station available for public use. The site has been approved on the south side of Central Park and the site will be readied by city staff with electrical work to be done by a contractor. The Hotel/Motel Tax Committee's recommendation is to award the electrical work to Marie Electric for \$980.89 and to purchase the electric vehicle charge station through Lilypad for \$12,384.00. The charge station will include a five-year service plan on the unit along with a five-year pre-paid plan for the commercial cloud plan for it to connect to online platforms. The recommended charge station will allow for two vehicles to charge at the same time. All of the quotes received are listed below:

**Electric work:**

- Marie Electric - \$980.89
- Franzen Electric - \$1,625.00
- Washington Electric Service - \$3,200.00

**Car Charge Station:**

- Lilypad – ChargePoint CT4025-GW1, Assure five-year plan, and five-year pre-pay Commercial Cloud Plan - \$12,384.00
- Webosolar – ChargePoint CT4025-GW1, Assure five-year plan, and five-year pre-pay commercial network plan - \$14,745.00
- EVChargeSolutions – ChargePoint CT4025-GW1, Assure five-year plan, and pre-pay commercial cloud plan - \$15,577.80



# GARDEN & ASSOCIATES, LTD.

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

Phone: 641.672.2526 • Fax: 641.672.2091

February 19, 2022

Deanna McCusker, City Administrator  
City of Washington  
215 E. Washington Street  
Washington, IA 52353

Re: Wellness Park Water Main Extension  
15<sup>th</sup> Street and North E Avenue  
Washington, Iowa  
G&A 4021249

Honorable Mayor and Council:

I hereby state that the work of the Wellness Park Water Main Extension – 15<sup>th</sup> Street and North E Avenue – Washington, Iowa under contract bearing the date of November 2, 2021 by and between the City of Washington, Iowa (Owner) and DeLong Construction, Inc. (Contractor) has been completed and substantially complies with the terms, conditions and stipulations of the plans and specifications for said improvements.

Respectfully submitted this 19th day of February, 2022.

Sincerely,  
**GARDEN & ASSOCIATES, LTD.**

Jack Pope, P.E.

Cc: DeLong Construction, Inc.

JP/

# CHANGE ORDER

No. 1

DATE OF ISSUANCE 19-Feb-22 EFFECTIVE DATE 19-Feb-22

JURISDICTION City of Washington  
 CONTRACTOR DeLong Construction Inc.

Contract: Wellness Park Water Main Extension  
 Project: 15th Street & North E Ave.

JURISDICTION's Contract No. \_\_\_\_\_ ENGINEER's Contract No. \_\_\_\_\_  
 ENGINEER \_\_\_\_\_

You are directed to make the following changes in the Contract Documents:

Description: Final Quantities Change Order

Reason for Change Order: Field Conditions

Attachments: (List documents supporting change) Attachement No. 1

CHANGE IN CONTRACT PRICE:
Original Contract Price: \$ <u>69,210.00</u>
Net Increase (Decrease) from previous Change Orders No. ___ to ___: \$ _____
Contract Price prior to this Change Order: \$ <u>69,210.00</u>
Net Increase (Decrease) of this Change Order: \$ <u>-578.4</u>
Contract Price with all approved Change Orders: \$ <u>68,631.60</u>

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: _____ Ready for final payment: _____ (days or dates)
Net change from previous Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for final payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: _____ Ready for final payment: _____ (days or dates)
Net Increase (Decrease) this Change Order: Substantial Completion: _____ Ready for final payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for final payment: _____ (days or dates)

**RECOMMENDED:**

By: *Paul Pope*  
 ENGINEER(Authorized Signature)

Date: 2-2-2022

**APPROVED:**

By: \_\_\_\_\_  
 JURISDICTION(Authorized Signature)

Date: \_\_\_\_\_

**ACCEPTED:**

By: *[Signature]*  
 CONTRACTOR(Authorized Signature)

Date: 2-21-22

EJCDC 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractor of America and the Construction Specifications Institute.

Attachment to Change Order No. 1  
 Wellness Park Water Main Extension  
 15th Street and North E Avenue  
 Washington, Iowa

NO.	ITEM	UNIT PRICE	CONTRACT QUANTITY	SCHEDULED VALUE	ACTUAL QUANTITY	PRICE
						ADJUSTMENT
6.	Subbase Over-excavation	\$60.00	13	\$ 780.00	0	\$ (780.00)
7.	Driveway, Granular (Class 'A' Crushed Stone, IDOT Gradation No. 11)	\$35.00	10	\$ 350.00	15.76	\$ 201.60

Total Adjustment CO #1 \$ (578.40)

Contract Price Prior to CO#1 \$ 69,210.00

Final Contract Price \$ 68,631.60



**APPLICATION FOR PAYMENT NO. 2 (Final)**

To: City of Washington, Iowa (JURISDICTION)  
 From: DeLong Construction, Inc. (CONTRACTOR)  
 Contract: Wellness Park Water Main Extension - 15th Street & North E Avenue  
 Project: Wellness Park Water Main Extension - 15th Street & North E Avenue  
 JURISDICTION's Contract No.: \_\_\_\_\_ ENGINEER's Project No.: 4021249  
 For Work Accomplished Through the Date of: December 29, 2021

1. Original Contract Price:	\$ 69,210.00
2. Net Change by Change Orders and Written Amendments (+ or -):	\$ (578.40)
3. Current Contract Price (1 plus 2):	\$ 68,631.60
4. Total Completed and Stored to Date:	\$ 68,631.60
5. Retainage (Per Agreement):	
5% of Completed Work:	\$ -
0% of Stored Material:	_____
Total Retainage:	\$ -
6. Total Completed and Stored to Date Less Retainage (4 minus 5):	\$ 68,631.60
7. Less Previous Application for Payments:	\$ 65,200.02
8. DUE THIS APPLICATION (6 MINUS 7)	\$ 3,431.58

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from JURISDICTION on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered -- through -- inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application of Payment will pass to JURISDICTION at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to JURISDICTION indemnifying JURISDICTION against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

Dated: 2-21-22 DeLong Construction, Inc.  
 By: [Signature] (CONTRACTOR)

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 2-2-2022 Garden & Associates, LTD.  
 By: [Signature] (ENGINEER)

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: \_\_\_\_\_ City of Washington, Iowa  
 (JURISDICTION)

RESOLUTION NO. 2022-\_\_\_

RESOLUTION ACCEPTING THE WELLNESS PARK WATER MAIN  
EXTENSION PROJECT AS COMPLETED

WHEREAS, the City Council of the City of Washington did award a construction contract to DeLong Construction in the amount of \$69,210.00 for the “Wellness Park Water Main Extension Project” (the “Project”); and

WHEREAS, the Project has now been completed in accordance with the plans and specifications; and

WHEREAS, it is necessary for the City Council to formally accept the Project.

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

Section 1. That Change Order #1, which decreases the contract price by \$578.40, is hereby approved.

Section 2. That Pay Application #2 (final - retainage) is hereby approved in the amount of \$3,431.58.

Section 3. That the construction of the Project is hereby accepted as completed, with a final contract price of \$68,631.60.

Section 4. That Pay Application #2 for the remaining retainage of \$3,431.58, as listed in Section 2, for the completion of the Project will be held until the satisfactory completion of the unresolved punch list and warranty items listings provided by the project architect, and upon the Council approval of the release of this retainage.

Passed and approved this 1<sup>st</sup> day of March, 2022.

---

Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk

**RESOLUTION NO. 2022-\_\_**

**A RESOLUTION ON ACQUISITION OR DEVELOPMENT  
FOR OUTDOOR RECREATION**

WHEREAS, the City of Washington is interested in acquiring lands or developing outdoor recreational facilities on the following described project for the enjoyment of the citizenry of the City of Washington and the State of Iowa:

County: Washington

Site Name: Washington Wellness Park

Site Address: 1203 North Avenue E, Washington, Iowa 52353

Project Title: Wellness Park Soccer Field Improvement Project

Total Estimated Cost: \$200,000

Brief Description of Project: Installation of high-performance light-emitting diode (LED) field lighting for Soccer Field A and a public restroom facility and concession stand in the Washington Wellness Park; and

WHEREAS, Land and Water Conservation Fund financial assistance is being sought for the acquisition or development of said outdoor recreational facilities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA that the project described above be authorized; and

BE IT FURTHER RESOLVED that said City of Washington made application to the Iowa Department of Natural Resources to seek Land and Water Conservation Fund financial assistance from the National Park Service in the amount of 50% of the actual cost of the project; and

BE IT FURTHER RESOLVED that said City of Washington certifies to the following:

1. That it will accept the terms and conditions set forth in the NPS Grants-in-Aid Manual and which will be a part of the Project Agreement for any grant awarded under the attached proposal.
2. That it is in complete accord with the attached proposal and that it will carry out the acquisition and/or development in the manner described in the proposal and any plans and specifications attached thereto unless prior approval for any change has been received from the Iowa Department of Natural Resources.
3. That it has the ability and intention to finance its share of the cost of the project and that the project will be operated and maintained at the expense of said City of Washington for public outdoor recreational use.

4. That no financial assistance has been given or promised under any other federal program or activity with regard to the proposed project.
5. That it will not discriminate against any person on the basis of race, color, or natural origin in the use of any property or facility acquired or developed pursuant to this proposal, and shall comply with the terms and intent of Title VI of the Civil Rights Act of 1964, P.L. 88-352 (1964), and of the regulations promulgated pursuant to such Act by the Secretary of the Interior and contained in 43 CFR 17.

PASSED AND APPROVED this 1<sup>st</sup> day of March, 2022.

---

Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk

THIS IS TO CERTIFY that the foregoing is a true and correct copy of a resolution duly and legally adopted by the City Council of the City of Washington, Iowa at a legal meeting held on this 1<sup>st</sup> day of March, 2022.

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Sally Y. Hart, City Clerk

**RESOLUTION NO. 2022-\_\_**

**A RESOLUTION ENDORSING AN APPLICATION FOR ALLIANT ENVIRONMENTAL STEWARDSHIP GRANT FUNDS**

WHEREAS, the Wellness Park promotes outdoor recreation and is a regional draw for activities; and

WHEREAS, the Wellness Park facilities would be able to provide more outdoor recreation space for the public with park benches and picnic tables; and

WHEREAS, the City may apply for an Alliant Environmental Stewardship Grant for Environmental Stewardship; and

WHEREAS, the City of Washington will apply for \$2,500 to purchase benches and picnic tables to be installed at the Wellness Park.

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

Section 1. The City Council endorses the submission of an application for grant funds to the Wellmark Foundation in the amount of \$2,500 for benches and picnic tables at the Wellness Park.

Section 2. The City Council states its commitment in partnering with area organizations to increase the use of the amenities located at the Wellness Park.

PASSED AND APPROVED this 1<sup>st</sup> day of March 1, 2022.

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Jaron P. Rosien, Mayor

ATTEST:

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Sally Y. Hart, City Clerk

*Jaron P. Rosien, Mayor  
Sally Hart, City Clerk  
Kevin Olson, City Attorney  
Deanna McCusker, City  
Administrator*



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

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**Memorandum**

February 25, 2022

To: Mayor & Council  
CC: City Administrator Deanna McCusker

From: Sally Y. Hart – City Clerk

Re: Wellness Park Electrical Work

It is staff's recommendation to move forward with installing electrical work at the Wellness Park. The expenses from Alliant are expected to cost \$3,158 for running the utility. There will be estimated future costs of \$1,000-1,500 for a base and installing the base.

This electrical work will provide service for a score board and can be used in the future if other pavilions, restrooms, or concession stands are installed in the area.

In addition, the Parks Department is working with the local school district and Washington Area Soccer Program to fund moving the school's current soccer scoreboard to the Wellness Park Field A so upper-level soccer games can better be played on the field. The school district has agreed to gift the scoreboard to the city's field.

## Deanna McCusker

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**From:** Charla Howard <charlahoward@hotmail.com> on behalf of Charla Howard  
**Sent:** Thursday, February 17, 2022 12:29 PM  
**To:** Deanna McCusker; Tharren Keith  
**Subject:** Tax abatement application 505 W 5th St (West side of Zero lot line) for Keith Properties, LLC  
**Attachments:** Keith Properties LLC TAX ABATEMENT APP.pdf

Hi Deanna! Here is the application from Keith Properties, LLC. We are targeted to close March 4, 2022. Please let me know if we need to do anything else for this abatement process. Christy Tinnes, County Assessor, is watching for the zero lot line split application along with this application. Christy believes this abatement will be effective in 2023 for the 3 years of discount. Thank you so much for your help! Charla

APPLICATION FOR TAX ABATEMENT UNDER THE  
WASHINGTON URBAN REVITALIZATION PLAN FOR  
WASHINGTON, IOWA

\_\_\_\_\_ Prior Approval for Intended Improvements

X Approval of Improvements Completed

FOR PROPERTY TAX EXEMPTION FOR IMPROVEMENTS UNDER THE PROVISIONS OF THE WASHINGTON  
URBAN REVITALIZATION PLAN ADOPTED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA

The Washington Urban Revitalization Plan allows property tax exemptions as follows:

Residential

All qualified real estate assessed as residential property is eligible to receive a one hundred percent (100%) exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the improvements. The exemption is for a period of three (3) years. Improvements must increase the assessed value by a minimum of 10%.

Commercial/Industrial

All qualified real estate assessed as commercial and/or industrial property is eligible to receive a partial exemption from taxation on the actual value added by the improvements. The exemption is for a period of five (5) years. Improvements must increase the assessed value by a minimum of 10%. The amount of the partial exemption is equal to a percent of the actual value added by the improvements, determined as follows:

- 1) First Year – 75% Exemption
- 2) Second year – 60% Exemption
- 3) Third Year – 45% Exemption
- 4) Fourth Year – 30% Exemption
- 5) Fifth Year – 15% Exemption

Commercial includes property that consists of 3 or more separate living quarters with at least 75% of the space used for residential purposes.

In order to be eligible, the property must be located in the Washington Revitalization Area. A map is available for inspection at City Hall.

This application must be filed with the City by February 1 of the assessment year for which the exemption is first claimed, but not later than 2 years after the February 1<sup>st</sup> following the year that the improvements are first assessed for taxation.

Address of Property: 505 W. 5<sup>th</sup> St., Washington IA 52353

Legal Description: T80: temporarily arid/dry M.M. Youngs ADD ALL N of RR

Title Holder or Contract Buyer: Keith Properties, LLC

Address of Owner (if different than above): 2484 Robbins Ct, Washington IA 52353

Phone Number (to be reached during the day): 319-653-8980

Is there a Tenant on the Property that will be displaced by the Improvements who has occupied the same dwelling unit continuously for 1 year prior to \_\_\_\_\_ [insert date of adoption of the Plan]? Yes \_\_\_ No X

Existing Property Use: X Residential \_\_\_ Commercial \_\_\_ Industrial \_\_\_ Vacant

Proposed Property Use: Occupy as homestead or in-law tenant

Nature of Improvements: X New Construction \_\_\_ Addition \_\_\_ General Improvements

Specify: Brand New Zero Lot Line

Permit Number(s) from the City of Washington Building Department

Date Permit(s) Issued: 1-25-2021

Permit(s) Valuation: \$ 100,000 [Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: 2021



Estimated or Actual Cost of Improvements: \_\_\_\_\_

Signature: \_\_\_\_\_

Name (Printed) Tharren Keith

Title: Member / Manager

Company: Keith Properties LLC

Date: \_\_\_\_\_

**FOR CITY USE**

<b>CITY COUNCIL</b>	<b>Application Approved/Disapproved</b>
	<b>Reason (if disapproved)</b> _____
	<b>Date</b> _____ <b>Resolution No.</b> _____
	<b>Attested by the City Clerk</b> _____
<b>ASSESSOR</b>	<b>Present Assessed Value of Structure</b> _____
	<b>Assessed Value with Improvements</b> _____
	<b>Eligible or Noneligible for Tax Abatement</b> _____
	<b>Assessor</b> _____ <b>Date</b> _____

\* Example: To receive a full 5 year exemption on Improvements that were first fully assessed on 1-1-2012, the property owner must file the application with the City no later than 2-1-2014.

This Application is a summary of some of the Plan terms; for complete information, read a copy of the WASHINGTON URBAN REVITALIZATION PLAN, available at City Hall.

**ATTACHMENTS: ATTACH YOUR APPROVED BUILDING PERMIT TO THIS APPLICATION**

**This Application is to be forwarded by the City to the County Assessor by March 1.**

*Jaron P. Rosien, Mayor  
Sally Hart, City Clerk  
Kevin Olson, City Attorney  
Deanna McCusker, City  
Administrator*



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

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## **Residential Building Permit**

**Permit Number:** 210009  
**Property Address:** 505 W. 5th St.

**Project Cost:** 120000  
**Issue Date:** 01/25/2021  
**Expiration Date:** 07/17/2021

**Job Description:** New residential construction

**Owner:**  
MATNIC, LLC  
305 N. Main St.  
North Liberty , Iowa 52317

**Contractor:**  
CML Construction, LLC  
214 E. Madison St.  
Washington IA 52353

<b>Fees</b>	<b>Amount</b>	<b>Payments</b>	<b>Account Paid</b>
Building Zoning Permit Fee	\$718.74	CML Construction	\$718.74
<b>Total Fee: \$718.74</b>		<b>Total Paid: \$718.74</b>	

**Notes:**

Issued By Jeff Duwa

01/20/2021

Date