



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, January 17, 2023

To attend the meeting via Zoom go to:

<https://us02web.zoom.us/j/84413261389?pwd=Sy9VMjgl dHpoYkkwTzFPYy84aUF2dz09>

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, January 17th, 2023 to be approved as proposed or amended.

Consent:

1. Council Minutes January 3, 2023
2. Ahlers & Cooney, P.C., General Urban Renewal, \$950.00
3. Ahlers & Cooney, P.C., Amend No. 2 to the Unified South Central Residential Urban Renewal Plan, \$631.50
4. Ahlers & Cooney, P.C., Amendment No. 1 to the Washington Unified Commercial Urban Renewal Plan, \$72.00
5. Gronewold, Bell, Kyhnn & Co. P.C., Progress Billing on Audit of Financial Statements for the Year Ended June 30, 2022, \$3,300.00
6. Iowa Municipalities Workers' Compensation Association, Installment 7 Work Comp Premium 22-23, \$6,909.00
7. Kevin Olson, City Attorney, 2022 December Legal Services, \$996.42
8. Morning Sun Farm Implement, Inc., Waste Water Treatment Tractor Repair, \$8,801.82
9. Sinclair Tractor, Parks Diesel John Deere Mower, \$11,992.93
10. Dollar General #21535, 225 West Madison Street, Class B Retail Alcohol License **(renewal)**
11. Lebowski's of Washington, WFEC, Inc., 1601 E. Washington Street, Class C Retail Alcohol License, Outdoor Service, Catering, **(ownership amendment)**
12. Department Reports

SPECIAL EVENT REQUEST

- Hospice of Washington County annual soup supper – Jan. 24, 2023
- Kewash Half Marathon – April 29, 2023

SPECIAL PRESENTATION

- Community Garden and Orchard Presentation – [informational link: https://padlet.com/kerriewilliscoaching/bjlx8qg2fytoknzb](https://padlet.com/kerriewilliscoaching/bjlx8qg2fytoknzb)

PRESENTATION FROM THE PUBLIC – Please limit comments to 3 Minutes

CLAIMS & FINANCIAL REPORT

- Claims for January 17, 2023
- December 2022 Financial report

NEW BUSINESS

1. Discussion and Consideration of a Resolution Approving Entering Into a Professional Services Agreement with FEH Design for the Library Makerspace
2. Discussion and Consideration of a Resolution Approving Washington County Riverboat Foundation Municipal Grant Requests for FY24
3. Discussion and Consideration of a Resolution Approving Entering Into an Amended Electric Facilities Extension Agreement with Interstate Power and Light Company for Washington Business Park Phase 2
4. Discussion and Consideration of a Resolution Setting a Public Hearing for MSJ Rebate
5. Discussion and Consideration of East Interceptor Sanitary Cleaning and Televising by CIT Sewer Solutions
6. Discussion and Consideration of Allowing Home Occupation if Property Owner Secures Homestead Credit and Resides in the Home 4 Out of 7 Days
7. Discussion and Consideration of Third and Final Reading of an Ordinance Amending Chapter 63.04 Speed Zones (Changes on State Highway 92)

OLD BUSINESS

1. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 130 – Public Sale of Food and Beverages From Mobile Food Vendors in City Limits

WORKSHOP

- Quiet Zone Study Report Review

CLOSED SESSION

- Closed Session per Iowa Code 21.5(j) – To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.

DEPARTMENTAL REPORTS

Police Department
City Attorney
City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor
Illa Earnest
Bethany Glinsmann
Elaine Moore
Fran Stigers
Millie Youngquist

ADJOURNMENT

CITY OF WASHINGTON
Council Minutes 1-3-2023

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, January 3, 2023, at 6:00 p.m. Mayor Rosien in the chair.

On roll call present: Earnest, Glinsmann (via Zoom), Moore, Stigers, and Youngquist. Absent: none. Vacant: Ward 2

Motion by Youngquist, seconded by Earnest, that the agenda for the Regular Session to be held at 6:00 p.m., Tuesday, January 3, 2023, be approved. Motion carried.

Consent:

1. Council Minutes December 20, 2022
2. FOX Strand, 2021 Washington Water Main Improvements – Final Design, \$4,025.25
3. Garden & Associates, Ltd., General Engineering, \$400.00
4. Garden & Associates, Ltd., NLW Subdivision Phase 2, \$815.75
5. Garden & Associates, Ltd., Washington Business Park Subdivision Phase 2, \$859.10
6. Garden & Associates, Ltd., Buchanan Street Paving Project, \$934.00
7. Garden & Associates, Ltd., Reconstruction of Adams Street, \$2,441.84
8. JETCO, Water Treatment Plant Well 7, \$10,743.50
9. Veenstra & Kimm, Inc., High School Expansion Site Plan Review, \$1,141.00
10. Veenstra & Kimm, Inc., 12th Avenue and Washington Street Intersection Improvements, \$2,046.00
11. Washington Chamber of Commerce, Thursday Night Live and Summer Classic Sponsorship, \$1,500.00
12. Washington Chamber of Commerce, Chamber Membership Renewal, \$1,427.20
13. Washington County Engineer's Office & Secondary Road Department, Engineering Services for 5th Street Paving Project, \$39,872.18
14. Hy-Vee Food Store, 528 Highway 1 S., Class C Beer Permit, Class B Wine Permit **(ownership amendment)**
15. Hy-Vee Washington Fast and Fresh Express, 520 South Highway 1, Class C Beer Permit **(ownership amendment)**
16. Hy-Vee Wine & Spirits, 1004 W. Madison Street, Class E Retail Alcohol License **(renewal)**
17. Unc and Nephews – Kimmer LLC, 1015 West Madison Street, Class C Retail Alcohol License, Outdoor Service Area **(renewal)**
18. Department Reports

Motion by Stigers, seconded by Youngquist, to approve consent items 1-18. Motion carried.

Presentation from the public: None

Claims for January 3, 2023 were presented by Finance Director Kelsey Brown.

Motion by Youngquist, seconded by Stigers, to approve the claims for January 3, 2023. Motion carried.

Mayor Rosien announced that now is the time for public hearing on the Proposed Budget

Amendment. No oral or written objections were received.

Motion by Youngquist, seconded by Moore, to close the public hearing. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried.

Motion by Earnest, seconded by Stigers, to Approve a Resolution Approving Budget Amendment. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried. **(Resolution 2023-001)**

Kyle Llewellyn was in person to answer questions regarding the purchase agreement. Motion by Youngquist, seconded by Stigers, to approve a Resolution Approving a Purchase Agreement with Kyle Llewellyn for Lot 3, Washington Business Park Subdivision, Phase 1 for \$23,700. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried. **(Resolution 2023-002)**

Motion by Youngquist, seconded by Stigers, to approve a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried. **(Resolution 2023-003)**

Steve Soupir with FOX Strand joined via Zoom to answer questions. Motion by Youngquist, seconded by Stigers, to approve a Resolution Approving a Task Order with FOX Strand for Downtown Streetscape Study. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried. **(Resolution 2023-004)**

Motion by Stigers, seconded by Glinsmann, to approve Change Order No. 1 – 2022 Washington Water Main Improvements. Motion carried.

Motion by Youngquist, seconded by Moore, to approve a Memorandum of Understanding for 2022 Volunteer Fire Assistance Grants Program. Motion carried.

Motion by Stigers, seconded by Youngquist, to approve the Second Reading of an Ordinance Amending Chapter 63.04 Speed Zones (Changes on State Highway 92). Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried.

Council went into workshop to discuss proposed changes to Chapter 130 – Public Sale of Food and Beverages From Mobile Food Vendors in City Limits. Representatives from area food trucks were in attendance to observe. After discussion, council requested staff to make changes and present an updated version at a future meeting.

No action was taken on the First Reading of an Ordinance Amending Chapter 130 – Public Sale of Food and Beverages From Mobile Food Vendors in City Limits.

Motion by Stigers, seconded by Youngquist, to go into closed session per Iowa Code 21.5(j) – To Discuss the purchase or sale or particular real estate only where premature disclosure

could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried.

Council went into closed session at 6:48 p.m.

Motion by Youngquist, seconded by Stigers, to end closed session at 7:24 p.m. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried.

No action was taken regarding the closed session.

Department reports were presented.

Motion by Youngquist, seconded by Stigers, that the Regular Session held at 6:00 p.m., Tuesday, January 3, 2023, is adjourned at 7:36 p.m. Motion passed unanimously.

Sally Y. Hart, City Clerk



December 22, 2022

CITY OF WASHINGTON, IOWA
CITY CLERK
224 W. MAIN STREET
P.O. BOX 516
WASHINGTON, IA 52353

Invoice #: 835664
Client #: 11307
Matter #: 53
Billing Attorney: JHS

INVOICE SUMMARY

RE: GENERAL URBAN RENEWAL

For professional services rendered and costs advanced through December 15, 2022:

Total Professional Services	\$ 950.00
Total Expenses	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 950.00

Invoice #: 835664
 GENERAL URBAN RENEWAL

December 22, 2022

PROFESSIONAL SERVICES

DATE	ATTY	HOURS	DESCRIPTION OF SERVICES RENDERED
11/22/22	JHS	.30	RECEIVE AND RESPOND TO EMAIL FROM CITY ADMINISTRATOR REGARDING MSJ SUBDIVISION PROJECT
11/28/22	JHS	.40	REVIEW DEVELOPMENT AGREEMENT
11/28/22	JLC	1.00	REVIEW AMENDMENT NO. 2 TO SOUTH CENTRAL RESIDENTIAL URP AND DEVELOPMENT AGREEMENT WITH MSJ; CONSIDER POTENTIAL REVISIONS TO AGREEMENT; EXCHANGE EMAILS WITH MS. MCCUSKER
11/29/22	JHS	1.00	CALL WITH CITY ADMINISTRATOR; ATTENTION TO FOLLOW UP
11/29/22	JLC	.80	PHONE CONFERENCE WITH MS. MCCUSKER REGARDING POTENTIAL AMENDMENT TO DEVELOPMENT AGREEMENT AND ISSUES RELATED TO TIMING OF TIF ORDINANCE

TOTAL FEES	\$ 950.00
TOTAL THIS INVOICE	\$ 950.00



AHLERS COONEY
ATTORNEYS

AHLERS & COONEY, P.C.
100 COURT AVENUE, SUITE 600
DES MOINES, IOWA 50309-2231
515-243-7611

FEDERAL ID 42-1323559

December 22, 2022

CITY OF WASHINGTON, IOWA
CITY CLERK
224 W. MAIN STREET
P.O. BOX 516
WASHINGTON, IA 52353

Invoice #: 835665
Client #: 11307
Matter #: 63
Billing Attorney: JHS

INVOICE SUMMARY

RE: AMEND NO. 2 TO THE UNIFIED SOUTH
CENTRAL RESIDENTIAL URP

For professional services rendered and costs advanced through December 15, 2022:

Total Professional Services	\$ 631.50
Total Expenses	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 631.50

Invoice #: 835665
 AMEND NO. 2 TO THE UNIFIED SOUTH

December 22, 2022

PROFESSIONAL SERVICES

DATE	ATTY	HOURS	DESCRIPTION OF SERVICES RENDERED
11/29/22	JHS	.40	RECEIVE AND RESPOND TO EMAIL FROM CITY ADMINISTRATOR; DRAFT REVISED TIF ORDINANCE
11/30/22	JHS	.90	REVISE TIF ORDINANCE; PREPARE RELATED PROCEEDINGS DOCUMENTS; SEND ORDINANCE DOCUMENTS TO CITY STAFF
12/02/22	JHS	.30	RECEIVE AND RESPOND TO EMAIL FROM CITY CLERK REGARDING LEGAL DESCRIPTIONS FOR TIF ORDINANCE AND AMENDMENT NO. 2
12/02/22	JHS	1.10	PREPARE RESOLUTION NUNC PRO TUNC CORRECTING LEGAL DESCRIPTION; PREPARE UPDATED TIF ORDINANCE; CALL WITH CITY ADMINISTRATOR TO DISCUSS CORRECTIVE ACTION STEPS; RECEIVE AND RESPOND TO FOLLOW UP CORRESPONDENCE
12/06/22	MP	.10	DRAFTING PROCEEDINGS
12/07/22	MP	.20	TRANSCRIPT REVIEW TO ENSURE PROPER COMPLETION OF DOCUMENTS

TOTAL FEES \$ 631.50

TOTAL THIS INVOICE \$ 631.50



AHLERS & COONEY, P.C.
100 COURT AVENUE, SUITE 600
DES MOINES, IOWA 50309-2231
515-243-7611

FEDERAL ID 42-1323559

December 22, 2022

CITY OF WASHINGTON, IOWA
CITY CLERK
P.O. BOX 516
WASHINGTON, IA 52343

Invoice #: 835663
Client #: 11307
Matter #: 42
Billing Attorney: JHS

INVOICE SUMMARY

RE: AMENDMENT NO. 1 TO WASHINGTON UNIFIED
COMMERCIAL UR PLAN

For professional services rendered and costs advanced through December 15, 2022:

Total Professional Services	\$ 72.00
Total Expenses	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 72.00

Invoice #: 835663
AMENDMENT NO. 1 TO WASHINGTON UNIFIED

December 22, 2022

PROFESSIONAL SERVICES

DATE	ATTY	HOURS	DESCRIPTION OF SERVICES RENDERED	
12/07/22	MP	.30	TRANSCRIPT REVIEW TO ENSURE PROPER COMPLETION OF DOCUMENTS	
12/14/22	JHS	.10	REVIEW DOCUMENTS FOR COMPLETED TRANSCRIPT FILE ON 2022 TIF ORDINANCE	
12/15/22	MP	.10	RECORD COPY OF COMPLETED TRANSCRIPT TO FILE	
			TOTAL FEES	\$ 72.00
			TOTAL THIS INVOICE	\$ 72.00

Gronewold, Bell, Kyhnn & Co. P.C.

1910 E. 7th Street
P.O. Box 369
Atlantic, IA 50022
712-243-1800

CITY OF WASHINGTON
215 EAST WASHINGTON ST.
WASHINGTON, IA 52353

Invoice No. 29560
Date 12/31/2022
Client No. 03793

Progress billing on audit of financial statements
for the year ended June 30, 2022.

\$ 3,300.00

Interest at 18% per annum will be charged on any balance not paid within 30 days of receipt of invoice.

INVOICE

INV85794

IMWCA

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION
 500 SW 7TH STREET, SUITE 101
 DES MOINES, IA 50309-4506
 PHONE: 800-257-2708

DATE

1/1/2023

PAGE:

1

Mbr No: 0706 Member Name: Washington, City of

Washington, City of
 215 E Washington

Washington IA 52353

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

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
	WASHI001	AG0075				
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	INSTALL7	Installment 7 - Work Comp Prem 22-23			6,909.00	\$6,909.00

This invoice is due by February 1, 2023.

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

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

Subtotal	\$6,909.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$6,909.00

Thank You

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

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

December 15, 2022

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

INVOICE

For legal services rendered to the City of Washington, Iowa in December, 2022

TOTAL HOURS	10.25 hours (reg)
TOTAL MILES	132 miles
Hourly Rate	\$90/hour- Reg \$75/hour - Court
Mileage Rate	\$0.56 per mile
TOTAL INVOICE FOR DECEMBER, 2022	\$996.42

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

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

January 6, 2023

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

DETAILED INVOICE

For legal services rendered to the City of Washington, Iowa in December, 2022

12/1/22	Issues regarding Tyler Circle; disc with attorneys, prep docs review recorded documents	1.5 hrs
12/1-2/22	Police loan vehicle proceedings	1.0 hrs
12/5/22	Review zoning code – re: house/wedding venue	0.25 hrs
12/6/22	Tyler Ct. docs; Council meeting (66 miles)	1.5 hrs
12/7/22	Tyler Court documents (disc w/SH) MMS;	0.5hrs
12/8/22	Nuisance meeting (66 miles); MRAP discussion 528 miles; wedding venue question; Tyler Street	1.25 hrs
12/9/22	Sobaski agreement; release for Midwest Tree Service St of Pec dmgs-Brinning	0.50 hrs
12/12/22	Issues regarding closing for Furn Dist.; draft docs	1.0 hrs
12/13/22	Closing issues; review MRAP docs from Police	1.0 hrs
12/20-1/22	Lot 3 Purchase Agreement – review prop re: SD; Pence sidewalk MSJ rebate agreement	1.75 hrs

*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*

WWTP MEMORANDUM

TO: CITY COUNCIL, MAYOR, CITY ADMINISTRATOR

FROM: JASON WHISLER WASTE WATER SUPERINTENDENT

SUBJECT: LS TRACTOR REPAIR PAYMENT

DATE: MONDAY JANUARY 9TH 2023

PRIOR TO TAKING POSSESSION OF OUR NEW TRACTOR IN JUNE 2022 WE HAD BREAK DOWN WITH OUR OLD LS TRACTOR SOMETIME IN APRIL 2022. THE DEALER WE TRADED WITH MADE THE REPAIRS FOR A TOTAL OF \$8,801.82

THERE IS MONEY AVAILABLE FOR THIS REPAIR IN ACCOUNT 610-6-8015-6710.

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

THANK YOU
JASON WHISLER

MORNING SUN FARM IMPLEMENT, INC.
 2937 COUNTY ROAD X37
 P.O. BOX 370
 MORNING SUN, IOWA 52640
 (319) 868-7586

SOLD TO
 WASH01 CITY OF WASHINGTON
 215 E WASHINGTON ST.
 P.O. BOX 516
 WASHINGTON, IA. 52353

SHIP TO

Sold By: LON3 PO #: WASTE WATER SN: HR 0 W:00
 Ship By: Tax #: Date 1/06/23 WORK ORDER WO33078

Tax	D	Qty	Description	Price	Amount
			ENVIRONMENT FEE		50.00
N			MF PTS SERVICE		
N		1	AGC ACP0038540 COMPOUND-Se DISP 1	19.14	19.14
N		3	AGC S.28762 HYDRAULIC F BR	96.86	290.58
			** TOTAL MF PTS SERVICE		309.72
			NON-MF SERVICE		
N		1	KUB 04817-00120 O RING CAB 79	1.78	1.78
			SER.MAT'L CUST		
N		1	40031499 RING & PINION	1048.44	1048.44
N		1	40031344 RANGE SHAFT	89.32	89.32
N		1	40029265 SNAP RING	2.18	2.18
N		1	40029273 SNAP RING	1.43	1.43
N		1	40031350 WASHER	5.70	5.70
N		1	40061089 BEARING	38.92	38.92
N		1	40007821 NEEDLE BEARING	46.11	46.11
N		1	40188806 SPACER	5.45	5.45
N		1	40029279 SNAP RING	1.07	1.07
N		1	40009707 HUB RANGE	141.24	141.24
N		1	40009137 SELECTOR RANGE	84.88	84.88
N		1	40328260 GEAR RANGE	146.21	146.21
N		1	10055001 SNAP RING	2.66	2.66
N		1	40007814 NEEDLE BEARING	65.85	65.85
N		1	40351792 GEAR RANGE	111.19	111.19
N		1	40031357 THRUST WASHER	24.27	24.27
N		1	40211094 LOCK PLATE	5.76	5.76
N		1	40031361 BEARING	82.72	82.72
N		1	40031362 BEARING	74.67	74.67
N		1	40192187 MAIN ELEMENT	140.88	140.88
N		1	40192188 SECONDARY ELEMENT	79.55	79.55
N		1	40196724 FUEL FILTER CARTRIDGE	35.60	35.60
N		1	40196723 ENGINE OIL FILTER	33.82	33.82
N		1	40211116 HYDRAULIC FILTER	60.56	60.56
N		1	40009547 LOCK NUT	19.84	19.84
			** TOTAL SER.MAT'L CUST		2348.32
			SER.LABOR CUST		
			** TOTAL SER.LABOR CUST		5814.00
N			FRT ON PARTS		
			FREIGHT		128.00
N			SHOP SUPPLIES		
			COMMENT		150.00

FARM PLAN CUSTOMERS: THIS PURCHASE IS SUBJECT TO THE TERMS OF THE FARM PLAN CREDIT AGREEMENT.

MORNING SUN FARM IMPLEMENT, INC.
 2937 COUNTY ROAD X37
 P.O. BOX 370
 MORNING SUN, IOWA 52640
 (319) 868-7586

SOLD TO
 WASH01 CITY OF WASHINGTON
 215 E WASHINGTON ST.
 P.O. BOX 516
 WASHINGTON, IA. 52353

SHIP TO

Sold By: LON3 PO #: WASTE WATER SN: HR 0 W:00
 Ship By: Tax #: Date 1/06/23 WORK ORDER WO33078

Tax	D	Qty	Description	Price	Amount
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WASTE WATER TREATMENT-TRACTOR TRANSMISSION ISSUE:
 Went to Customer's and checked on shifting issue. Found the issue to be internal. Tractor was brought into the shop to be torn apart. Removed both rear wheels and put split stands underneath the rear of the tractor. Drained all hydraulic oil and found remains of bearing material in the oil. Removed all hydraulic lines and all electrical connections from the rear of the cab. Supported the cab from the top and split the tractor. Removed top cover off the transmission case and found that the pinion shaft was broke. Removed 3-point case and both final drive axles from transmission case. Removed differential lock and removed the ring gear assembly. Removed pinion shaft. Replaced ring and pinion and applicable bearings. Reassembled and timed ring and pinion and rear differential lock. Reassembled rearend housing and installed rear final drive axles and 3-point cover. Reassembled complete rearend assemble to the tractor. Changed hydraulic filter and installed new hydraulic oil. Adjusted 3-point settings after assembly and test drove tractor. Gear shift keeps popping out of 4th gear (The repair of the popping out of gear issue with be taken care of by the dealer).

THANK YOU
 THANK YOU FOR YOUR BUSINESS.

610-6-8015- 6710 Initials AW
 EXP. LS tractor Repair
 Vendor # _____ Date Rec. _____
 Due Date _____ Inv # _____

FARM PLAN CUSTOMERS: THIS PURCHASE IS SUBJECT TO THE TERMS OF THE FARM PLAN CREDIT AGREEMENT.

** SUBTOTAL 8801.82

X _____ Charge Sale

Phone: (319) 653-6584
 Page 2 Last Page

PAY THIS AMOUNT	\$8801.82
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SINCLAIR TRACTOR

2495 Highway 92 East
Washington, IA 52353
Phone: (319) 653-6501

Sigourney, IA	(641) 622-3838	Fairfield, IA	(641) 472-3868
Muscatine, IA	(563) 264-3276	Ottumwa, IA	(641) 682-4683
Durant, IA	(563) 785-4457	Bloomfield, IA	(641) 664-3500
Mediapolis, IA	(319) 985-2173	Centerville, IA	(641) 437-4100
Winfield, IA	(319) 257-6236	Kalona, IA	(319) 656-2291
Houghton, IA	(319) 469-2451	West Liberty, IA	(319) 627-4323



JOHN DEERE

Invoice to Account No: 5010141

Deliver to Account No: 5010141

SALES INVOICE

CITY OF WASHINGTON PARKS DEPT.
215 E WASHINGTON
WASHINGTON IA 52353
US

CITY OF WASHINGTON PARKS DEPT.
215 E WASHINGTON
WASHINGTON IA 52353
US

Invoice No: 2645345
Date: 12/22/2022
Page: 1 of 1
Cust PO No:
Tax Exempt No:
Payment Type: Account

Bus Ph: (319)653-5220 Prv Ph: (319)321-4886

Bus Ph: (319)653-5220 Prv Ph: (319)321-4886

STOCK UNIT DETAILS

STOCK No.	TYPE	CLASS	ATTCH-TO	MAKE	MODEL	Eq ID	PIN	SALE PRICE
129383	New	Base		JOHN DEERE	Z994R	1T040365	1TC994RGJNT040365	\$14092.93

TRADE INS

STOCK No.	MAKE	MODEL	PIN	VALUE	PAYOUT	NET EQUITY
132472	JOHN DEERE	Z970R	1TC970RCAGT051028	\$2100.00	\$0.00	\$2100.00
						\$2,100.00

INVOICE ALLOCATION

DESCRIPTION	VALUE
Transfer to CITY OF WASHINGTON PARKS DEPT., customer number	\$11992.93
	\$11,992.93

Salesperson: Alexander Hafner

Total Selling Price	\$14,092.93
Plus Freight and Handling:	\$0.00
Plus Insurance:	\$0.00
Less Discount:	\$0.00
Plus Stamp Duty:	\$0.00
Plus Registration Fee:	\$0.00
Plus Additional Charges:	\$0.00
Plus Parts\Attachments:	\$0.00
Plus Agreements:	\$0.00
Plus Sales Tax:	\$0.00
Total Invoice:	\$14,092.93

Net Equity from Trade In(s):	\$2,100.00
Plus Refund:	\$0.00
Less Pre-Trade Payment:	\$0.00
Less Deposit:	\$0.00
Less From Finance Contract:	\$0.00
Less Invoice Payment:	\$0.00
Amount Due:	\$11,992.93

300-6-4030-6723

WS
1/12/23

Received by: Date:

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: **Dollar General #21535**

Business Address: **225 West Madison Street**

App #: **App-173057**

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

Beer/Wine Permit: **Class B Retail Alcohol License**

Liquor License:

Cigarette License:

Dance Permit:

Sunday Sales: **Sunday sales are now an inherent privilege included in your license type with no additional fee. You are no longer required to choose Sunday Sales as a separate privilege.*

Living Quarters:

Outdoor Service Area:

Catering Privilege:

Date of Council Meeting: **January 17, 2023**

Police: DCI background check and/or local background check: Yes: No:
Police Chief sign off _____ Date 1-10-2023

Fire: fire inspection done: Yes: No:
Fire Chief sign off _____ Date _____



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
DOLGENCORP, LLC	Dollar General #21535	(615) 855-4000		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
225 West Madison Street		Washington	Washington	52353
MAILING ADDRESS	CITY	STATE	ZIP	
100 Mission Ridge	Goodlettsville	Tennessee	37072	

Contact Person

NAME	PHONE	EMAIL
Tax Dept	(615) 855-4000	tax-beerandwinelicense@dollargeneral.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class B Retail Alcohol License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Jan 27, 2023	Jan 26, 2024	

SUB-PERMITS
Class B Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Steven Sunderland	Goodlettsville	Tennessee	37072	CEO	0.00	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

THE CITY OF WASHINGTON

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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: **Lebowski's of Washington, WFEC, Inc.**

Business Address: **1601 E. Washington St.**

App #: **App-172752 (ownership amendment)**

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

Beer/Wine Permit: **Class C Retail Alcohol License**

Liquor License:

Cigarette License:

Dance Permit:

Sunday Sales: **Sunday sales are now an inherent privilege included in your license type with no additional fee. You are no longer required to choose Sunday Sales as a separate privilege.*

Living Quarters:

Outdoor Service Area: **X**

Catering Privilege: **X**

Date of Council Meeting: **January 17, 2023**

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

Police Chief sign off  Date 1-4-2023

Fire: fire inspection done: Yes: No:

Fire Chief sign off _____ Date _____



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
WFEC, Inc	Lebowski's of Washington	(319) 548-1999		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1601 east Washington Street		Washington	Washington	52353
MAILING ADDRESS	CITY	STATE	ZIP	
1601 east Washington Street	Washington	Iowa	52353	

Contact Person

NAME	PHONE	EMAIL
Bob Gaal	(319) 548-1999	bgaal212@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0040294	Class C Retail Alcohol License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Aug 30, 2022	Aug 29, 2023	

SUB-PERMITS

Class C Retail Alcohol License



PRIVILEGES

Catering, Outdoor Service

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
robert gaal	washington	iowa	52353	President	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Illinois Casualty Co

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

*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*

City Administrator Report

Meetings Attended:

Admin meeting, Main Street meeting, meeting to review scope and direction to start working on concept for downtown Streetscape.

Next week's meetings include:

Department head one on one, housing initiative meeting, Council one on one, budget meetings with department heads, council, housing initiative, Iowa tourism update, meet with Mary Rump about street grant.

Hwy 92 & N 12th: Working with an engineer to design the intersection with traffic lights. Engineers have been in Washington doing some surveying. Preliminary report will be reviewed by Council on February 7th.

Downtown Streetscape:

Have met with Steve from Fox Strand to review what we want to look at with preliminary concept. A walk through of the project area was held. Initial review of concept and cost will be ready to review by Council on February 7th.

Attended Leadership Washington on Wednesday. Worked on budget then was off for couple days due to my mom being hospitalized.

Will continue working on budget and being ready for 1st budget workshop on January 24 at 6pm.

All projects are waiting for spring. Sidewalk inspections are continuing and nuisance reviews by quadrant are regularly being done. School plans being reviewed by the building and zoning official. Other site plans will be coming in soon to be approved for spring projects.

January 12, 2023

The Honorable Jaron Rosien, Mayor
City of Washington
215 E. Washington St
Washington, IA 52353

Re: Home Rehabilitation Block Grant Pilot Program Award – Agreement Number 23-HRBGPP-004

Dear Mayor Rosien:

The Iowa Finance Authority (IFA) has determined that the City of Washington is eligible for a grant through IFA's Home Rehabilitation Block Grant Pilot Program (HRBGPP). The amount of the grant is \$400,000.

The source of funds for this award is the State and Local Fiscal Recovery Fund (SLFRF) authorized by the American Rescue Plan Act (ARPA). SLFRF requires that all costs be incurred during the period beginning March 3, 2021, and ending December 31, 2024. Therefore, all costs incurred prior to March 3, 2021, and after December 31, 2024, are not eligible uses of these funds. The period of performance for SLFRF funds runs until December 31, 2026, which will provide recipients an additional two years during which they may expend funds for costs incurred (i.e., obligated) by December 31, 2024. Any award funds not obligated or expended within these timeframes must be returned to the State. Recipients of these funds will be held accountable to these funding timeframes.

Soon, IFA will send the agreement setting out the terms of the grant. Please review the agreement thoroughly, obtain the signature of an official authorized to bind the City, and return it electronically to Terri.Rosonke@IowaFinance.com within sixty days of the date of this letter. Once received, we will execute the contract and upload it to Iowa Grants.

As a subrecipient of SLFRF, the City of Washington is required to comply with the provisions set out in the agreement and all applicable state and federal laws, regulations, rules, including 2 C.F.R. Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, also known as the "Uniform Guidance", except as provided by the US Department of the Treasury (Treasury). If you have any questions regarding the strict requirements set out in the Uniform Guidance, please consult your legal counsel. Failure to comply with all applicable state and federal laws, regulations, rules, and guidance, may result in forfeiture of the grant and the City of Washington may be required to repay grants funds disbursed to it.

The City of Washington will be required to certify that it is in compliance with contract terms and all applicable state and federal laws, regulations, rules, and guidance each time a disbursement of grant funds is submitted. As a courtesy, we have attached a template of the disbursement and certification form with this letter. Please note that IFA may revise the form as we receive Treasury and other



guidance. Also, IFA may require that the City of Washington conform to additional requirements to ensure compliance with all SLFRF and HRBGPP requirements.

Please note that all non-federal entities that spend more than \$750,000 in federal awards during the entity's fiscal year, including ARPA funds, must have a single or program-specific audit conducted for that year compliant with 2 CFR 200 Subpart F. This audit must cover the entity's compliance with Federal statutes, regulations, and the terms and conditions of the federal award, as well as the fair presentation of the entity's financial statements, pursuant to the Uniform Guidance. Also, the City of Washington is reminded that procurement standards set out at 2 C.F.R. §§200.317 through 200.327 are applicable to the Project and the City of Washington.

If you have any questions, please contact the grant manager, Terri Rosonke at 515.452.0440 or Terri.Rosonke@IowaFinance.com.

Congratulations on your award! We look forward to working with you on this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Debi V. Durham", with a long horizontal flourish extending to the right.

Deborah V. Durham
Executive Director

Cc: ECICOG
IowaGrants.gov
Legislators

Elm Grove & Woodlawn Cemeteries

Council Report for December 2022

In December, I mulched leaves twice. I had 8 family requests for information this month. I marked out 4 foundations for installation. I have been picking up sticks and trash. I have been updating cemetery records and began working on a veteran list for both cemeteries. I also have been doing some building maintenance. We had a project completion program with Historic Preservation at Woodlawn for the shelter and gates masonry project. I also had a couple of meetings with Deanna. I also attended the council meeting on 12/20/2022 to discuss a cemetery grave opening contract, and a job description. I plowed snow several times at the airport, WWTP, and helped with snow removal downtown.

The cemetery interments this year were above our 20-year average. The average for interments per year since 2003, has been 81.5. We had 86 interments this year, 10 less than last year. We also have seen an increase in Saturday interments this year (26.7% of interments were on Saturday).

While we had a huge jump in cremation interments in 2021, and in 2022 that number has come back down to almost even with full size interments. I have a list of interments (about 50 as of 1/1/2023) that I know about, and that haven't been scheduled yet. In 2001, the cremation interment rate was 11.7% and in 2018 that rate peaked at 45.1%, until 2021 where the cremation rate jumped to 59.4%. I would expect the cremation rate to hold steady around 45-50% for the near future. I have included a breakdown of the last 20 years, so that you may see how the rates have changed over the past 20 years. This rate is an important number because as the cremation rate continues to rise, the revenue that the cemetery generates will decrease.

We have had 3 funerals at Elm Grove this month, for a total of 86 interments in 2022. Of those 86 interments, 23 were military veterans (27%). In January, we plan to continue with funeral services, updating cemetery records, continue working on FY 2024 budget, and plowing snow as needed. Thank you.

Respectfully submitted,

Nicholas Duvall

Elm Grove & Woodlawn Cemeteries

Cemetery Interments by Type

2000 - 2022

Current to: 12/31/2022

	Full	Cremation	Infant	Total	Full %	Crem %	Infant %	Saturday	Sat %	Sun. & Hol.	Sun. & Hol. %
2000	65	9	0	74	87.8%	12.2%	0.0%	22	29.7%	5	6.8%
2001	91	12	0	103	88.3%	11.7%	0.0%	15	14.6%	4	3.9%
2002	81	18	2	101	80.2%	17.8%	2.0%	13	12.9%	5	5.0%
2003	67	16	3	86	77.9%	18.6%	3.5%	11	12.8%	4	4.7%
2004	53	18	3	74	71.6%	24.3%	4.1%	18	24.3%	2	2.7%
2005	71	20	2	93	76.3%	21.5%	2.2%	16	17.2%	1	1.1%
2006	60	19	0	79	75.9%	24.1%	0.0%	18	22.8%	3	3.8%
2007	64	20	0	84	76.2%	23.8%	0.0%	27	32.1%	1	1.2%
2008	79	13	1	93	84.9%	14.0%	1.1%	27	29.0%	1	1.1%
2009	42	15	3	60	70.0%	25.0%	5.0%	12	20.0%	1	1.7%
2010	64	22	0	86	74.4%	25.6%	0.0%	21	24.4%	2	2.3%
2011	54	27	1	82	65.9%	32.9%	1.2%	16	19.5%	4	4.9%
2012	51	27	0	78	65.4%	34.6%	0.0%	19	24.4%	2	2.6%
2013	42	28	0	70	60.0%	40.0%	0.0%	21	30.0%	2	2.9%
2014	63	29	0	92	68.5%	31.5%	0.0%	24	26.1%	6	6.5%
2015	55	28	1	84	65.5%	33.3%	1.2%	22	26.2%	3	3.6%
2016	38	25	1	64	59.4%	39.1%	1.6%	18	28.1%	0	0.0%
2017	53	35	0	88	60.2%	39.8%	0.0%	18	20.5%	1	1.1%
2018	44	37	1	82	53.7%	45.1%	1.2%	18	22.0%	1	1.2%
2019	43	31	2	76	56.6%	40.8%	2.6%	24	31.6%	1	1.3%
2020	42	33	1	76	55.3%	43.4%	1.3%	19	25.0%	0	0.0%
* 2021	38	56	2	96	39.6%	58.3%	2.1%	16	16.7%	1	1.0%
2022	40	43	3	86	46.5%	50.0%	3.5%	23	26.7%	0	0.0%
20 Year Average	53.2	27.1	1.2	81.5	65.2%	33.3%	1.5%	19.4	24.0%	1.8	2.2%
								Weekend/Holiday		26.1%	

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

Washington Fire Department
215 East Washington Street
Washington, Iowa 52353
(319) 653-2239 Phone
(319) 653-5273 Fax
www.washingtoniowa.gov



Brendan DeLong- Fire Chief
Bill Hartsock- 1st Asst Fire Chief
Jim Williams- 2nd Asst Fire Chief
Carrie Ornduff- Asst Chief of EMS

Dec 2022 Activity Report

Structure fires- 0
Weather related- 0
Mutual aid assists- 3
Hazardous Incidents- 1
Grass fires- 0
Investigate/good intent- 6
Rescue/accidents- 3
Medical- 74

December calls for service- 87

January 2022 – Dec 2022 calls for service

Fire calls - 167
Medical calls – 796
Rescue calls- 57
Total calls - 1020

EMS Continues to be busy with 74 calls for service in December. No structure fires were reported in December; however, we did provide mutual aid to 3 different structure fires to surrounding departments. There were a few investigations calls in December. These included gas smells, smoke smells, & carbon monoxide incidents. Nothing major resulted in any of these.

No monthly training was held in December. We take December & January off to allow members to be with their families over the holidays. Training will resume in February.

I worked on the FY24 budget requests, attended numerous department head meetings, county EMS & county fire meetings. I also attended a chiefs meeting to discuss operations on the fireground. All the chiefs in the county are trying to form a unified command system that we all know and operate on. Full time staff continues to be busy responding to EMS & fire calls, fire inspections, rental inspections, and normal duties around the fire station. 2022 calls were elevated. Fire calls alone were up about 20% compared to 2021. EMS calls continue to be a lot for a volunteer service. We will need to examine staffing and revenue sources at some point.

Our December monthly fire meeting minutes are attached.

We are here and ready to respond. I am looking forward to a safe and prosperous 2023!

Brendan S. DeLong
Fire Chief
Washington Fire Department

Washington Volunteer Fire Department

Meeting Minutes

January 4, 2023

Call to order at 7:15 pm

October Fire/EMS Calls:

9 City Fires	\$2,270
6 Rural Fires	\$1,580
68 EMS Calls	\$ 710
Drills	<u>\$ 0</u>
Total	\$4,560

Meeting opened with Chief DeLong in charge. Minutes were read from last meeting; Tom B motioned to approve; seconded by Joey; motion approved. Treasurer report was read; Scott motioned to approve; seconded by Andy; motion approved.

Motion to pay bills by Scott; seconded by Andy; motion passed.

Membership: Luis Murguia has stepped down from being a firefighter, so currently there is an open roster position. An applicant will be interviewed later this month.

Communications: Greiner Buildings donated \$2,500 and asked mutual aid departments receive some of the donation. It was agreed upon that \$250 be given to Wayland, Riverside, Wellman, Brighton, and Kalona.

Committees: **Social:** Provided a delicious meal before meeting

Pancake: Pancake day is January 11; on Monday help will be needed setting up the station; on Tuesday supplies will need to be picked up; and start early on Wednesday to get food ready for deliveries.

Dance/Gun Raffle: Nothing

Golf: Nothing

Rescue Discussion

Old Business: County fire meeting at Brighton; need physical reports turned back in after reviewing; and March 25 & 26 county training at Riverside.

New Business: Spouse appreciation at 7 p.m. at Lebowski's on February 11; township meeting February 15 at 6:30 p.m.; leadership Washington will be touring the station on February 8; dates for meeting and training are available; box alarms are updated; a new engine 1 budgeted to be purchased on June 30, 2025-see Brendan if you want to be part of the engine design; captains and training officer will be the same for 2023; please respond if available especially structure fires; and chief update given.

Discussion of Calls: Greiner Building is under investigation still; Wenger fire was a challenge and everyone did a great job controlling the fire; and Ainsworth fire had good accountability.

Roll taken; Motion to adjourn by Zach T; seconded by Kevin; motion passed at 8:20 p.m.

Minutes completed by:

Philip Morris - secretary

MAINTENANCE & CONSTRUCTION DEPT. REPORT

12-24-22/1-6-23

STREETS: Personnel plowed snow on two occasions and salted the streets on numerous occasions. Personnel hauled snow away from the downtown district and cul de sacs around town.

WATER DISTRIBUTION: Personnel turned on/off numerous water services. Personnel repaired 3 water main breaks, located at 502 North Iowa, North Marion Ave-West 14th St and 115 West 14th St.

SEWER COLLECTION: Personnel installed a sewer tap located at 1201 East 2nd St.

STORM SEWER COLLECTION: Personnel opened a clogged culvert on West 3rd St extension.

MECHANIC/SHOP: Personnel serviced Motor grader (replaced curb guards and cutting edge), PD 009, PD 307, 144 Tank Truck (Replaced the actuator), 102 Tahoe, 105, PD 232 (replaced battery), PD 306 (replaced vacuum and new tires), 119 (fixed lights) and 117 (replaced mirror). Personnel greased equipment and repairing & painting type I barricades.

OTHER: Personnel picked up the Xmas trees in Central Park and a few around town, deadline is Friday the 13th. Personnel responded to 23 One Call Locates.

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



Washington Police Department

James Lester, Chief of Police

215 East Washington Street

Washington, Iowa 52353

Phone: 319-653-2256 Dispatch: 319-653-2107

Activity Report December 2022

Rhonda Hill
Administrative Assistant

Lyle Hansen
Lieutenant

Shamus Altenhofen
Lieutenant

Jason Chalupa
Sergeant

Benjamin Altenhofen
Sergeant

Brian VanWilligen
Investigator

Eric Kephart
K-9 Handler

Seth Adam
Police Officer

Aaron Kephart
Police Officer

Tanner Lavelly
Police Officer

Christopher Raymer
Police Officer

Mia Brdecka
Police Officer

The end of December saw another round of car burglaries. While the report currently just lists three, there are other reports being processed for a total of six that occurred during one overnight period. The common theme was again unlocked vehicles.

The Police Department Command Staff along with City Administrator McCusker and Councilors Earnest and Moore attended the Iowa Law Enforcement Academy graduation of Officer Brdecka on December 16th.

Officer Brdecka is back on duty and completing her field training program with Sgt. Altenhofen.

Investigator provided evaluation and instruction in standardized field sobriety testing at the ILEA in December and Lt. Altenhofen did a presentation on risks associated with vaping to a class at the Washington Middle School.

Respectfully submitted,

Jim Lester
Chief of Police

Washington Police Department

215 East Washington Street

Washington, Iowa 52353

Phone: 319-653-2256 Dispatch: 319-653-2107

2022 Activity & Offense Report For the Month of: December

ACTIVITY	Previous Month	Current Month	Year – to – Date
Calls For Service	386	349	5118
Animal Calls	24	21	385
Citations / Warnings	4	17	362
Parking Tickets	6	27	173
Golf Cart/UTV Registrations	0	0	38
Vehicle Unlocks	27	29	322
Arrest Warrants Served	8	5	118
Search Warrants Served	2	0	40
Mental Health Crisis	17	10	178
Traffic Stops	18	29	420
Traffic Accidents	16	29	214
Arrests	39	20	470
Reportable Offenses	51	33	682
Assault	6	4	90
Burglary	1	0	29
Burglary to Motor Vehicle	2	3	25
Domestic Assault	2	0	24
No Contact Order Violation	6	0	33
Criminal Mischief/Vandalism	5	5	94
Drunkenness (Intoxication)	2	1	19
Driving Intoxicated (OWI)	2	2	19
Drug Offense	1	3	39
Drug Paraphernalia	2	0	17
Harassment/Intimidation	3	4	30
Sex Offense	1	1	9
Theft (Includes Shoplifting)	4	2	96
Trespass	4	3	20
Weapons Violation	0	0	2

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

**WWTP report
January 17th , 2023
Council meeting**

- **After hour alarm and dog call outs –**
12-23-22 Dog call to WWTP @ 11:15 a.m. Dylan
12-28-22 Dog call to 414 E Main @ 10:45 p.m. Dylan

- **Dept Head meetings –**Jan 3rd, 10th, and 17th. Also a budget meeting on the 13th

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

- **KCTC switch-**On Jan 10th we had our internet service switched from Windstream to KCTC and are waiting on our phone numbers to be ported over for the change.

- **WWTP December 2022, Discharge Monitoring Report (DMR) –** Average daily flow **1.098 million gallons (mg)**, maximum daily flow **1.765 mg**, minimum daily flow **0.642 mg**. There were **zero (0)** violations of the WWTP’s NPDES discharge permit. Total precipitation for November = **>0.97”** (recorded at the WWTP).

CBOD5 removal 85% required	result = 99.3 %
Influent CBOD5 monthly total =	953.4 mg/L
Effluent CBOD5 monthly total =	6.63 mg/L

TSS removal 85% required	result =99.7 %
Influent TSS monthly total =	1772 mg/L
Effluent TSS monthly total =	5 mg/L

The Plant is Required 85% removal of both CBOD aTSS.

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

**Jason Whisler
1/13/2023 12:00 P.M.**

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

Water Plant Operations: I submitted our November MOR to the DNR. I received our annual Water Use Report forms, these need to be completed and submitted to the DNR by Jan. 31. We read water meters, book 7, our monthly extra meter list, all unread meters, and re-reads. We changed 6 water meters in December. We continue to work on changing dead meters. We collected routine monthly bacteria samples and the results were absent. Our bulk chemicals were filled up. We recorded our monthly well levels and changed bag filters. A walk/don't walk push button was fixed at Washington and 4th ave. The traffic lights out at Walmart tripped to flashing red due to the cold temperatures, we have to turn a space heater on in the panel every year. We greased all pump, motors, and the aerator. Midwest Alarms came and inspected our fire alarm system. Harris Boyz serviced all 3 of our well house furnaces. I worked on and submitted budget forms to Deanna. I had the opportunity to give a former citizen of Washington and now employee at Iowa Rural Water, John Lins, a tour of the water plant.

Operators: Both Will and I had a great Christmas. We split up the holiday weekend so we both had time off to spend with family. Happy New Years!

Meetings attended: Weekly staff meetings, 1 on 1 with Deanna, Budget meeting, safety meeting over fire and emergency preparedness, and a meeting with Fox, Deanna, JJ, and Keith about lead service line inventory.

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

Thanks, stay safe!



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

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

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

1. APPLICANT INFORMATION

Name/Event: 28th Annual Soup Supper- For Hospice of Washington County

Coordinator: Tiffany Crawford with Hospice of Washington County.

Contact Number: (319)653-7321 Cell: (319)458-0144

Email Address: tiffany@hospciewc.com

2. EVENT INFORMATION

Event Description: Soup preparation and set up will start at 8am. We will be serving from 4:30pm-6:30pm.
To-Go orders on the Northwest entrance to slow down congestion.

Free Will Donation to support Hospice of Washington County.

Days/Dates of Event: January 24th, 2023

Time(s) of Event: (Include Set Up/Tear Down Time) 8am-9pm

Event Location: United Presbyterian Fellowship Hall- 209 E Main st. Washington, Iowa

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

3. REQUEST INFORMATION (Check All Applicable Items)

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

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

Description: _____

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

Other Requests

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

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

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

_____ Fireworks (specify location :)

_____ Use of gators/UTV/ATV on City streets

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

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

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

_____ Street barricades

_____ Emergency "No Parking" Signs

_____ Traffic cones

_____ Picnic Tables

_____ Yield signs for crosswalks

_____ Garbage/Recycling Barrels

_____ Street Sweeping following (parades)

_____ Other (please specify :)

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

_____ Amplified Sound/Speaker System

_____ Public Address System

_____ Recorded/Live Music

_____ If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: _____

Phone: _____

7. INSURANCE

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

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

8. AGREEMENT

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

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.

Tiffany Crawford
Applicant/Sponsor Signature

01-3-2023
Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
<u>01-3-2023</u>	City Clerk (Liquor Licenses)	Sally Y. Hart	319-653-6584 ext 131	sallyhart@washingtioniowa.gov
	Comments/Restrictions:			
<u>01-3-2023</u>	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:			
<u>01-3-2023</u>	Fire Chief	Brendan DeLong	319-461-3796	bdelong@washingtioniowa.gov
	Comments/Restrictions:			
<u>01-3-2023</u>	Streets	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
	Comments/Restrictions:			
<u>01-3-2023</u>	Parks	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
	Comments/Restrictions:			
<u>01-3-2023</u>	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us			
	Comments/Restrictions:			

CITY COUNCIL APPROVAL

City Clerk Signature _____ Date of Action _____ Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

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

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

1. **APPLICANT INFORMATION**

Name/Event: Kewash half marathon, 10k, 5k

Coordinator: Kyla Wilkeny, Michelle Driscoll, Teri Hartzler

Contact Number: 319-653-2141

Email Address: Fitness@washingtioniowa.org

2. **EVENT INFORMATION**

Event Description: run event - half marathon, 10k, 5k

Days/Dates of Event: Saturday, April 29, 2023

Time(s) of Event: (Include Set Up/Tear Down Time) 4:30 am - 12 pm

Event Location: Start/finish in front of JP 207's; Race route through town + on Kewash trail

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

(JP will cover licensing)

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: map attached

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

Closures will be posted in the paper, homes along the route will have event door hangers, signs will be posted along race routes.

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 (prior to race following (parades) day)

Other (please specify :)

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

Amplified Sound/Speaker System

Public Address System

Recorded/Live Music

If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: Kyla Wilkening

Phone: 319-653-2141

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.

YMCA of Wash. Co. - Kyla Wilkenig
Applicant/Sponsor Signature

1/4/2023
Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
<u>1/9/23</u>	City Clerk (Liquor Licenses)	Sally Y. Hart	319-653-6584 ext 131	sallyhart@washingtioniowa.gov
	Comments/Restrictions:			
<u>1/9/23</u>	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:			
<u>1/9/23</u>	Fire Chief	Brendan DeLong	319-461-3796	bdelong@washingtioniowa.gov
	Comments/Restrictions:			
<u>1/9/23</u>	Streets	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
	Comments/Restrictions:			
<u>1/9/23</u>	Parks	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
	Comments/Restrictions:			
	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us			
	Comments/Restrictions:			

CITY COUNCIL APPROVAL

City Clerk Signature

Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/05/2022

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

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

PRODUCER		CONTACT NAME: Maryjo Rich	
Horak Insurance		PHONE (A/C, No, Ext): (319) 653-2116	FAX (A/C, No): (888) 361-7576
115 E. Washington Street		E-MAIL ADDRESS: maryjo@horakinsurance.com	
Washington IA 52353		INSURER(S) AFFORDING COVERAGE	
		INSURER A: West Bend Mutual Insurance	NAIC # 15350
		INSURER B: NSI	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2233109555 **REVISION NUMBER:**


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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		0623357	04/01/2022	04/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 2,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Additional Insured \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			0623357	04/01/2022	04/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			0623357	04/01/2022	04/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 4,000,000 EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 PER STATUTE OTH-ER
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	0623358	04/01/2022	04/01/2023	E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Business Personal Property at 520 W. 5th location			0644036	04/01/2022	04/01/2023	Leased Equipment 250,000

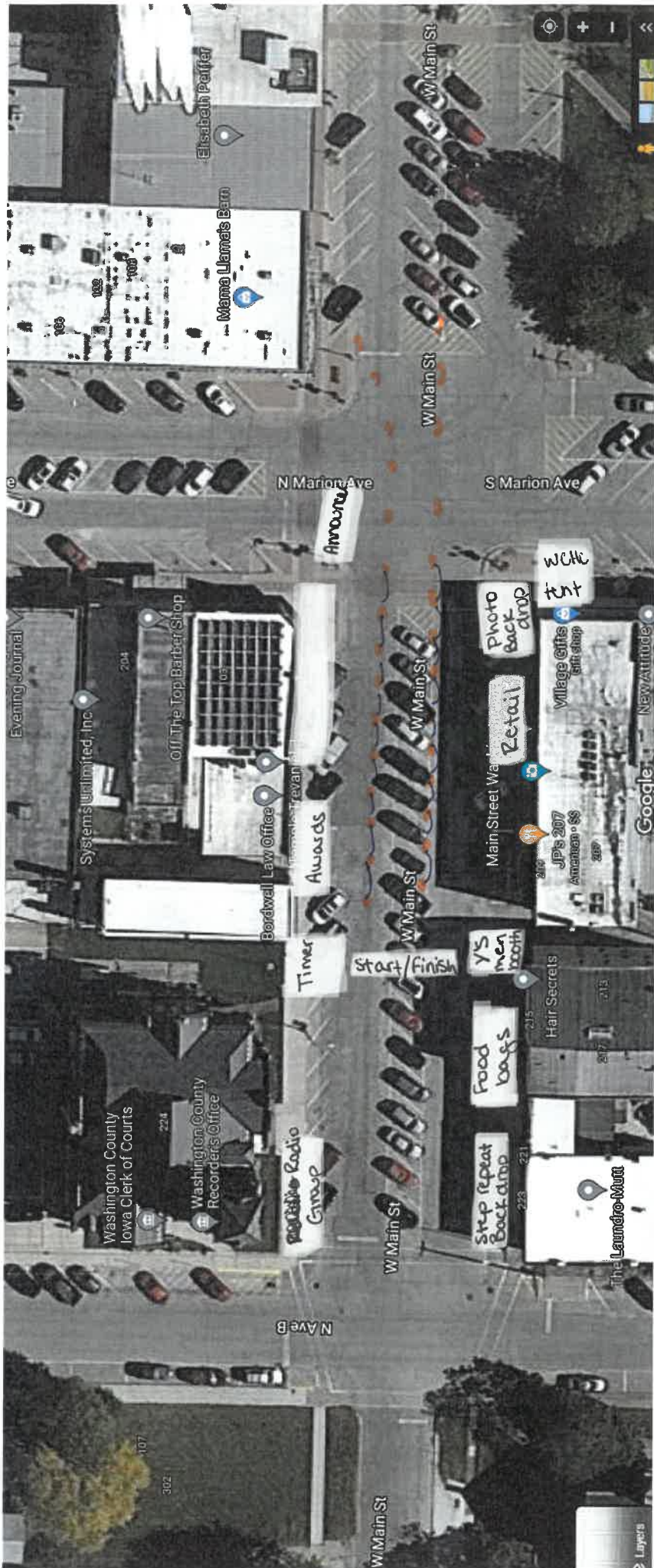
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SEXUAL ABUSE/MOLESTATION COVERAGE INCLUDED WITH A PER OCCURRENCE LIMIT OF \$1,000,000. MEDICAL PAYMENTS FOR ATHLETIC PARTICIPANTS COVERAGE FOR \$2500 INCLUDED. LIABILITY COVERS FOLLOWING LOCATIONS: 121 E Main St, Washington, IA, 2225 250th St, Washington, IA, 525 13th St, Wellman, IA, 821 N 4th Ave, Washington, IA, 1000 W Main St, Washington, IA, 110 S Iowa Ave, Washington, IA, 511 C Ave, Kalona, IA, 625 W 18th St, Soccer Fields, Washington, IA, 519 N Avenue D, Washington, IA, 1120 E. Ave., Kalona, IA, 220 Schnoebelen St., Riverside, IA, 1203 NE Ave., Washington, IA, 520 W. 5th St., Washington, IA. BLANKET ADDITIONAL INSURED ENDORSEMENT INCLUDED UNDER WB1890.

CERTIFICATE HOLDER**CANCELLATION**

City of Washington 215 East Washington Washington IA 52353	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> 
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Porta potties - 6 north side of Central park

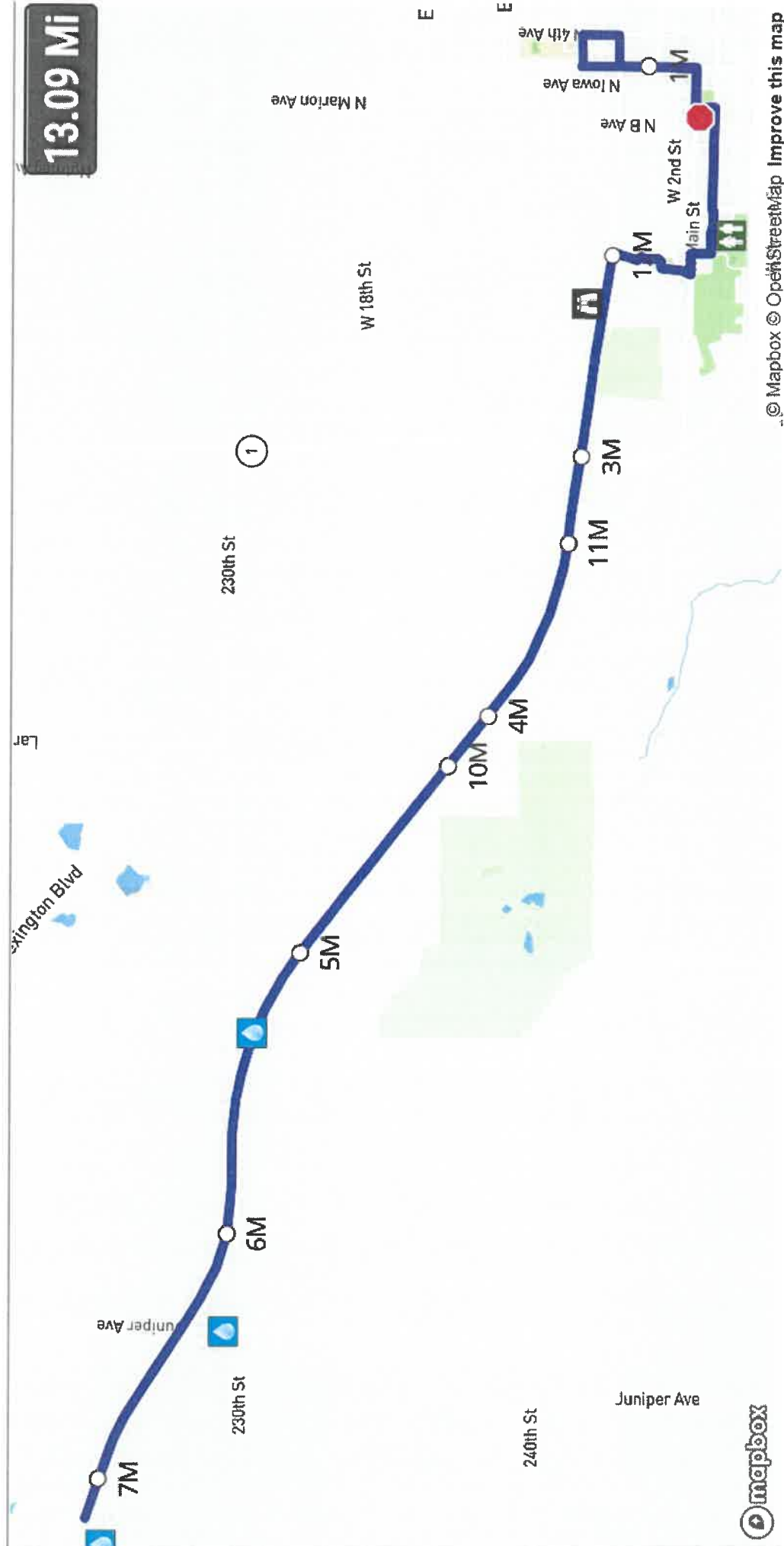
Public restroom in YMCA

Barricades

Cones

Start / Finish line

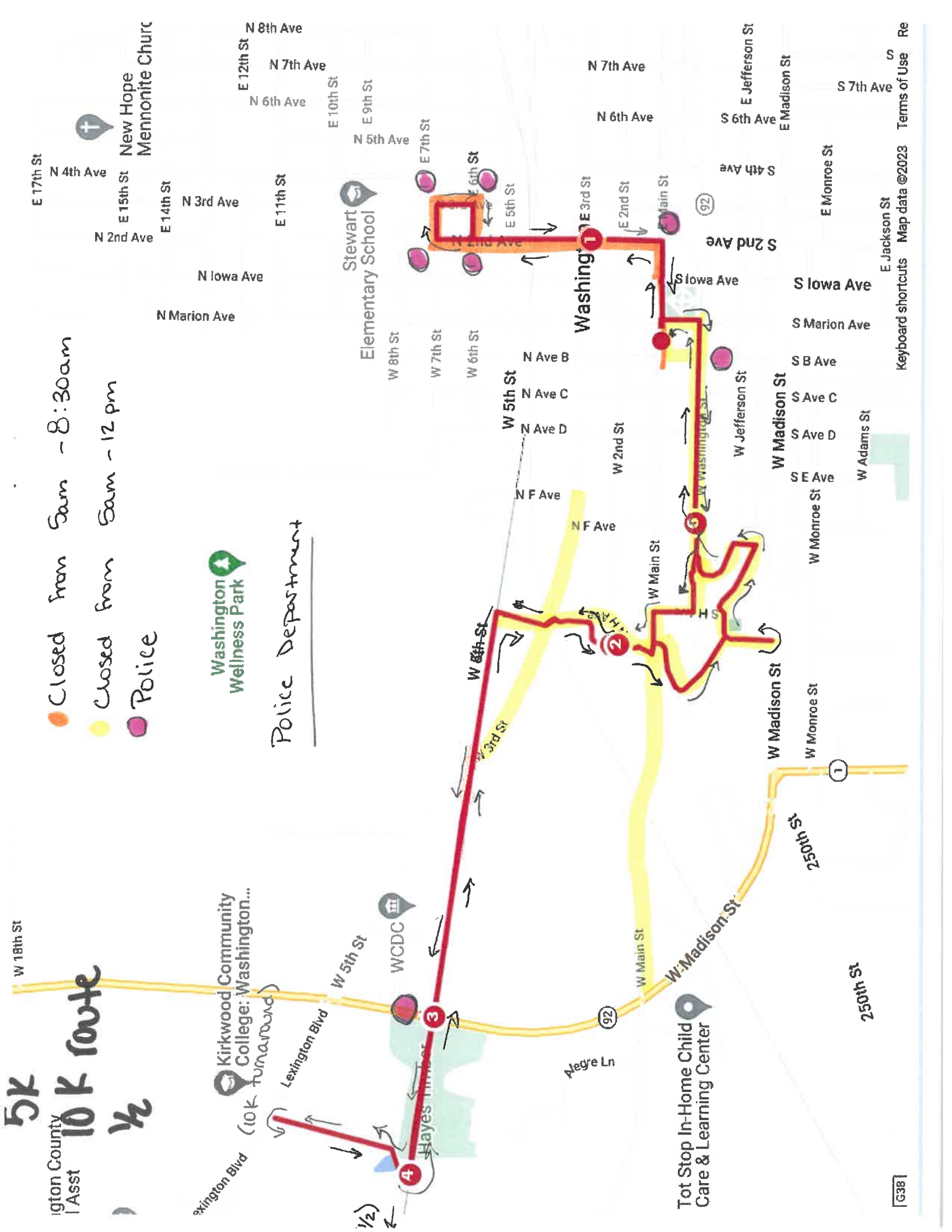
1/2 Marathon route



5K
 10K route
 1/2

- Closed from 5am - 8:30am
- Closed from 5am - 12pm
- Police

Washington Wellness Park
 Police Department

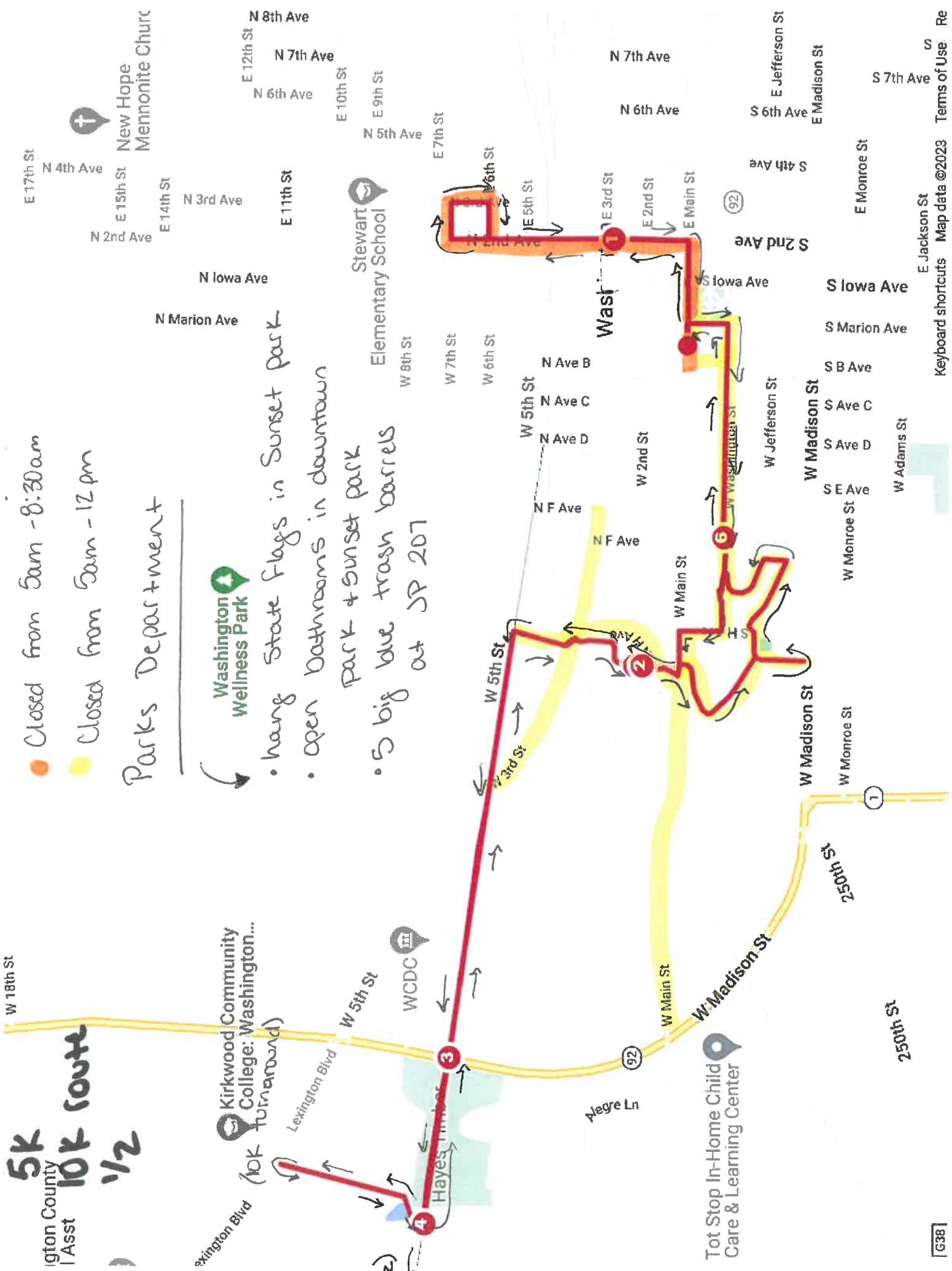


5K
10K route
1/2

- Closed from 5am - 8:30am
- Closed from 5am - 12pm

Parks Department

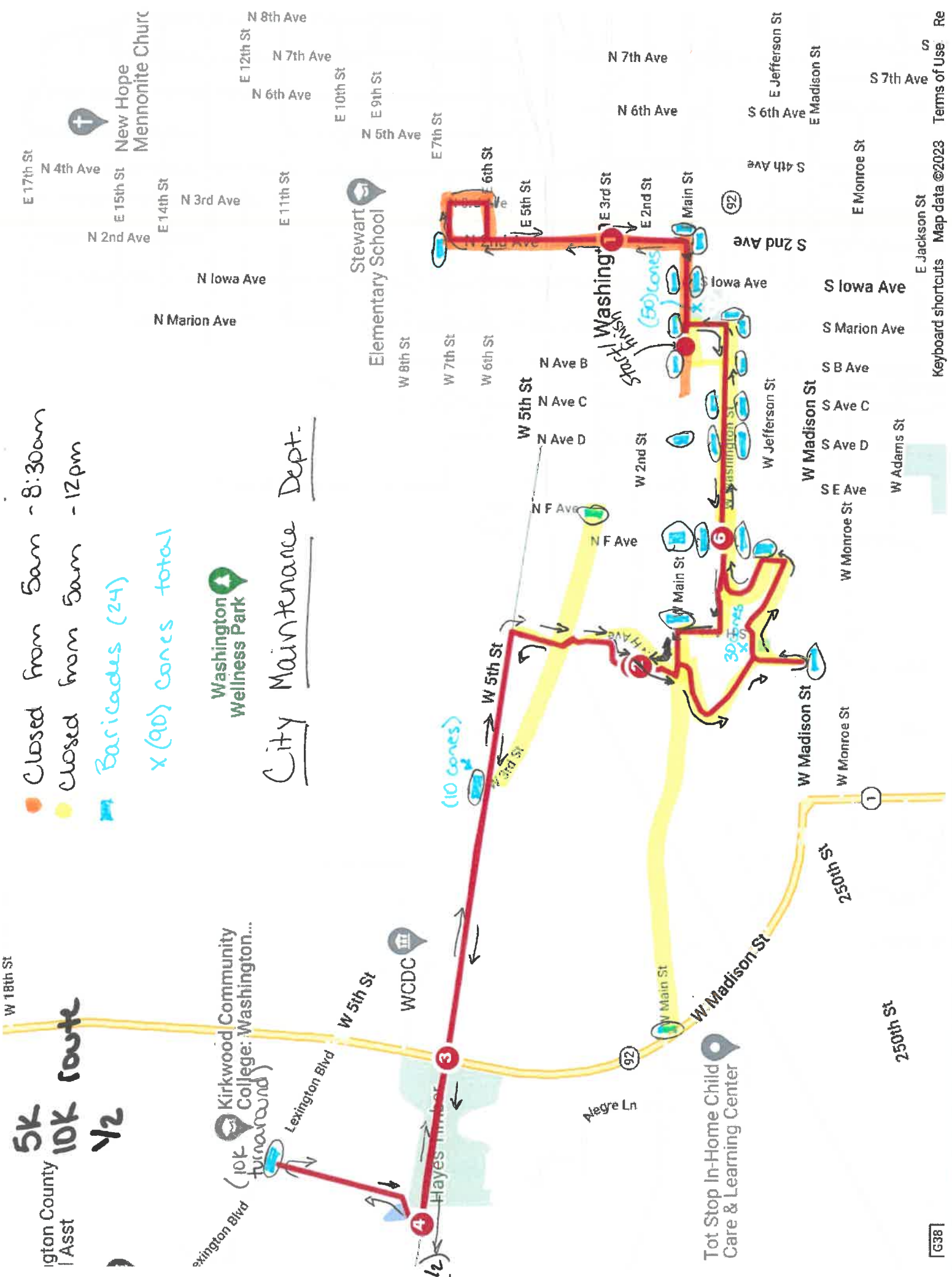
- hang State Flags in Sunset park
- open Bathrooms in downtown Park + Sunset park
- 5 big blue trash barrels at SP 207



5K route
10K route
1/2

- Closed from 5am - 8:30am
- Closed from 5am - 12pm
- Baricades (24)
- x (90) cones total

City Maintenance Dept.



**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
JANUARY 17, 2023**

POLICE	ACE-N-MORE	SUPPLIES/KEYS	517.72
	AMAZON CAPITAL SERVICES	SHELF	79.99
	ARNOLD MOTOR SUPPLY	PARTS	1,831.41
	COBB OIL CO, INC.	FUEL	4,775.02
	DEFENSIVE EDGE TRAINING & CONSULTING I	TRAINING	750.00
	KCTC	PHONE & INTERNET	307.08
	MOORE'S BP AMOCO, INC.	STORAGE AND TOW	425.00
	O'REILLY AUTOMOTIVE INC	FUSES	4.99
	VERIZON WIRELESS	WIRELESS PHONE SERVICE	922.39
	WASHINGTON DISCOUNT TIRE	TIRES	838.48
		TOTAL	10,452.08
	FIRE	ACE-N-MORE	WATER FILTERS
ALL AMERICAN PEST CONTROL		PEST CONTROL	32.50
AMAZON CAPITAL SERVICES		CALENDARS	15.58
ARNOLD MOTOR SUPPLY		PARTS	104.27
CENTRAL IOWA DISTRIBUTING		SUPPLIES	83.00
CINTAS CORP LOC. 342		TOWEL SERVICE	87.87
COBB OIL CO, INC.		FUEL	2,232.37
EMBROIDERY BARN		SHIRTS	90.00
HIWAY SERVICE CENTER		PARTS	254.32
IOWA FIREFIGHTERS ASSOCIATION		MEMBERSHIP DUES	642.00
KALONIAL LAWN CARE		RETAINING WALL WORK	1,200.00
KCTC		PHONE & INTERNET	191.88
VERIZON WIRELESS		WIRELESS PHONE SERVICE	120.03
		TOTAL	5,092.80
DEVELOPMENT SERVICES	ACE-N-MORE	SUPPLIES	19.98
	CAPITAL ONE	SUPPLIES	28.88
	VERIZON WIRELESS	WIRELESS PHONE SERVICE	179.00
		TOTAL	227.86
LIBRARY	ALL AMERICAN PEST CONTROL	PEST CONTROL	40.00
	ACE-N-MORE	SUPPLIES	28.15
	ALLIANT ENERGY	ALLIANT ENERGY	3,308.82
	BAKER & TAYLOR	LIBRARY MATERIALS	354.35
	BLACKSTONE PUBLISHING	AUDIOBOOKS	34.14
	BOOKPAGE	SUBSCRIPTION	402.00
	CAPITAL ONE	SUPPLIES	40.94
	CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	47.23
	CINTAS CORP LOC. 342	MAT SERVICE	84.57
	KCII	ADVERTISING	119.83
	KCTC	PHONE & INTERNET	406.99
	SCHOOL LIBRARY JOURNAL	SUBSCRIPTION	119.99
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	943.37
	VALENTINE, TAMMY	PROGRAM MILEAGE REIMB	9.50
		TOTAL	5,939.88
PARKS	ACE-N-MORE	SUPPLIES	172.11
	ALLIANT ENERGY	ALLIANT ENERGY	2,410.58
	ARNOLD MOTOR SUPPLY	PARTS	297.82
	COBB OIL CO, INC.	FUEL	874.98
	KCTC	PHONE & INTERNET	330.58
	YOTTYS, INC.	CART REPAIR	213.40
		TOTAL	4,299.47
POOL	AMAZON CAPITAL SERVICES	POOL CAMERA	132.03
	JOHN DEERE FINANCIAL	POOL PAINT	44.93
	KCTC	PHONE & INTERNET	85.94
		TOTAL	262.90

CEMETERY	ACE-N-MORE	LIGHT BULBS/ SWITCH PLATE	91.53
	AMAZON CAPITAL SERVICES	CALENDARS	15.58
	COBB OIL CO, INC.	FUEL	1,130.03
	KCTC	PHONE & INTERNET	157.39
	WRENNS MILL ENTERPRISES, LLC	PARTITIONS FOR FOLDING CHA	416.15
		TOTAL	1,810.68
FINANCIAL ADMIN	ACCESS SYSTEMS	COPIER MAINTENANCE & COPIE	768.28
	ACE ELECTRIC. INC	GENERATOR REPAIR	199.50
	ACE-N-MORE	SUPPLIES	12.96
	ALBERT, KIRK	MILEAGE REIMBURSEMENT	111.88
	ALL AMERICAN PEST CONTROL	PEST CONTROL	32.50
	ALLIANT ENERGY	ALLIANT ENERGY	119.71
	AMAZON CAPITAL SERVICES	CALENDARS/FOLDERS	78.19
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	49.00
	CINTAS CORP LOC. 342	RUG SERVICE	55.55
	CREDIT BUREAU OF WASH	WEEKLY REPORT	150.00
	GOOGLE LLC	EMAIL SUBSCRIPTION	396.00
	IGRAPHIX, INC	NEWSLETTER PRINTING	2,542.79
	IOWA ASSN. OF MUNICIPAL UTILITIES	1ST QTR SAFETY TRAINING	1,626.00
	IOWA RADIO PLUS	ADVERTISING	57.44
	IOWA STATE UNIVERSITY	MPI TRAINING - SALLY/KELSEY	208.00
	KCTC	PHONE & INTERNET	912.35
	PURCHASE POWER	POSTAGE REFILL	1,005.00
	ROSIEN, JARON	MILEAGE REIMBURSEMENT	21.25
	VERIZON WIRELESS	WIRELESS PHONE SERVICE	127.67
	WASH CO RECORDER	RECORDING	425.00
	WASH COUNTY MINIBUS	LOST JANUARY	34,468.69
WMPF GROUP LLC	LEGAL ADVERTISING	1,049.81	
	TOTAL	44,417.57	
AIRPORT	• CLOUDBURST 9	INTERNET	87.09
	KCII	ADVERTISING	159.78
	TITAN AVIATION FUELS	FUEL	15,551.96
	VERIZON WIRELESS	WIRELESS PHONE SERVICE	46.33
	VETTER'S INC-CULLIGAN WATER	VETTER'S INC-CULLIGAN WATE	19.98
		TOTAL	15,865.14
ROAD USE	ARNOLD MOTOR SUPPLY	PARTS	146.34
	ACE-N-MORE	BARRICADE PAINT	17.18
	CHEMSEARCH FE	SUPPLIES	277.45
	COBB OIL CO, INC.	FUEL	5,836.05
	COLEMAN CONSTRUCTION INC.	SNOW REMOVAL	340.00
	CORRIDOR CAREERS	EMPLOYMENT ADVERTISING	389.00
	HI-LINE INC	AIR FITTINGS FOR TRUCKS	1,222.84
	IOWA PRISON INDUSTRIES	SIGNS	110.30
	JOHN DEERE FINANCIAL	SUPPLIES	82.69
	THOMPSON TRUCK AND TRAILER INC.	PARTS	162.30
		TOTAL	8,584.15
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	23,973.35
		TOTAL	23,973.35
SC RES UR	WASHINGTON STATE BANK	TIF-VOGELS	29,056.00
		TOTAL	29,056.00
HOUSING REHAB	STATE HYGIENIC LAB	LEAD TESTING- HOUSING REHA	156.00
		TOTAL	156.00
INDUSTRIAL DEVELOP	WEDG	WEDG SHARE- 915 E TYLER ST	4,298.88
		TOTAL	4,298.88

K-9 PROGRAM	JOHN DEERE FINANCIAL	K9 FOOD	49.99	
	WASH VETERINARY CLINIC	K-9 MEDICAL	79.55	
		TOTAL	129.54	
LIBRARY GIFT	KCTC	NEW FIREWALL	1,593.02	
	AMAZON	LIBRARY MATERIALS	391.12	
	OVERDRIVE, INC.	DIGITAL MATERIALS	423.46	
		TOTAL	2,407.60	
WATER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	29,602.50	
	COBB OIL CO, INC.	FUEL	134.57	
	EPPERLY, RANDY	MILEAGE REIMBURSEMENT	10.00	
	KCTC	PHONE & INTERNET	158.75	
	STOREY KENWORTHY/MATT PARROTT	UTILITY BILL FORMS	1,396.04	
	VERIZON WIRELESS	WIRELESS PHONE SERVICE	46.33	
		TOTAL	31,348.19	
WATER DISTRIBUTION	ACE-N-MORE	SUPPLIES	193.86	
	ALL AMERICAN PEST CONTROL	PEST CONTROL	35.00	
	ALLIANT ENERGY	ALLIANT ENERGY	72.79	
	ARNOLD MOTOR SUPPLY	SHOP SUPPLIES	64.20	
	COBB OIL CO, INC.	FUEL	359.98	
	IOWA ONE CALL	SERVICE	74.70	
	KCTC	PHONE & INTERNET	99.35	
	USA BLUEBOOK	SAFETY GLASSES	217.68	
	VERIZON WIRELESS	WIRELESS PHONE SERVICE	92.66	
		TOTAL	1,210.22	
	SEWER PLANT	ACE-N-MORE	PARTS/TORCH	44.57
ALLIANT ENERGY		ALLIANT ENERGY	1,042.85	
ARNOLD MOTOR SUPPLY		PARTS	154.23	
CINTAS FIRST AID & SAFETY		FIRST AID SUPPLIES	26.09	
COBB OIL CO, INC.		FUEL	759.67	
EUROFINS ENVIRONMENT TESTING NC		CERTIFIED TESTING	1,709.40	
JETCO		PARKSIDE ALARMS	145.00	
JOHN DEERE FINANCIAL		LIFT STATION HEATER	59.49	
OMNISITE		LEXINGTON ALARMS	455.00	
USA BLUEBOOK		TESTING SUPPLIES	484.47	
VERIZON WIRELESS		WIRELESS PHONE SERVICE	133.99	
		TOTAL	5,014.76	
SEWER COLLECTION		ALLIANT ENERGY	ALLIANT ENERGY	2,910.47
		AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	40.82
	ARNOLD MOTOR SUPPLY	SNOW PLOW REPAIR/WRENCHS	109.39	
	CAPITAL ONE	SUPPLIES	53.98	
	COBB OIL CO, INC.	FUEL	3,338.53	
	DOUDS STONE LLC	ROADSTONE	509.44	
	JOHN DEERE FINANCIAL	ANTIFREEZE/SAFETY JACKETS	319.93	
	KCTC	PHONE & INTERNET	99.35	
	MARTIN EQUIPMENT OF IA-IL	LAMP BULBS	58.22	
	MCGRATH CHRYSLER JEEP DODGE RAM	2022 RAM 5500 CHASSIS CAB	62,825.00	
	TRUCK EQUIPMENT INC	2022 RAM TIPPER & HOIST	19,610.00	
	VERIZON WIRELESS	WIRELESS PHONE SERVICE	84.36	
		TOTAL	89,959.49	
SANITATION	JOHNSON COUNTY REFUSE INC	REFUSE AND RECYCLING SERVI	48,098.50	
		TOTAL	48,098.50	
		TOTAL	332,605.06	

CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
DECEMBER 31, 2022

FUND	12/1/2022	M-T-D	REVENUES NOT	M-T-D	EXPENSES NOT	12/31/2022
	BEGINNING					REVENUES
	CASH BALANCE					BALANCE
001-GENERAL FUND	1,029,542.51	377,023.98	-	338,457.87	-	1,068,108.62
002-AIRPORT FUND	357,638.49	18,368.39	-	4,348.50	-	371,658.38
010-CHAMBER REIMBURSEMENT	6,141.15	10,646.13	-	15,290.72	-	1,496.56
011-MAIN STREET REIMBURSEMENT	462.83	-	-	3,362.96	-	(2,900.13)
012-WEDG REIMBURSEMENT	2,639.30	8,060.82	-	7,349.06	-	3,351.06
050-DOWNTOWN INCENTIVE GRANT	163,473.15	-	-	32,000.00	-	131,473.15
110-ROAD USE	580,327.10	88,307.46	-	39,366.62	-	629,267.94
112-EMPLOYEE BENEFITS	-	43,250.73	-	43,250.73	-	-
113-LIABILITY INSURANCE	-	-	-	-	-	-
114-EMERGENCY LEVY	-	3,488.89	-	3,488.89	-	-
121-LOCAL OPTION SALES TAX	-	137,874.75	-	137,874.75	-	-
122-LOST DEBT SERVICE	130,195.00	-	-	300.00	-	129,895.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	120,228.14	44,107.91	-	1,273.00	-	163,063.05
125-UNIF COMM UR-NE IND	22,734.13	7,283.09	-	-	-	30,017.22
126-SE RES UR	-	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	-	-	-	-	-	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-	-
129-SC RES UR	43,720.03	1,258.30	-	15,922.33	-	29,056.00
130-URBAN RENEWAL AREA #3D	-	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-	-
132-UNIF COMM UR - EBD	20,987.46	-	-	-	-	20,987.46
133-UNIF COMM UR-IRE	53,951.72	-	-	-	-	53,951.72
134-DOWNTOWN COMM UR	66,508.48	17,100.40	-	-	-	83,608.88
145-HOUSING REHABILITATION	(20,365.68)	90,649.00	-	28,600.00	-	41,683.32
146-LMI TIF SET-ASIDE	151,266.11	15,922.33	-	-	-	167,188.44
200-DEBT SERVICE	354,370.53	47,498.58	-	1,050.00	-	400,819.11
300-CAPITAL EQUIPMENT	147,053.70	-	-	-	-	147,053.70
301-CAPITAL PROJECTS FUND	2,151,526.32	100,420.13	-	474,189.75	-	1,777,756.70
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	576,853.27	148,526.91	-	-	-	725,380.18
308-INDUSTRIAL DEVELOPMENT	389,836.50	38,864.28	-	6,735.42	-	421,965.36
309-MUNICIPAL BUILDING	-	-	-	-	-	-
310-WELLNESS PARK	11,424.50	-	-	14,090.50	-	(2,666.00)
311-SIDEWALK REPAIR & REPLACE	86,242.86	-	-	1,264.00	-	84,978.86
312-TREE REMOVAL & REPLACE	22,748.59	-	-	-	-	22,748.59
315-RESIDENTIAL DEVELOPMENT	584,554.42	104.75	-	2,241.55	-	582,417.62
317-ARPA CAPITAL PROJECTS	983,685.27	2,786.07	-	-	-	986,471.34
325-BUILDING & FACILITY MAINT	13,524.60	-	-	-	-	13,524.60
510-MUNICIPAL BAND	7,518.03	25.00	-	-	-	7,543.03
520-DOG PARK	4,443.11	-	-	-	-	4,443.11
530-TREE COMMITTEE	15,461.74	75.00	-	-	-	15,536.74
535-NEIGHBORHOOD PRIDE	-	-	-	-	-	-
540-POLICE FORFEITURE	4,590.86	-	-	-	-	4,590.86
541-K-9 PROGRAM	2,627.61	120.00	-	54.99	-	2,692.62
545-SAFETY FUND	3,636.89	-	-	-	-	3,636.89
550-PARK GIFT	54,268.65	783.23	-	-	-	55,051.88
570-LIBRARY GIFT	364,451.42	2,605.52	-	8,672.48	-	358,384.46
580-CEMETERY GIFT	2,078.00	-	-	-	-	2,078.00
590-CABLE COMMISSION	-	-	-	-	-	-
600-WATER UTILITY	659,354.23	153,653.71	-	123,520.66	-	689,487.28
601-WATER DEPOSIT FUND	30,795.00	750.00	-	1,425.00	-	30,120.00
602-WATER SINKING	-	38,350.00	-	38,350.00	-	-
603-WATER CAPITAL PROJECTS	-	2,000.00	-	2,506.00	-	(506.00)
610-SANITARY SEWER	676,010.31	190,584.55	-	209,866.22	-	656,728.64
612-SEWER SINKING	-	114,852.50	-	114,852.50	-	-
613-SEWER CAPITAL PROJECTS	-	-	-	-	-	-
670-SANITATION	90,793.57	53,436.40	-	53,003.17	-	91,226.80
910-LIBRARY TRUST	-	-	-	-	-	-
950-SELF INSURANCE	492,582.21	4,571.60	-	5,379.57	-	491,774.24
951-UNEMPLOYMENT SELF INS	73,837.76	320.06	-	-	-	74,157.82
TOTAL BALANCE	10,612,889.87	1,763,670.47	-	1,728,087.24	-	10,648,473.10

Cash in Bank - Pooled Cash

		Interest Rate
Wash St. Bank - Operating Account	4,404,572.71 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT	563,286.82	0.20%
Wash St - Farm Mgmt Acct	237,950.48	
Wash St Bank - CD 1/14/2019	521,795.88	0.65%
Wash St Bank - CD 08/30/2018	269,510.32	0.65%
Wash St Bank - ISC Account	4,651,006.89	3.20%
TOTAL CASH IN BANK	10,648,473.10	

(1) Washington State Bank	4,409,467.02
Outstanding Deposits & Checks/Wages payable	(4,894.31)
	4,404,572.71

CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
DECEMBER 31, 2022

FUND	7/1/2022 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	12/31/2022 ENDING CASH BALANCE
001-GENERAL FUND	1,022,613.53	2,312,640.39	-	2,267,145.30	-	1,068,108.62
002-AIRPORT FUND	358,953.40	218,534.10	-	205,829.12	-	371,658.38
010-CHAMBER REIMBURSEMENT	7,902.24	80,810.42	-	87,216.10	-	1,496.56
011-MAIN STREET REIMBURSEMENT	2,118.03	12,858.21	-	17,876.37	-	(2,900.13)
012-WEDG REIMBURSEMENT	2,584.82	48,364.92	-	47,598.68	-	3,351.06
050-DOWNTOWN INCENTIVE GRANT	163,473.15	-	-	32,000.00	-	131,473.15
110-ROAD USE	504,763.55	537,430.62	-	412,926.23	-	629,267.94
112-EMPLOYEE BENEFITS	-	458,607.32	-	458,607.32	-	-
113-LIABILITY INSURANCE	-	-	-	-	-	-
114-EMERGENCY LEVY	-	37,035.32	-	37,035.32	-	-
121-LOCAL OPTION SALES TAX	-	581,801.40	-	581,801.40	-	-
122-LOST DEBT SERVICE	-	154,790.00	-	24,895.00	-	129,895.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	122,812.24	64,107.11	-	23,856.30	-	163,063.05
125-UNIF COMM UR-NE IND	-	30,017.22	-	-	-	30,017.22
126-SE RES UR	-	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	-	21,965.01	-	21,965.01	-	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-	-
129-SC RES UR	-	44,978.33	-	15,922.33	-	29,056.00
130-URBAN RENEWAL AREA #3D	-	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-	-
132-UNIF COMM UR - EBD	-	20,987.46	-	-	-	20,987.46
133-UNIF COMM UR-IRE	-	53,951.72	-	-	-	53,951.72
134-DOWNTOWN COMM UR	-	85,746.59	-	2,137.71	-	83,608.88
145-HOUSING REHABILITATION	35,643.82	148,361.00	-	142,321.50	-	41,683.32
146-LMI TIF SET-ASIDE	151,266.11	15,922.33	-	-	-	167,188.44
200-DEBT SERVICE	56,467.63	502,386.59	-	158,035.11	-	400,819.11
300-CAPITAL EQUIPMENT	147,053.70	-	-	-	-	147,053.70
301-CAPITAL PROJECTS FUND	437,301.66	5,302,146.07	-	3,961,691.03	-	1,777,756.70
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	398,997.29	326,382.89	-	-	-	725,380.18
308-INDUSTRIAL DEVELOPMENT	255,745.84	197,313.47	-	31,093.95	-	421,965.36
309-MUNICIPAL BUILDING	-	-	-	-	-	-
310-WELLNESS PARK	6,353.50	6,057.00	-	15,076.50	-	(2,666.00)
311-SIDEWALK REPAIR & REPLACE	90,642.86	-	-	5,664.00	-	84,978.86
312-TREE REMOVAL & REPLACE	23,988.59	-	-	1,240.00	-	22,748.59
315-RESIDENTIAL DEVELOPMENT	278,930.49	326,283.50	-	22,796.37	-	582,417.62
317-ARPA CAPITAL PROJECTS	523,763.25	552,545.09	-	89,837.00	-	986,471.34
325-BUILDING & FACILITY MAINT	13,524.60	-	-	-	-	13,524.60
510-MUNICIPAL BAND	4,743.03	2,800.00	-	-	-	7,543.03
520-DOG PARK	4,443.11	-	-	-	-	4,443.11
530-TREE COMMITTEE	11,322.84	4,625.00	-	411.10	-	15,536.74
535-NEIGHBORHOOD PRIDE	-	-	-	-	-	-
540-POLICE FORFEITURE	4,590.86	-	-	-	-	4,590.86
541-K-9 PROGRAM	2,809.30	420.00	-	536.68	-	2,692.62
545-SAFETY FUND	2,636.89	1,000.00	-	-	-	3,636.89
550-PARK GIFT	32,135.30	31,672.52	-	8,755.94	-	55,051.88
570-LIBRARY GIFT	354,318.68	21,477.79	-	17,412.01	-	358,384.46
580-CEMETERY GIFT	7,433.00	-	-	5,355.00	-	2,078.00
590-CABLE COMMISSION	-	-	-	-	-	-
600-WATER UTILITY	495,798.75	1,039,410.05	-	845,721.52	-	689,487.28
601-WATER DEPOSIT FUND	30,835.00	10,050.00	-	10,765.00	-	30,120.00
602-WATER SINKING	-	38,350.00	-	38,350.00	-	-
603-WATER CAPITAL PROJECTS	-	88,443.92	-	88,949.92	-	(506.00)
610-SANITARY SEWER	188,444.50	1,296,919.91	-	828,635.77	-	656,728.64
612-SEWER SINKING	-	114,852.50	-	114,852.50	-	-
613-SEWER CAPITAL PROJECTS	-	8,512.66	-	8,512.66	-	-
670-SANITATION	67,068.52	322,959.27	-	298,800.99	-	91,226.80
910-LIBRARY TRUST	-	-	-	-	-	-
950-SELF INSURANCE	463,148.16	48,521.91	-	19,895.83	-	491,774.24
951-UNEMPLOYMENT SELF INS	73,505.00	3,393.70	-	2,740.88	-	74,157.82
TOTAL BALANCE	6,427,303.24	15,175,433.31	-	10,954,263.45	-	10,648,473.10

Cash in Bank - Pooled Cash	Interest Rate
Wash St. Bank - Operating Account	4,404,572.71 (1) 0.20%
Wash St. Bank - Airport Fuel Account	-
Cash in Drawer	350.00 N/A
Investment in IPAIT	563,286.82 0.20%
Wash St - Farm Mgmt Acct	237,950.48
Wash St Bank - CD 1/14/2019	521,795.88 0.65%
Wash St Bank - CD 08/30/2018	269,510.32 0.65%
Wash St Bank - ISC Account	4,651,006.89 3.20%
TOTAL CASH IN BANK	10,648,473.10

(1) Washington State Bank
Outstanding Deposits & Checks/Wages payable
4,404,572.71

RESOLUTION NO. 2023-_____

A RESOLUTION APPROVING ENTERING INTO A PROFESSIONAL SERVICES AGREEMENT WITH FEH DESIGN FOR THE LIBRARY MAKERSPACE

WHEREAS, it has been identified that the public would like a makerspace added to the amenities the library offers through their strategic planning process; and,

WHEREAS, the first step is to have an interior design of the basement developed and to develop an estimated cost of completing the project; and,

WHEREAS, FEH Design has provided a not to exceed amount of \$69,500 to complete the interior design planning process, develop an estimated cost proposal and also hold meetings with stakeholders and coordination with contractors during construction.

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

Section 1. The City Council hereby approves the Professional Services Agreement with FEH Design as attached to this Resolution.

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

PASSED AND APPROVED this 17th day of January, 2023.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

September 20, 2022

Washington Public Library
 Attn: Cary Ann Siegfried
 115 W. Washington St.
 Washington, IA 52352

RE: PROFESSIONAL ARCHITECTURAL / INTERIOR DESIGN SERVICES AND PROFESSIONAL MECHANICAL, ELECTRICAL PLUMBING, TECHNOLOGY SERVICES FOR MAKERSPACE AREA OF THE LIBRARY

Dear Cary Ann:

We are pleased to submit this proposal for professional services. We are excited about the opportunity to collaborate with your team to provide a multi-use Makerspace at the Library. Based on our preliminary understanding and our previous experience with similar projects, we have developed an outline Scope of Work and assembled a team of professionals to address this project.

PROJECT OBJECTIVES

It is our understanding that the Library would like to develop a flexible, multi-use Makerspace and potentially reconfigure the existing storage areas at the lower level of the Library; the area to be reconfigured is approximately 3,000 square feet. The current space that has been identified for the Makerspace is unfinished and is currently being used for storage of Library materials. Currently there is an open office area for maintenance staff located in the storage area, maintenance work area will need to be relocated. Mechanical equipment and a long corridor are also located in this area.

The Library is currently working through strategic planning and a Makerspace was identified in a recent survey as an amenity that the community would like to see incorporated into the Library. Finishes for the new Makerspace are to be durable, low maintenance and possibly a modern and industrial aesthetic. Attention to the classic style of the Library is important for ensuring that the new space coordinates with the existing Library design and finishes. The new space is to be very flexible to accommodate a variety of programs and activities. Updates to the space will include the following systems: mechanical, electrical, plumbing and technology. FEH has engaged KCL Engineering to assist in the assessment of the existing and design/reconfiguration of these systems for the new space.

It is our understanding that plans of the existing Library building are available from the Library and/or City; this will be helpful in generating a building model for the project. Funding is currently available for the project and the Library is ready to begin the design process right away. It is anticipated that this project will likely need to go out for public bid for General Contractors to provide pricing. A schedule has not been identified at this time, but it is anticipated that the construction work may start in the Spring of 2023.

PROJECT TEAM

We propose to utilize our in-house team of professionals + KCL Engineering for MEPT to complete this project:

- Architecture – FEH DESIGN
- Interior Design + Graphics – FEH DESIGN
- Structural – FEH DESIGN
- Mechanical, Electrical, Plumbing, Technology – KCL Engineering

The following services are not included in the scope of work for this professional services proposal but could be provided if requested or needed: Civil Engineering, Fire Protection Engineering, 2D/3D Digital Artist Renderings or Animations, Creation of artwork files for printing of custom graphics.

Other consultants may be needed for the project and can be added as the need is identified.

SCOPE OF SERVICES

To meet the objectives identified above, we propose the following scope of services for this project:

1. Kick-off meeting to introduce team, review goals, scope, budget, and schedule for the project
2. Survey the Library, field measuring/verification of existing locations and systems as needed
3. Create building model in Revit 3D software to generate detailed plans, project details and finish concepts
4. Study existing building plans, propose options for reconfiguring the space, code review/assessment
5. Explore, propose layouts for a multi-use Makerspace at lower level of the Library, preliminary furniture plan
6. Develop an overall color scheme/palette of interior finishes to be used at Makerspace and adjacent spaces
7. Explore interior finishes and feature elements that coordinate with the existing design of the Library
8. Explore and propose lighting solutions for the new Makerspace and adjacent areas
9. Review electrical, mechanical, plumbing, technology needs with Library. Propose options for review/approval.
10. Review Meetings with the Library to be held periodically throughout the design phase to review/approve concepts. Revise plans and concepts as needed based on feedback throughout design phase.
 - 2-3 Review Meetings during Schematic Design phase
 - 2-3 Review Meetings during Design Development phase.
11. Develop detailed set of construction documents and specifications for bidding by multiple General Contractors
12. Assist the Library with Bidding of the project, review of bids by General Contractors, etc.
13. Owner/Architect/Contractor (OAC) Meetings during construction phase for observation. Pre-Bid and Pre-Construction Meetings for coordination with contractors.
 - 4-6 Onsite Observation Meetings during construction.
14. Review of product submittals for finishes and equipment to ensure quality and design intent
15. Punchlist review upon substantial completion of construction and closeout of the project

COMPENSATION

FEH DESIGN proposes to provide the above outlined Scope of Services at an hourly rate and not to exceed \$69,500.

FEH Design:	\$46,500
KCL Engineering:	<u>\$23,000</u>
Total Fee:	\$69,500

Should additional scope of services be requested/required, these could be provided on an hourly rate basis based on the current FEH Hourly Rates schedule (see attached) or as mutually agreed to by an amendment to this agreement.

AUTHORIZATION

Thank you for giving us the opportunity to submit this Proposal for Professional Services. Should you find our proposal acceptable, please sign below and return an electronic copy to our office.

Sincerely,

Michelle Cramblit

Michelle Cramblit, IIDA



HOURLY RATE SCHEDULE



The following are our standard hourly rates for professional services by classifications effective April 01, 2022:

DISCIPLINE	RATE / HOUR
Administrative	\$ 80.00
Graphic Designer	\$ 75.00
Graphic Designer II	\$ 90.00
CADD Technician I	75.00
Senior CADD Technician	90.00
Design Intern	70.00
Interior Designer 1	75.00
Interior Designer 2	85.00
Interior Designer 3	110.00
Interior Design Principal	125.00
Intern Architect / Designer 1	75.00
Intern Architect / Designer 2	85.00
Intern Architect / Designer 3	90.00
Project Architect 1	95.00
Project Architect 2	100.00
Project Architect 3	110.00
Library Planner	100.00
Structural Intern	75.00
Structural Designer 1	95.00
Structural Engineer 1	110.00
Structural Engineer 2	135.00
Structural Engineer 3	155.00
Project Manager 1	110.00
Project Manager 2	125.00
Project Manager 3	135.00
Principal	155.00
Senior Principal	175.00

Reimbursable Expenses billed at Cost plus 10%
 Mileage

At IRS Rate

APPROVED BY WASHINGTON PUBLIC LIBRARY

Signature _____

Title _____

Date _____



RESOLUTION NO. 2023-_____

**A RESOLUTION ENDORSING
APPLICATIONS FOR MUNICIPAL GRANT FUNDS**

WHEREAS, the City of Washington has been very fortunate to receive sizeable amounts of municipal grant funds through the Washington County Riverboat Foundation over the years; and,

WHEREAS, the Riverboat Foundation has established procedures requiring applications to be completed for each project cities wish to complete using municipal grant funds; and,

WHEREAS, the City Council has determined the projects and initiatives for which it would like to allocate these funds for Fiscal Year 2023-2024.

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

Section 1. The City Council hereby requests that the Washington County Riverboat Foundation allocate anticipated municipal funds for the fiscal year beginning July 1, 2023 in the following manner:

- A. Downtown Streetscape Expansion: \$325,000
- B. Downtown Investment Grant: \$100,000

Section 2. The City Council states its commitment to identifying additional funding needed to successfully complete the above projects and initiatives.

PASSED AND APPROVED this 17th day of January, 2023.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

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



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

January 9, 2023

To: Mayor & City Council
Cc: Kelsey Brown, Finance Director
Sally Hart, City Clerk

From: Deanna McCusker
City Administrator

Re: Electric Facilities Agreement with Interstate Power and Light Company for the
Business Park – Phase 2

If you remember an electric facilities agreement with Interstate Power and Light company was approved earlier to extend electric service to Phase 2 of the Business Park. The agreement and fee was based on a preliminary plan. When they started looking at it closer, there is a street stub New Road that they do not want to run power to yet since it has not been graded appropriately for a street and don't want to place it until then. This has reduced the amount of service being installed and therefore the cost reflects that change of \$85,122.55 instead of the \$100,732.49.

I recommend that Council approve this amended electric facilities agreement since Interstate Power and Light Company.

Thank you for your consideration

RESOLUTION NO. 2023-

**RESOLUTION APPROVING ENTERING INTO AN AMENDED ELECTRIC FACILITIES
EXTENSION AGREEMENT WITH INTERSTATE POWER AND LIGHT COMPANY FOR
WASHINGTON BUSINESS PARK – PHASE 2**

WHEREAS, the City of Washington platted the Washington Business Park – Phase 2;
and,

WHEREAS, it is necessary to extend electric facilities to this area to provide electric
service to the proposed industrial lots; and,

WHEREAS, a change was made to the proposed layout of the electric facilities so it
requires an amended facilities extension agreement; and,

WHEREAS, due to the amended plan, Interstate Power and Light Company has amended
the cost for the electric facilities extension agreement to \$85,122.55.

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

Section 1. That the agreement between the City of Washington and Interstate Power and
Light Company is hereby approved for \$85,122.55.

Section 2. That the Mayor has the authority to sign the agreement on behalf of the City of
Washington, Iowa.

Passed and approved this 17th day of January, 2023.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk



INTERSTATE POWER AND LIGHT COMPANY
Applicable to the Iowa Service Area

Electric Facilities Extension Agreement (Advance by Cash Deposit)

Contract No.

This agreement made this 6TH day of JANUARY, 2023 by and between Interstate Power and Light Company, an Iowa corporation headquartered at 200 First Street SE, Cedar Rapids, Iowa, (hereinafter referred to as "the Company") and the CITY OF WASHINGTON, a corporation/partnership/proprietorship with principal offices at City of WASHINGTON, State of IOWA, (hereinafter referred to as "the Customer/Developer"):

WITNESSETH,

WHEREAS, the Company is engaged in the distribution of electricity in the State of Iowa, and

WHEREAS, the Customer/Developer is the owner of the following legally described premises: WASHINGTON BUSINESS PARK SUBDIVISION - PHASE 2 WASHINGTON, IOWA, as shown on the map attached hereto (marked Exhibit A) and made a part hereof and;

WHEREAS, the Company desires to sell electricity to the owners or occupants of the residences, or other buildings being built or installed on said premises, and the Customer/Developer desires to have electricity available for such residences or other buildings, hereinafter called "Electric Service".

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. The Company agrees to construct, install, maintain and operate electric distribution facilities to serve said premises upon application for Electric Service made by the owner or occupant of each such residence or other building.
2. Thirty (30) days prior to the commencement of construction, by the Company of electric distribution facilities, the Customer/Developer shall execute this agreement and shall advance to the Company the estimated cost of construction of electric distribution facilities, as set out in Exhibit B attached.
3. Upon acceptance by the Company of each attachment for Electric Service by Customers/Developers along the extensions specifically contemplated in Exhibit B, the Company shall refund amounts, in accordance with the Company's current electric tariff on file with the Iowa Utilities Board, three (3) years estimated revenue minus the revenue for recovery of fuel and energy efficiency program costs for the said three (3) years. The Company shall not be obligated to refund more than the original amount advanced and the refunds shall be without interest.
4. The obligation of the Company to make refunds to the Customer/Developer shall be null and void after the expiration of ten (10) years from the date of the advance, and any and all monies remaining unrefunded in the hands of the Company shall then become the sole property of the Company.

5. The Customer/Developer agrees to furnish at his own expense all necessary easements and permits required for the installation of said electric extensions. Prior to electric facilities installation the customer/developer agrees to install lot pins and have existing grade within six inches of final grade. The Customer/Developer and the Company will cooperate so that said construction and installation can be accomplished in the most economical manner.

6. The Customer/Developer agrees to physically mark the location of all obstacles on Customer/Developer's site that lie underground within ten feet of proposed excavation. Such obstacles may include, but are not limited to, septic and sewer systems, buried wire for out-buildings or decorative lighting, drain tiles and LP gas lines. The Customer/Developer shall mark the location of all such obstacles with stakes or flags or by painting the ground prior to and maintained until commencement of the proposed excavation. The Customer/Developer accepts full responsibility for any and all damage to, or damage caused by, Company or its contractor striking any such underground obstacles the Customer/Developer fails to mark or marks incorrectly.

7. Title to all electric facilities installed pursuant to this agreement shall be in the Company.

8. Applications for Electric Service referred to above shall be subject to and pursuant to applicable rules and regulations of the Company as contained in its tariff effective at the date of said applications with respect to the availability of Electric Service and the rates and charges for same.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

INTERSTATE POWER AND LIGHT COMPANY

By _____

Title _____

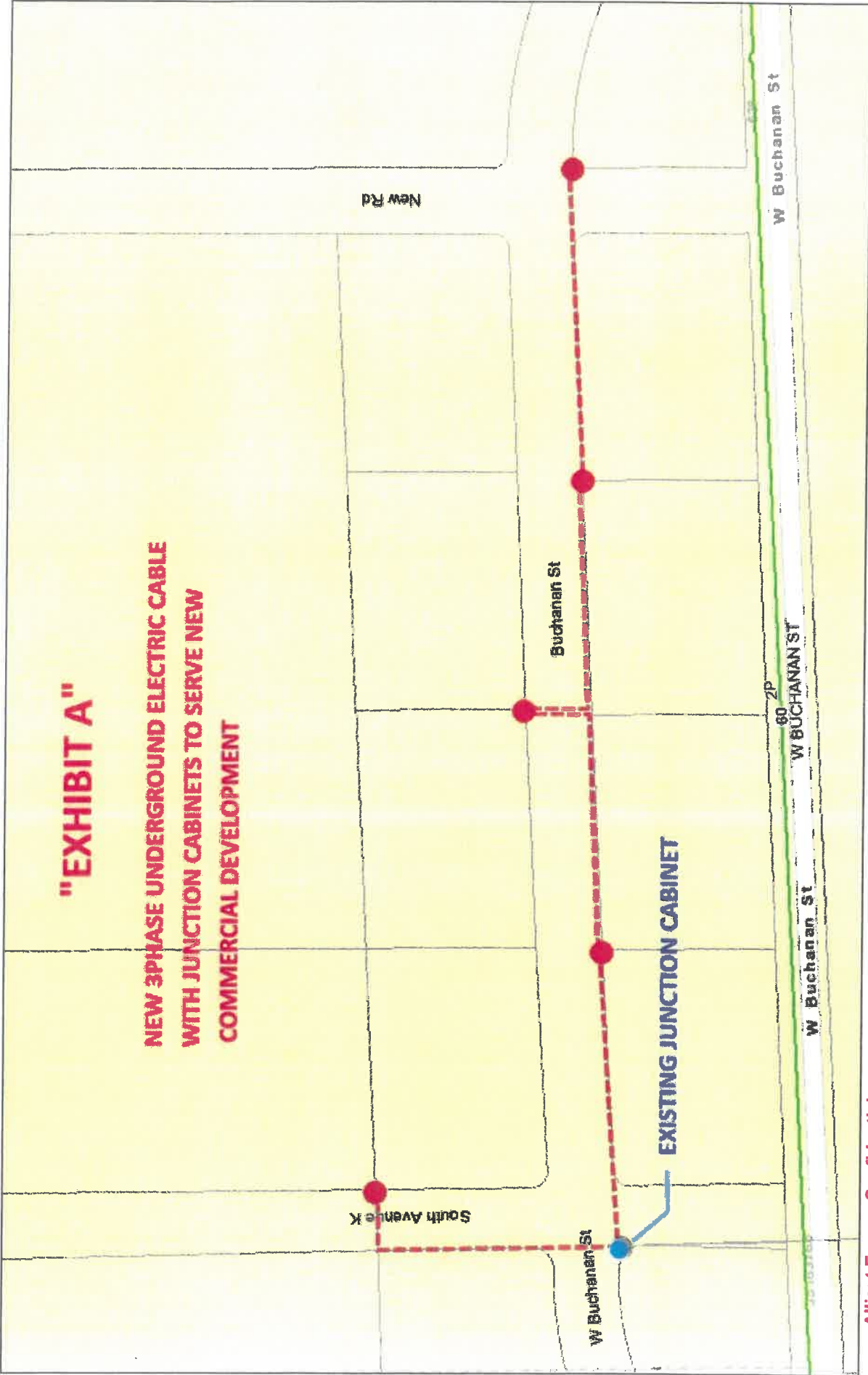
CUSTOMER/DEVELOPER

Tax ID # _____

By _____

Title _____

Interstate Power and Light Company (IPL) and Wisconsin Power and Light Company (WPL) both Alliant Energy utility companies and hereafter referred to as the Utilities) assume no liability and make no warranty or representation whatsoever as to the accuracy or completeness of the information contained on this map. Any data provided is for general information only and any use of this data is at your own risk. Any intention to excavate requires compliance with state law including contacting the appropriate one call notification center. Prior to excavation, the actual physical location of buried facilities must be determined pursuant to the requirements of applicable law. This map constitutes limited protected nonpublic data that is confidential and proprietary to the Utilities. By one of the Utilities issuing you a copy of this map, you are deemed to have agreed to treat this information as confidential and to use and disclose it only for the specific project identified in your request for the map and as further restricted below. (If you disagree, please destroy this map and inform the Alliant Energy representative that sent it to you that you cannot comply, that your copy has been removed from all storage mechanisms, and that you will not further use this map.) This map may only be copied or reproduced for internal use by the Utilities or copied, reproduced, or disclosed by you subject to the terms of a nondisclosure or confidentiality agreement between your organization and those to whom you intend to disclose such information for a specific project, whereby the potential recipients agree to use this map only for the specific project identified in the request for the map and to treat this map as the Utilities' confidential and proprietary information restricted from further use, copying or disclosure indefinitely. Any other use, copying or reproduction is strictly forbidden.



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Interstate Power & Light Company (Applicable to the Iowa Service Area)

EXHIBIT "B"

ATTACHED ELECTRIC FACILITIES EXTENSION AGREEMENT

Customer Name: CITY OF WASHINGTON
 Contact Name:
 Mailing Address:

Date: 1/6/2023

Phone #

Project Address: BUCHANAN ST
 WASHINGTON, IA
 WASHINGTON BUSINESS PARK PH2

NUB Account ID
 NUB SA ID
 Electric WR # 4305753
 Contract #

The electric project contemplated herein is based upon the Company's Standard Charges for installation of new facilities.

Standard Charge Description	Billing Code	QTY	Installed Cost
Distribution			
3 PHASE CABLE - UNDERGROUND PRIMARY - 4/0 AL	E-67	1,578 feet	\$17,200.20
3 PHASE JUNCTION BOX - 200 AMP	E-50	5 each	\$27,800.00
TRENCH/PLOW	I-19	1,123 feet	\$6,176.50
DIRECTIONAL BORING - 4"	I-11	455 feet	\$13,331.50
DUCT - PVC 4" # of Ducts = 1	I-13	455 feet	\$5,687.50
LABOR - CABLE PULLING (PER FOOT PER DUCT) # of Ducts = 1	I-06	455 feet	\$1,501.50
ELECTRIC 3 PERSON CREW SET-UP FEE (OH OR UG)	E-22	1 each	\$829.00

Total Installed Cost =	\$72,526.20
Marginal Estimated Future Revenue Allowance =	\$0.00
Total Installed Cost Without Tax Adder =	\$72,526.20
Iowa Advance Tax Adder =	17.368%
Tax Adder Amount =	\$12,596.35

Total Refundable Advance In Aid of Construction (for Extension) Required = \$85,122.55

COMMENTS:

COST ESTIMATE FOR 3PHASE ELECTRIC EXTENSION TO SERVE 12 LOT BUSINESS PARK SUBDIVISION PHASE 2. COST INCLUDES PROVIDING DISTRIBUTION VOLTAGE TO EACH LOT. EACH LOT WILL REQUIRE ADDITIONAL INSTALLATION TO PROVIDE ELECTRIC SERVICE BASED OFF OF EACH CUSTOMER LOAD REQUIREMENT.

Pricing valid for 30 calendar days. (until 02/05/2023)

RESOLUTION 2023-____

A RESOLUTION SETTING THE DATE OF PUBLIC HEARING ON THE PROPOSAL TO ENTER INTO A TAX REBATE AGREEMENT WITH MSJ, LLC, FOR A PROPOSED ECONOMIC DEVELOPMENT TAX REBATE IN THE AMOUNT OF NOT-TO-EXCEED \$370,200 FOR A RESIDENTIAL HOUSING PURPOSE

WHEREAS, MSJ, LLC (“the Developer”) and the City had previously negotiated a proposed Development Agreement whereby the City would grant the sum of not-to-exceed \$800,000 to the Developer for residential housing purposes (the “Project”); and,

WHEREAS, the Project that is being constructed on property located within the Washington Unified South Central Residential Urban Renewal Area came in over budget by \$370,200; and,

WHEREAS, it is necessary to hold a public hearing on the proposal to authorize an additional tax rebate in the sum of \$370,200 to the Developer as an urban renewal project; and,

WHEREAS, Chapters 15A and 403 of the Iowa Code authorizes cities to make loans and grants for economic development in furtherance of the objectives of an urban renewal project and to appropriate such funds and make such expenditures as may be necessary to carry out the objectives of the urban renewal project and Chapters 15A and 403 of the Code of Iowa; and,

WHEREAS, prior to entering into a Grant Economic Tax Rebate Agreement, the City Council must hold a hearing on said Tax Rebate Agreement; and,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that a public hearing on the proposal to enter into a Tax Rebate Agreement which contemplates the payment of not-to-exceed \$370,200 is hereby set for 6:00 p.m. on Tuesday, February 7, 2023, at the Washington City Council Chambers at 215 E. Washington Street in the City. Further, the City Clerk is directed to publish notice of said hearing as provided in this Resolution.

BE IT FURTHER RESOLVED, that the City Council ratifies the City Clerk’s actions in providing for the advance publication of this notice to ensure sufficient public notice prior to the hearing date.

PASSED AND APPROVED this 17th day of January, 2023.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

NOTICE OF PUBLIC HEARING

The City Council of the City of Washington, Iowa, will hold a public hearing on the proposal to enter into an Economic Development Tax Rebate Agreement with MSJ, LLC (“the Developer”) at 6:00 p.m. on Tuesday, February 7, 2023 in the Washington City Council Chambers at 215 E. Washington Street in the Washington. The proposed Development Agreement contemplates the payment of a not-to-exceed \$370,200 economic development tax rebate agreement grant to the Developer for residential housing development in Washington.



**East Interceptor Sanitary
Cleaning and Televising**

The City of Washington
will hereafter be referred to as "Customer"
CIT Sewer Solutions will hereafter be referred to as "CIT"

DESCRIPTION OF WORK: The work to be done under this contract includes all labor, materials, and equipment to clean and televise 2,883' of sanitary sewer unless specified otherwise in this contract.

PRICING:

Description	Quantity	Rate	Total
Mobilization	1	\$3,672	\$3,672.00
Sanitary Sewer Cleaning (up to 2 passes with jet/vac)	2,883'	\$0.95	\$2,738.85
Hourly Heavy Cleaning (3 or more passes with jet/vac)	\$375	TBD	
CCTV Inspection Per Foot (PACP and Rehab Recommendations Included)	2,883'	\$1.24	\$3,574.92
			Total - \$9,985.77

**Footage is estimated, Invoice will reflect total.*

IDLE TIME: \$300/hour - Time exceeding 20 min for water fill, debris disposal, customer representative authorizations or other factors not related to CIT's responsibilities while performing agreed job scope will be considered Idle Time and shall be charged at a prorated rate once that limit is exceeded.

CHANGE ORDER: Request for any additional work not included in the provisions of these specifications will be negotiated between Customer and CIT via change order. Must be signed and dated by all parties before additional work can begin.

PAYMENT: Payment will be made at the unit prices listed above. Customer will pay CIT in full for all completed work within 30 days of invoice date.

PLANS: Customer will provide maps or prints of sewer lines to be cleaned and inspected. The lines that are scheduled for inclusion in the project will be clearly marked/highlighted. Customer will provide reference numbers for all manholes. CIT will use the cities reference numbers on the written and video reports.

SCHEDULING AND EXECUTION OF WORK: Customer will give CIT a notice to proceed after all contracts have been executed and all necessary forms or insurance certificates have been collected by either CIT or the customer.

Customer and CIT will establish a schedule that identifies a project itinerary that is mutually beneficial to both parties within the performance period.

WORK AND MATERIAL PROVIDED BY CUSTOMER:

Customer will provide the following at no cost to CIT:

- 1) Community awareness that sewer maintenance is scheduled with CIT
- 2) Instruction for CIT on how to respond to residents that approach CIT during the project
- 3) Inform CIT of history of sewers with known sewer system failures
- 4) Legal and physical access to manholes on portion of sewer included in the project
- 5) Exposure of buried manholes and seized manhole lids loosened prior to CIT mobilization
- 6) Any excavation, opening, back filling and/or repair of sewers and/or streets required to remove CIT's equipment caught in the sewer pipe due to sewer defects
- 7) A person to act as liaison between Customer and CIT for the duration of the project that will also be able to familiarize CIT with locations of sewers and manholes
- 8) Water for cleaning sewer and access to nearest fire hydrants
- 9) A secure storage area to accommodate CIT equipment, vehicles, and materials
- 10) A location near work site where debris removed from sewer cleaning can be deposited
- 11) Disposal of debris removed from sewer cleaning process

WORK AND MATERIALS PROVIDED BY CIT:

Sewer Cleaning:

- 1) Sewers will be cleaned by removing grit, loose solids and grease.
- 2) There will be no more than 5% of the pipe diameter of these types of debris left in the lines prior to televising. This does not include the removal of hard deposits.
- 3) The cleaning equipment will be truck mounted combination water jet/vacuum unit. Prior to the sewer cleaning operation, Customer and CIT will agree upon a sewer cleaning sequence. In general, the sewer cleaning process will proceed from the upper ends of each sewer basin to the lower ends.
- 4) Debris will be removed by vacuum to prevent workers from entering manholes. CIT will collect and transport all debris removed during the sewer cleaning operation to the facility of Customer choice.

Sewer Inspection:

- 1) Video inspections will be performed by a NASSCO certified PACP operator
- 2) CIT will perform closed circuit video inspections of the sewer using current state of the art technology and trained employees
- 3) CCTV camera will be high-resolution color with adjustable iris focus
- 4) CCTV camera will have pan and tilt capabilities that allow up close and right-angled inspections of defects and other significant observations
- 5) Video camera will be equipped with 1,000' of video cable
- 6) Video camera, television monitor and other components of the video system will produce a high-quality video image
- 7) Footage distance measured by the video system will be accurate within 1% and will be used to determine footages for reporting and billing purposes. The center line between manholes will be the reference points used to determine footage measurements

Sewer inspection reporting:

- 1) Video inspection and reporting software will be NASSCO approved software
- 2) All observations will be chosen from a standard table of descriptions incorporated in the video reporting software.
- 3) CIT will make a color recording on a flash drive of all sewers inspected and will provide a corresponding paper report generated by the video inspection software. The video recording will include on-screen observation identifications that label continuous footages, defects, pipe diameter, direction of flow, direction of viewing, manhole and street reference locations. Video inspections recorded on a flash drive allow indexing of video files for faster viewing by Customer.

INSURANCE:

CIT will maintain General Liability and Auto Liability Insurance throughout the duration of the contract with limits not less than \$1,000,000 General Liability, \$1,000,000 Auto and \$500,000 Workers Compensation Employers Liability. Proof of Insurance in the form of an insurance certificate will be issued to the Customer prior to the start of the project.

ADDITIONAL COMMENTS/REQUESTS/ADDENDUMS BETWEEN CUSTOMER AND CIT:

Customer Scheduling Coordinator

Phone Number

Name and address of the person reports should be sent to:

Name and address or email invoices should go to:

Preferred Invoice Method: Emailed Mailed

Agreement dated this the _____ day of _____, 20____

Customer Authorized Signature

CIT Signature

Executed contracts may be sent with the CIT Project Manager, emailed or mailed to:

libby@citsewer.com

CIT Sewer Solutions

PO Box 203

Mc Callsburg, IA 50154

*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*

January 13, 2023

To: Mayor & City Council
Cc: Sally Hart, City Clerk & Kelsey Brown, Finance Director

From: Deanna McCusker
City Administrator

Re: Requirements to Meet Living at Residence for Home Occupation

The property owners at 320 W. 2nd Street is wanting to hold events in their home, see attached list, and also have part of their home open as an AirBnB and to receive a home occupation there are certain requirements that must be met. Even though the State of Iowa now oversees Home Occupations, we would like to require the property owners to be receiving the Homestead Credit on their taxes at this location and occupy the home 4 out of 7 days per week as our requirements.

A meeting was held with the property owner's and they are agreeable to these provisions. I am requesting that City Council review these two requirements and consider approving these as the provisions that need to be met. As can be seen by the list of events they want to hold, it will bring people to Washington, which is what we are all focused on.

Thank you for your consideration

Proposed types of Events for The Victorian View

Smaller events under the home-based business idea.

Focusing on events that could be held inside the home and smaller low-key events in the gardens.

- Private Events/Parties- Showers, Parties, Small Weddings, Rehearsal Parties, Retirement Parties etc.
- Charity Events every other month; See the following ideas below: Christmas in July Gala, Dog Days of Summer & Foster Family Christmas Party
- Bridal Shop Open by Appointment Only
- Art in the Gardens
- Paranormal Investigations
- Flash Light Tours
- Murder Mystery
- Thursday Night Activities to complement the squares
- Global Ghost Hunt
- Farm to Film Fest Gala/Party
- Variety Show
- Music in the Gardens
- Christmas in July Gala for Foster Family Party/Silent Auction
- Dog Days of Summer Fundraiser to Paws and More
- Festival of Trees
- Holiday Craft Show
- Christmas Carols showcasing the high school
- Festivus Celebration
- Victorian View Foster Family Party

- *List submitted via email by property owners*

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 (7D), "Special 45 MPH Speed Zones", is added as follows:

"On State Highway 92 beginning 1020' from Wiley Avenue going west."

SECTION 2. **Add Phrase.** A new Section 63.04 (7E), "Special 45 MPH Speed Zones", is added as follows:

"On State Highway 92 beginning 340' from Airport Road going East."

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 17th day of January, 2023.

Jaron Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

Approved on First Reading: December 20, 2022

Approved on Second Reading: January 3, 2023

Approved on Third & Final Reading: January 17, 2023

I certify that the foregoing was published as Ordinance No. ____ on the __ day of January, 2023.

City Clerk

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

Memorandum

January 12, 2023

To: Mayor & City Council

CC: Deanna McCusker, City Administrator, & Kelsey Brown, Finance Director

From: Sally Y. Hart, City Clerk

Re: Mobile Food Vendors

Updates to the proposal have been made based on the conversation had by council at the meeting on January 3, 2023. The edits can be found with blue strike-throughs or highlighted additions. Items edited include:

- 130.05A – Specifying that the 100-foot provision does not apply to vendors associated with special events that are approved by the City Council. *(This was a question that was brought up by vendors.)*
- 130.05 – Deleting the provision regarding music.
- 130.03F(1) – Deleting the dates for seasonal food stands
- 130.03F(4) – Exemptions will need further discussion and direction from the City Council.

Currently, the City has a \$10 per day policy for food trucks operating on public property and a peddler's license for those operating on private property at the following rates: \$2 application fee with \$3/day, \$15/week, and \$50/month. The changes would streamline the process for both mobile food vendors and City staff while adding a safety measure with the annual fire department inspection.

The fees for the inspections and annual license will be set by the City Council by Resolution. This would allow the Council to change the fees as you see fit in the future. In a survey of what other cities charge (see attached for responses), it seems that most cities our size have an annual fee of \$200-\$250 per year. My recommendation would be for the annual license fee and fire department inspection total cost to be in the same range. And to

perhaps follow Marshalltown's example with a \$50/day option to encourage an annual license. *(Note: not all responses indicated if they conduct fire inspections or not.)*

Also to note, I did email the proposal out to area mobile food vendors who have had either public property vendor licenses or peddler's permits in the City in 2022 for their review.

Mobile Food Vendor Permit Fees

City	Population	Fees	Fire Inspections/Additional
Alleman	423	\$150/year	
Ankeny	67,887	\$250/year (prorated), \$75/1-3 days	fire department operational permit required
Burlington	23,931	\$250/year, \$100/month, \$50/week, \$20/day	approval from police and fire departments
Charles City	7,396	\$250/year, \$100/month, \$50/week, \$25/day	
Davenport	101,724	\$550/year permit fee, plus \$55 license fee	
Dewitt	5,512	\$200/year	
Hartford	733	\$100/year	
Indianola	15,833	\$300 6-12 months, \$200 up to 6 months, \$100/week, \$50/day	
Iowa City	74,828	\$1,000/year (may be prorated by month)	
Iowa Falls	5,103	\$100/year (plus \$25 for city electricity)	
Marshalltown	27,591	\$200/year or \$50/day (encourage annual license)	Fire inspection, DCI background check, etc.
Mt. Pleasant	9,274	\$150/month, \$50/week, \$25/day	
Nevada	6,925	none	yes, \$50 inspection fee
Ottumwa	25,529	\$300/year, \$50/month, \$10/day, \$25/week	
Waterloo	37,314	\$500/year, \$100/month, \$50/week	
Waverly	10,394	\$250/year, \$125/month, \$100/week, \$50/day	fire inspection for Class II and IV state license
Wayland	964	\$100/year, \$50/6 months, \$25/week, \$10/day (\$15 app fee)	
Food vendor fees that are not annual licenses:			
Fairfield (9,416)	pushcart	mobile food parking	mobile food parking
	\$50/year	\$20/month	\$5/week

CHAPTER 130
PUBLIC SALE OF FOOD AND BEVERAGES, ~~AND NON-FOOD ITEMS~~
~~ON CITY PROPERTY FROM MOBILE FOOD VENDORS IN CITY LIMITS~~

<u>130.01 Purpose</u>	<u>130.04 Vendor Fees</u>
<u>130.02 Definition</u>	
<u>130.03 2 Vendor Mobile Food License Required</u>	<u>130.05 Nuisance</u>
<u>130.04 3 Vendor License Application</u>	<u>130.06 Exception</u>
<u>130.05 Performance Standards</u>	
<u>130.06 Property Owner/Lessee Responsibility</u>	
<u>130.07 License Fees</u>	
<u>130.08 Compliance with the Law</u>	
<u>130.09 Suspension or Revocation of License</u>	
<u>130.10 Penalty</u>	

130.01 PURPOSE

The purpose of this chapter is to provide rules, regulations and restrictions concerning the sale of any consumable food and beverage, ~~or non-food item from a Mobile Food Vendor within the Washington City limits. upon any publicly-owned City property including but not limited to streets, sidewalks, parks, rights-of-way, parking lots, and other public grounds owned by the City.~~ The provisions of this chapter are enacted for the protection of the health, safety, and welfare of the citizens of the City.

130.02 DEFINITION

“Mobile food vendor” means a person engaged in the business of selling food or beverages from a mobile food unit (self-contained motorized vehicle, trailer or pushcart).

130.03 ~~VENDOR. MOBILE FOOD LICENSE REQUIRED~~

~~—No person shall provide or sell any consumable food, beverage, or non-food item upon any publicly-owned City property to the public in the City unless the person first obtains a vendor’s permit from the City. An exception to this requirement is provided in Section 130.06.~~

It shall be unlawful for any person to engage in the sale of food or beverages from a mobile food unit within City limits on private or public property without first obtaining a mobile food unit license. A mobile food unit license is a special license and is required in addition to any other required City business license or state license or permit the person may hold or be required to hold. A mobile food unit license issued by the City Clerk or the City Clerk’s designee shall be subject to the following:

- A. A mobile food unit license is an annual license that expires on December 31st each year and must be renewed prior to the first sale after that date.
- B. Each mobile food unit shall be licensed separately. No license

transfer is allowed.

- C. Each mobile food unit shall comply with Washington County and State of Iowa inspection requirements and display State license in full view of the public in or on the unit.
- D. Each mobile food unit shall have a working fire suppression system as needed determined during the annual fire inspection.
- E. Fire Department Inspection
 - 1. All mobile food units shall be inspected by the Fire Department prior to initiation of business operations within the City.
 - 2. All mobile food units inspected must comply with the provisions of the most recently adopted International Fire Code.
 - 3. Inspections are required annually and prior to submittal of a license application by the City. It shall be the obligation of the mobile food vendor to schedule the inspection with the Fire Department.
 - 4. The cost of the fire department inspection shall be set by resolution of the City Council.
 - 5. Upon completion of the annual fire inspection, if the Fire Department determines that the mobile food unit passes the inspection, the Fire Chief shall sign the certificate of compliance on the mobile food vendor license application and identify any conditions for operation as deemed appropriate as a result of said inspection.
- F. Exempt. The following shall be exempt from the licensing and fire department inspection requirement:
 - 1. Seasonal food stands selling only local fresh produce between May 15 and October 15.
 - 2. Vendors participating in the City-approved weekly Farmers Market.
 - 3. Concession stands associated with sports or recreational venues that have been approved as part of a site plan.
 - 4. Mobile Food Vendors are exempt from the fees if part of an event that has prior approval of the Council or the City Administrator. ~~a fire department inspection is still required prior to the event.~~

130.03-VENDOR.04 LICENSE APPLICATION

~~The vendor shall submit an application for each day the vendor intends to operate and for each location if the vendor intends to operate at more than one location per day.~~ The application shall be on a form furnished by the City Clerk. All food vendors shall comply with the Iowa Department of Public Health rules and regulations governing the sale of food for consumption on the premises.

- A. Filing: Applications shall be filed with the City Clerk. No application request shall be accepted for filing and processing unless it conforms to the requirements of this chapter. This would include a complete and true application, all of the required materials and information prescribed, a Fire Safety Inspection Form with the signature of the Fire Chief and is accompanied by the required fees.
- B. Timely Submitted: Unless otherwise provided herein, applications must be submitted not less than two (2) business days prior to the proposed start date of the mobile food unit activities. The city reserves the right to reject any applications that have not been timely submitted to the city. The Clerk shall have the discretionary right to accept an application made less than 2 business days prior to the desired start date.
- C. Application Contents: Application shall be made on a form provided by the city and shall include:
 1. Full name of the applicant.
 2. Applicant's contact information including mailing address, phone numbers and e-mail address.
 3. State health inspection certificate with the classification level of the state license identified.
 4. Description of the kitchen facilities, cooking facilities, preparation area, safety features (fire suppression system, etc.) of the mobile food unit.
 5. Photographs of the mobile food unit from the front, side and back.
 6. Make, model and year of vehicle to be used and the license plate number.
 7. Overall size of the vehicle; to include length, width, and height.
 8. Fire Chief certificate of compliance with the Fire Department's annual inspection.
 9. Application and license fees.
 10. Insurance certificate.

- D. Issuance of License. Upon completion of the review process and determination of compliance with the applicable regulations, the City Clerk will issue a mobile food unit license. The license shall be placed in the upper left (passenger side) of the front windshield or the left front side of a trailer or cart to aid in the visual verification of the licensing for that year.
- E. Modification of License After Issuance. Should the mobile food vendor change the food or beverage being offered during the term of an issued license that would change the designation of the mobile food unit to a higher State licensing level classification, a new application and fire inspection shall be required.
- F. Right to Appeal: If the City Clerk revokes or refuses to issue a license, an applicant may appeal to the City Council at its next regularly scheduled meeting by filing with the City Clerk a written request for an appeal to the City Council at least seven (7) days prior to the meeting. As a result of this appeal, the City Council may affirm, modify or reverse the decision of the clerk not to issue the license. If the application for license is denied, the applicant is not eligible for the issuance of a license under this chapter for a period of one year from the date of notification that the license application was disapproved, was served in person or deposited in U.S. mail.
- G. Applications Deemed Withdrawn: Any application received shall be deemed withdrawn if it has been held in abeyance, awaiting the submittal of additional requested information from the applicant, and if the applicant has not communicated in writing with the city and made reasonable progress within thirty (30) days from the last notification from the city to the applicant. The application fee is nonrefundable. Any application deemed withdrawn shall require submission of a new application and fees to begin a new review and approval process.

~~130.04 VENDOR FEES.~~

~~The Council may establish a permit fee by resolution.~~

~~130.05 NUISANCE.—~~

~~—The sale of any consumable food, beverage, or non-food item upon any publicly-owned City property without a permit or in violation of any of the provisions of this chapter is hereby declared to be a nuisance. Any member of the Police Department is empowered to cause any vendor in violation of this chapter to be immediately removed without notice.~~

~~130.06 EXCEPTION.—~~

~~—It is not a violation of this chapter and no vendor permit is required for a person to sell any consumable food, beverage, or non-food item under the following conditions:~~

- ~~1. The person is a vendor at an event located on City-owned public property.~~
- ~~2. The sponsor of the event has had prior approval of the Council or the City Administrator.~~
- ~~3. The sponsor of the event has authorized and approved said vendor including the assessment of any fee established by the sponsor.~~
- ~~4. The vendor complies with the Iowa Department of Health rules regulations governing the sale of food for consumption on the premises.~~

130.05 PERFORMANCE STANDARDS

- A. Mobile food unit(s) are allowed to be operated on public property if approved by the City. Mobile units are prohibited from parking within 100 feet of any permanent building establishment that sells prepared food or beverages, this measure does not apply for mobile food vendors associated with special events approved by the city council.

~~Music and Sound Making Devices: The use of music or sound making devices as a part of mobile food unit shall be prohibited, unless expressly allowed as part of an approved event.~~

- B. Persons conducting business from a mobile food unit must do so in compliance with the following standards:
 1. The mobile food vendor must obtain expressed written consent of the property owner or lessee to use the property on which they propose to operate. The written consent must be kept in the unit at all times that the unit is on the property. Written consent does not excuse or permit the violation of any other imposable regulations.
 2. The operator of the mobile food unit shall display their city license in full view of the public in or on the unit.
 3. Mobile food units shall serve patrons which are on foot only; no drive-up service to the unit itself shall be provided or allowed.
 4. The mobile food unit must be located on a paved or rocked surface, unless approved as part of an event permit.
 5. Mobile food units shall be located on property that is zoned B-1 Retail Business, B-2 General Business, C-1 Conservation, CCRC – Continuous Care Retirement Community, FG Fairground, I-1 Light Industrial, I-2 Heavy Industrial, or A-1 Agricultural.
 6. All mobile food units shall maintain a minimum separation from buildings of fifteen feet as measured to the closest building element

including awnings or canopies, tents or membrane structures. Location of food unit shall not impede pedestrians entering or exiting a building.

7. The window or area where a patron orders and receives their purchase shall be located so as to not require a patron to stand, or create a line that may cause pedestrians to be in the public right of way, vehicle travel lane, including parking lot drive aisles, or similar situation that may create a potential safety hazard. Adequate safe space for patrons waiting for their order must be available on the property where the mobile food unit is located.
8. Off premises signs directing patrons to the mobile food unit are prohibited.
9. During business hours, the mobile food vendor shall provide a trash receptacle for use by customers and shall keep the area around the mobile food unit clear of litter and debris at all times.
10. All mobile food units shall be located in such a manner as to not create a safety hazard, such as blocking emergency access to buildings and the site, obstructing access to fire hydrants, impeding entering and exiting from a building, creating a visual impediment for the motoring public at drive entrances, intersections, pedestrian crossings, or similar movement and access.

130.06 PROPERTY OWNER/LESSEE RESPONSIBILITY.

By allowing the mobile food unit on their property, the property owner or lessee jointly and severally with the vendor are responsible for compliance with this chapter and to ensure the safety of pedestrians and access of emergency vehicles to and around the site. Failure to do so could result in the property owner or lessee being party to any enforcement actions or penalties allowed by law.

130.07 LICENSE FEES.

At the time of submittal of a license application, the applicant shall pay to the city the applicable license fee in addition to any applicable inspection fee(s). The fee schedule will be set by resolution and may be modified from time to time with approval by resolution of the City Council.

Any license who surrenders their license prior to the date of expiration shall not be entitled to a refund of any portion of the fee.

130.08 COMPLIANCE WITH THE LAW.

Each Mobile Food Unit vendor shall comply with all applicable federal, state, and local

laws, regulations and rules.

130.09 SUSPENSION OR REVOCATION OF LICENSE.

Any license issued under the provisions of this chapter may be suspended or revoked by the city as follows:

- A. **Grounds:** The City Clerk may suspend or revoke any license issued under this chapter, for any of, but not limited to, the following reasons:
 1. The licensee has made fraudulent statements in his/her application for the license or conduct of his/her business.
 2. The licensee has violated this chapter or any other chapter of this code or has otherwise conducted his/her business in an unlawful manner.
 3. The licensee has conducted his/her business in such manner as to endanger the public welfare, safety, order or morals.
 4. The city clerk or the city clerk's designee has received and investigated three (3) or more found complaints during the licensed period related to the manner in which the licensee is conducting business.

- B. **Notice of Suspension or Revocation; Right to Appeal:** The City Clerk shall cause notice of the license revocation to be served in person by a city official or by mail to the licensee's local address, which notice shall specify the reason(s) for such action, at which time operations of the licensee must cease within the corporate limits of the City of Washington. The licensee may appeal the revocation of the license to the City Council at its next regularly scheduled meeting by filing with the City Clerk a written request for an appeal to the City Council at least seven (7) days prior to the meeting. The City Council may affirm, modify or reverse the decision of the City Clerk to revoke such license. If a license is revoked, no refund of any license fee paid shall be made. Upon the revocation of a license, the licensee is not eligible for the issuance of a new license under this chapter for a period of one year from the date the license revocation is served in person or deposited in the U.S. mail.

130.10 PENALTY.

Unless another penalty is expressly provided by this chapter for any particular provision or section, violations of this chapter are municipal infractions subject to a fine of not more than \$625.00 or may be punishable as municipal infractions subject to a civil penalty as set forth in this Code of Ordinances. Each day a municipal infraction occurs and/or is permitted to exist constitutes a separate offense. Police officers and code enforcement

officers shall have the authority to issue citations for violations of this chapter and shall have the discretion to enforce this chapter as a municipal infraction.



APPLICATION FOR PUBLIC PROPERTY VENDOR LICENSE

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

****Must be submitted to City Clerk prior to the day of the event****

*****License not required if previously authorized in conjunction with community special event application*****

1. APPLICANT INFORMATION

Name of Business: _____

Tax ID Number: _____

If required, is user licensed with the Washington County Dept. of Environmental Health? ___Yes ___ No

Event Sponsor (if applicable): _____

Name of Contact Person: _____

Contact Number: _____

Email Address: _____

2. USE INFORMATION

Activity Description: _____

Description of Vehicle, Push Cart, Etc. Being Used: _____

Requested Public Property Location:

Days/Dates (\$10/day fee): _____

3. INSURANCE

Proof of proper insurance coverage must be submitted prior to City Clerk consideration of the application. Clerk 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

4. **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 AGREESTO THE TERMS AND CONDITIONS SET FORTH HERIN.

Applicant/Sponsor Signature

Date

CITY CLERK APPROVAL

City Clerk Signature

Date of Action

Approved: ____

Denied: ____

Date License Commences: _____

Date License Expires: _____

CONDITIONS IMPOSED: _____

Washington Fire Department
Brendan Delong, Fire Chief
215 East Washington Street
Washington, Iowa 52353
(319) 653-2239 Phone
firedept@washingtioniowa.gov



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

Mobile Food Vehicle

Fire Safety Inspection

Name _____ Inspection Date _____

Business Name _____ Phone Number _____

Type I Hood with fire suppression Yes/No/NA (CIRCLE ONE) Hood Clean? Yes/No/NA (CIRCLE ONE)

Class K Fire Ext. Yes/No/NA (CIRCLE ONE) 2A:10BC(min.) Fire Ext. Yes/No (CIRCLE ONE)

Service/Inspection Tags: Hood _____ (DATE) Suppression System _____ (DATE)

Class K _____ (DATE) 2A:10BC _____ (DATE) Other _____ (DATE)

Gas Type: (CIRCLE ONE) LP (Propane) CNG (Compressed Natural Gas) *must comply with NFPA 52*

Tank size _____ lbs. No. of Tanks _____ *200 lbs. propane aggregate (max)*

Gas Tanks Fully Restrained/Protected Yes /No (CIRCLE ONE)

Piping/Connections Secured/Protected Yes /No (CIRCLE ONE)

Cooking Appliances secured in place? Yes / No (CIRCLE ONE)

Carbon Monoxide detector installed Yes /No (CIRCLE ONE) Manufacture Date _____

Inspector _____ Inspector Signature _____

Fire Chief _____ Signature _____ Date _____

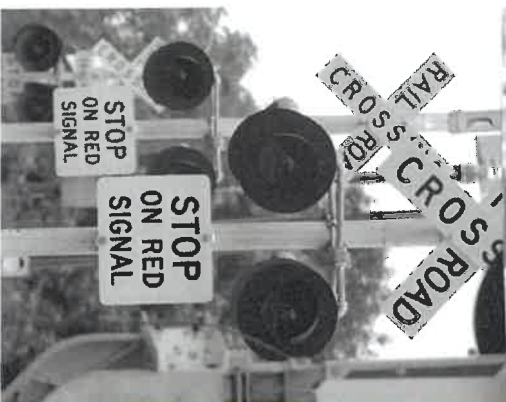
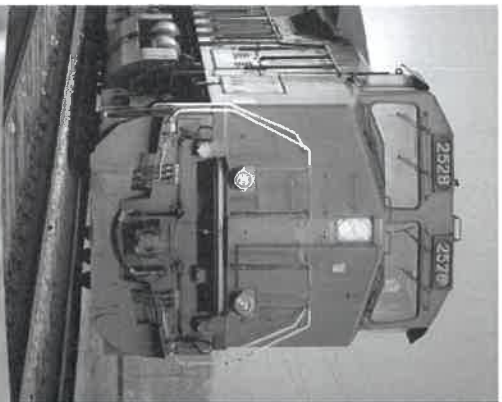
Fire Safety Inspection

Violations found? YES/NO (CIRCLE ONE)

Description of code violations _____

Additional Comments _____

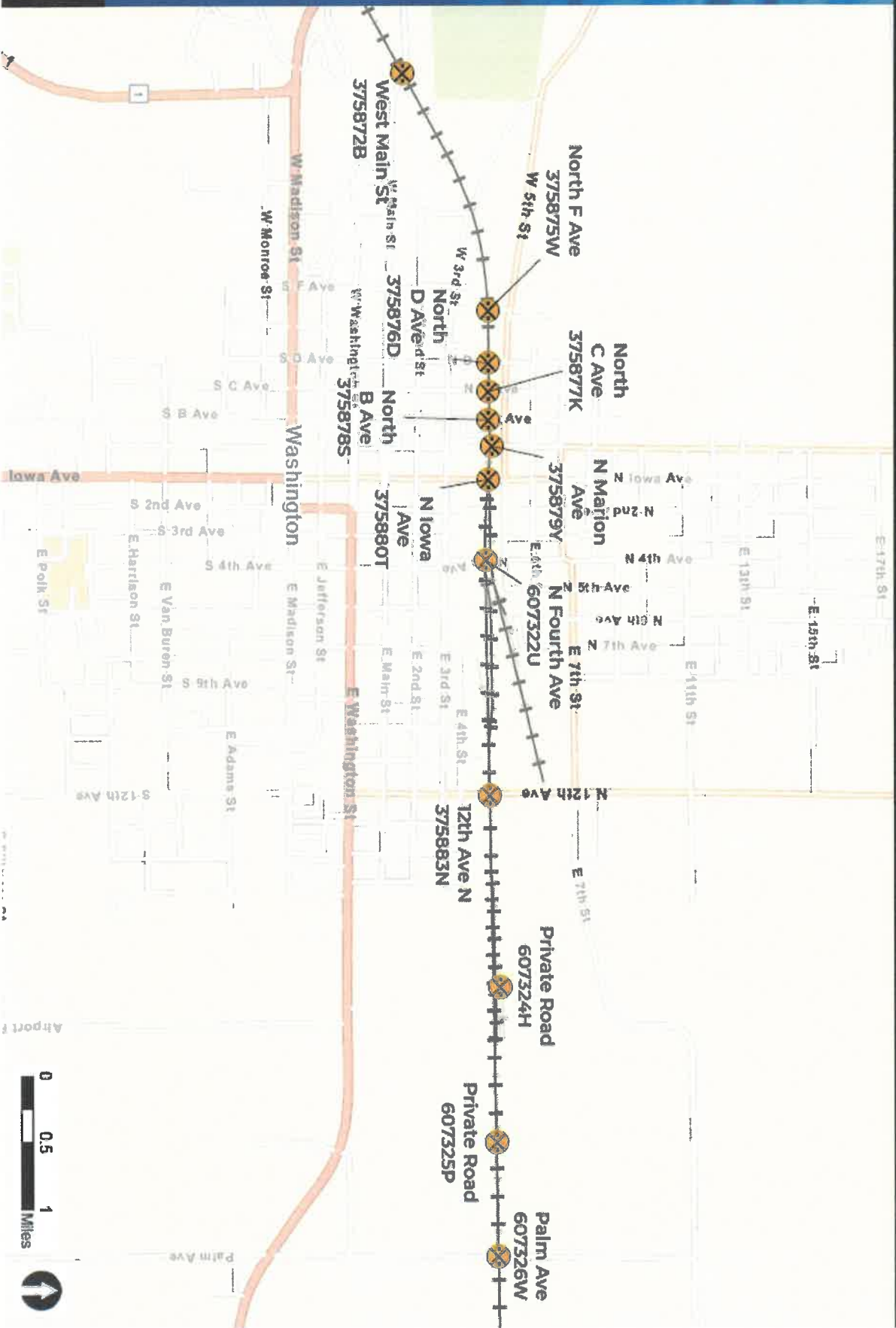
WASHINGTON QUIET ZONE ASSESSMENT



January 17, 2023

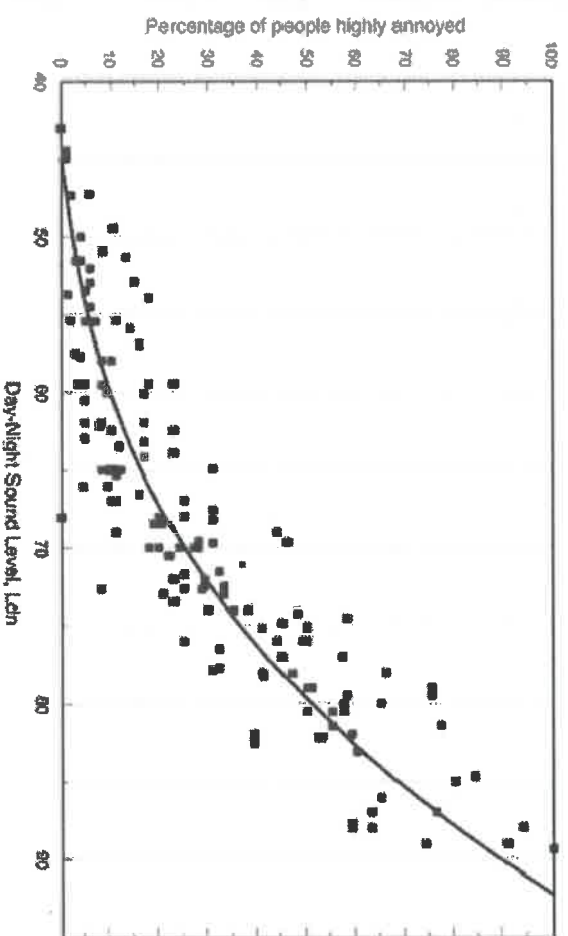


Washington QZ Assessment Crossings



What is a quiet zone?

- A section of railroad where the routine sounding of locomotive horns is not allowed



Minimum Requirements

- Quiet Zone must be at least 1/2-mile long and include all crossings within the quiet zone limits
- All public grade crossings must meet pre-qualifying criteria:
 - Gates and flashing lights
 - Power-out indicators
 - Constant warning time detectors

Quiet Zone Risk Levels

- Quiet Zone Implementation based on risk analysis
- DOT Accident Prediction Model
 - Highway volumes and speed
 - Rail volumes and speed
 - Crossing surface and geometry
 - Previous crash history (5 years)
 - Estimated cost by crash type

Quiet Zone Risk Levels

- **Nationwide Significant Risk Threshold (NSRT)**
 - National average of risk for all crossings in the U.S.
 - Adjusted annually (Current level = 15,488)
- **Risk Index With Horns (RIWH)**
 - Existing conditions with horns
- **Quiet Zone Risk Index (QZRI)**
 - Risk level after the corridor is adjusted for the lack of a horn and increased safety improvements

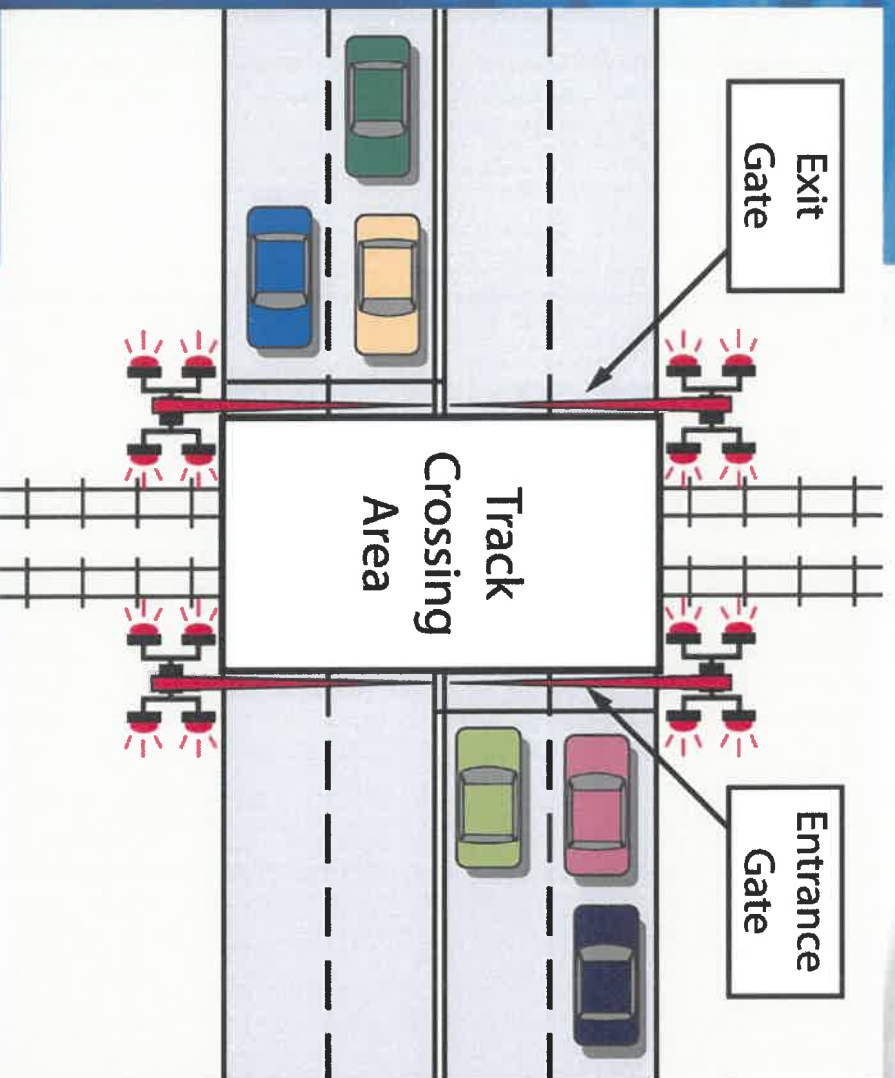
Quiet Zone Risk Levels

- QZRI reduced with safety improvements
- QZRI must be below RIW/H or NSRT
- If QZRI below RIW/H, then exempt from changes in NSRT and annual risk-level recalculations

Supplementary Safety Measures (SSMs)

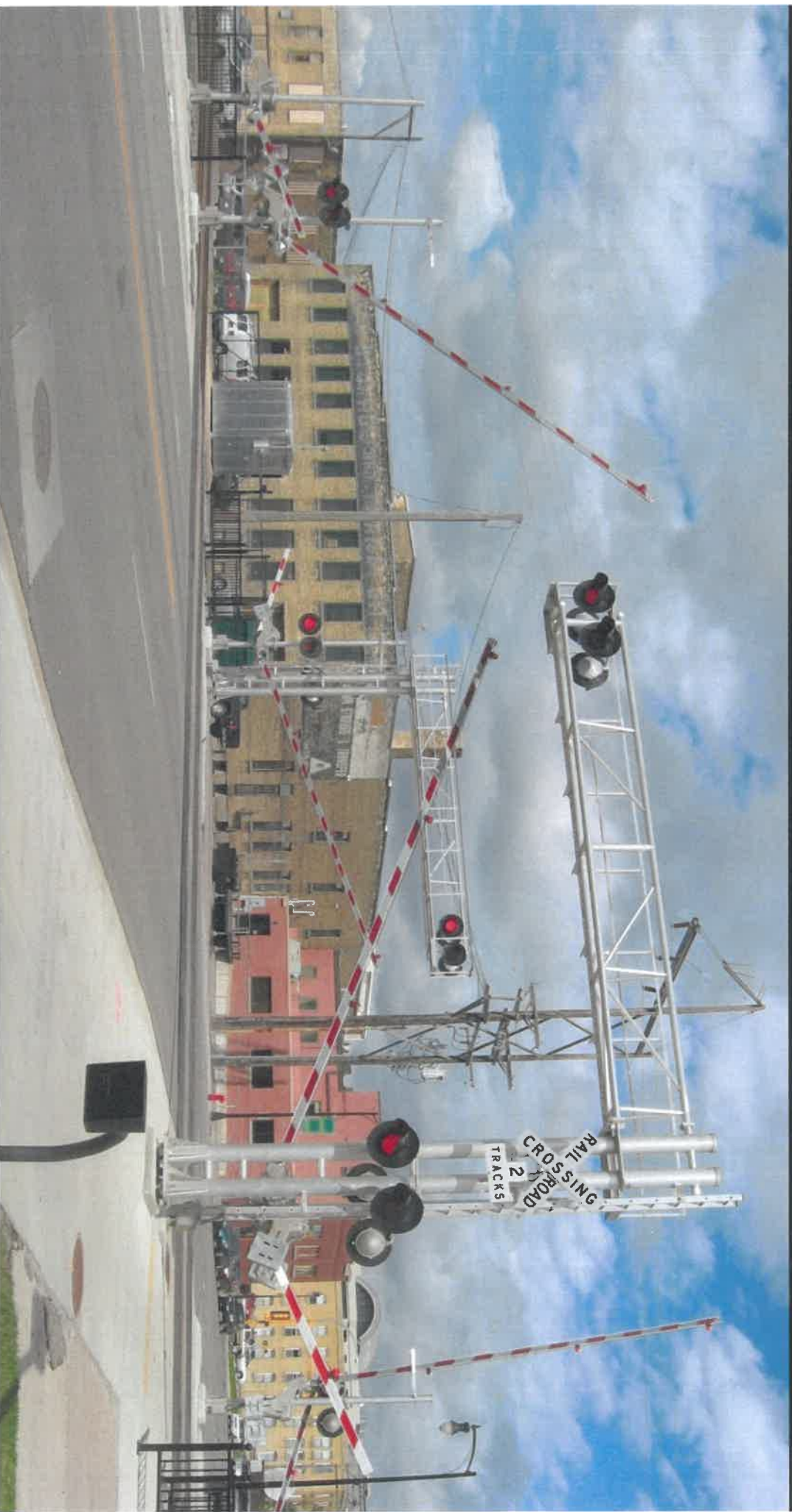
- Four-quadrant vehicle gates
- Medians/channelization devices
- Closure (temporary or permanent)
- One-way street
- Wayside horns

Four-Quadrant Vehicle Gates

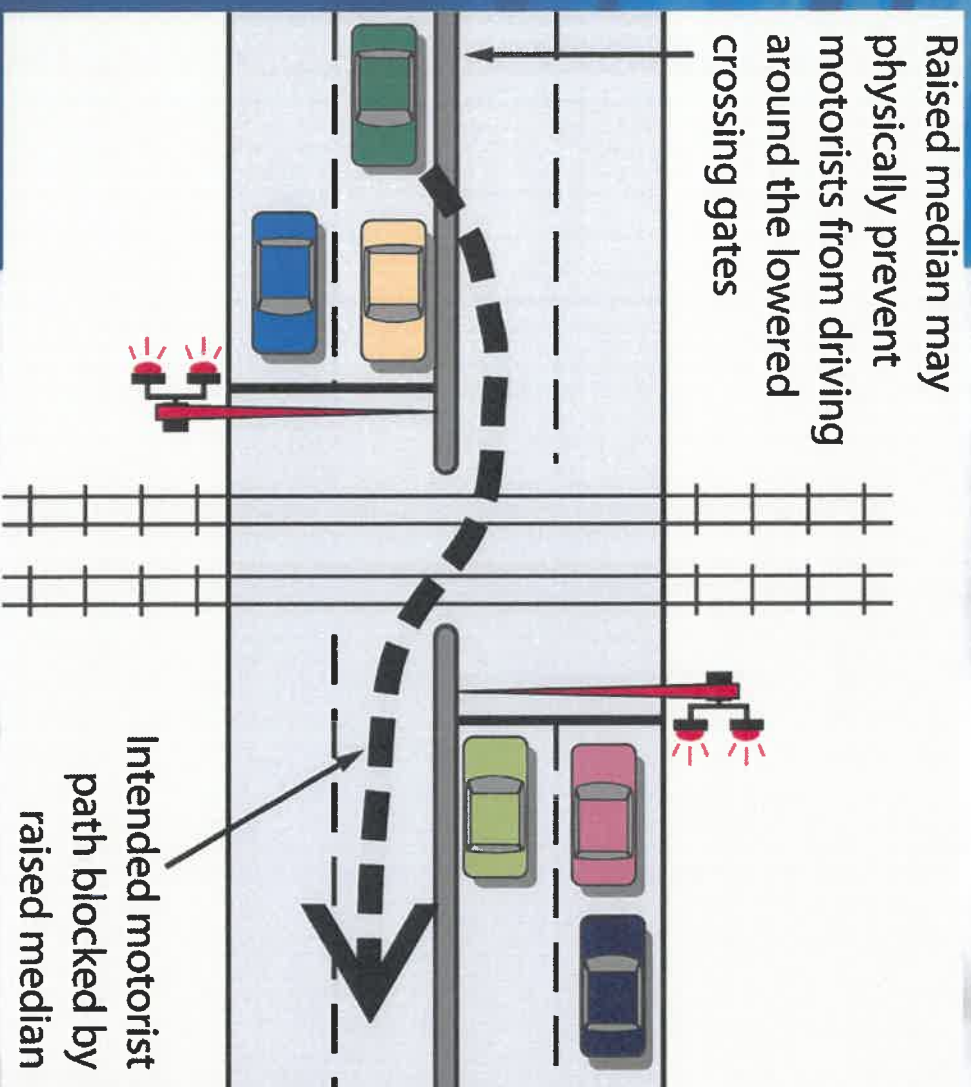


- Cost w/ detection = \$500K
- Railroad agreement
- CP pays for annual maintenance costs
- Railroad controls:
 - Installation requirements
 - Construction schedule
 - Cost
- No access impacts
- 77-82% risk reduction

Four-Quadrant Gate Example



Non-Traversable Medians/ Channelization Devices



- Cost = \$25 - 150K
- Minimal maintenance costs
- City controls:
 - installation
 - scheduling
 - Cost
- 75-80% risk reduction

Non-Traversable Median Example



Channelization Device Example



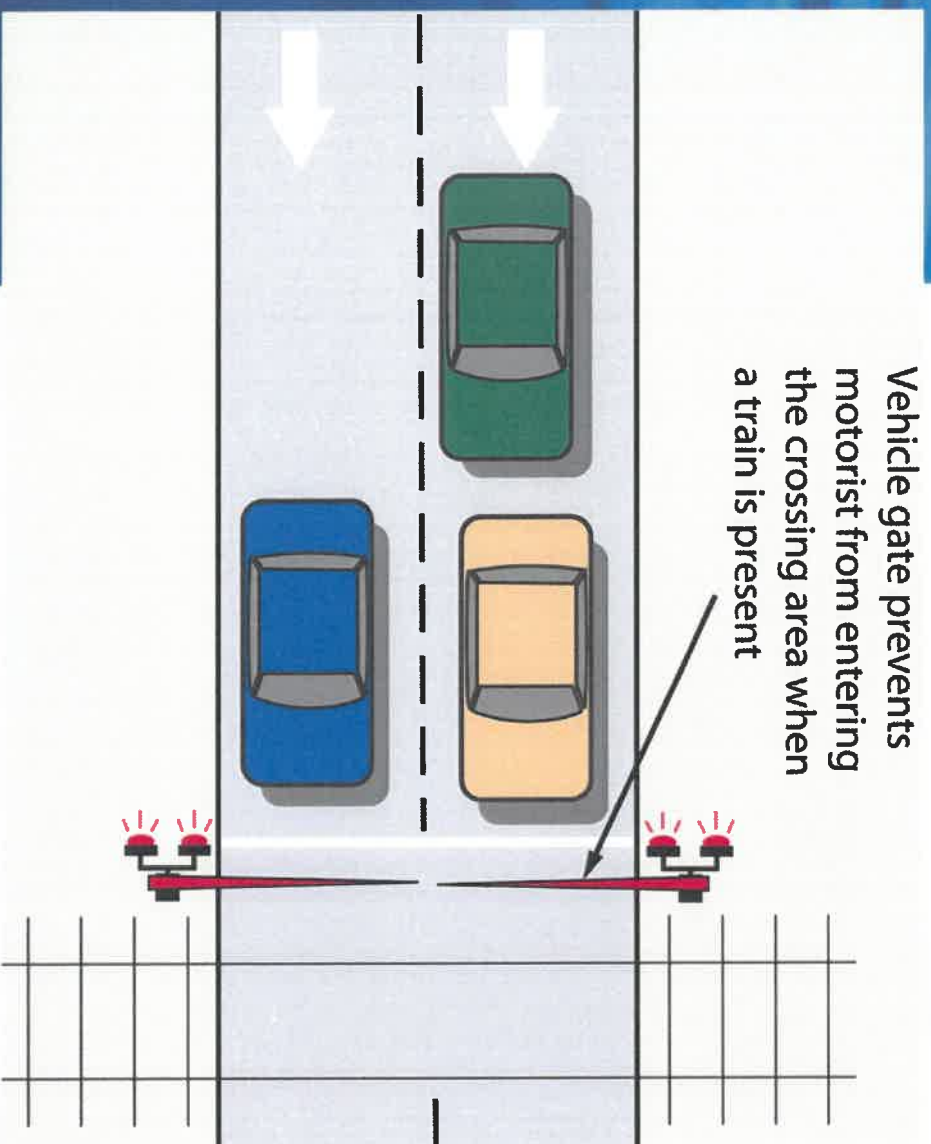
Channelization Device Example



Crossing Closure



One-Way Street



- Costs variable
 - Gate relocation?
 - Street conversion?
- Typically done as one-way pairs
- 82% risk reduction

Wayside Horns



- Cost w/ detection = \$100K
- Annual maintenance costs = \$5K
- Stationary horn sounded in place of train horn
- Railroad installs train detection system – requires RR Agreement
- No access impacts
- Less expensive than four-quadrant gates
- Equal risk to train horn

Diagnostic Meeting | 11/16/22

- Site visit to review all 12 CP RR crossings
- Identify Potential Crossing Improvements
- Representatives from:
 - City of Washington
 - Railroad Federal Railroad Administration (FRA)
 - Iowa Department of Transportation
 - CP Railroad



Scenario Costs/Payments

Payments

\$325,000 per closure

\$225,000 from CP; \$100,000 from DOT

Costs

\$350,000

Two-Quadrant Gate System (2Q)

\$500,000

Four-Quadrant Gate System (4Q)



Baseline Scenario

Crossing	Improvement	Cost	Money Received (credits)
West Main Street	2Q	\$350,000	\$0
North F Ave	2Q	\$350,000	\$0
North D Ave	-	\$0	\$0
North C Ave	2Q	\$350,000	\$0
North B Ave	2Q	\$350,000	\$0
North Marion Ave	2Q	\$350,000	\$0
North Iowa Ave	2Q	\$350,000	\$0
12th Ave N	2Q	\$350,000	\$0
N Fourth Ave	2Q	\$350,000	\$0
Palm Ave	2Q	\$350,000	\$0
TOTAL COST		\$3,150,000	
MONEY FROM CP/Iowa DOT			\$200,000
TOTAL COST FOR CITY		\$2,950,000	
WITHOUT PALM AVE (-\$350k)		\$2,600,000	

With Palm Ave

NSRT 15488

RIMWH 4398

QZRI **7336**

Without Palm Ave

NSRT 15488

RIMWH 4790

QZRI **7990**

Scenario 1: Close North F Ave

Crossing	Improvement	Cost	Money Received (credits)
West Main Street	2Q	\$350,000	\$0
North F Ave	CLOSURE	\$0	\$325,000
North D Ave	-	\$0	\$0
North C Ave	2Q	\$350,000	\$0
North B Ave	2Q	\$350,000	\$0
North Marion Ave	2Q	\$350,000	\$0
North Iowa Ave	2Q	\$350,000	\$0
12th Ave N	2Q	\$350,000	\$0
N Fourth Ave	2Q	\$350,000	\$0
Palm Ave	2Q	\$350,000	\$0
TOTAL COST		\$2,800,000	
MONEY FROM CP/Iowa DOT			\$525,000
TOTAL COST FOR CITY		\$2,275,000	
WITHOUT PALM AVE (-\$350k)		\$1,925,000	

With Palm Ave	
NSRT	15488
RIWH	4398
QZRI	6802

Without Palm Ave	
NSRT	15488
RIWH	4790
QZRI	7398

Scenario 2: Close North F Ave & North C Ave

Crossing	Improvement	Cost	Money Received (credits)	
West Main Street	2Q	\$350,000	\$0	
North F Ave	CLOSURE	\$0	\$325,000	
North D Ave	-	\$0	\$0	
North C Ave	CLOSURE	\$0	\$325,000	
North B Ave	2Q	\$350,000	\$0	
North Marion Ave	2Q	\$350,000	\$0	
North Iowa Ave	2Q	\$350,000	\$0	
12th Ave N	2Q	\$350,000	\$0	
N Fourth Ave	2Q	\$350,000	\$0	
Palm Ave	2Q	\$350,000	\$0	
TOTAL COST		\$2,450,000		
MONEY FROM CP/Iowa DOT			\$850,000	
TOTAL COST FOR CITY		\$1,600,000		
WITHOUT PALM AVE (-\$350k)		\$1,250,000		

With Palm Ave	
NSRT	15488
RIWH	4398
QZRI	6173
Without Palm Ave	
NSRT	15488
RIWH	4790
QZRI	6698

Scenario 3: Close North F, North C, & N Iowa Ave

Crossing	Improvement	Cost	Money Received (credits)	
West Main Street	2Q	\$350,000	\$0	
North F Ave	CLOSURE	\$0	\$325,000	With Palm Ave
North D Ave	-	\$0	\$0	NSRT 15488
North C Ave	CLOSURE	\$0	\$325,000	RiWH 4398
North B Ave	2Q	\$350,000	\$0	QZRI 5475
North Marion Ave	2Q	\$350,000	\$0	Without Palm Ave
North Iowa Ave	CLOSURE	\$0	\$325,000	NSRT 15488
12th Ave N	2Q	\$350,000	\$0	RiWH 4790
N Fourth Ave	2Q	\$350,000	\$0	QZRI 5923
Palm Ave	2Q	\$350,000	\$0	
TOTAL COST		\$2,100,000		
MONEY FROM CP/Iowa DOT			\$1,175,000	
TOTAL COST FOR CITY		\$925,000		
WITHOUT PALM AVE (-\$350k)		\$575,000		

Scenario 4: Close North F Ave, North C Ave, & N Iowa Ave; 4Q at N Marion Ave

Crossing	Improvement	Cost	Money Received (credits)	
West Main Street	2Q	\$350,000	\$0	
North F Ave	CLOSURE	\$0	\$325,000	
North D Ave	-	\$0	\$0	
North C Ave	CLOSURE	\$0	\$325,000	
North B Ave	2Q	\$350,000	\$0	
North Marion Ave	4Q	\$500,000	\$0	
North Iowa Ave	CLOSURE	\$0	\$325,000	
12th Ave N	2Q	\$350,000	\$0	
N Fourth Ave	2Q	\$350,000	\$0	
Palm Ave	2Q	\$350,000	\$0	
TOTAL COST		\$2,250,000		
MONEY FROM CP/Iowa DOT			\$1,175,000	
TOTAL COST FOR CITY		\$1,075,000		
WITHOUT PALM AVE (-\$350k)		\$725,000		

With Palm Ave	
NSRT	15488
R1WH	4398
QZRI	4549

Without Palm Ave	
NSRT	15488
R1WH	4790
QZRI	4894

Scenario 5: Close North F Ave, North C Ave, & N Iowa Ave; 4Q at N Marion Ave, 4Q at North B Ave

Crossing	Improvement	Cost	Money Received (credits)	
West Main Street	2Q	\$350,000	\$0	
North F Ave	CLOSURE	\$0	\$325,000	
North D Ave	-	\$0	\$0	
North C Ave	CLOSURE	\$0	\$325,000	
North B Ave	4Q	\$500,000	\$0	
North Marion Ave	4Q	\$500,000	\$0	
North Iowa Ave	CLOSURE	\$0	\$325,000	
12th Ave N	2Q	\$350,000	\$0	
N Fourth Ave	2Q	\$350,000	\$0	
Palm Ave	2Q	\$350,000	\$0	
TOTAL COST		\$2,400,000		
MONEY FROM CP/Iowa DOT			\$1,175,000	
TOTAL COST FOR CITY		\$1,225,000		
WITHOUT PALM AVE (-\$350K)		\$875,000		

With Palm Ave	
NSRT	15488
RIWH	4398
QZRI	3677

Without Palm Ave	
NSRT	15488
RIWH	4790
QZRI	3925

Summary

		With Palm Ave (RIWH = 4398)		Without Palm Ave (RIWH = 4790)	
Scenario	Description	Total Cost	QZRI	Total Cost	QZRI
Baseline	-	\$2,950,000	7336	\$2,600,000	7990
1	Close N. F	\$2,275,000	6802	\$1,925,000	7398
2	Close N. F, N. C	\$1,600,000	6173	\$1,250,000	6698
3	Close N. F, N. C, N. Iowa	\$925,000	5475	\$575,000	5923
4	Close N. F, N. C, N. Iowa; 4Q at N. Marion	\$1,075,000	4549	\$725,000	4894
5	Close N. F, N. C, N. Iowa; 4Q at N. Marion and N. B	\$1,225,000	3677	\$875,000	3925



THANK YOU!

ANDY MIELKE

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