



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, November 1, 2022

*To attend the meeting via Zoom go to:*

<https://us02web.zoom.us/j/84413261389?pwd=Sy9VMjg1dHpoYkkwTzFPTy84aUF2dz09>

*Meeting ID: 844 1326 1389*

*Passcode: 6536584*

**Call to Order**

**Pledge of Allegiance**

**Roll call**

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

**Consent:**

1. Council Minutes October 18, 2022
2. Garden & Associates, NLW Subdivision Phase 2, \$694.75
3. Garden & Associates, Business Park Subdivision Phase 2, \$1,245.07
4. Garden & Associates, Buchanan Street Paving Project, \$3,182.60
5. Garden & Associates, Reconstruction of Adams Street, \$4,640.34
6. HMI, Inc., Field Research Hotel Analysis Report, \$3,475.00
7. Kimrey Electric, Washington Airport Runway 18/36 Lighting, PAPIs, and REILs, \$172,803.83
8. Premier Pumping LLC, 2022 Bio-Solids Application, \$41,539.90
9. D&P Holding LLC – Washington Liquor and Tobacco Outlet, 304 W. Madison St., Class E. Liquor License, Class B Wine Permit, Class C Beer Permit, Sunday Sales (renewal)
10. Department Reports

**SPECIAL EVENT REQUEST**

- Marion Avenue Baptist Church – Christmas Street Closure December 9-12

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

## **CLAIMS**

- Claims for November 1, 2022

## **NEW BUSINESS**

1. Overview of Hotel Evaluation Report
2. Discussion and Consideration of 2022 Tree Maintenance Bids
3. Discussion and Consideration of Health Insurance Renewal
4. Discussion and Consideration of FY22 City of Washington Annual Financial Report
5. Discussion and Consideration of a Resolution Adopting the Official 2022 Fiscal Year Street Financial Report
6. Discussion and Consideration of a Resolution Amending the Purchasing Policy of the City of Washington
7. Discussion and Consideration of a Resolution Accepting the 5<sup>th</sup> Street and Lexington PCC Overlay Project as Completed
8. Discussion and Consideration of Change Order No. 1 for East Adams Street Project
9. Discussion and Consideration of Pay Application No. 4 for East Adams Street Project
10. Discussion and Consideration of First Reading of an Ordinance Providing that General Property Taxes Levied and Collected Each Year on Certain Property Located Within the Washington Unified South Central Residential Urban Renewal Area, in the City of Washington, County of Washington, State of Iowa, by and for the Benefit of the State of Iowa, City of Washington, County of Washington, Washington Community School District, and Other Taxing Districts, be Paid to a Special Fund for Payment of Principal and Interest on Loans Including Bonds Issued or to be Issued, Incurred by the City in Connection with the Washington Unified South Central Residential Urban Renewal Area (Amendment No. 2 Project Area)
11. Discussion and Consideration of First Reading of an Ordinance Providing that General Property Taxes Levied and Collected Each Year on Certain Property Located Within the Washington Unified Commercial Urban Renewal Area, in the City of Washington, County of Washington, State of Iowa, by and for the Benefit of the State of Iowa, City of Washington, County of Washington, Washington Community School District, and Other Taxing Districts, be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issued or to be Issued, Incurred by the City in Connection with the Washington Unified Commercial Urban Renewal Area (Bazooka-Farmstar, LLC Project Area)
12. Discussion and Consideration of the First Reading of an Ordinance Amending Chapter 69 Parking Regulations – Parking for Electric Vehicles Only
13. Discussion and Consideration of the Second Reading of an Ordinance Amending Chapter 36.04 Speed Zones

14. Discussion and Consideration of the Second Reading of an Ordinance Amending  
Chapter 65.02 Stop Required

15. Discussion and Consideration of Railroad Merger Counteroffer

**DEPARTMENTAL REPORTS**

Police Department

City Attorney

City Administrator

**MAYOR & COUNCILPERSONS**

Jaron Rosien, Mayor

Illa Earnest

Steven Gault

Bethany Glinsmann

Elaine Moore

Fran Stigers

Millie Youngquist

**ADJOURNMENT**

CITY OF WASHINGTON  
Council Minutes 10-18-2022

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, October 18, 2022, at 6:00 p.m. Mayor Rosien in the chair.

On roll call present: Earnest, Gault, Glinsmann, Moore, Stigers, and Youngquist.

Motion by Gault, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 p.m., Tuesday, October 18, 2022, be approved. Motion carried.

Consent:

1. Council Minutes October 4, 2022
2. Council Minutes October 11, 2022 Special Session
3. East Central Iowa Council of Governments, CDBG Rehab Grant Administration, \$3,900.00
4. FOX Strand Associates, Wastewater Treatment Plan – Consultation: IRE Pretreatment Agreement, \$99.50
5. FOX Strand Associates, 2021 Water Main Improvements – Final Design, \$3,870.00
6. FOX Strand Associates, Highway 1 Development Concept Design, \$237.00
7. Iowa Municipalities Workers' Compensation Association, Installment 4 Work Comp Premium 22-23, \$6,909.00
8. Department Reports

Motion by Youngquist, seconded by Gault, to approve consent items 1-8. Motion carried.

Tiffany Crawford with Hospice of Washington County joined via Zoom and presented a special event request for Hospice and Palliative Care Month to allow for purple ribbons to be put in Central Park and downtown. Motion by Gault, seconded by Moore, to approve the Hospice of Washington County special event request. Motion carried.

Karisa Mellinger owner of Mama Llama's Barn joined via Zoom and presented a special event request at 124 W. Main Street for October 21 and November 27<sup>th</sup>. Motion by Earnest, seconded by Youngquist, to approve the Mama Llama's Barn special event request. Motion carried.

Code Enforcement Officer Elaine Jennings presented the monthly nuisance update.

Presentation from the public: Joan Leyden shared concerns about plans to install a sidewalk at their property at 1402 E. Main Street. Laurie Wittmeyer-O'Neill shared concerns of the impact on property values with the proposed increased train traffic and safety concerns.

Claims for October 18, 2022 were presented by Finance Director Kelsey Brown.

Motion by Gault, seconded by Moore, to approve the claims for October 4, 2022. Motion carried.

Brown presented the September financial report.

Motion by Gault, seconded by Moore, to approve the September financial report. Motion carried.

Bids received for water main improvement project:

- Cornerstone Excavating Inc. \$3,668,641.25
- DeLong Construction Inc. \$3,984,484.00

Engineering Technician Keith Henkel answered questions related to the project.

Motion by Gault, seconded by Youngquist, to approve a Resolution Awarding Construction Contract for 2022 Washington Water Main Improvement Project as amended to Cornerstone Excavating Inc. for \$3,668,641.25. Roll call on the motion: Ayes: Earnest, Gault, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Motion carried. **(Resolution 2022-115)**

Motion by Earnest, seconded by Glinsmann, to approve a Resolution Approving Tax Abatement Under the Washington Urban Revitalization Plan for Washington, Iowa, at 1628-1630 Highland Avenue. Roll call on the motion: Ayes: Earnest, Gault, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Motion carried. **(Resolution 2022-116)**

Motion by Youngquist, seconded by Stigers, to approve a Resolution Approving the Chapter 28E Agreement for Parking Ticket Enforcement Agreement Between the City of Washington, Iowa, and the County of Washington, Iowa. Roll call on the motion: Ayes: Earnest, Gault, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Motion carried. **(Resolution 2022-117)**

Motion by Earnest, seconded by Gault, to approve the 28E Agreement for Tobacco, Alternative Nicotine, and Vapor Product Enforcement. Motion carried.

Tracey Achenbach, ECICOG Housing and Community Development Coordinator, explained the pilot program. Motion by Youngquist, seconded by Stigers, to approve a Resolution Authorizing Local Match for City Home Rehabilitation Block Grant Pilot Program Application to be Submitted to IFA by October 31, 2022. Roll call on the motion: Ayes: Earnest, Gault, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Motion carried. **(Resolution 2022-118)**

Motion by Earnest, seconded by Gault, to approve Pay Application No. 2 for Country Club View Subdivision to DeLong Construction for \$90,190.90. Motion carried.

Motion by Gault, seconded by Glinsmann, to approve Pay Application No. 5 for NLW Subdivision Plat 2 to DeLong Construction for \$17,518.80. Motion carried.

Motion by Stigers, seconded by Youngquist, to approve Pay Application No. 10 for West Buchanan Street Project to DeLong Construction for \$26,029.57. Motion carried.

Motion by Stigers, seconded by Youngquist, to approve the First Reading of an Ordinance Amending Chapter 36.04 Speed Zones – related to West Buchanan Street and South 11<sup>th</sup> Street. Roll call on the motion: Ayes: Earnest, Gault, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Motion carried.

Motion by Earnest, seconded by Glinsmann, to approve the First Reading of an Ordinance Amending Chapter 65.02 Stop Required. Roll call on the motion: Ayes: Earnest, Gault, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Motion carried.

Motion by Gault, seconded by Youngquist, that the Discussion and Consideration of a Resolution Approving the Amended YMCA Management Services Agreement for Steele Family Aquatic Center be removed from the table. Roll call on the motion: Ayes: Earnest, Gault, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Motion carried.

YMCA of Washington County CEO Amy Schulte answered questions. After discussion, motion by Youngquist, seconded by Glinsmann, to approve a Resolution Approving the Amended YMCA Management Services Agreement for Steele Family Aquatic Center as amended. Roll call on the motion: Ayes: Earnest,

Gault, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Motion carried. **(Resolution 2022-119)**

Department reports were presented.

Motion by Stigers, seconded by Gault, that the Regular Session held at 6:00 p.m., Tuesday, October 18, 2022, is adjourned at 7:20 p.m.

Sally Y. Hart, City Clerk



# 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

October 25, 2022

Invoice No: 44364

Project 7021157 Washington - NLW Subdivision - Phase 2

Client ID# 20040

**Professional Services for the Period: September 16, 2022 to October 20, 2022**

### Professional Services

	Hours	Rate	Amount
Principal Engineer	3.50	160.00	560.00
Technician #1	1.00	119.00	119.00
Technician #6	.25	63.00	15.75
Totals	4.75		694.75
<b>Total Professional Services</b>			<b>694.75</b>
<b>Total Project Invoice Amount</b>			<b>\$694.75</b>

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS

OSKALOOSA, IOWA

CRESTON, IOWA



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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

October 25, 2022  
Invoice No: 44363

Project 7020406  
Client ID# 20040

Washington Business Park Subdivision - Phase 2

Professional Services for the Period: September 16, 2022 to October 20, 2022

### Professional Services

Surveyor 3	Hours	Rate	Amount
Totals	9.25	102.00	943.50
<b>Total Professional Services</b>	9.25		943.50

### Unit Billing

Mileage	43.07
GPS Survey Equipment	258.50
<b>Total Units</b>	<b>301.57</b>

**Total Project Invoice Amount** **\$1,245.07**

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS  
OSKALOOSA, IOWA  
CRESTON, IOWA





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## INVOICE

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

October 25, 2022

Invoice No: 44362

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

Professional Services for the Period: September 16, 2022 to October 20, 2022

### Professional Services

	Hours	Rate	Amount
Principal Engineer	19.00	160.00	3,040.00
Technician #6	.25	63.00	15.75
Totals	19.25		3,055.75
<b>Total Professional Services</b>			<b>3,055.75</b>

### Unit Billing

Mileage		126.85	
<b>Total Units</b>		<b>126.85</b>	<b>126.85</b>

**Total Project Invoice Amount \$3,182.60**

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ENGINEERS AND SURVEYORS  
OSKALOOSA, IOWA CRESTON, IOWA



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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

October 25, 2022

Invoice No: 44361

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

**Professional Services for the Period: September 16, 2022 to October 20, 2022**

### Professional Services

	Hours	Rate	Amount
Principal Engineer	6.50	160.00	1,040.00
Surveyor 1	6.50	130.00	845.00
Surveyor 3	20.25	107.00	2,166.75
Totals	33.25		4,051.75
<b>Total Professional Services</b>			<b>4,051.75</b>

### Unit Billing

Mileage	118.59
Robot Total Station Equipment	470.00
<b>Total Units</b>	<b>588.59</b>

**Total Project Invoice Amount \$4,640.34**

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE



Hospitality Marketers  
International, Inc.

## Hospitality Marketers International, Inc.

### INVOICE/STATEMENT

Bill to:

**City of Washington, Iowa**

DATE:

October 24, 2022

DESCRIPTION	AMOUNT
- PREVIOUS BALANCE	\$0.00
- FINANCE CHARGE	\$0.00
TOTAL PREVIOUS BALANCE	\$0.00
<b>Payments - RETAINER - JUNE, 2022 - THANK YOU</b>	<b>(\$5,475.00)</b>
<b>Balance</b>	<b>(\$5,475.00)</b>
<i>*Balance indicates retainer has been received for project work. The balance will be applied to project work as it is incurred.</i>	
Finance Charge	\$0.00
<b>NEW CHARGES:</b>	
- Field Research Hotel Analysis Report - Washington, IA	\$8,950.00
- Travel/Expenses	\$0.00
- Airfare	\$0.00
- Hotel	\$0.00
- Auto (Mileage 00 @ \$.55/Mile)	\$0.00
- Auto (rental/fuel)	\$0.00
- Meals	\$0.00
- Misc (parking, tolls, etc.)	\$0.00
<b>Total New Charges</b>	<b>\$8,950.00</b>
<b>TOTAL DUE</b>	<b>\$3,475.00</b>
<b>Balance Summary</b> Under 30 Days: \$3,475.00 30 to 60 Days: \$0.00 60 to 90 Days: \$0.00 Over 90 Days: \$0.00 <b>TOTAL: \$3,475.00</b>	

**PLEASE SEND TO OUR CENTRAL ACCOUNTING OFFICE:**

Please make check payable to:  
**Hospitality Marketers International, Inc.**  
5415 S. Majors Drive  
New Berlin, WI 53146

**THANK YOU FOR YOUR BUSINESS!**

**STATEMENT IS DUE IN FULL UPON RECEIPT - THANK YOU**

HMI charges a 1.5% FINANCE CHARGE per month on any balances over 30 days old. To avoid FINANCE CHARGES on your new balance, payment must reach us within 30 days from the date of this statement.

Management

Research

Marketing

Gregory R. Hanis, ISHC  
President

[ghanis@hospitalitymarketers.com](mailto:ghanis@hospitalitymarketers.com)  
262-490-5063

Member of



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New Berlin, WI 53146

10014 Majestic Avenue  
Fort Myers, FL 33913

Fax: 239-245-8161

[hmi@hospitalitymarketers.com](mailto:hmi@hospitalitymarketers.com)  
[www.hospitalitymarketers.com](http://www.hospitalitymarketers.com)

Hotel Service Network

**Contractor's Application for Payment**

<b>Owner:</b>	Washington Airport Commission	<b>Owner's Project No.:</b>	3-19-0093-015-2022
<b>Engineer:</b>	Bolton & Menk, Inc.	<b>Engineer's Project No.:</b>	OT5. 126255
<b>Contractor:</b>	Kimrey Electric	<b>Other Project No.:</b>	3-19-0093-016-2022
<b>Project:</b>	Runway 18/36 Lighting, PAPIs, and REILs		
<b>Contract:</b>	Electrical		
<b>Application No.:</b>	3	<b>Application Date:</b>	10/18/2022
<b>Application Period:</b>	From 9/10/2022	to	10/14/2022

1. Original Contract Price	\$	338,972.00
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	338,972.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	300,623.50
5. Retainage		
a. 5% X \$ 300,623.50 Work Completed	\$	15,031.18
b. 5% X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	15,031.18
6. Amount eligible to date (Line 4 - Line 5.c)	\$	285,592.32
7. Less previous payments (Line 6 from prior application)	\$	112,788.49
8. Amount due this application	\$	172,803.83

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** Kimrey Electric**Signature:****Date:** 10/18/2022**Name:**

Dean Kimrey

**Title:** Owner**Recommended by Engineer****Approved by Owner****By:****By:****Name:** Carl L. Byers, P.E.**Name:****Title:** Aviation Project Manager**Title:****Date:** 10/18/2022**Date:**

### Contractor's Application for Payment

Owner's Project No.: 3-19-0093-015-2022  
Engineer's Project No.: 015. 126255  
Other Project No.: 3-19-0093-016-2022

Application No.: 3			Application Period: From 09/10/22 to 10/14/22			Application Date: 10/18/22						
Bid Item No.	Description	Contract Information			Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + J) (\$)	% of Item Value (I / F) (%)	Balance to Finish (K - J) (\$)
		Units	Item Quantity	Unit Price (\$)	Value of Bid Item (C x E) (\$)	Quantity Previous Estimate	Value Previous Estimate (\$)	Estimated Quantity Incorporated in the Work				
Original Contract												
1	MOBILIZATION		1.00	LS	6,000.00	0.50	3,000.00	0.75	4,500.00	4,500.00	75%	1,500.00
2	TRAFFIC CONTROL		1.00	LS	5,000.00	0.50	2,500.00	0.75	3,750.00	3,750.00	75%	1,250.00
3	CONSTRUCTION SURVEY		1.00	LS	1,500.00	0.50	750.00	0.75	1,125.00	1,125.00	75%	375.00
4	TRENCHING		12,000.00	LF	1.20	5,000.00	6,000.00	11,315.00	13,578.00	13,578.00	94%	827.00
5	NO. 8 AWG, SKV, L-824, TYPE C CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT		12,260.00	LF	1.30	15,938.00	5,000.00	6,500.00	14,157.00	14,157.00	89%	1,781.00
6	NO. 6 AWG, SOLID, BARE COUNTERPOISE WIRE, INSTALLED IN TRENCH, INCLUDING CONNECTIONS/TERMINATIONS AND GROUND RODS		11,590.00	LF	1.60	18,544.00	-	10,905.00	17,448.00	-	94%	1,096.00
7	ELECTRICAL DUCT (2) 2" PVC/HDPE, BORED IN PLACE		95.00	LF	14.00	1,330.00	-	205.00	2,870.00	2,870.00	216%	(1,540.00)
8	NON-ENCASED ELECTRICAL CONDUIT, 2" PVC/HDPE, IN TRENCH		12,000.00	EA	1.70	20,400.00	5,000.00	8,500.00	19,235.50	19,235.50	94%	1,164.50
9	ELECTRICAL HANDHOLE, L-867, SIZE B		12.00	EA	600.00	7,200.00	3,000.00	8.00	4,800.00	4,800.00	67%	2,400.00
10	L-861 LED RUNWAY EDGE LIGHT, BASE MOUNTED (MRL)		40.00	EA	900.00	36,000.00	37.00	28,800.00	36,000.00	-	100%	-
11	L-861SE LED RUNWAY THRESHOLD LIGHT, BASE MOUNTED (MRL)		16.00	EA	950.00	15,200.00	12.00	11,400.00	12.00	-	75%	3,800.00
12	L-858R GUIDANCE SIGN, 3 MODULE, FURNISH & INSTALL		1.00	EA	4,000.00	4,000.00	-	1.00	4,000.00	4,000.00	100%	-
13	REMOVE RUNWAY EDGE/THRESHOLD LIGHT		40.00	EA	200.00	8,000.00	40.00	8,000.00	40.00	-	100%	-
14	SPARE PARTS, AS LISTED		1.00	LS	2,000.00	2,000.00	-	-	-	-	-	2,000.00
A1	MOBILIZATION		1.00	LS	2,000.00	2,000.00	0.50	1,000.00	0.75	1,500.00	75%	500.00
A2	TRAFFIC CONTROL		1.00	LS	500.00	500.00	0.50	250.00	0.75	375.00	75%	125.00
A3	CONSTRUCTION SURVEY		1.00	LS	500.00	500.00	0.50	250.00	0.75	375.00	75%	125.00
A4	TRENCHING		2,100.00	LF	1.20	2,520.00	-	2,100.00	2,520.00	2,520.00	100%	-
A5	NO. 8 AWG, SKV, L-824, TYPE C CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT		2,500.00	LF	1.30	3,250.00	-	2,500.00	3,250.00	3,250.00	100%	-
A6	NO. 6 AWG, SOLID, BARE COUNTERPOISE WIRE, INSTALLED IN TRENCH, INCLUDING CONNECTIONS/TERMINATIONS AND GROUND RODS		2,100.00	LF	1.60	3,360.00	-	2,100.00	3,360.00	3,360.00	100%	-
A7	NON-ENCASED ELECTRICAL CONDUIT, 2" PVC/HDPE, IN TRENCH		2,100.00	LF	1.70	3,570.00	-	2,100.00	3,570.00	3,570.00	100%	-
A8	ELECTRICAL HANDHOLE, L-867, SIZE B		2.00	EA	600.00	1,200.00	2.00	1,200.00	1,200.00	1,200.00	100%	-
A9	L-861T LED TAXIWAY EDGE LIGHT (MRTL), BASE MOUNTED		32.00	EA	800.00	25,600.00	23.00	18,400.00	38.00	-	119%	(4,800.00)
A10	REMOVE TAXIWAY EDGE LIGHT		26.00	EA	200.00	5,200.00	26.00	5,200.00	26.00	-	100%	-
DIVISION 1 TOTALS 203,213.00												
1	MOBILIZATION		1.00	LS	2,000.00	2,000.00	0.25	500.00	0.75	1,500.00	75%	500.00
2	TRAFFIC CONTROL		1.00	LS	500.00	500.00	0.25	125.00	0.75	375.00	75%	125.00
3	CONSTRUCTION SURVEY		1.00	LS	500.00	500.00	0.25	125.00	0.75	375.00	75%	125.00
4	TRENCHING		3,600.00	LF	1.20	4,320.00	-	3,600.00	4,320.00	4,320.00	100%	-
5	NO. 8 AWG, SKV, L-824, TYPE C CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT		300.00	LF	1.30	390.00	-	300.00	390.00	390.00	100%	-
6	NO. 6 AWG, SOLID, BARE COUNTERPOISE WIRE, INSTALLED IN TRENCH, INCLUDING CONNECTIONS/TERMINATIONS AND GROUND RODS		300.00	LF	1.60	480.00	-	300.00	480.00	480.00	100%	-
7	NO. 4 AWG, 600V, L-824, CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT		11,600.00	LF	2.20	25,520.00	-	11,600.00	25,520.00	25,520.00	100%	-
8	NO. 4 AWG, 600V, L-824 GROUND CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT		5,800.00	LF	2.20	12,760.00	-	5,800.00	12,760.00	12,760.00	100%	-
9	ELECTRICAL DUCT BANK, WITH (2) 2" CONDUITS, BORED IN PLACE		95.00	LF	14.00	1,330.00	-	95.00	1,330.00	1,330.00	100%	-
10	NON-ENCASED ELECTRICAL CONDUIT, 2" PVC/HDPE, IN TRENCH		4,800.00	LF	1.70	8,160.00	-	4,800.00	8,160.00	8,160.00	100%	-
11	ELECTRICAL HANDHOLE, L-867, SIZE B		8.00	EA	600.00	4,800.00	9.00	5,400.00	5,400.00	5,400.00	113%	(600.00)
12	L-881 PART SYSTEM, COMPLETE, IN PLACE		2.00	EA	19,000.00	38,000.00	-	0.80	15,200.00	15,200.00	40%	22,800.00
13	L-8491 REIL SYSTEM, COMPLETE, IN PLACE		2.00	EA	14,000.00	28,000.00	-	2.00	28,000.00	28,000.00	100%	-
14	REMOVE PARI SYSTEM		2.00	EA	3,000.00	6,000.00	-	1.00	3,000.00	3,000.00	50%	3,000.00
15	REMOVAL REIL SYSTEM		2.00	EA	1,500.00	3,000.00	-	0.80	1,200.00	1,200.00	40%	1,800.00
DIVISION 2 TOTALS 135,760.00												
Original Contract Totals					\$ 338,972.00			\$ 300,623.50			\$ 38,348.50	
											89%	

EJCDC C-620 Contractor's Application for Payment



### Contractor's Application for Payment

[illegible]

*Jaron P. Rosien, Mayor  
Deanna McCusker, City Administrator  
Kelsey Brown, Finance Director  
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*

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**WWTP MEMORANDUM**

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TO: CITY COUNCIL, MAYOR, CO-ADMINISTRATORS

FROM: JASON WHISLER WASTE WATER SUPERINTENDENT

SUBJECT: FALL 2022 LAND APPLICATION OF TREATED BIO-SOLIDS FROM THE  
BIO-SOLIDS STORAGE TANK

DATE: FRIDAY, OCTOBER 28, 2022

PREMIER PUMPING LLC. COMPLETED THIS FALL'S 2022 BIO-SOLIDS LAND APPLICATION PROJECT ON OCTOBER 27<sup>TH</sup>. THEY APPLIED ONE MILLION ONE HUNDRED TWENTY TWO THOUSAND SEVEN HUNDRED (1,122,700) GALLONS. THE TOTAL NUMBER OF GALLONS WERE DETERMINED BY THE WWTP'S BIO-SOLIDS LOAD OUT FLOW METER.

PREMIER CHARGED THREE POINT SEVEN (3.7) CENTS PER GALLON FOR LAND APPLICATION. THE TOTAL COST WAS FORTY ONE THOUSAND FIVE HUNDRED THIRTY NINE DOLLARS AND NINETY CENTS (\$41,539.90). THERE IS MONEY AVAILABLE FOR THIS PROJECT IN ACCOUNT 610-6-8015-6599.

IF YOU HAVE ANY QUESTIONS OR NEED ADDITIONAL INFORMATION, PLEASE LET ME KNOW.

THANK YOU

JASON WHISLER

**Premier Pumping LLC**

PO Box 1200  
Kalona, IA 52247  
(319) 461-0766  
premierpumpingllc@gmail.com



**INVOICE**

BILL TO  
City of Washington  
215 East Washington Street  
Washington, IA 52353

INVOICE 1030  
DATE 10/28/2022  
TERMS Net 30  
DUE DATE 11/27/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
10/24/2022	Manure Pumping	1,122,700 gallons @ \$.037/gal. Pumping done on 10/24, 10/26 and 10/27/2022	1,122,700	0.037	41,539.90

Please send all checks to:  
Premier Pumping LLC  
PO Box 1200  
Kalona, IA 52247

BALANCE DUE

**\$41,539.90**

610-6-8015-6599 Initials *[Signature]*  
EXP. 2022 Bio-Solids application  
Vender # \_\_\_\_\_ Date Rec. \_\_\_\_\_  
Due Date \_\_\_\_\_ Inv # \_\_\_\_\_

Due Date \_\_\_\_\_  
Inv # \_\_\_\_\_  
Vender # \_\_\_\_\_  
Date Rec. \_\_\_\_\_  
EXP. \_\_\_\_\_  
610-6-8015- Initials \_\_\_\_\_



# THE CITY OF WASHINGTON

*"Cleanest City in Iowa"*



Jaron P. Rosien, Mayor  
Deanna McCusker, City Administrator  
Sally Y. 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: **D&P Holding LLC – Washington Liquor and Tobacco Outlet**

Business Address: **304 W. Madison Street**

App #: **App-169782**

Type of License:                      New:              Renewal: **X**                      Special Five-Day:

Beer/Wine Permit: **Class C Beer Permit, Class B Wine Permit**

Liquor License: **Class E Liquor License**

Cigarette License:

Dance Permit:

Sunday Sales: **X**

Living Quarters:

Outdoor Service Area:

Catering Privilege:

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

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

Police Chief sign off  . Date **10-18-2022**

Fire: fire inspection done: Yes:              No:

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

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Police Chief sign off \_\_\_\_\_ Date \_\_\_\_\_

Fire: fire inspection done: Yes:                      No:

Fire Chief sign off  Date 10/26/22



ALCOHOLIC  
BEVERAGES  
DIVISION  
State of Iowa

# State of Iowa

Alcoholic Beverages Division

## Applicant

NAME OF LEGAL ENTITY

D & P HOLDING, LLC

NAME OF BUSINESS(DBA)

Washington Liquor and Tobacco  
Outlet

BUSINESS

(563) 639-6260

ADDRESS OF PREMISES

304 West Madison Street

PREMISES SUITE/APT NUMBER

CITY

Washington

COUNTY

Washington

ZIP

52353

MAILING ADDRESS

304 West Madison Street

CITY

Washington

STATE

Iowa

ZIP

52353

## Contact Person

NAME

Durga Gajurel

PHONE

(563) 639-6260

EMAIL

dk.durgaus@gmail.com

## License Information

LICENSE NUMBER

LE0003802

LICENSE/PERMIT TYPE

Class E Liquor License

TERM

12 Month

STATUS

Submitted  
to Local  
Authority

TENTATIVE EFFECTIVE DATE

Nov 1, 2022

TENTATIVE EXPIRATION DATE

Oct 31, 2023

LAST DAY OF BUSINESS

SUB-PERMITS

Class E Liquor License, Class B Wine Permit, Class C Beer Permit



PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Durga Gajurel	Paris	Kentucky	40361	Member/Manager	50.00	Yes
Pramod Gajurel	Paris	Kentucky	40361	Member	50.00	Yes
Durga Gajurel	Paris	Kentucky	40361			Yes

Insurance Company Information

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  
November 1, 2022

- Kiwanis's Amer's meeting on Friday
- Nuisance meeting Thursday
- Holding Council one-on-one and department heads one-on-one
- **Country Club Drive Project:** Sewer boring is done. DeLong is continuing the underground work.
- **NLW:** Project complete. Punch list being drafted.
- **Buchanan Street:** Punch list being drafted.
- **East Adams:** Phase 3 is getting prepped for paving
- Development Services staff meeting next Monday
- Next Wednesday a leadership workshop is going to be held at the High School from 2-4pm. Have passed along to the department heads.
- Diagnostic review for quiet zone study tentatively November 17<sup>th</sup>. This will include reviewing each crossing and identifying options at each.
- Kelsey and I will be out of the office on Thursday, November 3<sup>rd</sup> to attend a budget workshop by the Iowa League of Cities in North Liberty
- Regional administrator lunch on November 4<sup>th</sup>
- Working on another lot purchase in the Business Park
- Sidewalk inspections continue

## MAINTENANCE & CONSTRUCTION DEPT. REPORT

### 10-1-22/10-14-22

**STREETS:** Personnel completed line painting after painting the ladder crosswalks on West Madison. Personnel poured 15 yards of concrete at the airport and an additional 6 yards located at the Iowa-Washington crosswalk, South 6th Ave-East Madison and West 7th between 2nd & Iowa. . Worked a few alleys in town. Personnel installed numerous 'No Parking' signs.

**WATER DISTRIBUTION:** Personnel repaired the 14th water main break of the year under the fire lane off of North 2nd Ave going to Stewart School (4 inch CIP). Repaired a water shut off located at 1004 East Tyler St. . Personnel continued flushing fire hydrants with one area left, the southeast.

**SEWER COLLECTION:** Personnel raised a manhole casting in a sidewalk for Coleman Construction inside Oakwood addition.

**STORM SEWER COLLECTION:** Personnel picked up numerous storm debris from the recent winds.

**MECHANIC/SHOP:** Personnel serviced Backhoe (tire patch), FD Engine 1 (Air leaks and run wire), PD 905 (wiring issues and a recall), 117, FD Tanker 2 (replaced tank valve), Parks 22' Ram, Parks 10', Parks 07', welded yard waste trailer, 111 (tested), 311 (flat tire), Leaf Vac (repacked wheel bearings, cleaned drum brakes & bearings and changed fuel, motor & hydraulic filters) 301 and PD 306 (bled brakes).

**OTHER:** Personnel continued yard waste program. Personnel responded to 57 One Call Locates. Personnel hauled 60 loads of mulch away from the WWTP to make room for this year's leaf pile. Personnel set up cones and barricades for multiple events around the square (Mama Llama & Hocus Pocus) and at St James (Color Run).

\*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.

Here is a summary of the updates and activities from the Water Treatment Department for October, 2022

**Well 7:** Jetco came Thursday October 27<sup>th</sup> and installed the new VFD. We have well 7 back up and operating. We did find one of our cards in the PLC is not working correctly. I am having Jetco get us another one. The card that is not working allows us to manually control the motor speed from our Scada. It's not essential but is something that needs to be working for speed control for the flow of the well. We will flush the well next week and take a bacteria sample. Once the bacteria samples come back good, we will put well 7 back into rotation for operation.

**Water Plant Operations:** I submitted our September MOR to the DNR. We read water meters, book 7, our monthly extra meter list, all unread meters, and re-reads. Changed 7 meters. We continue to work on changing dead meters. We collected routine monthly bacteria samples; the results were absent. Our bulk chemicals were filled up. We collected our monthly well levels. We changed bag filters. We had 3 shut-offs this month, and all 3 are back on. Shut off water to the Barthelow farm. Will finished up flushing hydrants. Alliant Energy changed out the gas meter at well 6. We gave a tour to the head of region 6 DNR Kurt and a U of I student who was job shadowing him.

**Operators:** Jason, Parker, and myself have all been cross training. Will is going to start cross training in November. I was a part of a panelist that presented at a AWWA conference. I also attended a Kirkwood class for wastewater education and continuing ed credits.

**Meetings attended:** Weekly staff meetings, 1 on 1 with Deanna, safety meeting, meeting with Deanna and Colton with Ferguson about bulk water meter replacement, AWWA session at annual conference, goal setting meeting, council goal setting meeting, DNR tour, and a Kirkwood class.

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

Thanks, stay safe!

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

- **After hour alarm and dog call outs –**  
No call outs at this time. There was some overtime worked at fall cleanup and biosolids application.
- **Dept Head meetings –**Oct. 11<sup>th</sup>,25<sup>th</sup>,Nov. 1<sup>st</sup> One on one on the 28<sup>th</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.
- **Bio-solids 2022-**Was completed 10-27-2022 and went well.
- **City wide Fall Cleanup-** Went great.
- **WWTP Grit Mixer-**A bearing went out of the gear drive of the grit chamber mixer. We were able to get a new one and replaced it. In the meantime it became plugged M/C came out with the VAC trailer and we cleaned out the pit. We found that some of the epoxy coating from the walls of the influent channels had peeled off and got under the grit pump pipe, that restricted the flow. It is now running as it should.
- **WWTP mowing-**After all the crops were harvested we mowed around the fields with the tractor and batwing mower.

\  
**Jason Whisler  
10/28/2022 2:00 P.M.**





## SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk  
Contact Info: Sally Hart, 319-653-6584 ext 131; [sallyhart@washingtoniowa.gov](mailto:sallyhart@washingtoniowa.gov)

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

### 1. APPLICANT INFORMATION

Name/Event: Christmas Street - LIVE ANIMAL CHRISTMAS SHOW

Coordinator: MICHAEL GRISWOLD

Contact Number: 319-458-9360

Email Address: mikeg@marionavenuebaptist.com

### 2. EVENT INFORMATION

Event Description: A TENT AND RESTROOMS SET UP ON MARION AVE  
RIGHT IN FRONT OF MARION AVENUE BAPTIST CHURCH

Days/Dates of Event: DECEMBER 9-10-12

Time(s) of Event: (Include Set Up/Tear Down Time) 8:30 AM ON 9TH / NOON ON 12TH

Event Location: IN FRONT OF MABC, SOUTH BOUND MARION WASHINGTON - JEFFERSON

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

### 3. REQUEST INFORMATION (Check All Applicable Items)

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

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

Description: MARION AVE. SOUTHBOUND WASHINGTON BLVD - JEFFERSON,  
INCLUDING CENTER PARKING AND CURBSIDE PARKING

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

CONTACT PERSONALLY

**Other Requests**

\_\_\_\_\_ Temporarily park in a "No Parking" area location : \_\_\_\_\_

\_\_\_\_\_ Use of City Park (specify park : \_\_\_\_\_)  
Electrical Needs: \_\_\_\_\_

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

\_\_\_\_\_ Fireworks (specify location :)

\_\_\_\_\_ Use of gators/UTV/ATV on City streets

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

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

\_\_\_\_\_ Other (please specify :)

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

☒ Street barricades

\_\_\_\_\_ Emergency "No Parking" Signs

\_\_\_\_\_ Traffic cones

\_\_\_\_\_ Picnic Tables

\_\_\_\_\_ Yield signs for crosswalks

\_\_\_\_\_ Garbage/Recycling Barrels

\_\_\_\_\_ Street Sweeping following (parades)

\_\_\_\_\_ Other (please specify :)

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

\_\_\_\_\_ Amplified Sound/Speaker System

\_\_\_\_\_ Recorded/Live Music

\_\_\_\_\_ Public Address System

\_\_\_\_\_ If so: BMI/ASCAP License obtained?

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

Will additional restrooms be brought to the site? ☒ Yes \_\_\_\_\_ No If yes, how many? 4  
(General guideline of 1 restroom/100 people)

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

Contact Person: MICHAEL GRISWOLD

Phone: 319-458-9360

**7. INSURANCE**

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

\_\_\_\_\_ Certificate of Insurance provided and accepted \_\_\_\_\_ Certificate of Insurance not required

## 8. AGREEMENT

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

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



Applicant/Sponsor Signature

10-27-22

Date

## DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	<b>The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.</b>			
	City Clerk (Liquor Licenses)	Sally Hart	319-653-6584 ext 131	<a href="mailto:sallyhart@washingtونيowa.gov">sallyhart@washingtونيowa.gov</a>
	Comments/Restrictions:			
10-27-22	Police Chief	Jim Lester	319-458-0264	<a href="mailto:jlester@washingtونيowa.gov">jlester@washingtونيowa.gov</a>
	Comments/Restrictions:			
10-27-22	Fire Chief	Brendan DeLong	319-863-3332	<a href="mailto:firedept@washingtونيowa.gov">firedept@washingtونيowa.gov</a>
	Comments/Restrictions:			
10-27-22	Streets	JJ Bell	319-653-1538	<a href="mailto:jjbell@washingtونيowa.gov">jjbell@washingtونيowa.gov</a>
	Comments/Restrictions:			
	Parks	Nick Pacha	319-321-4886	<a href="mailto:npacha@washingtونيowa.gov">npacha@washingtونيowa.gov</a>
	Comments/Restrictions:			
	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; <a href="mailto:jtaylor@co.washington.ia.us">jtaylor@co.washington.ia.us</a>			
	Comments/Restrictions:			

## CITY COUNCIL APPROVAL

City Clerk Signature \_\_\_\_\_ Date of Action \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

CONDITIONS IMPOSED: \_\_\_\_\_

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

<b>POLICE</b>	AMAZON CAPITAL SERVICES	PRINTER MAINTENANCE	111.87
	ARNOLD MOTOR SUPPLY	PARTS	1,068.17
	CAPPER CHRYSLER DODGE JEEP RAM	VEHICLE REPAIR	375.29
	MARCO, INC.	COPIER LEASE	409.54
	O'REILLY AUTOMOTIVE INC	REPAIR	40.01
	SYNNEX FINANCIAL SERVICES	TABLET LEASE	604.26
	THE CTK GROUP	TRAINING	475.00
	VISA-TCM BANK, N.A.	LODGING	300.16
	WASHINGTON DISCOUNT TIRE	TIRE REPAIR	25.00
	WORKFORCE SOLUTIONS	CONFERENCE	175.00
		<b>TOTAL</b>	<b>3,584.30</b>
<b>FIRE</b>	ACE-N-MORE	SUPPLIES	14.99
	BETTER PERFORMANCE INC	TRUCK #4 REPAIR	1,950.00
	CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	84.30
	DINGES FIRE COMPANY	FF HOODS	206.79
	HIWAY SERVICE CENTER	TANKER 2 PARTS	14.05
	STAR FOOD SERV EQUIPMENT	KITCHEN REPAIR	501.36
	TOYNE INC	AERIAL LIGHT	141.83
	VISA-TCM BANK, N.A.	TV/TONER	672.76
		<b>TOTAL</b>	<b>3,586.08</b>
<b>EMS</b>	COBB OIL CO., INC-BP ONE TRIP	FUEL	24.00
		<b>TOTAL</b>	<b>24.00</b>
<b>ANIMAL CONTROL</b>	JOHN DEERE FINANCIAL	DOG FOOD	13.99
		<b>TOTAL</b>	<b>13.99</b>
<b>DEVELOPMENT SERVICES</b>	FARRIER, KELLY	GRASS & WEED ABATEMENTS	452.40
	HOWREY, WILLIAM	MOWING ABATEMENTS	130.00
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	20.00
		<b>TOTAL</b>	<b>602.40</b>
<b>LIBRARY</b>	BAKER & TAYLOR	LIBRARY MATERIALS	1,197.07
	CAPITAL ONE	OFFICE SUPPLIES, INK	156.84
	CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	47.23
	CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	255.00
	DEMCO INC	DISPLAY MATERIALS	116.41
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	552.81
	VISA-TCM BANK, N.A.	TRAINING, SUBSCRIPTION, SU	376.65
		<b>TOTAL</b>	<b>2,702.01</b>
<b>PARKS</b>	ACE-N-MORE	SUPPLIES	25.26
	ALLIANT ENERGY	ALLIANT ENERGY	30.11
	AMAZON CAPITAL SERVICES	FLAME KEYS	15.98
	ARNOLD MOTOR SUPPLY	OIL CHANGES	164.52
	ELECTRICAL ENGINEERING & EQUIPMENT CO	SHELTER LIGHTS	166.84
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	40.00
	JOHN DEERE FINANCIAL	SUPPLIES	227.54
	VISA-TCM BANK, N.A.	CLAMP AND LOCKS	404.62
	WASHINGTON LUMBER	SUPPLIES	56.25
		<b>TOTAL</b>	<b>1,131.12</b>
<b>POOL</b>	ACCO	POOL WINTERIZING	1,840.15
		<b>TOTAL</b>	<b>1,840.15</b>

<b>CEMETERY</b>	ALLIANT ENERGY	ALLIANT ENERGY	30.87
	ATCO INTERNATIONAL	SUPPLIES	607.54
	BUSINESS RADIO SALES INC	RADIO FOR IH DUMP TRUCK	387.25
	JOHN DEERE FINANCIAL	TRACTOR PARTS	104.58
	VISA-TCM BANK, N.A.	TRIMMER STRING, DIGGER PAR	1,131.92
	WASHINGTON DISCOUNT TIRE	TIRES	666.96
		<b>TOTAL</b>	<b>2,929.12</b>
<b>FINANCIAL ADMINISTRATION</b>	BAKER PAPER & SUPPLY	COPY PAPER	246.79
	CAPITAL ONE	OFFICE SUPPLIES, INK	51.85
	CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	69.00
	DE LAGE LANDEN FINANCIAL SERVICES INC	COPIER LEASE	154.98
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	260.00
	JACKSON, MARK	GOAL SETTING SESSION	1,320.00
	ROSIE, JARON	MILEAGE REIMBURSEMENT	30.63
	VISA-TCM BANK, N.A.	LODGING, CONFERENCE, MEALS	2,726.04
	WMPF GROUP LLC	LEGAL ADVERTISING	567.40
		<b>TOTAL</b>	<b>5,426.69</b>
<b>AIRPORT</b>	ALLIANT ENERGY	ALLIANT ENERGY	630.17
	CLOUDBURST 9	INTERNET	87.09
	VISA-TCM BANK, N.A.	ZOOM FEE	16.04
		<b>TOTAL</b>	<b>733.30</b>
<b>ROAD USE</b>	ARNOLD MOTOR SUPPLY	LEAF VAC SERVICE	1,139.59
	ATCO INTERNATIONAL	SUPPLIES	436.70
	CHARLES CAPPER AUTO CENTER INC	#105 TRAILER BRAKE CONTROL	62.36
	COBB OIL CO., INC-BP ONE TRIP	FUEL	135.22
	ELLIOTT EQUIPMENT CO	GUTTER BROOM DRIVE MOTOR	1,356.17
	HENDERSON PRODUCTS, INC.	EQUIPMENT REPAIR	4,166.79
	LEHMAN, BRODY	MEAL REIMBURSEMENT	12.57
	ULINE	DRY ERASE BOARD	270.28
	WELLINGTON, EARL	TOOLS	120.80
		<b>TOTAL</b>	<b>7,700.48</b>
<b>STREET LIGHTING</b>	ALLIANT ENERGY	ALLIANT ENERGY	211.50
		<b>TOTAL</b>	<b>211.50</b>
<b>HOTEL/MOTEL TAX</b>	VISA-TCM BANK, N.A.	STORAGE, LODGING	136.50
		<b>TOTAL</b>	<b>136.50</b>
<b>DOWNTOWN COMM TIF</b>	MARSHALL'S PROPERTIES, LLC	TIF REBATE	2,137.71
		<b>TOTAL</b>	<b>2,137.71</b>
<b>K-9 PROGRAM</b>	JOHN DEERE FINANCIAL	K9 FOOD	49.99
		<b>TOTAL</b>	<b>49.99</b>
<b>LIBRARY GIFT</b>	BAKER & TAYLOR	LIBRARY MATERIALS	299.92
	KCTC	CHILDRENS' COMPUTERS/WIRELESS	5,222.09
	VISA-TCM BANK, N.A.	TRAINING, SUBSCRIPTION, SU	127.04
		<b>TOTAL</b>	<b>5,649.05</b>
<b>CEMETERY GIFT</b>	GULLETT FENCE & GUARD RAIL INC	FENCE AT WOODLAWN	5,355.00
		<b>TOTAL</b>	<b>5,355.00</b>
<b>WATER PLANT</b>	POSTMASTER	BULK MAILING WATER BILLS	1,068.38

HARN R/O SYSTEMS INC.	SUPPLIES	643.30
HOLT SUPPLY CORPORATION	SUPPLIES	286.79
ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	124.00
SITLER'S SUPPLIES INC.	LED TURNABLE BULBS	440.00
TREASURER, STATE OF	UNCLAIMED PROPERTY	259.27
VISA-TCM BANK, N.A.	CLASSES	10.00
WATER SOLUTIONS UNLIMITED	CHEMICALS	5,970.89
	<b>TOTAL</b>	<b>8,802.63</b>

#### WATER DISTRIBUTION

ALLIANT ENERGY	ALLIANT ENERGY	48.87
ARNOLD MOTOR SUPPLY	LEAF VAC PART	6.96
CAPITAL ONE	OFFICE SUPPLIES, INK	53.98
HI-LINE INC	BATTERIES	30.48
IDEAL READY MIX	ST PATCHES	950.15
JOHN DEERE FINANCIAL	SAFETY EQUIPMENT	111.97
SANOW, JAKE	BOOT REIMBURSEMENT	100.00
VISA-TCM BANK, N.A.	CONFERENCE, LODGING, SUPPL	349.33
WASHINGTON LUMBER	SUPPLIES	169.36
WIBSTAD, ZACH	BOOT REIMBURSEMENT	100.00
	<b>TOTAL</b>	<b>1,921.10</b>

#### SEWER PLANT

ALLIANT ENERGY	ALLIANT ENERGY	13,561.73
AMAZON CAPITAL SERVICES	PRINTER INK	219.99
ELECTRIC MOTORS OF IOWA CITY	MOTOR REPAIR	106.83
IGRAPHIX, INC	SHIPPING	18.10
MARIE ELECTRIC INC.	MOTOR FOR GRIT PUMP	70.00
SMITH & LOVELESS INC.	GRIT CHAMBER GEAR BOX	3,494.91
VAN METER INC.	HEATER ELEMENT	90.55
VISA-TCM BANK, N.A.	SUPPLIES, LODGING	290.84
	<b>TOTAL</b>	<b>17,852.95</b>

#### SEWER COLLECTION

MID-AM RES. CHEMICAL CORP	ROOT KILLER FOR SEWER PIPE	659.25
JOHN DEERE FINANCIAL	BACKHOE REPAIR	86.90
VISA-TCM BANK, N.A.	CONFERENCE, LODGING, SUPPL	573.57
WASHINGTON LUMBER	SUPPLIES	119.99
CORE & MAIN LP	SEWER PARTS	631.00
	<b>TOTAL</b>	<b>2,070.71</b>

#### SANITATION

POSTMASTER	OCTOBER COLLECTIONS	340.41
WEIKERT IRON & METAL	METAL PICKUP FOR CLEANUP	220.00
	<b>TOTAL</b>	<b>560.41</b>

**TOTAL 75,021.19**

*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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October 28, 2022

To: Mayor & City Council

From: Deanna McCusker  
City Administrator

Re: Hotel Study

I emailed out the full hotel evaluation report last Tuesday. Please review the executive summary included in the packet. Michael, the consultant will be reviewing this with Council at the meeting on Tuesday. If there are questions from the report or the executive summary please let me know by Monday afternoon so I can pass along to Michael so he specifically addresses them.

Management

Research

Marketing

Gregory R. Hanis, ISHC  
President

[ghanis@hospitalitymarketers.com](mailto:ghanis@hospitalitymarketers.com)  
262-490-5063

Member of



*Professionally Serving the  
United States & Canada  
Since 1982*

*Offices in  
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Fort Myers, Florida*

5415 S. Majors Drive  
New Berlin, WI 53146

10014 Majestic Avenue  
Fort Myers, FL 33913

DIRECT: 262-490-5063

[hmi@hospitalitymarketers.com](mailto:hmi@hospitalitymarketers.com)  
[www.hospitalitymarketers.com](http://www.hospitalitymarketers.com)

Hotel Service Network

## WASHINGTON, IOWA – FIELD RESEARCH HOTEL EVALUATION REPORT Executive Summary

### My Background (Michael Hool):

CPA and member of International Society of Hospitality Consultants (ISHC)

35+ years in the hotel industry

Past 20 years completing hotel feasibility studies and impact studies

12 years as Controller and Director of Development for Marcus Hotels and Resorts

### The Project:

Goal was to determine the feasibility of developing an Upper Midscale Limited-Service style hotel with banquet/meeting space to accommodate up to 350 attendees.

Three potential sites were identified by city officials.

Site 1 – Farmland proximate to and west of the Walmart

Site 2 - Farmland on west side of Airport Road

Site 3 - The current Middle School Building

*See pages 10 – 13 of the report for the comments/ratings of the 3 sites.*

### Research included:

A focus group meeting with local officials and local business owners/leaders, discussions with others unable to participate, and research completed by city officials.

Identify probable market area – the City of Washington and the surrounding Washington County area.

Identify set of Competitive Hotels which included:

1. Preliminary Competitive Set to establish a base line of historical lodging demand performance. *See pages 25-27 and 33 - 34*
2. Primary Competitive Set to establish a base line for projecting the potential Average Daily Rate (ADR). *See pages 22 -33*

Research the Competitive Set's historical performance to include Occupancy and Average Daily Rate (ADR)

Researching the Economic and Demographic trends of the market area:

Demographics *see pages 7-9*

Market Area Economics: *see pages 8 and 9*



Unemployment: The ten-year (2012 – 2021) average of Washington County was 3.5%.

**Employment:**

The 5 leading industry sectors in Washington County were Health and Social Assistance at 16.9%, followed by Retail Trade at 13.8%, Accommodations and Food Services at 12.9%, Educational Services at 10.1%, and Construction at 10.0% for a total of 63.7% of the total employment in this greater Washington market area. This is an indication of a diversified economy since the 63.7% is within the 60% - 70% range indicating a diversified employment base.

**Lodging Demand** was researched for a limited-service style hotel with banquet/meeting space proximate to it and/or it may be attached. [see pages 14 - 23](#)

**General types of Lodging Demand – Corporate/Commercial and Social/Leisure**

They were both analyzed from a Group and Individual Lodging Demand generation basis.

**Common Significant Lodging Demand generators (i.e. sources):**

Visiting family and friends.

Weddings – The KC Hall reported averaging 1 – 2 weddings per month with an average of 300 attendees.

35% of the wedding guests would most likely require hotel rooms for 2 nights based on double Occupancy. This results in a projected 1,900 room nights on an annual basis.

Funerals – it was reported that there are on average 10 funerals per month with an average number of attendees in the 150 – 175 range. This results in 3,600 potential room nights.

The Wellness Park – discussions with local officials indicated that there are a potential 1,800 room nights from youth sporting events.

Discussions were held with a few of the major employers in the City of Washington including Washington County Hospital and Clinic (WCHC), Eichelberger Farms, Atlas Molded Products, and Bazooka Farmstar. The information gathered from these discussions with these employers indicated a potential room night demand of over 1,300 room nights and annually.

In the same discussions referenced above, there was limited usage of the members of the Competitive Set. Instead, most referrals are to the Riverside Casino and Golf Resort or to other members of the Primary Competitive Set located in Coralville.

**Market Segmentation:**

Individual Travelers: 65%

Group Business: 35%

**Seasonality of Lodging Demand:**

High season is May - October. Slow season is December and February.

**The Rate Sensitivity:**

There appears to be below average Rate Sensitivity in the market area in the Corporate Commercial and Social/Leisure market segments.

**Unaccommodated Lodging Demand:**

There are two types of Unaccommodated Lodging Demand, the first prefers to stay in the subject market but currently stays in other areas due to the lack of adequate accommodations, either due to condition or number of available rooms. The second type is Lodging Demand staying in the subject market but actually desiring accommodations in other areas.

The research conducted indicated that the first type is most likely occurring while the second type is not.

**Lodging Supply** in the market area: [see pages 25 - 34](#)

The members of the Preliminary Competitive Set are rated by Smith Travel Research as one Economy property and three Midscale Properties, all located in Mount Pleasant, Iowa. As stated previously, this group was utilized for establishing a base line for potential Lodging Demand/Occupancy for the proposed hotel in Washington.

**Historic Performance – Preliminary Competitive Set:**

Average Size:	59.3 rms.
---------------	-----------

Projected 2021 Average Daily Rate (ADR):	\$80.53
--	---------

**Growth Rate Applied:**

2022:	7.66%
-------	-------

2023 & all future years:	3.70%
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**Lodging Demand Growth Applied:**

2022:	7.12%
-------	-------

2023 & all future years:	2.37%
--------------------------	-------

Supply Growth – only the proposed hotel

Occupancy:

2020 & 2021: 30.3%, 44.0%

Projected 2022 & 2023: 45.1%, 46.1%

**Rate Positioning:** [see pages 29 – 31](#)

The proposed Limited-Service Style Hotel: Achieve a 147.6% yield to the average projected ADR of the Preliminary Competitive Set in year three, 2026.

**Recommendations:** [see pages 2 and 3](#)

Limited Service Style Hotel:

A 60-room Limited Service, Upper Midscale hotel with up to 10% of the rooms as suites, including possibly a few “extended stay” style suites.

75% of the rooms as Double Queen and 25% as King rooms.

**Targeted Markets:** [see page 4](#)

Attendees at weddings, family reunions, funerals, and other social events.

Youth sports teams participating in tournaments at the new Wellness Center.

Overflow from the Coralville/Iowa City market area events, i.e. the University of Iowa.

Corporate travelers seeking quality lodging while calling on businesses in Washington.

**Projections:** [see pages 34 and 40](#)

Limited Service

Third Year of Operation - 2026:

Occupancy:	69.2%
ADR:	\$147.98
Benchmark Development Cost (BDC):	\$121,232 per room
Total Project BDC:	\$7,273,948

*Jaron P. Rosien, Mayor*  
*Deanna McCusker, City Administrator*  
*Kelsey Brown, Finance Director*  
*Sally Y. 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*

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**Memorandum**

October 26, 2022

To: Mayor & Council  
CC: City Administrator Deanna McCusker

From: Sally Y. Hart, City Clerk

*Sally Y. Hart*

Re: 2022 Tree Maintenance

Council,

We received three bids for the removal and trimming of trees in the public right of way or on public property that have been designated as issues. The trees were reviewed by development services staff and the tree commission. In total seven trees will be taken down, and six will be trimmed.

Bids received include:

- Top Saw Tree Service - \$15,775.00
- Iowa River Service - \$8,400.00
- Sigourney Treecare, LLC - \$7,000.00

The staff recommendation is to accept and award the 2022 tree maintenance project to Sigourney Treecare.

*Jaron P. Rosien, Mayor  
Deanna McCusker, City Administrator  
Kelsey Brown, Finance Director  
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*

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## **Memorandum**

October 26, 2022

To: Mayor and City Council  
Cc: Deanna McCusker, City Administrator  
Sally Hart, City Clerk

From: Kelsey Brown  
Finance Director

Re: Health Insurance Renewal

Our health insurance renewal came back at only a .5% increase in premium. This is wonderful news considering how things have been trending. As you may remember from last year, we have seen a range of increases (11.52%) and decreases (15.67%) over the last 4 years. Overall, a 10% increase was budgeted for, so .5% is very welcomed! This slight increase, still allows us to keep the same plan and stay well within budget (we currently buy a \$10,000/\$30,000 deductible plan and self-insure down to \$3,000/\$6,000 out-of-pocket maximum). Because of all these reasons, I recommend renewing the current plan for the coverage year starting 1/1/23.

Thank you for your consideration.

Account Key: 8949

Effective Date: 01/01/2023

Representative: TrueNorth Companies LC

Group Number: 046800-0000

WASHINGTON CITY OF



Wellmark Blue Cross Blue Shield of Iowa  
Wellmark Health Plan of Iowa, Inc.  
Independent Licensees of the Blue Cross and  
Blue Shield Association

Notice of Renewal Rates

Health Benefits 1 Current \*

Benefit Code:	MCM00U5H/RCM009UC	- Alliance Select PPO Primary
Deductible:	\$5000/\$15000	
Coinsurance:	30% IN 40% OUT	
OPM:	\$10000/\$30000	Employee: \$563.90
Preventive:	Yes	Employee/Spouse: \$1,154.86
OV Copay:	\$30/\$60	Employee/Child(ren): \$1,067.46
ER Copay:	\$250	Emp/Spouse/Child(ren): \$1,730.60
RX Description:	\$8/\$35/\$50/\$85/\$70/\$85 with \$100/\$200 ded (waived for tier 1)	

Health Benefits 1 Renewal

Benefit Code:	PG000207/RG000162	- Alliance Select PPO Primary
Deductible:	\$5000/\$15000	
Coinsurance:	30% IN 40% OUT	
OPM:	\$10000/\$30000	Employee: \$566.94
Preventive:	Yes	Employee/Spouse: \$1,161.10
OV Copay:	\$30/\$60	Employee/Child(ren): \$1,073.22
ER Copay:	\$250	Emp/Spouse/Child(ren): \$1,739.95
RX Description:	\$8/\$35/\$50/\$85/\$70/\$85 with \$100/\$200 ded (waived for tier 1)	
% of Change:		0.54%

Dental Benefits 1 Current

Benefit Code:	DG000100
Deductible:	\$25 / \$75
Diag and Prev:	20%
Root and Restore:	50%
Major Restorative:	50%
Annual Max/Person:	\$1500
Orthodontics:	50%

Dental Benefits 1 Renewal

Benefit Code:	DG000100
Deductible:	\$25 / \$75
Diag and Prev:	20%
Root and Restore:	50%
Major Restorative:	50%
Annual Max/Person:	\$1500
Orthodontics:	50%

\* This group's current benefit is no longer available. A benefit has been chosen as this group's renewal benefit and is shown above. If the group does not want to renew with this benefit, please ask about alternate options available to this group.

**STATE OF IOWA**  
**2022**  
**FINANCIAL REPORT**  
**FISCAL YEAR ENDED**  
**JUNE 30, 2022**  
**CITY OF WASHINGTON, IOWA**  
**DUE: December 1, 2022**

16209200600000  
CITY OF WASHINGTON  
PO Box 516  
WASHINGTON IA 52353-0516  
POPULATION: 7352

**NOTE** - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

**ALL FUNDS**

	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
<b>Revenues and Other Financing Sources</b>				
Taxes Levied on Property	3,952,390		3,952,390	3,777,229
Less: Uncollected Property Taxes-Levy Year	0		0	0
<b>Net Current Property Taxes</b>	3,952,390		3,952,390	3,777,229
Delinquent Property Taxes	0		0	0
TIF Revenues	509,877		509,877	500,339
Other City Taxes	1,249,516	0	1,249,516	1,308,501
Licenses and Permits	138,746	0	138,746	100,375
Use of Money and Property	204,448	1,602	206,050	306,915
Intergovernmental	2,684,784	2,000	2,686,784	6,709,728
Charges for Fees and Service	61,656	4,575,209	4,636,865	5,417,444
Special Assessments	69,668	0	69,668	53,000
Miscellaneous	1,797,359	323,506	2,120,865	1,630,565
Other Financing Sources	4,331,528	1,823,467	6,154,995	16,642
Transfers In	4,314,886	1,823,467	6,138,353	7,911,095
<b>Total Revenues and Other Sources</b>	14,999,972	6,725,784	21,725,756	27,731,833
<b>Expenditures and Other Financing Uses</b>				
Public Safety	2,082,517		2,082,517	2,061,528
Public Works	1,202,183		1,202,183	1,329,435
Health and Social Services	0		0	0
Culture and Recreation	1,248,374		1,248,374	1,260,823
Community and Economic Development	96,091		96,091	125,628
General Government	1,364,632		1,364,632	1,263,015
Debt Service	1,244,418		1,244,418	1,491,400
Capital Projects	2,466,979		2,466,979	7,943,721
<b>Total Governmental Activities Expenditures</b>	9,705,194	0	9,705,194	15,475,550
BUSINESS TYPE ACTIVITIES		4,962,608	4,962,608	6,910,643
<b>Total All Expenditures</b>	9,705,194	4,962,608	14,667,802	22,386,193
Other Financing Uses	4,255,510	1,882,843	6,138,353	
Transfers Out	4,255,510	1,882,843	6,138,353	7,911,095
<b>Total All Expenditures/and Other Financing Uses</b>	13,960,704	6,845,451	20,806,155	30,297,288
<b>Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses</b>	1,039,268	-119,667	919,601	-2,565,455
Beginning Fund Balance July 1, 2021	4,069,235	1,438,467	5,507,702	5,470,904
Ending Fund Balance June 30, 2022	5,108,503	1,318,800	6,427,303	2,905,449

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

Non-budgeted Internal Service Funds

Pension Trust Funds

Private Purpose Trust Funds

Agency Funds

Indebtedness at June 30, 2022	Amount	Indebtedness at June 30, 2022	Amount
General Obligation Debt	9,230,000	Other Long-Term Debt	1,390,000
Revenue Debt	16,959,905	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	21,775,088

**CERTIFICATION**

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

Signature of Preparer	Publication 11/3/2022
Printed name of Preparer	Phone Number 319-653-6584
Signature of Mayor or other City official (Name and Title)	Date Signed

*Jaron P. Rosien, Mayor*  
*Deanna McCusker, City Administrator*  
*Kelsey Brown, Finance Director*  
*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*

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## **Memorandum**

October 28, 2022

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

From: Kelsey Brown  
Finance Director

Re: FY22 Street Finance Report

The Street Finance Report is a required report that details city receipts and expenditures on street related expenses. This report is filed with the Iowa Department of Transportation. They then compile all the results for the federal level. Filing this report enables us to continue to receive our Road Use Tax dollars.





Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2022

Washington

10/28/2022 9:25:13 AM

### Summary

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Beginning Balance	\$0	\$577,226	\$0	\$0	\$657,365	\$0	\$1,234,591
Sub Total Expenses (-)		\$825,001		\$214,398	\$1,492,701		\$2,532,100
Transfers Out (-)		\$359,863	\$85,661				\$445,524
Subtotal Revenues (+)	\$0	\$1,026,741	\$85,661	\$214,398	\$887,508	\$0	\$2,214,308
Transfers In (+)		\$85,661			\$359,863		\$445,524
Ending Balance	\$0	\$504,764	\$0	\$0	\$412,035	\$0	\$916,799

Resolution Number:

Execution Date: Tuesday, November 1, 2022

Signature: Kelsey Brown



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2022

Washington

10/28/2022 9:25:13 AM

### Expenses

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & UO)	Grand Total
Salaries - Roads/Streets		\$243,194					\$243,194
Benefits - Roads/Streets		\$73,632					\$73,632
Training & Dues		\$91					\$91
Building & Grounds Maint. & Repair		\$581					\$581
Vehicle & Office Equip Operation and Repair		\$38,590					\$38,590
Operational Equipment Repair		\$18,892					\$18,892
Other Maintenance and Repair		\$50					\$50
Legal		\$740					\$740
Street Maintenance Expense		\$65,684					\$65,684
Other Contract Services		\$8,120					\$8,120
Minor Equipment Purchases		\$3,711					\$3,711
Operating Supplies		\$55,746					\$55,746
Replacement Posts & Signs		\$8,479					\$8,479
Other Supplies		\$11,176					\$11,176
Street - Capacity Improvement					\$487,375		\$487,375



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2022

Washington

10/28/2022 9:25:13 AM

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & UO)	Grand Total
Street - Preservation		\$102,055			\$1,005,326		\$1,107,381
Principal Payment				\$154,165			\$154,165
Interest Payment				\$59,756			\$59,756
Bond Registration Fees				\$477			\$477
Transfer Out		\$359,863	\$85,661				\$445,524
Street Lighting		\$154,400					\$154,400
Depreciation & Building Utilities		\$266					\$266
Accounting/Recording		\$2,723					\$2,723
Snow Removal Salaries		\$36,871					\$36,871
<b>Total</b>		<b>\$1,184,864</b>	<b>\$85,661</b>	<b>\$214,398</b>	<b>\$1,492,701</b>		<b>\$2,977,624</b>



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2022

Washington

10/28/2022 9:25:13 AM

### Revenue

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Levied on Property	\$0		\$85,661	\$214,398			\$300,059
Interest		\$815					\$815
State Revenues - Road Use Taxes		\$1,014,150					\$1,014,150
Other State Grants - IDOT					\$817,840		\$817,840
Charges/fees						\$0	\$0
Assessments					\$69,668		\$69,668
Contributions		\$7,716					\$7,716
Sale of Property & Merchandise		\$4,060					\$4,060
Transfer In		\$85,661			\$359,863		\$445,524
<b>Total</b>	\$0	\$1,112,402	\$85,661	\$214,398	\$1,247,371	\$0	\$2,659,832





Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2022  
Washington  
10/28/2022 9:25:13 AM

### Bonds/Loans

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
20A STREET/EQUIP/ SWR	\$4,455,000	\$130,000	\$89,100	\$50,690	\$34,742	\$4,325,000
18 street/fs/swr	\$2,115,000	\$290,000	\$63,700	\$93,475	\$20,532	\$1,825,000
15 street	\$1,430,000	\$100,000	\$44,825	\$10,000	\$4,483	\$1,330,000



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2022

Washington

10/28/2022 9:25:13 AM

### Equipment

Description	Model Year	Usage Type	Cost	Purchased Status
Freightliner	2009	Purchased	\$0	No Change
Chevy Tahoe	2014	Purchased	\$0	No Change
FORD F250	2002	Purchased	\$0	No Change
CHEVY K30	1989	Purchased	\$0	No Change
CHEVY 2500HD	2013	Purchased	\$0	No Change
FORD F-700	1994	Purchased	\$0	No Change
WESTERN HW-10	1994	Purchased	\$0	No Change
IH 4900	2000	Purchased	\$0	No Change
INTERNATIONAL 4900	1999	Purchased	\$0	No Change
INTERNATIONAL 7400	2009	Purchased	\$0	No Change
JOHN DEERE 544H LOADER	2001	Purchased	\$0	No Change
CAT END LOADER 926M	2017	Purchased	\$0	No Change
CATERPILLAR 120H GRADER	2001	Purchased	\$0	No Change
GLOBAL M3 STREET SWEEPER	2019	Purchased	\$149,750	No Change
CHEVY C-60	1985	Purchased	\$0	No Change
CASE SV300 SKID LOADER	2011	Purchased	\$0	No Change



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2022

Washington

10/28/2022 9:25:13 AM

### Street Projects

Project Description	Contract Price	Final Price	Contractor Name
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**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING THE OFFICIAL 2022  
FISCAL YEAR STREET FINANCIAL REPORT**

WHEREAS, an annual Street Financial Report must be submitted to the Iowa Department of Transportation; and

WHEREAS, this report sets out how funds were spent during the fiscal year for street purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, Iowa that the 2022 Fiscal Year Street Finance Report is hereby adopted and approved as prepared.

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

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

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



*Jaron P. Rosien, Mayor  
Deanna McCusker, City Administrator  
Kelsey Brown, Finance Director  
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*

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## **Memorandum**

October 27, 2022

To: Mayor & City Council

Cc: Deanna McCusker, City Administrator; Sally Hart, City Clerk

From: Kelsey Brown  
Finance Director

Re: Updated Purchasing Policy

The following is an updated Purchasing Policy for consideration. The updates include language to allow us to give higher consideration to one brand of equipment if it would incur higher costs to upfit a different brand and also to comply with the federal procurement process as we were awarded the Assistance to Firefighters Grant for our air packs.

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

**A RESOLUTION AMENDING THE PURCHASING  
POLICY OF THE CITY OF WASHINGTON**

WHEREAS, the City Council established a formal purchasing policy in Resolution 2002-36, adopted on July 2, 2002, which was amended by resolution in 2013, 2015, and 2020; and

WHEREAS, the City Council desires to amend said policy:

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

Section 1. The amended purchasing policy, attached as Exhibit A is hereby adopted.

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

PASSED AND APPROVED this 1st day of November, 2022.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

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

### Purpose

The purpose of this Purchasing Policy is to acquaint all departments and officials with the general flow of required forms and internal procedures to be followed in the purchasing process.

### Instructions

Department Heads have the authority to make contracts and purchase supplies and materials for work under their respective areas of supervision for amounts not to exceed \$2,500. For amounts greater than \$2,500, prior approval from the City Administrator is required.

The City Administrator has the authority to make contracts, purchase supplies and materials for all City programs for amounts not to exceed \$7,500. Prior approval from the City Council is required for purchases in excess of \$7,500.

The basic flow of purchasing is as follows:

1. The Department Head (or designee) recognizes the need for a purchase and selects a vendor. When making purchases, the Department Heads shall attempt to obtain the lowest price for their purchases. Notwithstanding this objective, however, Department Heads are encouraged to give preference to businesses within the local trade area (Washington, Louisa and Keokuk Counties) when the quoted price is reasonably close to a lower-priced non-local vendor. Department Heads are expected to obtain two or more quotations for purchases above \$1,000, and are expected to solicit at least 3 quotations whenever possible.

After this is done, the following procedures shall be followed:

- A. The Department Head makes the purchases if \$2,500 or less and if there are sufficient funds available in the appropriate budget account to cover the expense.
  - B. For purchases of greater than \$2,500, the Department Head submits the request to the City Administrator for consideration. The City Administrator may approve the request if it is \$7,500 or less and if there are sufficient funds in the budget to cover the expense. The Department Head may proceed with the purchase upon the approval of the City Administrator.
  - C. The City Administrator shall refer requests to the City Council for purchases costing more than \$7,500, if the City Administrator recommends approval of the request.
2. The vendor ships and/or provides the items purchased.

3. Upon receipt of the items, the Department will inspect them in regard to quantities ordered and price before signing the packing slip or freight bill.
4. The Department Head provides the packing slip, freight bill and/or receipt to the City Administrator's Office (Accounting Clerk) for processing. A check is issued to cover the purchase.

In an emergency situation, the Mayor may approve a purchase in excess of \$7,500. The Mayor or Administrator shall notify the Council of such an emergency purchase at the earliest time practicable.

In the event quotes being received would require a department to change out multiple pieces of equipment to accommodate a different brand, the current brand will receive higher consideration as not to incur higher costs.

In addition to its own documented procedures, local and State regulations, the following requirements for procurement with federal funds will be followed.

In compliance with Uniform Grant Guidance in Title 2 Code of Federal Regulation (C.F.R.) Grants and Agreements, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, it is the policy to adhere to these requirements. For procurement, all non-federal entities must follow 2 CFR Part 200 Subpart D Subsections §200.318 General procurement standards through §200.326, and Appendix II to Part 200-Contract Provisions for Non-federal Entity Contracts Under Federal Awards. These standards are accessible online at:

[https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)

#### **2 CFR §200.318 General procurement standards**

The non-federal entity must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable federal law and standards. Where State and/or local requirements conflict with federal requirements, the strictest requirement, will be followed.

This policy establishes procedures for procurement of goods and services, lists and explains relevant Federal laws and policies regarding procurement for Federal grant administration.

Failure to follow policies regarding Federal requirements may result in a wide range of sanctions including disallowed costs, denied reimbursement requests, recoupment of funds, and debarment/exclusion from Federal funding. Violation of this policy may result in disciplinary action, including termination of the federal grant.

#### **2 CFR 180 Debarment and suspension**

OMB Guidelines to Agencies on Government wide Debarment and Suspension govern debarment and suspension. These regulations restrict awards, sub-awards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from, or

ineligible for participation in Federal assistance programs or activities. It is a requirement to check for suspended or debarred parties before awarding work for all covered transactions. Debarred or suspended parties may be found by searching the System for Award Management (SAM) for exclusion records, active or excluded at [www.sam.gov](http://www.sam.gov)

## STANDARDS OF CONDUCT AND CONFLICT OF INTEREST

Conflicts of interest in public contracts defined in *Code of Iowa* will be followed.

§200.318 General procurement standards (Federal)

### **2 CFR Part 200, Subpart D Subsection §200.318 (c)**

(1) The non-federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-federal entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. To the extent permitted by federal, state, or local laws or regulations, violations of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against officers, employees, or agents.

(2) If the non-federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

### **§200.319 Competition.**

(a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

(b) The non-federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed State, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference. Nothing in this section

preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(c) The non-federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

(2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(d) The non-federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-federal entity must not preclude potential bidders from qualifying during the solicitation period.

#### **§200.320 Methods of procurement to be followed**

(a) Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

(b) Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

(c) Procurement by sealed bids (formal advertising). Bids are publicly solicited, and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for

bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.

(1) In order for sealed bidding to be feasible, the following conditions should be present:

- (i) A complete, adequate, and realistic specification or purchase description is available;
- (ii) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (iii) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(2) If sealed bids are used, the following requirements apply:

- (i) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for sSate, local, and tribal governments, the invitation for bids must be publically advertised;
- (ii) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (iii) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (iv) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- (v) Any or all bids may be rejected if there is a sound documented reason.

(d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

(1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(2) Proposals must be solicited from an adequate number of qualified sources;

(3) The non-federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

(4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and

(5) The non-federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated, and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

(e) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

(1) The item is available only from a single source;

(2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

(3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or

(4) After solicitation of a number of sources, competition is determined inadequate.

**§200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.**

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:



- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in Paragraphs (1) through (5)

**§200.322 Procurement of recovered materials**

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.

**§200.323 Contract cost and price**

The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used.

- (a) A cost/price analysis must be performed in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.
- (b) The non-federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and, in all cases, where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
- (c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred, or cost estimates included in negotiated prices would be allowable for the non-Federal entity under Subpart E—Cost Principles of

this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

**§200.324 Federal awarding agency or pass-through entity review**

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

(1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;

(2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;

(3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;

(4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or

(5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The non-federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

**§200.325 Bonding requirements**

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon

acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

**§200.326 Contract provisions.**

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

**Cost Principles**

Cost principles must govern how non-federal entities spend federal grant funding. Federal cost principles are found in 2 CFR Part 200 Subpart E, accessible online at [2 CFR PART 200 SUBPART E](#).

*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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October 28, 2022

To: Mayor & City Council

From: Deanna McCusker  
City Administrator

Re: Accepting the 5<sup>th</sup> Street & Lexington PCC Overlay Project

The project has been reviewed by the County engineer and has been recommended for acceptance. I would recommend to the Council to accept this project and then approve paying the final payment (retainage) in 30 days.

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

**RESOLUTION ACCEPTING THE 5<sup>TH</sup> STREET & LEXINGTON PCC OVERLAY  
PROJECT AS COMPLETED**

WHEREAS, the City Council of the City of Washington did award a construction contract to Jones Contracting Corp., in the amount of \$969,707.77 for the “5<sup>th</sup> Street & Lexington PCC Overlay Project” (the “Project”); and,

WHEREAS, the Project has not 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 the construction of the Project is hereby accepted as completed, with a final contract price of \$996,762.37.

Section 2. The Final Pay Application #5 was approved and paid September 20, 2022.

Section 3. That retainage in the amount of \$28,070.61 for the completion of the Project will be paid 30 days after the date of this Resolution if no claims are filed against the retainage without further action from this Council.

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

\_\_\_\_\_  
Jaron P. Rosien, Mayor

ATTEST:

\_\_\_\_\_  
Sally Y. Hart, City Clerk



## STATEMENT OF COMPLETION AND FINAL ACCEPTANCE OF WORK

Contractor Jones Contracting Corp Letting Date January 19, 2022  
 Work Type PCC Overlay Contract ID 92-8140-613  
 Accounting ID(s) 38249  
 Project Number(s) STBG-SWAP-8140(613)-SG-82

Additional Comments

Type of Contract

☐ Specified Start Date \_\_\_\_\_  
☐ Approximate Start Date \_\_\_\_\_  
☒ Late Start Date 08/01/22  
☐ Completion Date Contract \_\_\_\_\_

Actual Start Date 4/25/22  
 Field Completion Date 7/21/22

Site No.(s)	00				
Working Days Specified:	25				
Working Days Charged:	24				
Closure Days Specified:					
Closure Days Charged:					

Recommended for Acceptance	Iowa DOT Contract Acceptance
Signature <u>[Signature]</u> Project Engineer	Signature _____ District Construction Engineer
Date <u>8/30/2022</u>	Date _____

Approved and Work Accepted on Behalf of the Board of Supervisors of

\_\_\_\_\_ County this \_\_\_\_\_ Day of \_\_\_\_\_, \_\_\_\_\_ Year

Signature \_\_\_\_\_  
County Engineer

For Central Office Use Only

☐ Recorded Finance ☐ Recorded Construction & Materials

**NOTE: On county administered projects, the County Engineer is required to sign "Recommended for Acceptance" and "Approved and Work Accepted on Behalf of the Board of Supervisors".**

Project Engineer - Send original to District

District - Forward original to Office of Construction & Materials and copy to Project Engineer.



## 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

October 25, 2022

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

Re: East Adams Street Reconstruction  
Washington, Iowa - 2022  
G&A 5019061

Dear Deanna:

Enclosed herewith are three copies of Pay Application No. 4 submitted by Cornerstone Excavating, Inc. in the amount of \$277,974.89. The application is for work completed to date which includes subgrade, subbase, storm sewer, pavement and pavement removal.

Further enclosed are three copies of Change Order No. 1 which increases the contract amount by \$4,320.00 and represents additional storm sewer work.

Should the council approve, please have the pay application and change order signed, forward one copy to Cornerstone Excavating, Inc. with payment, keep one copy for City record, and return one copy to Garden & Associates.

If there are any questions, please contact me at (641) 672-2526.

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

Jack Pope, P.E.

Enc: Pay Application 4 (3 copies)  
Change Order 1 (3 copies)

JP/fs

# CHANGE ORDER

No. 1

DATE OF ISSUANCE 10/25/2022 EFFECTIVE DATE 10/25/2022

JURISDICTION City of Washington  
 CONTRACTOR Cornerstone Excavating Inc.  
 Contract: East Adams Street Reconstruction  
 Project: East Adams Street Reconstruction  
 JURISDICTION's Contract No. \_\_\_\_\_ ENGINEER's Contract No. 5019061  
 ENGINEER Garden & Associates

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

Description: Additional Storm Sewer Work

Reason for Change Order: Storm Sewer condition discovered during excavation work

Attachments: (List documents supporting change)

CHANGE IN CONTRACT PRICE:
Original Contract Price: \$ <u>1,463,694.75</u>
Net Increase (Decrease) from previous Change Orders No. <u>-</u> to <u>-</u> : \$ <u>-----</u>
Contract Price prior to this Change Order: \$ <u>1,463,694.75</u>
Net Increase (Decrease) of this Change Order: \$ <u>4,320.00</u>
Contract Price with all approved Change Orders: \$ <u>1,468,014.75</u>

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: Ready for final payment: <u>100</u> (days or dates)
Net change from previous Change Orders No. <u>-</u> to <u>-</u> : Substantial Completion: Ready for final payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: Ready for final payment: <u>100</u> (days or dates)
Net Increase (Decrease) this Change Order: Substantial Completion: Ready for final payment: <u>5</u> (days)
Contract Times with all approved Change Orders: Substantial Completion: Ready for final payment: <u>105</u> (days or dates)

RECOMMENDED:

By: [Signature]  
ENGINEER(Authorized Signature)

Date: 10-25-2022

APPROVED:

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

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

ACCEPTED:

By: [Signature]  
CONTRACTOR(Authorized Signature)

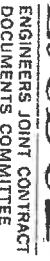
Date: 10-25-22

EICDC 1910-8-B (1996 Edition)

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

G & A 5019061





## 4

10/25/2022

Gardner &amp; Associates Ltd

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Engineer's Project No.:

Original Contract Time:  
Added by Change Order:  
Contract Time To Date:  
Working Days Used to Date:  
Working Days Remaining:

1. ORIGINAL CONTRACT PRICE	\$	\$1,463,694.75
2. Net change by Change Order	\$	\$4,320.00
3. Current Contract Price (Line 1 + 2)	\$	\$1,468,014.75
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	\$	\$969,959.08
5. RETAINAGE:		
a. 5% X	\$969,959.08	Work Completed
b. 5% X		Stored Material
c. Total Retainage (Line 5a + Line 5b)	\$	\$48,497.95
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$	\$921,616.13
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$	\$643,486.24
8. AMOUNT DUE THIS APPLICATION	\$	\$277,974.89
9. BALANCE TO FINISH, PLUS RETAINAGE		

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

(Line 8 or other - attach explanation of the other amount)

10-25-2020  
(Date)

(Line 8 or other - attach explanation of the other amount?)

(Date)

[illegible]

# CONTINUATION SHEET AIA DOCUMENT G703

Page 2 of 4

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached. In addition below, amounts are stated to the nearest dollar. Use column 1 on Contracts where variable payments for the items may apply.

Adams Street Reconstruction  
WMS021

APPLICATION NO:  
PERIOD TO:  
ARCHITECT'S PROJECT NO:

10/25/2022  
10/25/2022  
10/25/2022

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE			WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (B/C)	BALANCE TO FINISH (C-G)	RETAINAGE %
		QTY	UNIT	TOTAL \$	QTY	TOTAL \$					
1	Clearing and Grubbing	1	LS	\$7,500.00	1	\$7,500.00		\$7,500.00	100%	\$0.00	33.33%
2	Excavation, Class 10	3,000	CY	\$17,000.00	1,500	\$25,500.00		\$42,500.00	64%	\$23,000.00	\$2,125.00
3	Subgrade Preparation (12" Thick)	8,910	SY	\$16,000.00	4,500	\$7,640.00		\$10,240.00	63%	\$5,440.00	\$612.40
4	Subbase, Modified	8,910	SY	\$7,500.00	4,500	\$26,787.00		\$46,037.00	85%	\$28,537.00	\$2,401.95
5	Compaction Testing	1	LS	\$5,000.00	1	\$2,700.00		\$4,125.00	75%	\$1,375.00	\$205.25
6	Trench Foundation	60	TEN	\$23,000.00		\$0.00		\$0.00		\$1,850.00	\$0.00
7	Trench Compaction Testing (After Mats and Storm Sewer)	1	LS	\$5,000.00	1	\$4,000.00		\$8,000.00	78%	\$2,000.00	\$200.00
8	Storm Sewer Trenching, PVC, 6"	20	LF	\$44,500.00	9	\$4,180.00		\$4,180.00	45%	\$811.50	\$20.00
9	Storm Sewer Trenching, 12"	28	LF	\$27,500.00	38	\$2,070.00		\$2,070.00	100%	\$0.00	\$100.50
10	Storm Sewer Trenching, 18"	807	LF	\$55,813.00	88	\$5,841.00		\$55,813.00	100%	\$0.00	\$1,790.65
11	Storm Sewer Trenching, 18"	68	LF	\$54,000.00	25	\$1,694.00		\$5,652.00	100%	\$0.00	\$281.80
12	Storm Sewer, Trenching, 24"	50	LF	\$25,000.00		\$0.00		\$4,150.00	100%	\$0.00	\$287.20
13	24"	805	LF	\$15,487.50	981	\$15,037.50		\$15,487.50	100%	\$0.00	\$774.35
14	Subdrain (Longitudinal), 4"	5,000	LF	\$10,650.00	2,210	\$23,035.00		\$23,035.00	44%	\$20,788.75	\$1,178.55
15	Subdrain Outlets and Connections, 4" or 6"	25	EA	\$250.00	11	\$2,750.00		\$2,750.00	44%	\$3,500.00	\$157.50
16	Storm Sewer Service Sub, PVC, 4"	200	LF	\$37,500.00	225	\$5,700.00		\$5,700.00	118%	(\$1,200.00)	\$455.00
17	Water Main, Trenching, PVC, 4"	20	LF	\$3,000.00	3	\$85.00		\$85.00	15%	\$287.00	\$4.65
18	Water Main Trenching, PVC, 6"	35	LF	\$45,000.00	47	\$2,027.00		\$2,027.00	134%	(\$515.00)	\$101.05
19	Water Main Trenching, PVC, 6"	1,550	LF	\$45,000.00	1,489	\$67,455.00		\$68,750.00	100%	\$0.00	\$3,487.50
20	Water Main, Trenching, 12"	120	LF	\$150,000.00	120	\$18,000.00		\$18,000.00	100%	\$0.00	\$900.00
21	Water Service Pipe, Type K Copper, 1"	300	LF	\$31,750.00	276	\$8,758.00		\$8,758.00	92%	\$785.00	\$458.15
22	Water Service Corporation, 1"	8	EA	\$250.00	8	\$2,500.00		\$2,500.00	100%	\$0.00	\$130.00
23	Water Service Club Shop and Box, 1"	8	EA	\$400.00	7	\$2,800.00		\$2,800.00	88%	\$400.00	\$140.00
24	Gas Valve, 6"	1	EA	\$1,250.00	1	\$1,250.00		\$1,250.00	100%	\$0.00	\$52.50
25	Gas Valve, 6"	6	EA	\$1,900.00	6	\$11,400.00		\$11,400.00	100%	\$0.00	\$570.00
26	Tapping Valve Assembly, 4" x 4"	1	EA	\$3,500.00		\$0.00		\$0.00		\$3,550.00	\$0.00
27	Tapping Valve Assembly, 12" x 6"	1	EA	\$4,000.00		\$0.00		\$4,000.00	100%	\$0.00	\$240.00
28	Pipe Hydrant Assembly	5	EA	\$5,750.00	5	\$20,750.00		\$20,750.00	100%	\$0.00	\$1,457.50
29	Pipe Hydrant Assembly Removal	3	EA	\$1,500.00	3	\$4,500.00		\$4,500.00	100%	\$0.00	\$225.00
30	Valve Box Removal	4	EA	\$800.00	4	\$2,400.00		\$2,400.00	100%	\$0.00	\$120.00
31	Water Main Connection No. 1	1	LS	\$3,950.00	1	\$4,950.00		\$4,950.00	100%	\$0.00	\$197.50
32	Water Main Connection No. 2	1	LS	\$3,950.00	1	\$3,950.00		\$3,950.00	100%	\$0.00	\$197.50
33	Water Main Connection No. 3	1	LS	\$3,950.00	1	\$3,950.00		\$3,950.00	100%	\$0.00	\$197.50
34	Water Main Connection No. 4	1	LS	\$4,150.00	1	\$4,150.00		\$4,150.00	100%	\$0.00	\$207.50
35	Water Main Connection No. 5	1	LS	\$3,950.00	1	\$3,950.00		\$3,950.00	100%	\$0.00	\$177.50
36	Water Main Connection No. 6	1	LS	\$3,950.00	1	\$3,950.00		\$3,950.00	100%	\$0.00	\$162.50
37	Water Main Connection No. 7	1	LS	\$3,950.00	1	\$3,950.00		\$3,950.00	100%	\$0.00	\$162.50
38	Water Main Connection No. 8	1	EA	\$4,900.00		\$0.00		\$0.00		\$4,900.00	\$0.00
39	Water Main Connection No. 9	1	EA	\$3,900.00	1	\$3,900.00		\$3,900.00	100%	\$0.00	\$185.00
40	Manhole, 54"-40", 60" Dia.	1	EA	\$8,100.00	1	\$8,100.00		\$8,100.00	200%	(\$8,100.00)	\$910.00

# CONTINUATION SHEET AIA DOCUMENT G703

AIA Document G703, APPLICATION AND CERTIFICATE FOR PAYMENT, continuing Contractor's signed Certificate is attached. In addition below, amounts are stated to the nearest dollar. Use column 1 on Certificates where variable rate/charge for line items may apply.

Adams Street Reconstruction  
WAS021

APPLICATION NO. 1025/0122  
PERIOD TO: 10/25/2022  
ARCHITECT'S PROJECT NO.

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE			FROM PREVIOUS APPLICATION (D+E)		WORK COMPLETED THIS PERIOD		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+G)		% (B+C) TO FINISH (C+G)	BALANCE TO FINISH (C+G)	RETAINAGE \$K
		QTY	UNIT	UNIT \$	TOTAL \$	QTY	UNIT	TOTAL \$						
41	Manhole, 51W-402, 4' x 6'	1 EA		\$18,650.00	\$18,650.00	1		\$18,650.00		\$18,650.00	100%	\$0.00	\$0.00	\$0.00
42	Inlets, 51W-401	6 EA		\$4,628.00	\$27,750.00	2 EA		\$11,662.50		\$27,750.00	100%	\$0.00	\$0.00	\$1,387.50
43	Inlets, 51W-402, 4' x 6"	1 EA		\$4,775.00	\$4,775.00			\$0.00		\$4,775.00	100%	\$0.00	\$0.00	\$228.75
44	Inlets, 51W-503	2 EA		\$5,975.00	\$11,950.00			\$0.00		\$11,950.00	100%	\$0.00	\$0.00	\$597.50
45	Inlets, 51W-503, Modified	1 EA		\$11,500.00	\$11,500.00	1		\$11,500.00		\$11,500.00	100%	\$0.00	\$0.00	\$575.00
46	Inlets, 51W-504, Modified	2 EA		\$7,250.00	\$14,500.00	2		\$14,500.00		\$14,500.00	100%	\$0.00	\$0.00	\$725.00
47	Inlets, 51W-512, Class 1, 18" Filter	2 EA		\$2,500.00	\$5,000.00	2		\$5,000.00		\$5,000.00	100%	\$0.00	\$0.00	\$250.00
48	Inlets Adjustment, Minor	14 EA		\$2,100.00	\$29,400.00	2		\$4,200.00		\$29,400.00	78%	\$5,200.00	\$1,155.00	\$0.00
49	Inlets Adjustment, Minor	2 EA		\$1,350.00	\$2,700.00			\$0.00		\$2,700.00	100%	\$0.00	\$0.00	\$235.00
50	Connection to Existing Manhole	2 EA		\$2,500.00	\$5,000.00			\$0.00		\$5,000.00	100%	\$0.00	\$0.00	\$235.00
51	Remove Inlets	3 EA		\$7,500.00	\$22,500.00	2		\$5,000.00		\$17,500.00	150%	(\$5,000.00)	\$750.00	\$0.00
52	Connection to Existing RCP	4 EA		\$2,500.00	\$10,000.00	1		\$2,500.00		\$2,700.00	100%	\$0.00	\$0.00	\$135.00
53	Remove PCC, 7" Thick	1 EA		\$2,700.00	\$2,700.00	1		\$2,700.00		\$2,700.00	100%	\$0.00	\$0.00	\$135.00
54	Remove PCC, 7" Thick	6,780 SY		\$47,550.00	\$47,550.00	3,073		\$293,242.44		\$293,242.44	45%	\$246,862.52	\$11,280.37	\$0.00
55	PCC Remove and Rebuild	1 LS		\$4,750.00	\$4,750.00			\$0.00		\$0.00	100%	\$0.00	\$0.00	\$1.25
56	Remove of Sidewalk	25 SY		\$25.00	\$625.00	25		\$625.00		\$625.00	100%	\$0.00	\$0.00	\$1.25
57	Remove of Driveway	407 SY		\$15.00	\$6,105.00	200		\$3,000.00		\$4,500.00	74%	\$1,605.00	\$225.00	\$0.00
58	Remove of Curb	7 LF		\$105.00	\$735.00	7		\$735.00		\$735.00	100%	\$0.00	\$0.00	\$6.25
59	Sidewalk, PCC, 6" Thick	703 SY		\$52.00	\$36,556.00	83		\$4,286.00		\$41,762.00	13%	\$37,476.00	\$286.00	\$0.00
60	Sidewalk, PCC, 6" Thick	871 SY		\$59.00	\$51,389.00	175		\$10,275.00		\$61,664.00	20%	\$47,389.00	\$687.00	\$0.00
61	Detachable Manhole	134 SY		\$92.00	\$12,328.00	28		\$2,576.00		\$12,328.00	22%	\$9,752.00	\$200.00	\$0.00
62	Detachable Manhole	854 SY		\$74.50	\$63,613.00	804		\$60,037.00		\$63,613.00	97%	\$3,576.00	\$220.00	\$0.00
63	Driveway, Gravel (Class 1) Crushed	5 TON		\$40.00	\$200.00			\$0.00		\$200.00	100%	\$0.00	\$0.00	\$0.00
64	Driveway, Gravel (Class 1) Crushed	5,402 SY		\$8.00	\$43,216.00	2,701		\$21,608.00		\$43,216.00	74%	\$21,608.00	\$1,200.00	\$0.00
65	Temporary Traffic Control	1 LS		\$7,000.00	\$7,000.00	1		\$7,000.00		\$7,000.00	100%	\$0.00	\$0.00	\$175.00
66	Hydraulic Shoring, Standing	1 LS		\$14,500.00	\$14,500.00			\$0.00		\$14,500.00	100%	\$0.00	\$0.00	\$0.00
67	SWPPP Preparation	1 LS		\$2,250.00	\$2,250.00	1		\$2,250.00		\$2,250.00	100%	\$0.00	\$0.00	\$112.50
68	SWPPP Management	1 LS		\$4,000.00	\$4,000.00	0.50		\$2,000.00		\$2,000.00	50%	\$2,000.00	\$100.00	\$0.00
69	SWPPP Management	1,000 LF		\$1.20	\$1,200.00	280		\$336.00		\$1,536.00	28%	\$864.00	\$17.00	\$0.00
70	SWPPP Management	1,000 LF		\$0.10	\$100.00			\$0.00		\$100.00	100%	\$0.00	\$0.00	\$0.00
71	SWPPP Management	1,000 LF		\$0.10	\$100.00			\$0.00		\$100.00	100%	\$0.00	\$0.00	\$0.00
72	SWPPP Management	1 LS		\$35,500.00	\$35,500.00	0.50		\$17,750.00		\$35,500.00	75%	\$17,750.00	\$3,551.25	\$0.00
TOTALS					\$7,483,884.78			\$239,245.14		\$7,723,129.92	60.00%	\$448,058.67	\$48,281.88	

## CHANGE ORDERS

CO-1	Remove and replace old storm boxes and 42" pipe. Replace with new 60" and 42" pipe.	1 LS		\$4,320.00	\$4,320.00			\$0.00		\$4,320.00	100%	\$0.00	\$0.00	\$216.00
0		0		\$0.00	\$0.00			\$0.00		\$0.00	100%	\$0.00	\$0.00	\$0.00
0		0		\$0.00	\$0.00			\$0.00		\$0.00	100%	\$0.00	\$0.00	\$0.00
0		0		\$0.00	\$0.00			\$0.00		\$0.00	100%	\$0.00	\$0.00	\$0.00
0		0		\$0.00	\$0.00			\$0.00		\$0.00	100%	\$0.00	\$0.00	\$0.00
0		0		\$0.00	\$0.00			\$0.00		\$0.00	100%	\$0.00	\$0.00	\$0.00
TOTAL CHANGE ORDERS					\$4,320.00			\$0.00		\$4,320.00	100%	\$0.00	\$0.00	\$216.00



*Jaron P. Rosien, Mayor  
Deanna McCusker, City Administrator  
Kelsey Brown, Finance Director  
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*

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## **Memorandum**

October 26, 2022

To: Mayor & City Council  
Cc: Deanna McCusker, City Administrator; Sally Hart, City Clerk

From: Kelsey Brown  
Finance Director

Re: Bazooka-Farmstar and Residential Amendment 2 TIF Ordinances

The following are ordinances that would set the base year for the Bazooka-Farmstar TIF and all areas added in Amendment 2 (completed January 2022) to the Unified South Central Residential Urban Renewal Area at 1/1/2021. This allows us to capture the TIF increment for the added value for the improvements to Bazooka and new residential subdivisions to start paying ourselves back.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON **CERTAIN PROPERTY** LOCATED WITHIN THE WASHINGTON UNIFIED SOUTH CENTRAL RESIDENTIAL URBAN RENEWAL AREA, IN THE CITY OF WASHINGTON, COUNTY OF WASHINGTON, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF WASHINGTON, COUNTY OF WASHINGTON, WASHINGTON COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE CITY IN CONNECTION WITH THE WASHINGTON UNIFIED SOUTH CENTRAL RESIDENTIAL URBAN RENEWAL AREA (**AMENDMENT NO. 2 PROJECT AREA**)

WHEREAS, the City Council of the City of Washington, State of Iowa, after public notice and hearing as prescribed by law and pursuant to Resolution No. 2012-71 passed and approved on September 19, 2012, adopted an Amendment No. 1 to the Washington Unified South Central Residential Urban Renewal Plan (the "Urban Renewal Plan"), which Amendment No. 1 unified two existing residential urban renewal areas and renamed the unified area as the Washington Unified South Central Residential Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, by Resolution No. 2022-001, the City Council adopted an Amendment No. 2 to the Urban Renewal Plan, which added the Amendment No. 2 Area to Urban Renewal Area, which includes the lots and parcels located within the area legally described as follows (the "**Amendment No. 2 Project Area**"):

Prairie Ridge Subdivision

Prairie Ridge Subdivision is a part of Auditor's Parcel L, 4.989 acres, as shown in Plat Book 22, Page 244, In the South Half (S ½) of the Southwest Quarter (SW ¼) of the Southwest Quarter (SW ¼) in Lot F of the Auditor's Subdivision of the Southwest Quarter (SW ¼) of Section Sixteen (16), Township Seventy- five (75) North, Range Seven (7) West of the Fifth (5th) Principal Meridian, in the City of Washington; In Washington County, Iowa; subject to easements and restrictions of record. Deed Book 2008 Page 4335 in the office of Washington County Recorder, except Lots One (1) and Two (2) of Auditor's Parcel "L". Prairie Ridge Subdivision is more particularly described as follows:

Beginning at the Southeast corner of said Parcel "L" of SW ¼ of SW ¼ Section 16; thence South 89°07'40" West 328.00 feet along the South line thereof; thence North 01°19'00" East 513.10 feet along the West line of said Parcel "L"; thence North 89°22'05" East 133.97 feet along the South line of Lot 2 of Parcel "L"; thence North 01°21'10" East 120.68 feet along the East line of Lot 2 of Parcel "L"; thence North 01°25'05" East 30.01 feet along the East line of Lot 1 of Parcel "L"; thence North 89°25'50" East 193.87 feet along the North line of Parcel "L" to the East line thereof; thence South 01°19'05" West 662.20 feet along said East line to the Point of Beginning, containing 197,141 square feet ( 4.53 acres).

AND

NLW Subdivision Plat 1

Lot 1 of Lot A in the Subdivision of Outlot 10 of A.W. Chilcote's Outlot Addition to Southeast Washington, Washington County, Iowa. Said Lot 1 of Lot A is more particularly described as follows: Beginning at the Northeast corner of said Lot A of Outlot 10 as shown in Plat Book 4 on Page 511, in the Office of the Washington County Recorder; thence South 01°01'20" East 772.64 feet along the East line thereof to the North right-of-way line of East 772.64 feet along the East line thereof to the North right-of-way line of East Fillmore Street according to the Acquisition Plat recorded in Book 22 on Page 242; thence South 89°31'55" West 379.00 feet West 379.00 feet along said right-of-way line; thence North 01°01'20" West 771.87 feet to the North line of said Lot A of Outlot 10 of A.W. West 771.87 feet to the North line of said Lot A of Outlot 10 of A.W. Chilcote's Outlot Addition; thence North 89°25'00" East 379.00 feet along said North line to the Point of Beginning. Said Lot 1 of East 379.00 feet along said North line to the Point of Beginning. Said Lot 1 of Lot A contains 6.72 acres.

AND

NLW Subdivision Plat 2

Outlot A of NLW Subdivision – Plat 1, an Addition to the City of Washington, Washington County, Iowa

AND

MSJ Subdivision

The West Twenty feet (20') of Auditor's Parcel B of the Northeast Quarter (NE 1/4) of the Northeast Quarter (NE 1/4) Section Thirty (30), Township Seventy-five (75) North, Range Seven (7) West of the 5th P.M. in Washington County, Iowa and more particularly described as follows: Commencing at the Northwest corner of said NE 1/4 Section 30; thence South 01°07'55" East 487.01 feet along the West line thereof to the Point of Beginning' thence North 84°31'45" East

20.11 feet along the North line of said Auditor's Parcel B to the East line of Nutmeg Avenue as it exists now; thence South 01°06'50" East 404.03 feet along the East line of Nutmeg Avenue; thence South 87°16'50" West 19.87 feet along the South line of said Auditor's Parcel B to the Southwest corner thereof; thence North 01°08'25" West 403.06 feet along the West line of Auditor's Parcel B of the NE 1/4 of the NE 1/4 Section 30 to the Point of Beginning, containing 0.18 acres.

AND

The North 33 feet of the East 368.3 feet of Auditor's Parcel B of the Northeast Quarter (NE 1/4) of the Northeast Quarter (NE 1/4) Section Thirty (30), Township Seventy-five (75) North, Range Seven (7) West of the 5th P.M. in Washington County, Iowa and more particularly described as follows: Beginning at the Northeast corner of said Section 30; thence South 01°28'45" East 33.02 feet along the East line of Section 30; thence South 87°21'25" West 368.86 feet along the South line of Nutmeg Avenue; thence North 00°29'40" West 33.03 feet along the West line of said Auditor's Parcel B to the Northline thereof; thence North 87°21'20" East 368.30 feet along the North line of said NE 1/4 of the NE 1/4 Section 30 to the Point of Beginning, containing 0.28 acres.

AND

A part of the Northwest Quarter (NW 1/4) of the Northwest Quarter (NW 1/4) of Section Twenty-nine (29), Township Seventy-five (75) North, Range Seven (7) West of the 5th P.M. in Washington County, Iowa and more particularly described as follows: Beginning at the Northeast corner of said NW 1/4 of the NW 1/4 Section 29; thence South 00°58'20" East 1062.48 feet along the East line thereof; thence North 82°59'35" West 156.36 feet to the Southeast corner of Auditor's Parcel I of said NW 1/4 of the NW 1/4 Section 29; thence North 11°18'55" East 539.40 feet along the East line of Auditor's Parcel I; thence North 00°58'00" West 379.16 feet along the East line of said Auditor's Parcel I; thence North 01°05'50" West 135.02 feet to the North line of said NW 1/4 of the NW 1/4 Section 29; thence North 89°40'50" East 40.31 feet along the North line to the Point of Beginning, containing 1.69 acres.

WHEREAS, expenditures and indebtedness are anticipated to be incurred by the City of Washington, State of Iowa, in the future to finance urban renewal project activities carried out in furtherance of the objectives of the Urban Renewal Plan; and

WHEREAS, the City Council of the City of Washington, State of Iowa, desires to provide for the division of revenue from taxation on **Amendment No. 2 Project Area** of the Urban Renewal Area, as above described, in accordance with the provisions of Section 403.19 of the Code of Iowa, as amended. [Note: The parcels included in the **Amendment No. 2 Project Area** are the only portion of the Urban Renewal Area that will be included in this TIF Ordinance. The City has previously adopted separate ordinance(s) which provide for the division of revenue with respect to other portions of the Urban Renewal Area. Nothing in this Ordinance



shall amend the prior ordinances nor shall this Ordinance impact the base value or division of revenue already established in the previously approved ordinances on other portions of the Urban Renewal Area. Therefore, the property included in the various TIF ordinances in this Urban Renewal Area will have different frozen bases and different expiration dates.]

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

Section 1. That the taxes levied on the taxable property in **Amendment No. 2 Project Area** of the Urban Renewal Area legally described in the preamble hereof, by and for the benefit of the State of Iowa, City of Washington, County of Washington, Washington Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 2. That portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in **Amendment No. 2 Project Area** of the Urban Renewal Area, as shown on the assessment roll as of January 1, 2021, being January 1 of the calendar year preceding the effective date of this Ordinance, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for the taxing district into which all other property taxes are paid.

Section 3. That portion of the taxes each year in excess of the base period taxes determined as provided in Section 2 of this Ordinance shall be allocated to and when collected be paid into a special tax increment fund of the City of Washington, State of Iowa, hereby established, to pay the principal of and interest on loans, monies advanced to, indebtedness, whether funded, refunded, assumed or otherwise, including bonds or obligations issued under the authority of Section 403.9 or 403.12 of the Code of Iowa, as amended, incurred by the City of Pella, State of Iowa, to finance or refinance, in whole or in part, urban renewal projects undertaken within the Urban Renewal Area pursuant to the Urban Renewal Plan, except that (i) taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Iowa Code Section 298.2 and taxes for the instructional support program of a school district imposed pursuant to Iowa Code Section 257.19 (but in each case only to the extent required under Iowa Code Section 403.19(2)); (ii) taxes for the payment of bonds and interest of each taxing district; (iii) taxes imposed under Iowa Code Section 346.27(22) related to joint county-city buildings; and (iv) any other exceptions under Iowa Code Section 403.19 shall be collected against all taxable property within **Amendment No. 2 Project Area** of the Urban Renewal Area without any limitation as hereinabove provided.

Section 4. Unless or until the total assessed valuation of the taxable property in **Amendment No. 2 Project Area** of the Urban Renewal Area exceeds the total assessed value of the taxable property in **Amendment No. 2 Project Area** of the Urban Renewal Area as shown by the assessment roll referred to in Section 2 of this Ordinance, all of the taxes levied and collected upon the taxable property in **Amendment No. 2 Project Area** of the Urban Renewal Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 5. At such time as the loans, advances, indebtedness, bonds and interest thereon of the City of Washington, State of Iowa, referred to in Section 3 hereof have been paid, all monies thereafter received from taxes upon the taxable property in **Amendment No. 2 Project Area** of the Urban Renewal Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 6. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to fully implement the provisions of Section 403.19 of the Code of Iowa, as amended, with respect to the division of taxes from property within **Amendment No. 2 Project Area** of the Urban Renewal Area as described above. In the event that any provision of this Ordinance shall be determined to be contrary to law, it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to **Amendment No. 2 Project Area** of the Urban Renewal Area and the territory contained therein.

Section 7. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Read First Time: \_\_\_\_\_, 2022

Read Second Time: \_\_\_\_\_, 2022

Read Third Time: \_\_\_\_\_, 2022

PASSED AND APPROVED: \_\_\_\_\_, 2022.

I, \_\_\_\_\_, City Clerk of the City of Washington, State of Iowa, hereby certify that the above and foregoing is a true copy of Ordinance No. \_\_\_\_\_ passed and approved by the City Council of the City at a meeting held \_\_\_\_\_, 2022, signed by the Mayor on \_\_\_\_\_, 2022, and published in the Southeast Iowa Union on \_\_\_\_\_, 2022.

\_\_\_\_\_  
City Clerk, City of Washington, State of Iowa

(SEAL)

02114254-1\11307-063

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON **CERTAIN PROPERTY** LOCATED WITHIN THE WASHINGTON UNIFIED COMMERCIAL URBAN RENEWAL AREA, IN THE CITY OF WASHINGTON, COUNTY OF WASHINGTON, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF WASHINGTON, COUNTY OF WASHINGTON, WASHINGTON COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE CITY IN CONNECTION WITH THE WASHINGTON UNIFIED COMMERCIAL URBAN RENEWAL AREA (**BAZOOKA-FARMSTAR, LLC PROJECT AREA**)

WHEREAS, by Resolution No. 2013-38, the City of Washington, Iowa adopted Amendment No. 1 to the Washington Unified Commercial Urban Renewal Plan, which unified three existing commercial urban renewal areas, added land to the unified urban renewal area, and renamed the unified area as the Washington Unified Commercial Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, the Urban Renewal Area includes the lots and parcels located within the area legally described as follows (the "**Bazooka-Farmstar, LLC Project Area**"):

The West Half (W 1/2) of the South 660 feet of the Northeast Quarter (Ne ¼) of the Northeast Quarter (NE ¼) of the Section Number Seventeen (17), Township Number Seventy-Five (75) North, Range Number Seven (7) West of the Fifth (5<sup>th</sup>) Principal Meridian; being part of Columbian Addition in the City of Washington, in Washington County, Iowa; subject to streets and highways on the south and west thereof

The West Half (W ½) of the Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼) of Section 17, Township 75 North, Range 7 West of the Fifth (5<sup>th</sup>) Principal Meridian, EXCEPT the South 660 feet thereof, and ALSO EXCEPT Commencing at the Northwest corner of the NE ¼ of the NE ¼ of said Section 17, thence 30 feet East along the North line of aforesaid land, thence South 364.5 feet along the East line of North 8<sup>th</sup> Avenue to an iron pipe, the Point of Beginning; thence East 198 feet along a fence line to an iron pipe; thence South 200 feet on a line parallel to the east line of North 8<sup>th</sup> Avenue to an iron pipe; thence West 198 feet to a pipe on the East property line of North 8<sup>th</sup> Avenue; thence North 200 feet to the Point of Beginning; AND

The East Half (E1/2) of the Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼) of Section 17, Township 75 North, Range 7 West of the Fifth (5<sup>th</sup>) Principal Meridian, subject to highways on the North, East And South sides thereof; all being within the cooperate limits of the City of Washington and being a part of Columbian Addition to the Town, now City of Washington; EXCEPT Commencing at the Northeast corner of Lot 1, Block 1, in Columbian Addition, running thence South 40 feet on the East line of said lot, thence West 30 feet on a line parallel with the North line of said lot, thence North 40 feet on a line parallel with the East line of said lot to the North line of said lot, thence East 30 feet on said North line of said lot to the Point of Beginning;

All in Washington County, Iowa

WHEREAS, expenditures and indebtedness are anticipated to be incurred by the City in furtherance of urban renewal project activities in the Urban Renewal Area; and

WHEREAS, the City Council of the City of Washington, State of Iowa, desires to provide for the division of revenue from taxation on the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area, as above described, in accordance with the provisions of Section 403.19 of the Code of Iowa, as amended. [Note: The **Bazooka-Farmstar, LLC Project Area** are the only portion of the Urban Renewal Area that will be included in this TIF Ordinance. The City has previously adopted several ordinances which provides for the division of revenue with respect to other portions of the Urban Renewal Area. Nothing in this Ordinance shall amend the prior ordinances nor shall this Ordinance impact the base value or division of revenue already established in the previously approved ordinances on other portions of the Urban Renewal Area. Therefore, the property included in the various TIF ordinances in this Urban Renewal Area will have different frozen bases and different expiration dates.]

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

Section 1. That the taxes levied on the taxable property in the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area legally described in the preamble hereof, by and for the benefit of the State of Iowa, City of Washington, County of Washington, Washington Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 2. That portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area, as shown on the assessment roll as of January 1, 2021, being January 1 of the calendar year preceding the effective date of this Ordinance, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for the taxing district into which all other property taxes are paid.

Section 3. That portion of the taxes each year in excess of the base period taxes determined as provided in Section 2 of this Ordinance shall be allocated to and when collected be

paid into a special tax increment fund of the City of Washington, State of Iowa, hereby established, to pay the principal of and interest on loans, monies advanced to, indebtedness, whether funded, refunded, assumed or otherwise, including bonds or obligations issued under the authority of Section 403.9 or 403.12 of the Code of Iowa, as amended, incurred by the City of Pella, State of Iowa, to finance or refinance, in whole or in part, urban renewal projects undertaken within the Urban Renewal Area pursuant to the Urban Renewal Plan, except that (i) taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Iowa Code Section 298.2 and taxes for the instructional support program of a school district imposed pursuant to Iowa Code Section 257.19 (but in each case only to the extent required under Iowa Code Section 403.19(2)); (ii) taxes for the payment of bonds and interest of each taxing district; (iii) taxes imposed under Iowa Code Section 346.27(22) related to joint county-city buildings; and (iv) any other exceptions under Iowa Code Section 403.19 shall be collected against all taxable property within the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area without any limitation as hereinabove provided.

Section 4. Unless or until the total assessed valuation of the taxable property in the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area exceeds the total assessed value of the taxable property in the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area as shown by the assessment roll referred to in Section 2 of this Ordinance, all of the taxes levied and collected upon the taxable property in the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 5. At such time as the loans, advances, indebtedness, bonds and interest thereon of the City of Washington, State of Iowa, referred to in Section 3 hereof have been paid, all monies thereafter received from taxes upon the taxable property in the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 6. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to fully implement the provisions of Section 403.19 of the Code of Iowa, as amended, with respect to the division of taxes from property within the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area as described above. In the event that any provision of this Ordinance shall be determined to be contrary to law, it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to the **Bazooka-Farmstar, LLC Project Area** of the Urban Renewal Area and the territory contained therein.

Section 7. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Read First Time: \_\_\_\_\_, 2022

Read Second Time: \_\_\_\_\_, 2022

Read Third Time: \_\_\_\_\_, 2022

PASSED AND APPROVED: \_\_\_\_\_, 2022.

I, \_\_\_\_\_, City Clerk of the City of Washington, State of Iowa, hereby certify that the above and foregoing is a true copy of Ordinance No. \_\_\_\_\_ passed and approved by the City Council of the City at a meeting held \_\_\_\_\_, 2022, signed by the Mayor on \_\_\_\_\_, 2022, and published in the Southeast Iowa Union on \_\_\_\_\_, 2022.

\_\_\_\_\_  
City Clerk, City of Washington, State of Iowa

(SEAL)

02119551-1\11307-042

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE  
CITY OF WASHINGTON, IOWA, BY AMENDING  
CHAPTER 69 PARKING REGULATIONS

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

**SECTION 1. Add Section and Paragraph.** Section 69.19 “Parking for Electric Vehicles Only” the following new paragraph to be added is as follows:

1. The second and third parking spaces on the north side of Washington Street, just east of the intersection of South Marion Avenue and West Washington Street.

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

**SECTION 3. Severability.** If any section, provision or part of this ordinance shall be judged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

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

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

Approved on First Reading: \_\_\_\_\_

Approved on Second Reading: \_\_\_\_\_

Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
City Clerk



**ORDINANCE NO.**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 63.04 "SPEED ZONES"**

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

SECTION 1. **Add Phrase.** A new Section 63.04 (3E), "Special 25 MPH Speed Zones", is added as follows:

"West Buchanan Street, between South Avenue H and South Avenue E."

SECTION 2. **Add Phrase.** A new Section 63.04 (3F), "Special 25 MPH Speed Zones", is added as follows:

"South Eleventh Avenue, between East Tyler Street and East Fillmore Street."

SECTION 3. **Add Phrase.** A new Section 63.04 (5J), "Special 35 MPH Speed Zones", is added as follows:

"West Buchanan Street, between Highway 1 and South H Avenue."

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

SECTION 5. **Effective Date.** This Ordinance shall be in effect after its final passage approval and publication as provided by law.

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

ATTEST:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

Approved on First Reading: October 18, 2022

Approved on Second Reading: \_\_\_\_\_

Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of November, 2022.

\_\_\_\_\_  
City Clerk

**ORDINANCE NO.**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF  
WASHINGTON, IOWA, BY AMENDING CHAPTER 65.02 "STOP REQUIRED"**

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

SECTION 1. **Add Phrase.** A new Section 65.02(267), "Stop Required", is added as follows:

"South K Avenue and West Buchanan Street (northbound)."

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

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

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

ATTEST:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

Approved on First Reading: October 18, 2022

Approved on Second Reading: \_\_\_\_\_

Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of November, 2022.

\_\_\_\_\_  
City Clerk