



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, February 7, 2023

To attend the meeting via Zoom go to:

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

Meeting ID: 844 1326 1389

Passcode: 6536584

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, February 7th, 2023 to be approved as proposed or amended.

Consent:

1. Council Minutes January 17, 2023
2. Council Minutes January 31, 2023 – special session
3. Ahlers & Cooney, P.C., Amendment No. 2 to the Unified South Central Residential Urban Renewal Plan, \$168.50
4. Bolton & Menk, Airport Fuel System Repair, \$1,455.00
5. Bolton & Menk, Airport Runway 18/36 Lighting, \$2,972.50
6. FOX Strand Associates, 2021 Washington Water Main Improvements, \$1,027.02
7. Kevin Olson, City Attorney, January 2023 Legal Services, \$1,482.30
8. Veenstra & Kimm Inc., Engineering Services for YMCA Phase II Site Plan Review, \$878.00
9. Veenstra & Kimm Inc., Engineering Services for 12th Avenue and Washington Street Intersection Improvements, \$7,016.92
10. Wine And Spirits, 106 W. 2nd Street, Class E Retail Alcohol License, Automatic Renewal (**renewal**)
11. Fareway Stores, Inc. #554, 301 North Marion Avenue, Class E Retail Alcohol License, Automatic Renewal (**renewal**)
12. Hy-Vee Food Store, 528 Highway 1, Class B Retail Alcohol License (**renewal**)
13. Department Reports

SPECIAL PRESENTATION

- Mayoral Appointments
 - Board of Adjustment Merle Hagie (*filling a vacancy, term ending June 30, 2024*)
- Nuisance Report

PRESENTATION FROM THE PUBLIC – Please limit comments to 3 Minutes

CLAIMS

- Claims for February 7, 2023

NEW BUSINESS

1. **Public Hearing** for MSJ Rebate Agreement
2. Discussion and Consideration of Resolution Approving MSJ Rebate Development Agreement
3. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer
4. Discussion and Consideration of a Resolution Approving a Major Site Plan for the Washington YMCA Pool Addition (520 W. 5th Street)
5. Discussion and Consideration of a Resolution Approving the Base Pay Scale of the Washington Police Department, Effective March 4, 2023
6. Review of Downtown Streetscape Project Phase 2 Concept Plan
7. Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 130 – Public Sale of Food and Beverages From Mobile Food Vendors in City Limits
8. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 165.23 of the Code of Ordinances Regarding Home Occupations
9. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 165 of the Code of Ordinances Regarding Short-Term Rental Properties
10. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 77 Golf Carts and Utility Trail Vehicles Ordinance

WORKSHOP

- FY24 Budget

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

Millie Youngquist, Mayor Pro Tem

Illa Earnest

Bethany Glinsmann

Elaine Moore

Fran Stigers

ADJOURNMENT

CITY OF WASHINGTON
Council Minutes 1-17-2023

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, January 17, 2023, at 6:00 p.m. Mayor Rosien in the chair.

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

Motion by Stigers, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 p.m., Tuesday, January 17, 2023, be approved. Motion carried.

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

Motion by Glinsmann, seconded by Stigers, to approve consent items 1-12. Motion carried.

Tiffany Crawford with Hospice of Washington County, via Zoom, presented a special event request for the annual soup supper on January 24, 2023.

Motion by Earnest, seconded by Youngquist, to approve the special event request for the Hospice of Washington County annual soup supper. Motion carried.

Kyla Wilkening and Teri Hartzler with the YMCA of Washington County presented a special event application for the 10th Annual Kewash Half Marathon to be held April 29, 2023.

Motion by Youngquist, seconded by Moore, to approve the Kewash Half Marathon special event request. Motion carried.

Kerrie Willis, Andy Dahl, Cindy Chavez, Lydia Davis, and Sarah Dawson shared a presentation to establish a community garden and orchard with a request to use City property

at Boot Hill, south of Woodlawn Cemetery. Council asked that it be an action item on a future city council agenda for formal consideration.

Presentation from the public: None.

Claims for January 17, 2023 were presented by Finance Director Kelsey Brown.

Motion by Youngquist, seconded by Stigers, to approve the claims for January 17, 2023. Motion carried.

Brown presented the December 2022 financial report.

Motion by Stigers, seconded by Youngquist, to approve the December 2022 financial report. Motion carried.

Washington Public Library Director Cary Ann Siegfried and Michelle Cramblit (via Zoom) with FEH Design presented information about creating a makerspace at the library. Motion by Earnest, seconded by Moore, to approve a Resolution Approving Entering Into a Professional Services Agreement with FEH Design for the Library Makerspace. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried. **(Resolution 2023-005)**

Motion by Youngquist, seconded by Stigers, to approve a Resolution Approving the Washington County Riverboat Foundation Municipal Grant Request for FY24. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried. **(Resolution 2023-006)**

Motion by Earnest, seconded by Glinsmann, to approve a Resolution Approving Entering Into an Amended Electric Facilities Extension Agreement with Interstate Power and Light Company for Washington Business Park Phase 2. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried. **(Resolution 2023-007)**

Motion by Stigers, seconded by Youngquist, to approve a Resolution Setting a Public Hearing for MSJ Rebate for 6 p.m. February 7, 2023. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried. **(Resolution 2023-008)**

Motion by Earnest, seconded by Glinsmann, to approve East Interceptor Sanitary Cleaning and Televising by CIT Sewer Solutions for \$9,985.77. Motion carried.

Motion by Youngquist, seconded by Earnest, to approve Allowing Home Occupation if Property Owner Secures Homestead Credit and Resides in the Home 4 Out of 7 Days. Motion carried.

Motion by Stigers, seconded by Youngquist, to approve the Third 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. **(Ordinance 1147)**

After discussion, including input from area mobile food vendors, motion by Glinsmann, seconded by Youngquist, to amend the ordinance to allow for out-of-county vendors to have another fire department conduct the required annual inspection with the City of Washington form. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried.

Motion by Glinsmann, seconded by Stigers, to amend the ordinance to read: "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." Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried.

Motion by Stigers, seconded by Youngquist, to approve First Reading of an Ordinance Amending Chapter 130 – Public Sale of Food and Beverages From Mobile Food Vendors in City Limits. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Stigers, and Youngquist. Nays: none. Absent: none. Vacancy: Ward 2. Motion carried.

Andy Mielke and Charlie Androvsky with SRF Consulting via Zoom shared a presentation on the railroad Quiet Zone Assessment. No action was taken on the Quiet Zone Assessment.

Council did not enter the closed session listed on the agenda and no action was taken regarding the closed session.

Department reports were presented.

Motion by Glinsmann, seconded by Youngquist, that the Regular Session held at 6:00 p.m., Tuesday, January 17, 2023, is adjourned at 8:01 p.m. Motion passed unanimously.

Sally Y. Hart, City Clerk

CITY OF WASHINGTON
Council Minutes 1-31-2023

The Council of the City of Washington, Iowa, met in Special Session in the Council Chambers, 215 East Washington Street on Tuesday, January 31, 2023, at 6:06 p.m. Mayor Pro Tem Youngquist in the chair.

On roll call present: Earnest, Glinsmann, Stigers, and Youngquist. Absent: Moore. Vacant: Ward 2.

Mayor Rosien observed the meeting via Zoom.

Motion by Stigers, seconded by Earnest, that the agenda for the Special Session to be held at 6:00 p.m., Tuesday, January 31, 2023, be approved. Motion carried.

Presentation from the public: John Gish via Zoom asked if Mayor Rosien continues to be paid for city work as Mayor while being charged with criminal charges. City Attorney Olson said he would respond to Mr. Gish directly on his questions.

Motion by Stigers, seconded by Glinsmann, to approve a Resolution Setting a Public Hearing for February 21, 2023 at 6 p.m. for the Total Maximum Property Tax Dollars Levied for the FY24 Budget. Roll call on the motion: Ayes: Earnest, Glinsmann, Stigers, and Youngquist. Nays: none. Absent: Moore. Vacancy: Ward 2. Motion carried. **(Resolution 2023-009)**

Council went into workshop to discuss the Fiscal Year 24 budget. City Administrator Deanna McCusker presented the proposed FY24 budget.

At 6:44 p.m. Councilor Moore joined the meeting via Zoom.

Department reports were presented.

Motion by Moore, seconded by Glinsmann, that the Special Session held at 6:00 p.m., Tuesday, January 31, 2023, is adjourned at 6:54 p.m. Motion passed unanimously.

Sally Y. Hart, City Clerk



January 24, 2023

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

Invoice #: 838394
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 January 23, 2023:

| | |
|-----------------------------|-------------------|
| Total Professional Services | \$ 168.50 |
| Total Expenses | <u> \$.00</u> |
| TOTAL THIS INVOICE | \$ 168.50 |

Invoice #: 838394
 AMEND NO. 2 TO THE UNIFIED SOUTH

January 24, 2023

PROFESSIONAL SERVICES

| DATE | ATTY | HOURS | DESCRIPTION OF SERVICES RENDERED | |
|-------------|-------------|--------------|---|------------------|
| 12/19/22 | MP | .10 | SEND FOLLOW UP EMAIL TO CITY CLERK REGARDING STATUS OF TRANSCRIPT DOCUMENTS | |
| 12/28/22 | MP | .20 | TRANSCRIPT REVIEW TO ENSURE PROPER COMPLETION OF DOCUMENTS | |
| 1/18/23 | MP | .10 | SEND FOLLOW UP EMAIL TO CITY CLERK REGARDING STATUS OF TRANSCRIPT DOCUMENTS | |
| 1/19/23 | MP | .40 | TRANSCRIPT REVIEW TO ENSURE PROPER COMPLETION OF DOCUMENTS | |
| 1/21/23 | JHS | .20 | REVIEW DOCUMENTS FOR COMPLETED TRANSCRIPT FILE RELATED TO TIF ORDINANCES AND RESOLUTION NUNC PRO TUNC TO CORRECT AMENDMENT NO. 2 AREA LEGAL DESCRIPTION | |
| 1/23/23 | MP | .10 | RECORD COPY OF COMPLETED TRANSCRIPT TO FILE | |
| | | | TOTAL FEES | \$ 168.50 |
| | | | TOTAL THIS INVOICE | \$ 168.50 |



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

FEDERAL ID 42-1323559

January 24, 2023

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

Invoice #: 838394
Client #: 11307
Matter #: 63
Billing Attorney: JHS

REMITTANCE ADVICE

For professional services rendered through January 23, 2023

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

TOTAL THIS INVOICE

\$ 168.50

Please return this page with payment to AHLERS & COONEY, P.C.



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
 1960 Premier Drive | Mankato, MN 56001-5900
 507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at www.Bolton-Menk.com
 To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Washington
 Washington Airport Commission
 Kevin Erpelding, Chairman
 215 East Washington
 Washington, IA 52353

December 30, 2022
 Project No: OT5.125319
 Invoice No: 0304659
 Client Account: WASHINGT_CI_IA

Washington Airport/Fuel System Repair

Refurbish and Link 2 Existing 10K Gallon Tanks

Design and Construction (001)

Fee

| | | | |
|------------------|-----------|---------------------------|-------------------|
| Total Fee | 48,500.00 | | |
| Percent Complete | 84.00 | Total Earned | 40,740.00 |
| | | Previous Fee Billing | 39,285.00 |
| | | Current Fee Billing | 1,455.00 |
| | | Total Fee | 1,455.00 |
| | | Total this Task | \$1,455.00 |
| | | Total this Invoice | \$1,455.00 |

301-6-6020-6705
~~302-6-2080~~ _____ Initials QET
 EXP. Fuel Farm
 Vender # _____ Date Rec. _____
 Due Date _____ Inv # _____



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
1960 Premier Drive | Mankato, MN 56001-5900
507-625-4171 | 507-625-4177 (fax)
Payment by Credit Card Available Online at www.Bolton-Menk.com
To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Washington
Washington Airport Commission
Kevin Erpelding, Chairman
215 East Washington
Washington, IA 52353

December 30, 2022
Project No: 0T5.126255
Invoice No: 0304672
Client Account: WASHINGT_CI_IA

Washington/Runway 18/36 Lighting

Construction (002)

Professional Services

Table with 3 columns: Role, Hours, Amount. Rows include Design Engineer (20.00, 2,360.00), Project Manager (3.50, 612.50), Totals (23.50, 2,972.50), Total Labor (2,972.50), Total this Task (\$2,972.50), Total this Invoice (\$2,972.50).

Handwritten notes: 301-6-6020-6716, 002-6-2080 Initials JEA, EXP. 13/36 Lighting, Vender # Date Rec. 1-6-2023, Due Date Inv #



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

Invoice

Deanna McCusker
 City Administrator
 City of Washington
 City Hall
 215 East Washington Street
 Washington, IA 52353

January 12, 2023
 Project No: 7046.011
 Invoice No: 0192642

Professional Services: December 1, 2022 through December 31, 2022

| | | | | |
|------------------|----------|--|---------------------------|-------------|
| Project | 7046.011 | 2021 Washington Water Main Improvements - Final Design | | |
| Fee | | | | |
| Total Fee | | 74,100.00 | | |
| Percent Complete | | 100.00 | Total Earned | 74,100.00 |
| | | | Previous Fee Billing | 74,100.00 |
| | | | Current Fee Billing | 0.00 |
| | | | Total Fee | 0.00 |
| | | | Total this Project | 0.00 |

| | | | | |
|---------|----------|--|---------------------------|-------------|
| Project | 7046.012 | 2021 Washington Water Main Improvements - CDBG Grant Additional Services | | |
| | | | Total this Project | 0.00 |

| | | | | |
|---------|----------|---|---------------------------|-----------------|
| Project | 7046.013 | 2021 Washington Water Main Improvements- Permitting | | |
| | | Total Labor | | 135.00 |
| | | Total Expenses | | 200.02 |
| | | | Total this Project | \$335.02 |

| | | | | |
|------------------|----------|---|----------------------|----------|
| Project | 7046.014 | 2021 Washington Water Main Improvements - Bidding | | |
| Fee | | | | |
| Total Fee | | 8,600.00 | | |
| Percent Complete | | 100.00 | Total Earned | 8,600.00 |
| | | | Previous Fee Billing | 8,600.00 |
| | | | Current Fee Billing | 0.00 |

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

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

| | | | | |
|---------------------------|----------|---|----------------------|-----------------|
| Project | 7046.011 | Washington Water Main - Final Design | Invoice | 0192642 |
| Total Fee | | | | 0.00 |
| Total this Project | | | | 0.00 |
| ----- | | | | |
| Project | 7046.015 | 2021 Washington Water Main Improvements - Easements | | |
| Total this Project | | | | 0.00 |
| ----- | | | | |
| Project | 7046.016 | 2021 Washington Water Main Improvements - Property Survey | | |
| Fee | | | | |
| Total Fee | | 14,000.00 | | |
| Percent Complete | | 100.00 | Total Earned | 14,000.00 |
| | | | Previous Fee Billing | 14,000.00 |
| | | | Current Fee Billing | 0.00 |
| Total Fee | | | | 0.00 |
| Total this Project | | | | 0.00 |
| ----- | | | | |
| Project | 7046.017 | 2021 Washington Water Main Improvements - Topographic Survey | | |
| Fee | | | | |
| Total Fee | | 21,700.00 | | |
| Percent Complete | | 100.00 | Total Earned | 21,700.00 |
| | | | Previous Fee Billing | 21,700.00 |
| | | | Current Fee Billing | 0.00 |
| Total Fee | | | | 0.00 |
| Total this Project | | | | 0.00 |
| ----- | | | | |
| Project | 7046.018 | 2021 Washington Water Main Improvements - Construction Administration | | |
| Fee | | | | |
| Total Fee | | 69,200.00 | | |
| Percent Complete | | 8.50 | Total Earned | 5,882.00 |
| | | | Previous Fee Billing | 5,190.00 |
| | | | Current Fee Billing | 692.00 |
| Total Fee | | | | 692.00 |
| Total this Project | | | | \$692.00 |
| ----- | | | | |
| Project | 7046.019 | 2021 Washington Water Main Improvements - Post Construction/Record Drawings | | |

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

Page 2 of 3

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

| | | | | |
|---------|----------|--------------------------------------|---------|---------|
| Project | 7046.011 | Washington Water Main - Final Design | Invoice | 0192642 |
|---------|----------|--------------------------------------|---------|---------|

Fee

| | | | | |
|------------------|----------|---------------------------|------|-------------|
| Total Fee | 7,600.00 | | | |
| Percent Complete | 0.00 | Total Earned | 0.00 | |
| | | Previous Fee Billing | 0.00 | |
| | | Current Fee Billing | 0.00 | |
| | | Total Fee | | 0.00 |
| | | Total this Project | | 0.00 |

| | | | | |
|---------|----------|--|--|--|
| Project | 7046.020 | 2021 Washington Water Main Improvements - Construction Staking | | |
|---------|----------|--|--|--|

Total this Project 0.00

Total this Invoice \$1,027.02



PROJECT STATUS REPORT

2022 Washington Water Main Improvements

Aspen Business Park | 414 South 17th Street, Suite 107 | Ames, Iowa 50010

DATE: January 9, 2023

TO: Deanna McCusker
City Administrator
City of Washington
215 East Washington St.
Washington, IA 52353

RE: 2022 Washington Water Main Improvements Project
FOX Strand PN: 7046.011 (3424-20B)

DELIVERY: USPS

ITEMS: December Invoice

COMMENTS:

The attached invoice includes work completed for the 2022 Washington Water Main Improvements Project as follows:

Permitting

1. NPDES permit update.

Construction Administration

1. Correspondence with City staff.
2. Correspondence with contractor for contracts.
3. Correspondence with contractor for material updates.
4. Meetings with City staff.

If you have questions or concerns, please contact me.

Thank You,

Steven P. Soupir, P.E., CFM
Project Manager

11/14/2022 10:42 AM - 11/14/2022 10:42 AM - 11/14/2022 10:42 AM - 11/14/2022 10:42 AM - 11/14/2022 10:42 AM - 11/14/2022 10:42 AM - 11/14/2022 10:42 AM - 11/14/2022 10:42 AM - 11/14/2022 10:42 AM - 11/14/2022 10:42 AM

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

February 2, 2023

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 January, 2023

| | |
|---------------------------------|-------------------------------------|
| TOTAL HOURS | 14.0 hours (reg) 0.5 hrs (court) |
| TOTAL MILES | 330 miles |
| Hourly Rate | \$90/hour- Reg \$75/hour - Court |
| Mileage Rate | \$0.56 per mile |
| TOTAL INVOICE FOR JANUARY, 2023 | \$1,482.30 |

 **VEENSTRA
& KIMM INC.**
STATEMENT OF PROFESSIONAL SERVICES

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

January 27, 2023
Project No: 24616-036
Invoice No: 1

Project Manager Leland Belding III

Engineering services for YMCA Phase II Site Plan Review:
Professional Services from December 18, 2022 to January 21, 2023

Professional Personnel

| | Hours | Rate | Amount | |
|--------------------|--------------|---------------------------|---------------|-----------------|
| Engineer II-A | 4.00 | 163.00 | 652.00 | |
| Engineer VI | 2.00 | 113.00 | 226.00 | |
| Totals | 6.00 | | 878.00 | |
| Total Labor | | | | 878.00 |
| | | Total this Invoice | | \$878.00 |



STATEMENT OF PROFESSIONAL SERVICES

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

January 27, 2023
Project No: 24653
Invoice No: 2

Project Manager Leland Belding III

Engineering services for 12th Ave & Washington Street Intersection Improvements:

Professional Services from December 18, 2022 to January 21, 2023

Professional Personnel

| | Hours | Rate | Amount | |
|--------------------|--------------|-------------|---------------|-----------------|
| Engineer II-A | 9.00 | 163.00 | 1,467.00 | |
| Engineer X | 29.00 | 90.00 | 2,610.00 | |
| Engineer XI | 8.00 | 82.00 | 656.00 | |
| Technician I | 21.00 | 101.00 | 2,121.00 | |
| Technician VIII | 2.00 | 51.00 | 102.00 | |
| Totals | 69.00 | | 6,956.00 | |
| Total Labor | | | | 6,956.00 |

Unit Billing

| | | | | |
|--------------------|--|--|--------------|--------------|
| Mileage | | | 60.92 | |
| Total Units | | | 60.92 | 60.92 |

Total this Invoice \$7,016.92

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: **Wine And Spirits**

Business Address: **106 W. 2nd St.**

App #: **App-172496**

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

Beer/Wine Permit: **Class E 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: **February 7, 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 _____



Applicant

NAME OF LEGAL ENTITY

T & J Walsh Inc

NAME OF BUSINESS(DBA)

Wines And Spirits

BUSINESS

(319) 653-2822

ADDRESS OF PREMISES

106 W 2nd St

PREMISES SUITE/APT
NUMBER

CITY

Washington

COUNTY

Washington

ZIP

52353-0000

MAILING ADDRESS

106 W 2nd St

CITY

Washington

STATE

Iowa

ZIP

52353

Contact Person

NAME

Anthony

PHONE

(319) 653-2822

EMAIL

winenspirits@hotmail.com

License Information

LICENSE NUMBER

LE0000830

LICENSE/PERMIT TYPE

Class E Retail Alcohol License

TERM

12 Month

STATUS

Submitted
to Local
Authority

TENTATIVE EFFECTIVE DATE

Mar 4, 2023

TENTATIVE EXPIRATION DATE

Mar 3, 2024

LAST DAY OF BUSINESS

SUB-PERMITS

Class E Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

| NAME | CITY | STATE | ZIP | POSITION | % OF OWNERSHIP | U.S. CITIZEN |
|---------------|------------|-------|-------|----------|----------------|--------------|
| Anthony Walsh | Washington | Iowa | 52353 | Owner | 100.00 | 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

"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: **Fareway Stores, Inc. #554**

Business Address: **301 North Marion Avenue**

App #: **App-173499**

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

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

Liquor License:

Automatic Renewal: **X**

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: **February 7, 2023**

Police: DCI background check and/or local background check: Yes: No:
Police Chief sign off _____ Date **1-17-2023**

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

9AM

THE CITY OF WASHINGTON

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

Liquor License:

Automatic Renewal: **X**

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: **February 7, 2023**

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

Police Chief sign off _____ . Date _____ .

Fire: fire inspection done: Yes: No:

Fire Chief sign off  _____ . Date 1/30/23 mc



Applicant

| | | | | |
|--|---------------------------|----------------|------------|-------|
| NAME OF LEGAL ENTITY | NAME OF BUSINESS(DBA) | BUSINESS | | |
| Fareway Stores, Inc. | Fareway Stores, Inc. #554 | (319) 653-5064 | | |
| ADDRESS OF PREMISES | PREMISES SUITE/APT NUMBER | CITY | COUNTY | ZIP |
| 301 North Marion Avenue | | Washington | Washington | 52353 |
| MAILING ADDRESS | CITY | STATE | ZIP | |
| 2300 Industrial Park Road PO Box 70 | Boone | Iowa | 50036 | |

Contact Person

| | | |
|---------------|----------------|---------------------------------|
| NAME | PHONE | EMAIL |
| Tracey Wilson | (515) 433-5336 | storelicenses@farewaystores.com |

License Information

| | | | |
|----------------|--------------------------------|----------|------------------------------|
| LICENSE NUMBER | LICENSE/PERMIT TYPE | TERM | STATUS |
| LE0001759 | Class E Retail Alcohol License | 12 Month | Submitted to Local Authority |

| | | |
|--------------------------|---------------------------|----------------------|
| TENTATIVE EFFECTIVE DATE | TENTATIVE EXPIRATION DATE | LAST DAY OF BUSINESS |
| Mar 1, 2023 | Feb 29, 2024 | |

SUB-PERMITS
Class E Retail Alcohol License



Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

| NAME | CITY | STATE | ZIP | POSITION | % OF OWNERSHIP | U.S. CITIZEN |
|---|---------|-------|-------|--------------|----------------|--------------|
| Fred E. Vitt Control Trust | Boone | Iowa | 50036 | Trust | 10.87 | Yes |
| Garrett S Piklapp | Huxley | Iowa | 50124 | Secretary | 0.00 | Yes |
| Various Individuals & Trust each holding less than 5% | Unknown | Iowa | 55555 | Stockholders | 33.25 | Yes |
| Fareway Control Trust | Boone | Iowa | 50036 | Trust | 55.88 | Yes |
| Tracey Wilson | | | | | | |

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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Washington, IA 52353
319-653-6584
Fax Only 319-653-5273

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

Business Name: **Hy-Vee Food Store – Hy-Vee Inc.**

Business Address: **528 Highway 1**

App #: **App-172520**

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

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

Liquor License:

Automatic Renewal:

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: **February 7, 2023**

Police: DCI background check and/or local background check: Yes: No:
Police Chief sign off _____ Date **1-19-2023**

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



Applicant

NAME OF LEGAL ENTITY

HY-VEE, INC.

NAME OF BUSINESS(DBA)

Hy-Vee Food Store

BUSINESS

(515) 267-2800

ADDRESS OF PREMISES

528 Iowa 1

PREMISES SUITE/APT NUMBER

CITY

Washington

COUNTY

Washington

ZIP

52353

MAILING ADDRESS

5820 Westown Parkway

CITY

West Des Moines

STATE

Iowa

ZIP

50266

Contact Person

NAME

Katie Nylen

PHONE

(515) 267-2800

EMAIL

knylen@hy-vee.com

License Information

LICENSE NUMBER

LICENSE/PERMIT TYPE

Class B Retail Alcohol License

TERM

12 Month

STATUS

Submitted
to Local
Authority

TENTATIVE EFFECTIVE DATE

Mar 17, 2023

TENTATIVE EXPIRATION DATE

Mar 16, 2024

LAST DAY OF BUSINESS

SUB-PERMITS

Class B Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

| NAME | CITY | STATE | ZIP | POSITION | % OF OWNERSHIP | U.S. CITIZEN |
|------------------|-----------|-------|-------|----------------------------|----------------|--------------|
| Andrew Schroeder | Johnston | Iowa | 50131 | SVP Accounting, Controller | 0.00 | Yes |
| Jeremy Gosch | Urbandale | Iowa | 50323 | CEO | 0.00 | Yes |
| Michael Jurgens | Urbandale | Iowa | 50322 | EVP, Secretary | 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

*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*

City Administrator Report
February 3, 2023

Project Updates:

Country Club View Subdivision: Water main installation will begin Monday, February 6th.

East Adams: Many utilities need to be moved yet and then they will be back to do sidewalks and grade and finish.

Water Main: This project will start in the spring.

Buchanan Street: Punch list items to be finished in the spring.

Meetings Attended:

Met with Michelle from the Chamber to discuss the candidate forum, met with Jeff Duwa, Amy and engineers from the YMCA, attended the candidate forum and did the welcome, held Admin. Meeting and met with Bethany with budget questions.

Next week's meetings include meeting with Lyle Moen, wayfinding meeting, Admin meeting, Leadership Washington and helping with the city hall presentation and tour for Leadership Washington, meeting with a developer to discuss TIF and Main Street, council one on one.

Reminder the railroad public meeting will be held at the High School Auditorium on Monday, February 13 at 6pm.

At the February 21st meeting Council will review design plans for the S 12th & E. Washington intersection.

Reminder that following the regular meeting on February 7th, department heads will present their budgets to Council. Additionally, following our February 21st regular meeting, our partner groups will present their budgets to Council.

The Chamber, Main Street, WEDG Annual dinner is Monday, February 27th at the Casino. Let us know who wants to attend so we can get registered.

MAINTENANCE & CONSTRUCTION DEPT. REPORT

1-7-23/1-20-23

STREETS: Personnel cold mixed potholes around the town. Crews salted the streets on one occasion with about an inch of snow. Personnel finished picking Christmas trees up; totalling 30. Personnel compiled a list of street patch replacement, water and storm maintenance work. Crews also inventoried signage through town with stop, yield and street ID signs needing replaced. Personnel installed a new sign post that got hit at North Ave D-West 5th St (stop sign).

WATER DISTRIBUTION: Personnel continued to work water services. Personnel marked water boxes for next week's shut off list. Personnel repaired a water service for the UP church that had a water leak under East Main St. Personnel have been working on the fire hydrant flushing list.

SEWER COLLECTION: Personnel assisted the WWTP vac'ing the Lexington lift station.

STORM SEWER COLLECTION: Personnel opened storm intakes around town after the rain and melting snow.

MECHANIC/SHOP: Personnel are repairing type I barricades and repainting them. Personnel serviced Tahoe (tail light & rotate tires), FD Brush Truck 3 (Install sway bar), PD 306 (rear end noise), 611 (new mirror) and 104, PD 307 (fuel leak).

OTHER: Personnel responded to 21 One Call Locates. Personnel attended a safety meeting on Asbestos, Concrete safety & Welding.

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

**WWTP report
February 7th , 2023
Council meeting**

- **After hour alarm and dog call outs –**
No after hour call outs at this time.
- **Dept Head meetings –**Jan 31st , Feb 7th, attended Council budget meetings on Jan 31st and Feb 7th
- **Hydrogen Sulfide Gas-** We continue to have meetings and conference calls with IRE, NELCO, Fox eng., and City staff to resolve the issue. We did get four more hydrogen sulfide monitors for a total of seven. We have the monitors spread through the sewer system from IRE to the WWTP. We get readings from the monitors once a week, share and go over the information with everyone.
- **Maintenance-**Routine maintenance on decanters , blowers and pumps.
- **Testing-**Regular testing of daily and weekly samples continue.
- **Snow Removal and Cold Weather-** We continue to monitor outdoor equipment to ensure it is protected from below freezing temps. Also remove snow and apply ice melt as necessary.
- **Reports-**Working on the annual Bio-solids for the EPA and January MOR for the IDNR both due in the middle of February.

**Jason Whisler
2/3/2023 8:00 A.M.**



Case Report

12/19/2022 - 02/01/2023

| Case Date | Main Status | Actions Taken | Method of Warning | Description | Parcel Address |
|-----------|-------------|---------------|-------------------|-------------|----------------|
|-----------|-------------|---------------|-------------------|-------------|----------------|

Group: Closed

| | | | | | |
|-----------|--------|--------------------------------------|----------------|--|------------------|
| 1/31/2023 | Closed | left message | Phone Call | appliance outside | 800 W 3RD ST |
| 1/30/2023 | Closed | called metal scrapper | Hanger | stove & dishwasher at curb | 806 S D AVE |
| 1/30/2023 | Closed | called metal scrapper | Hanger | freezer at curb | 735 S C AVE |
| 1/27/2023 | Closed | emailed owner of truck | Email | tree service truck parked in empty lot | 312 E 3RD ST |
| 1/26/2023 | Closed | | Verbal Warning | 900-1100 block of S 11th Ave. snow removal | |
| 1/25/2023 | Closed | | Hanger | appliances outside | 328 E MAIN ST |
| 1/11/2023 | Closed | took picture sent letter to landlord | Letter | junk vehicle on grass | 325 E MAIN ST |
| 1/11/2023 | Closed | | Hanger | junk at curb | 615 E 2ND ST |
| 1/11/2023 | Closed | | Hanger | indoor furniture in yard | 626 E 2ND ST |
| 1/11/2023 | Closed | | Hanger | appliance outside | 609 N 7TH AVE |
| 1/9/2023 | Closed | | Hanger | indoor furniture outside | 721 S IOWA AVE |
| 1/9/2023 | Closed | | Hanger | park on grass | 702 S B AVE |
| 1/9/2023 | Closed | | Hanger | appliance in driveway | 708 S MARION AVE |
| 1/3/2023 | Closed | | Email | future snow removal | 936 S IOWA AVE |
| 1/3/2023 | Closed | took picture | Letter | garbage bags on porch | 406 E MAIN ST |

| | | | | | |
|------------|--------|---------------|----------------|------------------------------|--------------------|
| 1/3/2023 | Closed | | Hanger | appliance outside | 702 N IOWA AVE |
| 12/30/2022 | Closed | took pictures | Letter | junk vehicle parked on grass | 1115 E 3RD ST |
| 12/29/2022 | Closed | | Email | snow removal | 331 N 4TH AVE |
| 12/28/2022 | Closed | | Hanger | sidewalk needs cleaned | 609 E JEFFERSON ST |
| 12/28/2022 | Closed | | Hanger | sidewalk needs cleaned | 601 E JEFFERSON ST |
| 12/28/2022 | Closed | | Hanger | sidewalk needs cleaned | 608 E JEFFERSON ST |
| 12/28/2022 | Closed | | Verbal Warning | sidewalk needs cleaned | 622 E JEFFERSON ST |
| 12/28/2022 | Closed | | Hanger | sidewalk needs cleaned | 614 E JEFFERSON ST |
| 12/28/2022 | Closed | | Email | sidewalk needs cleaned | 502 S 2ND AVE |
| 12/28/2022 | Closed | | Email | sidewalk needs cleaned | 628 W MAIN ST |
| 12/28/2022 | Closed | | Email | sidewalk needs cleaned | 913 S. 12th Ave. |
| 12/28/2022 | Closed | | Email | sidewalk needs cleaned | 1003 S. 12th Ave. |
| 12/28/2022 | Closed | | Email | sidewalk needs cleaned | 919 S. 12th Ave. |
| 12/28/2022 | Closed | left message | Phone Call | sidewalk needs cleaned | 423 W MADISON ST |
| 12/27/2022 | Closed | | Hanger | sidewalk needs cleaned | 615 N 4TH AVE |
| 12/27/2022 | Closed | | Hanger | sidewalk needs shoveled | 914 E 3RD ST |

| | | | | | |
|------------|--------|-------------------|----------------|--------------------------|----------------------|
| 12/27/2022 | Closed | | Hanger | sidewalk needs shoveled | 1008 E 3RD ST |
| 12/27/2022 | Closed | | Hanger | sidewalk needs shoveled | 1002 E 3RD ST |
| 12/27/2022 | Closed | | Hanger | sidewalk needs shoveled | 1024 E 3RD ST |
| 12/27/2022 | Closed | | Email | sidewalk needs shoveled | 1622-24 Highland Ave |
| 12/27/2022 | Closed | | Email | sidewalk needs shoveled | 1628 Highland Ave. |
| 12/27/2022 | Closed | | Email | sidewalk needs shoveled | 1630 Highland Ave |
| 12/27/2022 | Closed | | Hanger | sidewalk needs shoveled | 1518 HIGHLAND AVE |
| 12/27/2022 | Closed | | Hanger | sidewalk needs cleaned | 1602 HIGHLAND AVE |
| 12/27/2022 | Closed | sent letter 12/29 | Phone Call | sidewalk needs shoveled | 1300 N 5TH AVE |
| 12/27/2022 | Closed | | Verbal Warning | sidewalk needs shoveled | 1051 W MADISON ST |
| 12/27/2022 | Closed | | Phone Call | sidewalk needs shoveled | 114 W Main St |
| 12/27/2022 | Closed | left message | Phone Call | sidewalk needs shoveled | 101 W WASHINGTON ST |
| 12/21/2022 | Closed | emailed owner | Email | furniture at Curb | 210 E 14TH ST |
| 12/21/2022 | Closed | | Hanger | mattress at curb | 628 N 4TH AVE |
| 12/20/2022 | Closed | | Hanger | refrigerator in driveway | 704 W MAIN ST |
| 12/19/2022 | Closed | | Hanger | junk at curb | 725 S 2ND AVE |
| 12/19/2022 | Closed | | Hanger | junk at curb | 709 S 2ND AVE |
| | | | | | |

Group Total: 48

Group: Open

| | | | | | |
|------------|------|---------------|----------------|--------------------------------------|----------------|
| 2/1/2023 | Open | took picture | Letter | appliance in back yard | 907 N 5TH AVE |
| 2/1/2023 | Open | | Hanger | appliance in back yard | 803 S 3RD AVE |
| 1/31/2023 | Open | | Hanger | parked on grass | 113 W 7TH ST |
| 1/30/2023 | Open | took pictures | Letter | clean up yard and siding | 904 S 10TH AVE |
| 1/27/2023 | Open | | Email | sidewalk needs shoveled | 309 E 7TH ST |
| 1/26/2023 | Open | | Verbal Warning | tree down and sidewalk snow removal | 925 E 3RD ST |
| 1/25/2023 | Open | | Hanger | parked on grass | 615 S 4TH AVE |
| 1/25/2023 | Open | | Hanger | junk vehicles | 214 N 4TH AVE |
| 1/10/2023 | Open | took pictures | Letter | clean up property | 1603 N 2ND AVE |
| 12/30/2022 | Open | took pictures | Letter | parked on grass driving through yard | 1109 E 3RD ST |
| | | | | | |

Group Total: 10

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

Total Records: 58

2/1/2023

**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
FEBRUARY 7, 2023**

| | | | |
|---------------------------------------|--------------------------------|----------------------------|-----------------|
| POLICE | ACE-N-MORE | SUPPLIES | 65.28 |
| | ALLIANT ENERGY | ALLIANT ENERGY | 1,184.89 |
| | AMAZON CAPITAL SERVICES | SUPPLIES | 128.33 |
| | ARNOLD MOTOR SUPPLY | UNIT 232 BATTERY/SUPPLIES | 391.59 |
| | BARRON MOTOR SUPPLY | BRAKES | 587.04 |
| | BDH TECHNOLOGY LLC | IT UPDATES/CONTRACT | 878.00 |
| | CAPITAL ONE | OFFICE SUPPLIES | 24.06 |
| | CAPPER CHRYSLER DODGE JEEP RAM | JUMPER | 33.80 |
| | GALLS LLC | COATS-VANWILLIGEN | 392.93 |
| | KCTC | PHONE & INTERNET | 306.26 |
| | KIWANIS WASHINGTON AMer's | DUES - LESTER | 76.50 |
| | MARCO TECHNOLOGIES LLC. | COPIES | 147.50 |
| | MID-STATES ORGANIZED CRIME | MEMBERSHIP | 150.00 |
| | MOORE'S BP AMOCO, INC. | CAR TOWING | 65.00 |
| | RANGEMASTERS TRAINING CENTER | EQUIPMENT | 221.00 |
| | VISA-TCM BANK, N.A. | FUEL, MEALS & TOOLS | 480.79 |
| | WASH CO TREASURER | STOP ON REG FEES ON UNPAID | 45.00 |
| | WASHINGTON DISCOUNT TIRE | TIRES | 842.48 |
| | | TOTAL | 6,020.45 |
| | FIRE | ALLIANT ENERGY | ALLIANT ENERGY |
| ARNOLD MOTOR SUPPLY | | PARTS | 67.53 |
| CINTAS CORP LOC. 342 | | TOWEL SERVICE | 87.87 |
| COBB OIL CO., INC-BP ONE TRIP | | FUEL | 21.68 |
| EMERGENCY SERVICES MARKETING CORP INC | | I AM RESPONDING SOFTWARE | 660.00 |
| FELD FIRE | | MASK REPAIR/HELMET FRONT | 168.56 |
| GALLS LLC | | JOB SHIRTS | 392.90 |
| HEIMAN FIRE EQUIPMENT | | SENSOR CAL EQUIPMENT | 266.11 |
| HIWAY SERVICE CENTER | | PARTS | 31.36 |
| IGRAPHIX, INC | | SHIPPING | 39.40 |
| KCTC | | PHONE & INTERNET | 191.85 |
| LEET'S REFRIGERATION | | ICE MACHINE CLEANING | 316.00 |
| MIDWEST ALARM | | FIRE & CITY HALL | 204.00 |
| SITLER'S SUPPLIES INC. | | BATTERIES | 150.00 |
| VISA-TCM BANK, N.A. | | OFFICE SUPPLIES | 71.56 |
| WITMER PUBLIC SAFETY GROUP | | WRENCH/LED | 358.24 |
| | | TOTAL | 5,693.06 |
| EMS | | BOUND TREE MEDICAL, LLC | GLOVES |
| | | TOTAL | 320.25 |
| DEVELOPMENT SERVICES | ACE-N-MORE | TILE PROBE | 47.99 |
| | ARNOLD MOTOR SUPPLY | PARTS | 100.30 |
| | HENKEL, KEITH | LODGING, MEALS & FUEL | 318.51 |
| | VISA-TCM BANK, N.A. | JEFF DUWA- REGISTRATION | 355.00 |
| | WMPF GROUP LLC | LEGAL ADVERTISING | 11.74 |
| | | TOTAL | 833.54 |
| LIBRARY | ACE-N-MORE | JANITORIAL SUPPLIES | 17.98 |
| | AMAZON CAPITAL SERVICES | LIBRARY MATERIALS | 286.49 |
| | BLACKSTONE PUBLISHING | AUDIOBOOKS | 34.94 |
| | CENGAGE LEARNING INC/GALE | LIBRARY MATERIALS | 45.73 |
| | KCII | ADVERTISING | 106.08 |
| | KCTC | PHONE & INTERNET | 412.05 |
| | MIDWEST ALARM | FIRE ALARM MAINTENANCE | 142.62 |
| | SALINAS, BRAYAN | WORKSHOP | 40.00 |

| | | | |
|------------------------|---------------------------------------|-----------------------------|------------------|
| | VISA-TCM BANK, N.A. | GOOGLE, ZOOM & POSTAGE | 106.94 |
| | | TOTAL | 1,192.83 |
| PARKS | ACE-N-MORE | SUPPLIES | 27.37 |
| | ALLIANT ENERGY | ALLIANT ENERGY | 1,155.63 |
| | COBB OIL CO., INC-BP ONE TRIP | FUEL | 51.12 |
| | CUSTOM IMPRESSIONS INC | EMPLOYEE CLOTHING | 328.04 |
| | HIGHLAND PRODUCTS GROUP, LLC | DOG PARK BENCH | 233.00 |
| | KCTC | PHONE & INTERNET | 330.64 |
| | VISA-TCM BANK, N.A. | FLOOR MATS & SUPPLIES | 35.40 |
| | | TOTAL | 2,161.20 |
| POOL | ALLIANT ENERGY | ALLIANT ENERGY | 181.04 |
| | KCTC | PHONE & INTERNET | 85.94 |
| | | TOTAL | 266.98 |
| CEMETERY | ACE-N-MORE | SUPPLIES | 119.14 |
| | ALLIANT ENERGY | ALLIANT ENERGY | 1,015.04 |
| | ARNOLD MOTOR SUPPLY | TRIMMER/MOWER PARTS | 890.00 |
| | CERTIFIED LABORATORIES | HYDRAULIC OIL | 383.45 |
| | KCTC | PHONE & INTERNET | 155.42 |
| | STRANSKY, JIM | POLE SAW REPAIR | 272.63 |
| | TIFCO INDUSTRIES | SHOP SUPPLIES/GRADER EDGE | 479.00 |
| | WASHINGTON DISCOUNT TIRE | LAWN MOWER TIRES | 238.00 |
| | | TOTAL | 3,552.68 |
| FINANCIAL ADMIN | ALLIANT ENERGY | ALLIANT ENERGY | 2,073.55 |
| | ACE-N-MORE | AIR FILTERS/SUPPLIES | 72.07 |
| | ALBERT, KIRK | MILEAGE REIMBURSEMENT | 94.38 |
| | AMAZON CAPITAL SERVICES | OFFICE SUPPLIES | 73.06 |
| | BAKER PAPER & SUPPLY | COPY PAPER | 246.79 |
| | CINTAS CORP LOC. 342 | RUG SERVICE | 55.55 |
| | CUSTOM IMPRESSIONS INC | PLAQUE | 219.80 |
| | DE LAGE LANDEN FINANCIAL SERVICES INC | COPIER LEASE | 154.98 |
| | GOOGLE LLC | EMAIL SUBSCRIPTION | 396.00 |
| | IGRAPHIX, INC | ENVELOPES/PAPER | 491.00 |
| | IMPRESSIONS COMPUTERS, INC | COMPUTER MAINTENANCE | 380.00 |
| | IOWA RADIO PLUS | ADVERTISING | 57.44 |
| | IOWA RADIO PLUS | ADVERTISING | 40.00 |
| | KCII | ADVERTISING | 386.82 |
| | KCTC | PHONE & INTERNET | 904.66 |
| | KIWANIS WASHINGTON AMer's | DUES - MCCUSKER | 76.50 |
| | MIDWEST ALARM | FIRE & CITY HALL | 204.00 |
| | PURCHASE POWER | POSTAGE | 1,073.05 |
| | ROSIEN, JARON | MILEAGE REIMBURSEMENT | 173.13 |
| | SIMMERING-CORY, INC. | 2022- SUPPLEMENT | 629.00 |
| | VISA-TCM BANK, N.A. | COMPUTER/FEES/REGISTRATIONS | 2,617.75 |
| | WASH CO RECORDER | FILING FEE | 125.00 |
| | WASH COUNTY MINIBUS | LOST- FEBRUARY | 23,557.49 |
| | WASHINGTON LUMBER | DRILL BIT | 21.97 |
| | WMPF GROUP LLC | LEGAL ADVERTISING | 797.82 |
| | | TOTAL | 34,921.81 |
| AIRPORT | ACE-N-MORE | SUPPLIES | 48.94 |
| | ALLIANT ENERGY | ALLIANT ENERGY | 1,555.99 |
| | BAUTISTA MIRANDA, YOLANDA | DECEMBER CLEANING | 375.00 |
| | CLOUDBURST 9 | INTERNET | 87.09 |
| | IOWA PUBLIC AIRPORTS ASSOC. | MEMBERSHIP DUES | 175.00 |
| | KCII | ADVERTISING | 106.08 |

| | | | |
|-------------------------------|---------------------------------|----------------------------------|------------------|
| | SITLER'S SUPPLIES INC. | BULBS | 375.00 |
| | VETTER'S INC-CULLIGAN WATER | WATER | 73.49 |
| | VISA-TCM BANK, N.A. | ZOOM FEE | 16.04 |
| | | TOTAL | 2,812.63 |
| ROAD USE | ACE-N-MORE | SUPPLIES | 101.29 |
| | ARNOLD MOTOR SUPPLY | PARTS, TAIL LIGHT, OIL, SUPPLIES | 794.64 |
| | CINTAS FIRST AID & SAFETY | FIRST AID SUPPLIES | 84.09 |
| | COBB OIL CO., INC-BP ONE TRIP | FUEL 104 | 117.98 |
| | DETROIT INDUSTRIAL TOOL | SUPPLIES | 566.00 |
| | DOUDS STONE LLC | ROADSTONE | 335.84 |
| | THOMPSON TRUCK AND TRAILER INC. | DIESEL FLUID, DOOR MIRROR | 389.74 |
| | VISA-TCM BANK, N.A. | COMPUTERS, WINDSHIELD | 1,420.48 |
| | WASH CO TREASURER | ROAD SALT | 6,921.60 |
| | WMPF GROUP LLC | EMPLOYMENT ADVERTISING | 144.41 |
| | | TOTAL | 10,876.07 |
| STREET LIGHTING | ALLIANT ENERGY | ALLIANT ENERGY | 314.48 |
| | | TOTAL | 314.48 |
| HOTEL/MOTEL TAX | VISA-TCM BANK, N.A. | WEB SERV, COMPUTERS, WINDS | 144.47 |
| | | TOTAL | 144.47 |
| CAPITAL PROJECTS | DELONG CONSTRUCTION | PAY APP#9-FINAL NLW SUBDIV | 29,292.07 |
| | RENOUX BUILDERS INC. | STORM WINDOWS- WOODLAWN | 6,303.94 |
| | SRF CONSULTING GROUP, INC | QUIET ZONE STUDY-12/31/22 | 1,894.15 |
| | WASH CO TREASURER | ENG SERVICES, BUCHANAN ST | 2,407.30 |
| | | TOTAL | 39,897.46 |
| SIDEWALK REPAIR & | MORGAN, PAT | SIDEWALK REPAIR REPLACEMEN | 512.00 |
| | | TOTAL | 512.00 |
| TREE REMOVAL & REP | SIGOURNEY TREECARE, LLC. | TREE BID #1-FY2023 | 6,800.00 |
| | | TOTAL | 6,800.00 |
| RESIDENTIAL DEVELO | WMPF GROUP LLC | LEGAL ADVERTISING | 11.04 |
| | | TOTAL | 11.04 |
| TREE COMMITTEE | MCCONNELL, MARDE | MEETING SUPPLIES | 27.16 |
| | | TOTAL | 27.16 |
| K-9 PROGRAM | VISA-TCM BANK, N.A. | K-9 SUPPLIES | 156.78 |
| | | TOTAL | 156.78 |
| LIBRARY GIFT | BAKER & TAYLOR | LIBRARY MATERIALS | 356.10 |
| | KCTC | WIRELESS ACCESS POINTS | 932.70 |
| | OVERDRIVE, INC. | DIGITAL MATERIALS | 203.47 |
| | STAPLES BUSINESS ADVANTAGE | OFFICE SUPPLIES | 554.19 |
| | | TOTAL | 2,046.46 |
| WATER PLANT | ALLIANT ENERGY | ALLIANT ENERGY | 1,476.19 |
| | AMAZON CAPITAL SERVICES | SUPPLIES | 90.84 |
| | IGRAPHIX, INC | DISCONNECT NOTICES | 155.00 |

| | | | |
|---------------------------|---------------------------------|------------------------------|-------------------|
| | ION ENVIRONMENTAL SOLUTIONS | LAB SERVICES | 124.00 |
| | JETCO | SCADA SYSTEM SUPPORT CONTR | 9,830.00 |
| | KCTC | PHONE & INTERNET | 158.75 |
| | POSTMASTER | BULK MAIL WATER BILLS/STAMPS | 1,245.90 |
| | STREFF, ROSE | MILEAGE REIMBURSEMENT | 5.63 |
| | WATER SOLUTIONS UNLIMITED | CHEMICALS | 11,795.19 |
| | | TOTAL | 24,881.50 |
| WATER DISTRIBUTION | | | |
| | ACE-N-MORE | GLOVES/LIGHTS/SUPPLIES | 447.52 |
| | ALLIANT ENERGY | ALLIANT ENERGY | 51.92 |
| | APPLIED INDUSTRIAL TECHNOLOGIES | GRINDER PARTS | 145.71 |
| | ARNOLD MOTOR SUPPLY | SUPPLIES | 78.39 |
| | JOHN DEERE FINANCIAL | SAFETY SWEATSHIRT | 59.99 |
| | KCH | EMPLOYMENT ADVERTISING | 143.50 |
| | KCTC | PHONE & INTERNET | 99.40 |
| | USA BLUEBOOK | STRAINERS FOR TRASH PUMPS | 156.64 |
| | UTILITY EQUIPMENT CO | SERVICE BOXES | 1,900.00 |
| | VISA-TCM BANK, N.A. | PRINTING SUPPLIES | 667.24 |
| | WMPF GROUP LLC | EMPLOYMENT ADVERTISING | 45.91 |
| | | TOTAL | 3,796.22 |
| SEWER PLANT | | | |
| | ALLIANT ENERGY | ALLIANT ENERGY | 11,530.45 |
| | AMAZON CAPITAL SERVICES | SUPPLIES | 285.59 |
| | EUROFINS ENVIRONMENT TESTING NC | CERTIFIED TESTING | 1,638.00 |
| | JETCO | SCADA SYSTEM SUPPORT CONTR | 7,710.00 |
| | KCTC | PHONE & INTERNET | 277.98 |
| | MID-AM RES. CHEMICAL CORP | LIFT STATION CLEANER | 1,538.13 |
| | | TOTAL | 22,980.15 |
| SEWER COLLECTION | | | |
| | ACE-N-MORE | SUPPLIES/SEWER CAM SUPPLIES | 145.46 |
| | ARNOLD MOTOR SUPPLY | 301 SERVICE/FLOOR SWEEP COMP | 153.32 |
| | DOUDS STONE LLC | ROADSTONE | 1,135.68 |
| | KCH | EMPLOYMENT ADVERTISING | 143.50 |
| | KCTC | PHONE & INTERNET | 99.40 |
| | RIVER PRODUCTS | STONE | 556.50 |
| | SCHIMBERG CO. | SEWER TAPPING SADDLES | 1,620.00 |
| | THOMPSON TRUCK AND TRAILER INC. | DIESEL FLUID, DOOR MIRROR | 499.84 |
| | WELLINGTON, EARL | TOOLS | 593.25 |
| | WIBSTAD, ZACH | MEAL REIMBURSEMENT | 12.31 |
| | WMPF GROUP LLC | EMPLOYMENT ADVERTISING | 45.91 |
| | | TOTAL | 5,005.17 |
| SANITATION | | | |
| | JOHNSON COUNTY REFUSE INC | REFUSE AND RECYCLING | 48,582.50 |
| | WASH CO HUMANE SOCIETY | JAN. COLLECTIONS | 343.77 |
| | | TOTAL | 48,926.27 |
| | | TOTAL | 224,150.66 |

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.

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



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

February 3, 2023

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

From: Deanna McCusker
City Administrator

Re: MSJ Rebate Development Agreement

I met on a few occasions with Jeff Hazelett and Scott Goodwin to discuss the possibility of doing an additional TIF rebate for the MSJ subdivision due to the increase in construction costs for the subdivision. The estimated TIF revenue for the subdivision was reviewed. It was explained to him that the City gets the first dollars to make our necessary bond payment for the development. Many things were discussed with the remaining dollars that would be received. It was initially discussed that the City would get the first \$10,000 after our bond payment each year and then any additional TIF dollars would be split 50/50. Since the City has other future development projects we want to start setting TIF housing funds away. When this idea was presented, it was reviewed but ultimately was not accepted by the developer. So the new agreement has had those 2 caveats removed essentially meaning that after the City receives what we need for our bond payment, anything remaining will go to the developer until he has received \$370,200. The developer will not receive the full \$370,200 until between 2037 and 2038.

Remember the City borrowed \$800,000 to put in the infrastructure for this subdivision. We also put in the sewer extension, which cost the City an extra \$200,000. It is unfortunate that supply prices have increased and ultimately increased this project, but I don't think this responsibility should fall on the City to pick up. Our costs were also impacted by the supply costs. We need TIF dollars for future housing projects, which is estimated to be \$540,740 in 16 years and it is always an unknown when the State legislators will reduce our TIF dollars received.

I provided a spreadsheet that shows what was initially discussed for your review.

With everything that is known and unknown, I would recommend that Council consider this tax rebate providing additional TIF dollars to the developer very seriously.

| Fiscal Year | Estimated TIF Dollars Received | Bond Payment | Estimate of Balance Available | City Extra \$10,000 setaside | City 50/50 Funds | Developer 50/50 Funds |
|-------------|--------------------------------------|-----------------|----------------------------------|---------------------------------|------------------|-----------------------|
| 2025 | \$ 24,907.18 | \$ 26,235.00 | \$ (1,327.82) | \$ 10,000.00 | \$ - | \$ - |
| 2026 | \$ 49,814.35 | \$ 41,235.00 | \$ 8,579.35 | \$ 10,000.00 | \$ 8,579.35 | \$ - |
| 2027 | \$ 66,419.14 | \$ 55,785.00 | \$ 10,634.14 | \$ 10,000.00 | \$ 317.07 | \$ 317.07 |
| 2028 | \$ 83,023.92 | \$ 69,885.00 | \$ 13,138.92 | \$ 10,000.00 | \$ 1,569.46 | \$ 1,569.46 |
| 2029 | \$ 99,628.70 | \$ 83,535.00 | \$ 16,093.70 | \$ 10,000.00 | \$ 3,046.85 | \$ 3,046.85 |
| 2030 | \$ 116,233.49 | \$ 96,735.00 | \$ 19,498.49 | \$ 10,000.00 | \$ 4,749.24 | \$ 4,749.24 |
| 2031 | \$ 128,687.08 | \$ 94,485.00 | \$ 34,202.08 | \$ 10,000.00 | \$ 12,101.04 | \$ 12,101.04 |
| 2032 | \$ 128,687.08 | \$ 97,235.00 | \$ 31,452.08 | \$ 10,000.00 | \$ 10,726.04 | \$ 10,726.04 |
| 2033 | \$ 128,687.08 | \$ 99,835.00 | \$ 28,852.08 | \$ 10,000.00 | \$ 9,426.04 | \$ 9,426.04 |
| 2034 | \$ 128,687.08 | \$ 97,285.00 | \$ 31,402.08 | \$ 10,000.00 | \$ 10,701.04 | \$ 10,701.04 |
| 2035 | \$ 128,687.08 | \$ 99,650.00 | \$ 29,037.08 | \$ 10,000.00 | \$ 9,518.54 | \$ 9,518.54 |
| 2036 | \$ 128,687.08 | \$ 96,770.00 | \$ 31,917.08 | \$ 10,000.00 | \$ 10,958.54 | \$ 10,958.54 |
| 2037 | \$ 128,687.08 | \$ 98,800.00 | \$ 29,887.08 | \$ 10,000.00 | \$ 9,943.54 | \$ 9,943.54 |
| 2038 | \$ 128,687.08 | \$ | \$ 128,687.08 | \$ 10,000.00 | \$ 59,343.54 | \$ 59,343.54 |
| 2039 | \$ 128,687.08 | \$ | \$ 128,687.08 | \$ 10,000.00 | \$ 59,343.54 | \$ 59,343.54 |
| | TOTALS | | \$ 540,740.50 | | | |

The City could have \$540,740 in 16 years for future development.

Prepared by: Kevin D. Olson, Washington City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277
Return to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (the "Agreement") entered into by and between the **City of Washington, Iowa**, 215 E. Washington Street, Washington, Iowa 52353, hereafter referred to as "City"; and **MSJ, LLC**, 107 S. Marion Avenue, Washington, Iowa 52353, hereafter referred to as "Developer."

WHEREAS, the Developer is the owner of that certain real property legally described as:

Lota 1-31 (inclusive), Country Club View Subdivision – Plat 1, Washington, Washington County, Iowa, according to the recorded plat thereof in Book 31 at Page 0158, Plat Records of the Washington County Recorder

(the "Development Property"); and

WHEREAS, the Developer desires to develop the Development Property as a residential subdivision (the "Development Project"); and

WHEREAS, the Development Property is located within the Washington Unified South Central Residential Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, the Developer is willing to construct the Development Property on the Development Property in accordance with the requirements outlined in this Development Agreement; and

WHEREAS, the City is collecting the incremental taxes generated from the Project on the Development Property to reimburse itself for the infrastructure constructed in Country Club View Subdivision – Plat 1 (the "Improvements") and

WHEREAS, the City issued financing for the Improvements, and the City owes annual payments for said financing under the column titled "Bond Payment" as shown on Exhibit "A" attached hereto; and

WHEREAS, the Developer has requested that the City assist with cost overruns on the Development Project by granting incremental tax payments to the Developer with cost overruns; and

WHEREAS, the City has agreed to grant economic development tax rebates pursuant to Chapters 15A and 403 of the Code of Iowa, subject to the terms and conditions below:

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS, AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AGREEMENT, THE DEVELOPER AND CITY AGREE AS FOLLOWS:

A. Developer's Obligations.

1. The Developer shall construct residential houses on each lot on the Development Property within 9 years from the date of this Agreement.

2. The Developer shall pay, when due, all real estate taxes levied against the Development Property to the Washington County Treasurer. Prior to receiving any economic development tax increment payments, the Developer shall provide receipts to the City evidencing payment of said real estate taxes. Failure to pay property taxes for any year shall constitute a breach of this Agreement by the Developer.

B. City's obligations.

1. In recognition of the Developer's obligations set out above, the City agrees to maintain the tax increment ordinances in effect and to make economic development tax increment payments (the "Payments") to the Developer in each fiscal year during the term of this Agreement, pursuant to Chapters 15A and 403 of the Code of Iowa according to the following formula:

- a. First of all, all incremental taxes received by the City from the Development Property will be used to pay the City's Bond Payment.
- b. Any incremental tax revenues left after making the Bond Payment will be divided as follows:

i) The first \$10,000 will be directed to the City.

- ii) If there are any remaining incremental tax revenues remaining, those incremental tax revenues will be divided 50% to the City and 50% to the Developer.

(By way of example, lets say the City collected \$100,000 in incremental tax revenues from the Development Project in Fiscal Year 2025. The First \$26,235 would be used to pay the City's Bond Payment outlined in Exhibit "A." The next \$10,000 would be deposited in the city's housing fund. After those two payments have been distributed, \$63,765 in incremental tax revenues remain. That amount would be split equally between the City and Developer, each receiving \$31,882.50. The Developer's share of the incremental tax payments shall be referred to as the "Payments.")

In the event that no incremental tax revenues remain after the Bond Payment and \$10,000 reserve payment to the City have been made, the Developer will receive no incremental tax revenue payments for that years as each fiscal year represents a new tax calculations and there are no carryovers to make up for shortfalls in previous years.

This calculation would continue for fifteen (15) fiscal years or until the Developer's share of Payments reaches \$370,200, at which point the incremental tax payments shall cease.

By executing this Agreement, the Developer expressly acknowledges and understands that the Developer is not guaranteed the \$370,200 in total Payments and that the Developer has no recourse against the City for any shortage of the \$370,000 in Payments.

2. The Payments shall be made on June 1st and December 1st (the "Payment Date") of each fiscal year. The Developer expressly agrees that no Payment will be made to the Developer if the Developer is not in compliance with this Agreement.

3. The Payments to the Developer contemplated under this Agreement will be for fifteen (15) fiscal years (a total of 30 payments, unless there are not enough incremental tax revenues in any year to make a any Payments), the first Payment being made on the first tax payment based upon the assessment for the completed Development Project. (By way of example, if the Project receives an occupancy permit on December 15, 2023, the first Payment contemplated under this Agreement will be based upon the January 1, 2024 tax assessment made by the Washington County Assessor, and the first Payment would be made December 1, 2025 because taxes payable on January 1, 2020 assessment are paid by October 1, 2025 and April 1 of 2026.)

4. The Payments contemplated under this Agreement shall not constitute general obligations of the City, but shall be made solely and only from incremental property taxes

received by the City from the Washington County Treasurer, which are attributable to the Development Property.

5. Each Payment contemplated under this Agreement shall be subject to the annual appropriation of the City Council. Prior to December 1 of each year during the term of this Agreement, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payments due in the following fiscal year 100% of the amount of incremental tax increment revenues to be collected in the following fiscal year. (the "Appropriated Amount"). The Developer expressly agrees that in no event shall the Appropriated Amount, when added to the previous Payments, exceed the \$370,000.00.

The City agrees to certify pursuant to Section 403.19 of the Iowa Code by December 1st of each year during the term of this Agreement to the Washington County Auditor an amount equal to the most recent Appropriated Amount. The City will give notice to the Developer of the amount certified pursuant to Section 403.19 of the Code on or before December 1st of each year, for the fiscal year beginning the following July 1st. If the City fails to certify an amount to be collected pursuant to said Section 403.19 of the Code for the obligations contemplated under this Agreement, then an event of non-appropriation shall have occurred, as discussed herein. If an event of non-appropriation occurs, the City's obligation to pay pursuant to this Agreement for the fiscal year in question shall cease, and the Developer expressly acknowledges that it has no recourse against the City for said non-appropriation. Future Payments, if any, contemplated under this Agreement shall be subject to future appropriation by the City, all of which shall be contemplated pursuant to said Section 403.19 and certified each December 1st for the fiscal year beginning the following July 1st.

C. Administrative Provisions.

1. Each party represents to the other that the party has full power and authority to enter into this Agreement and that this Agreement is a binding Agreement duly authorized by the governing body of each party.

2. This Agreement represents the entire agreement between the parties and may not be amended or assigned without the express permission of the other party. However, by execution of this Agreement, the City hereby authorizes the Developer to assign the rights to receive the Payments to a private lender, as security, without further action of the City Council and the receipt of a written assignment to receive the Payments from the Developer.

3. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

4. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa, and for all purposes shall be governed by and construed in accordance with the laws of the State of Iowa.

5. If any provision of this Agreement or the application thereof to any person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

6. That this Agreement may be executed in counterparts.

(Signature pages to follow)

DRAFT

SIGNATURE PAGE OF CITY OF WASHINGTON, IOWA.

Jaron P. Rosien, Mayor

ATTEST:

Sally H. Hart, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:

This instrument was acknowledged before me on this _____ day of _____, 2023, by Jaron P. Rosien and Sally Y. Hart as Mayor and City Clerk respectively of the City of Washington, Iowa.

Notary public

SIGNATURE PAGE OF DEVELOPER:

By: _____

Print name and title

STATE OF IOWA, COUNTY OF WASHINGTON:

On this ____ day of _____, 2023, this document was executed by
_____, as Manager of MSJ, LLC.

Notary Public

DRAFT

Prepared by: Kevin D. Olson, Washington City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277
Return to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (the “Agreement”) entered into by and between the **City of Washington, Iowa**, 215 E. Washington Street, Washington, Iowa 52353, hereafter referred to as “City”; and **MSJ, LLC**, 107 S. Marion Avenue, Washington, Iowa 52353, hereafter referred to as “Developer.”

WHEREAS, the Developer is the owner of that certain real property legally described as:

Lota 1-31 (inclusive), Country Club View Subdivision – Plat 1, Washington, Washington County, Iowa, according to the recorded plat thereof in Book 31 at Page 0158, Plat Records of the Washington County Recorder

(the “Development Property”); and

WHEREAS, the Developer desires to develop the Development Property as a residential subdivision (the “Development Project”); and

WHEREAS, the Development Property is located within the Washington Unified South Central Residential Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, the Developer is willing to construct the Development Property on the Development Property in accordance with the requirements outlined in this Development Agreement; and

WHEREAS, the City is collecting the incremental taxes generated from the Project on the Development Property to reimburse itself for the infrastructure constructed in Country Club View Subdivision – Plat 1 (the “Improvements”) and

WHEREAS, the City issued financing for the Improvements, and the City owes annual payments for said financing under the column titled "Bond Payment" as shown on Exhibit "A" attached hereto; and

WHEREAS, the Developer has requested that the City assist with cost overruns on the Development Project by granting incremental tax payments to the Developer with cost overruns; and

WHEREAS, the City has agreed to grant economic development tax rebates pursuant to Chapters 15A and 403 of the Code of Iowa, subject to the terms and conditions below:

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS, AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AGREEMENT, THE DEVELOPER AND CITY AGREE AS FOLLOWS:

A. Developer's Obligations.

1. The Developer shall construct residential houses on each lot on the Development Property within 9 years from the date of this Agreement.

2. The Developer shall pay, when due, all real estate taxes levied against the Development Property to the Washington County Treasurer. Prior to receiving any economic development tax increment payments, the Developer shall provide receipts to the City evidencing payment of said real estate taxes. Failure to pay property taxes for any year shall constitute a breach of this Agreement by the Developer.

B. City's obligations.

1. In recognition of the Developer's obligations set out above, the City agrees to maintain the tax increment ordinances in effect and to make economic development tax increment payments (the "Payments") to the Developer in each fiscal year during the term of this Agreement, pursuant to Chapters 15A and 403 of the Code of Iowa according to the following formula:

- a. First of all, all incremental taxes received by the City from the Development Property will be used to pay the City's Bond Payment.
- b. Any incremental tax revenues left after making the Bond Payment will be provided to the Developer until the aggregate amount of the Payments equals \$370,200, at which time said Payments shall cease to the Developer.

(By way of example, lets say the City collected \$100,000 in incremental tax revenues from the Development Project in Fiscal Year 2025. The First \$26,235 would be used to pay the City's Bond Payment outlined in Exhibit "A." The remaining \$73,765 will be rebated to the Developer. The Developer's share of the incremental tax payments shall be referred to as the "Payments.")

In the event that no incremental tax revenues remain after the Bond Payment, the Developer will receive no incremental tax revenue payments for that years as each fiscal year represents a new tax calculations and there are no carryovers to make up for shortfalls in previous years.

This calculation would continue for fifteen (15) fiscal years or until the Developer's share of Payments reaches \$370,200, at which point the incremental tax payments shall cease.

By executing this Agreement, the Developer expressly acknowledges and understands that the Developer is not guaranteed the \$370,200 in total Payments and that the Developer has no recourse against the City for any shortage of the \$370,000 in Payments.

2. The Payments shall be made on June 1st and December 1st (the "Payment Date") of each fiscal year. The Developer expressly agrees that no Payment will be made to the Developer if the Developer is not in compliance with this Agreement.

3. The Payments to the Developer contemplated under this Agreement will be for fifteen (15) fiscal years (a total of 30 payments, unless there are not enough incremental tax revenues in any year to make a any Payments), the first Payment being made on the first tax payment based upon the assessment for the completed Development Project. (By way of example, if the Project receives an occupancy permit on December 15, 2023, the first Payment contemplated under this Agreement will be based upon the January 1, 2024 tax assessment made by the Washington County Assessor, and the first Payment would be made December 1, 2025 because taxes payable on January 1, 2020 assessment are paid by October 1, 2025 and April 1 of 2026.)

4. The Payments contemplated under this Agreement shall not constitute general obligations of the City, but shall be made solely and only from incremental property taxes received by the City from the Washington County Treasurer, which are attributable to the Development Property.

5. Each Payment contemplated under this Agreement shall be subject to the annual appropriation of the City Council. Prior to December 1 of each year during the term of this Agreement, the City Council of the City shall consider the question of obligating for

appropriation to the funding of the Payments due in the following fiscal year 100% of the amount of incremental tax increment revenues to be collected in the following fiscal year. (the "Appropriated Amount"). The Developer expressly agrees that in no event shall the Appropriated Amount, when added to the previous Payments, exceed the \$370,000.00.

The City agrees to certify pursuant to Section 403.19 of the Iowa Code by December 1st of each year during the term of this Agreement to the Washington County Auditor an amount equal to the most recent Appropriated Amount. The City will give notice to the Developer of the amount certified pursuant to Section 403.19 of the Code on or before December 1st of each year, for the fiscal year beginning the following July 1st. If the City fails to certify an amount to be collected pursuant to said Section 403.19 of the Code for the obligations contemplated under this Agreement, then an event of non-appropriation shall have occurred, as discussed herein. If an event of non-appropriation occurs, the City's obligation to pay pursuant to this Agreement for the fiscal year in question shall cease, and the Developer expressly acknowledges that it has no recourse against the City for said non-appropriation. Future Payments, if any, contemplated under this Agreement shall be subject to future appropriation by the City, all of which shall be contemplated pursuant to said Section 403.19 and certified each December 1st for the fiscal year beginning the following July 1st.

C. Administrative Provisions.

1. Each party represents to the other that the party has full power and authority to enter into this Agreement and that this Agreement is a binding Agreement duly authorized by the governing body of each party.

2. This Agreement represents the entire agreement between the parties and may not be amended or assigned without the express permission of the other party. However, by execution of this Agreement, the City hereby authorizes the Developer to assign the rights to receive the Payments to a private lender, as security, without further action of the City Council and the receipt of a written assignment to receive the Payments from the Developer.

3. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

4. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa, and for all purposes shall be governed by and construed in accordance with the laws of the State of Iowa.

5. If any provision of this Agreement or the application thereof to any person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this

Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

6. That this Agreement may be executed in counterparts.

(Signature pages to follow)

PROPOSED

SIGNATURE PAGE OF CITY OF WASHINGTON, IOWA.

Millie Youngquist, Mayor Pro tem

ATTEST:

Sally H. Hart, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:

This instrument was acknowledged before me on this ____ day of _____, 2023, by Millie Youngquist and Sally Y. Hart as Mayor Pro tem and City Clerk respectively of the City of Washington, Iowa.

Notary public

SIGNATURE PAGE OF DEVELOPER:

By: _____

Print name and title

STATE OF IOWA, COUNTY OF WASHINGTON:

On this ____ day of _____, 2023, this document was executed by
_____, as Manager of MSJ, LLC.

Notary Public

RESOLUTION 2023-_____

**A RESOLUTION AUTHORIZING A TAX REBATE
DEVELOPMENT AGREEMENT WITH MSJ, LLC**

WHEREAS, MSJ, LLC (the “Developer”) and the City have drafted a Development Agreement whereby the City and Developer would share the Tax Increment Financing (“TIF”) from the subdivision owned by the Developer; and,

WHEREAS, the City will receive TIF funds first to make the annual bond payment and then additional funds will be provided to the developer as a tax rebate.

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

Section 1. The City Council hereby approves the aforementioned Development Agreement, 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 7th day of February, 2023.

Millie Youngquist, Mayor Pro Tem

ATTEST:

Sally Y. Hart, City Clerk

RESOLUTION NO. _____

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

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

WHEREAS, trash and junk was removed from the following listed property owners:

The property of CASTILLO, LUIS A. M. located at 714 W MONROE ST. for the amount of \$120.00. Legal description (10 05 SW WASH) Parcel Number (1118481010).

The property of FARR, JACKIE L. located at 914 E 3rd ST. for the amount of \$120.00. Legal description (12 SMOUSES E SID ADD W 55 FT) Parcel Number (1117426013).

The property of STOCKER, GLEN located at 627 E MAIN ST. for the amount of \$200.00. Legal description (02 05 NE WASH W 62 FT). Parcel Number (1117413005).

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

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

Passed and Approved this 7th day of February, 2023.

Millie Youngquist, Mayor Pro Tem

Attest:

Sally Y. Hart, City Clerk

RESOLUTION NO. 2023-__

**A RESOLUTION APPROVING MAJOR SITE
PLAN FOR THE WASHINGTON YMCA POOL ADDITION
AT 520 WEST 5TH STREET**

WHEREAS, the Washington Community School District has filed a Major Site Plan for the Washington YMCA Pool Addition at 520 West 5th Street as required under Chapter 161 of the Washington Code of Ordinances; and

WHEREAS, the Acting Building Official has reviewed said Major Site Plan and verified compliance with all applicable ordinances; and

WHEREAS, the Planning & Zoning Commission voted at its meeting on February 2nd, 2023, to recommend to the City Council the approval of said Major Site Plan; and

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

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

PASSED AND APPROVED this 7th day of February, 2023.

Millie Youngquist, Mayor Pro Tem

ATTEST:

Sally Y. Hart, City Clerk



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

Memo

To: City Council
From: Jeff Duwa-Building and Zoning Official
Date: 02/03/2023
Re: Major Site Plan for the Washington YMCA pool addition at 520 W. 5th St.

Issue

Review and consider of the Major Site Plan for the Washington YMCA pool addition at 520 W. 5th St.

Background

The Washington YMCA is planning to add the pool addition as part of Phase II of the project. This addition was in the original overall plan for the YMCA project from 2018. The plan will bring the indoor pool events to the new site for better facilitation of future swim events and a great asset to Washington. On Thursday, February 2, 2023, the City of Washington's Planning and Zoning Commission met to review and discuss the Major Site Plan for the Washington YMCA pool addition at 520 W. 5th St.

Recommendation

The City of Washington's Planning and Zoning Commission recommends that City Council approve the Major Site Plan for the Washington YMCA pool addition at 520 W. 5th St.

SITE PLAN APPLICATION

Date of Submittal: 12/14/22

MAJOR minor

\$300.00 Application Fee

Site Address or Legal Description: 520 W. 5th Ave., Washington, IA

Applicant: YMCA of Washington, Iowa
Name

Telephone or Cell Phone 319-653-2141

Site Plan Prepared By: Bradley J. Uitermarkt
Name

Telephone or Cell Phone 641-660-6055

520 W. 5th Ave., Washington, IA
Address

Email aschulte@washingtoney.org

Garden & Assoc., PO Box 451, Oskaloosa, IA
Agency and Address

Email buitemarkt@gardenassociates.net

Project Description: Phase II Pool Addition

Required information includes:

- Date of preparation and north arrow
- Scale no smaller than 1" = 100'
- Legal description or street address
- Names and addresses of property owner, plan preparer, applicant, and applicant's attorney
- Property lines and area of the site
- Total dwelling units and bedrooms per unit
- Total commercial floor area and type of uses
- Exterior dimensions of structures
- Setback distances from property boundary lines
- Distances between structures
- Dimensions of parking areas and walkways
- Location of outdoor dumpsters and recycling areas
- Materials and methods proposed to prevent soil erosion from the construction activity
- Landscaping plan that shows existing and proposed trees, and vegetative screening

- Location and size of existing and proposed utilities, including fire hydrants
- Complete traffic circulation and parking plan
- Locations of rivers, streams, wetlands, and flood hazard areas

The City may require additional information:

- Locations and types of proposed lighting
- Details of fences and retaining walls
- Detail of landscape or structural screening for outdoor parking and storage areas
- Locations and specifications for storage of flammable, corrosive, or hazardous materials
- Existing and proposed contours
- Location and type of signs
- A storm water runoff plan
- Typical cross section of proposed streets, alleys and parking areas

For complete information on submittal requirements and design standards, see Chapter 164 of the City of Washington's Code of Ordinances.

Client:
WASHINGTON YMCA
 520 W 6TH ST.
 WASHINGTON, IA 52353

Project:
Washington YMCA
PHASE II
POOL ADDITION



Building Solutions
 Since 1913
 Carl A. Nelson & Company
 1815 Den Marine Avenue
 Burlington, IA 52001
 P: 319-255-2208
 F: 319-255-2208
 www.carlnelson.com



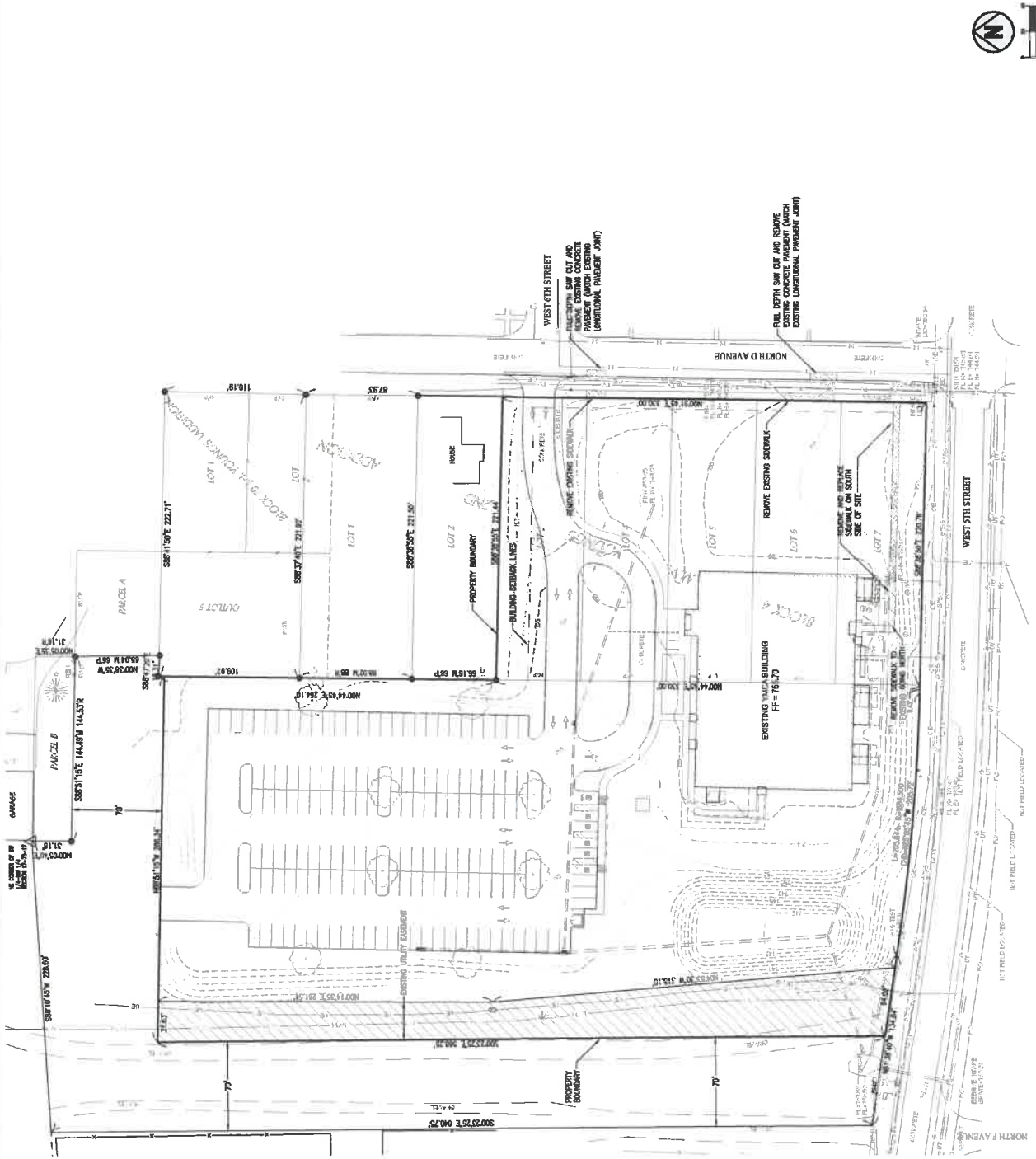
Key Plans:

| | |
|------------------------------|---------------------|
| Sheet Printed at Plot Scale: | 2 in |
| Number of Sheets: | 0 |
| Date: | 01/20/2023 |
| Revision/Action: | SITE PLAN REVISIONS |
| NOT FOR CONSTRUCTION | |

Sheet Name:
 SITE PLAN SUBMITTAL
 Date:
 12/15/2022

Sheet Number:
EXISTING CONDITIONS
AND REMOVALS

Sheet Number:
C101
 Drawn By: KSR
 Checked By: KSR



Client:
WASHINGTON YMCA
 520 W 6TH ST.
 WASHINGTON, IA 52353

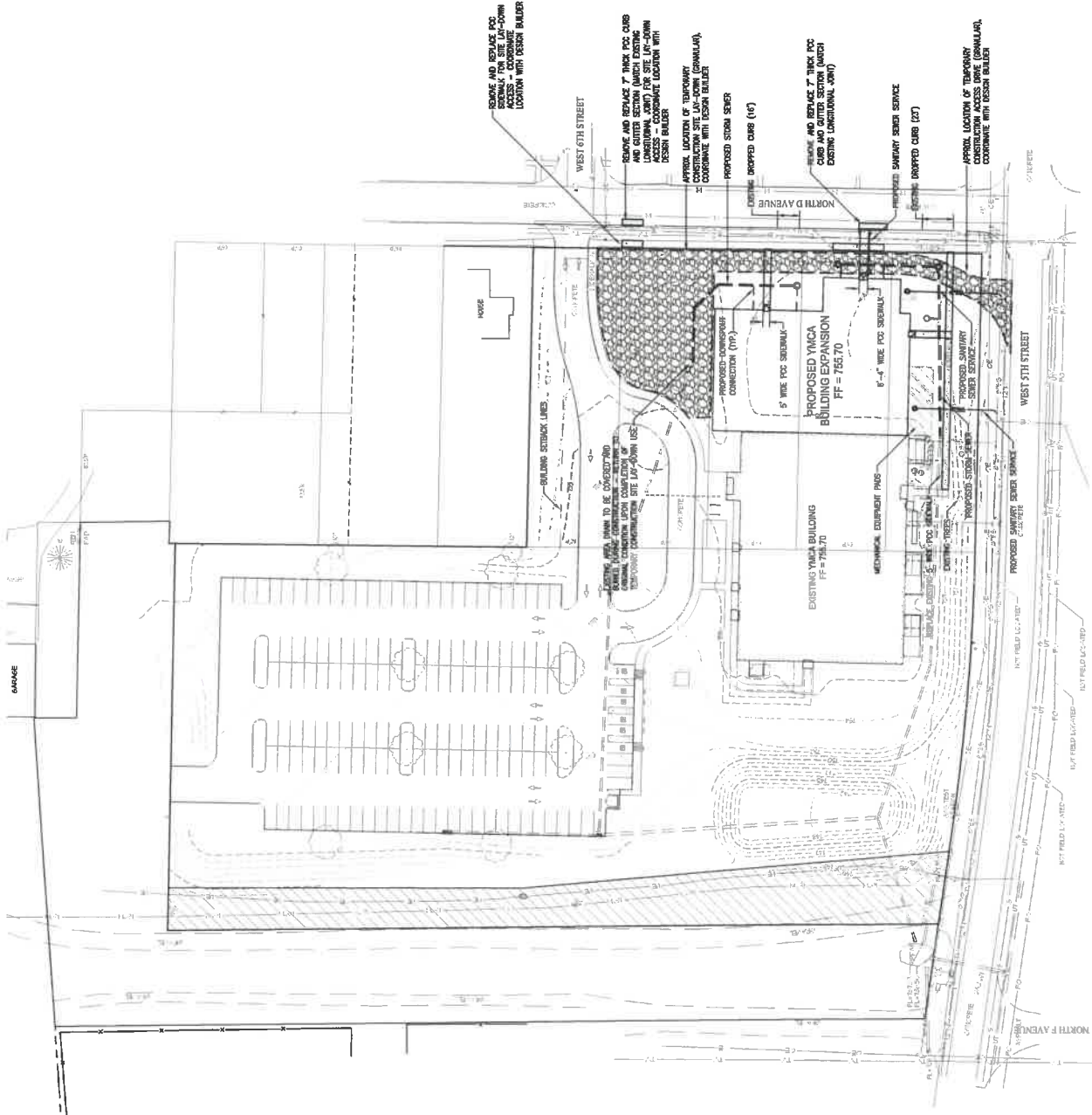
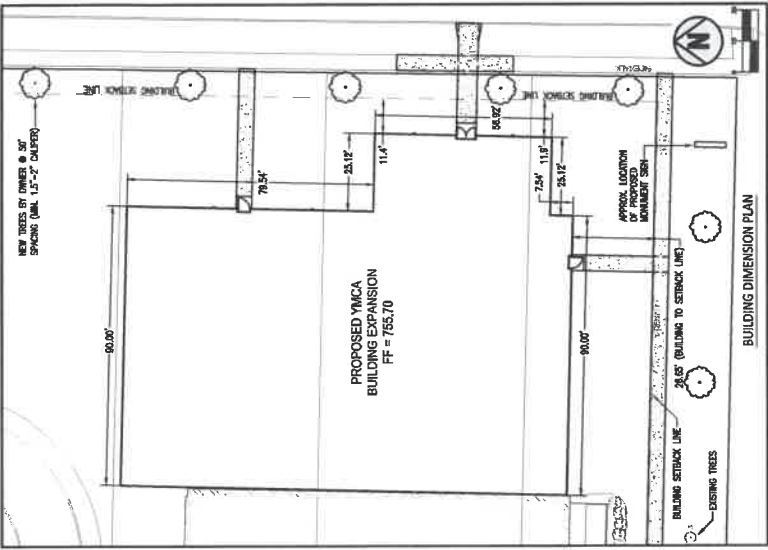
Project:
Washington YMCA
PHASE II
POOL ADDITION

Design By:
NELSON
 AIA # 331593-53
 Building Solutions
 Since 1913
 Carl A. Nelson & Company
 1815 Doe Moore Avenue
 Burlington, IA 52001
 P: 319-254-9415
 F: 319-254-9415
 www.carl-a-nelson.com

Copyright 2011
SVP Architects

Key Plan:
 Sheet Printed At Scale: 1" = 2 ft
 Date: 07/20/2011
 Not For Construction
 Project Name: WASHINGTON YMCA
 Project Number: 107140020
 Sheet Name: SITE PLAN SUBMITTAL

Site Layout Plan
 Sheet Number: **C102**
 Drawn By: LKH
 Checked By: CAJ



Overseer
WASHINGTON YMCA
520 W 6TH ST.
WASHINGTON, IA 52353

Project
Washington YMCA
PHASE II
POOL ADDITION

Design By:
NELSON
Building Solutions
Since 1913
Carl A. Nelson & Company
1915 Des Moines Avenue
Burlington, IA 50801
P: 319.252.5615
F: 319.252.5615
www.carlnelson.com

Copyright 2011
SVP Architects

Plot No:

Sheet Number of 8 Sheets:

NOT FOR CONSTRUCTION

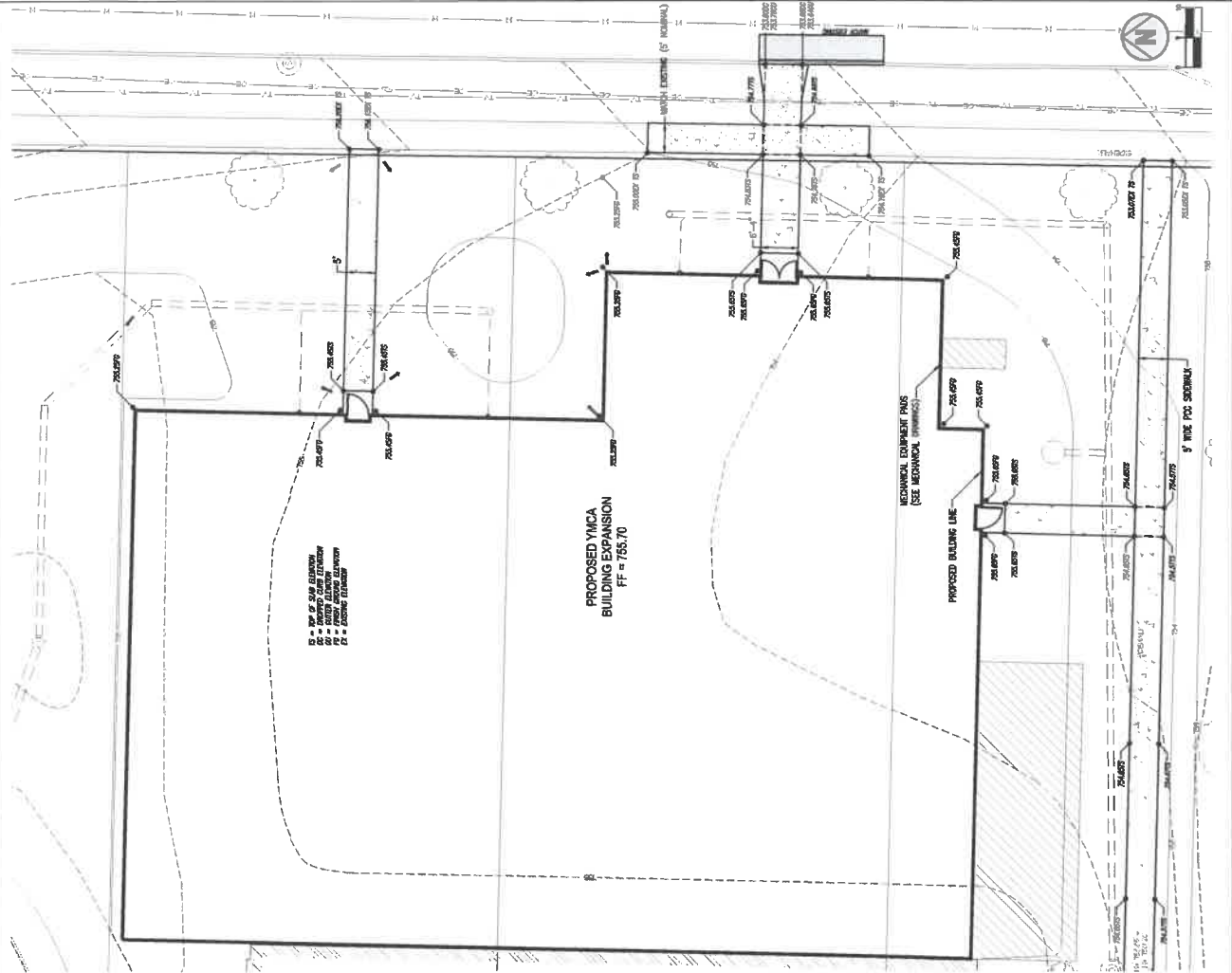
Project: STEPHAN BIRTHALL

Date: 10/12/2012

GRADING AND UTILITY PLAN

C103

Drawn By: LAR
 Checked By: CR



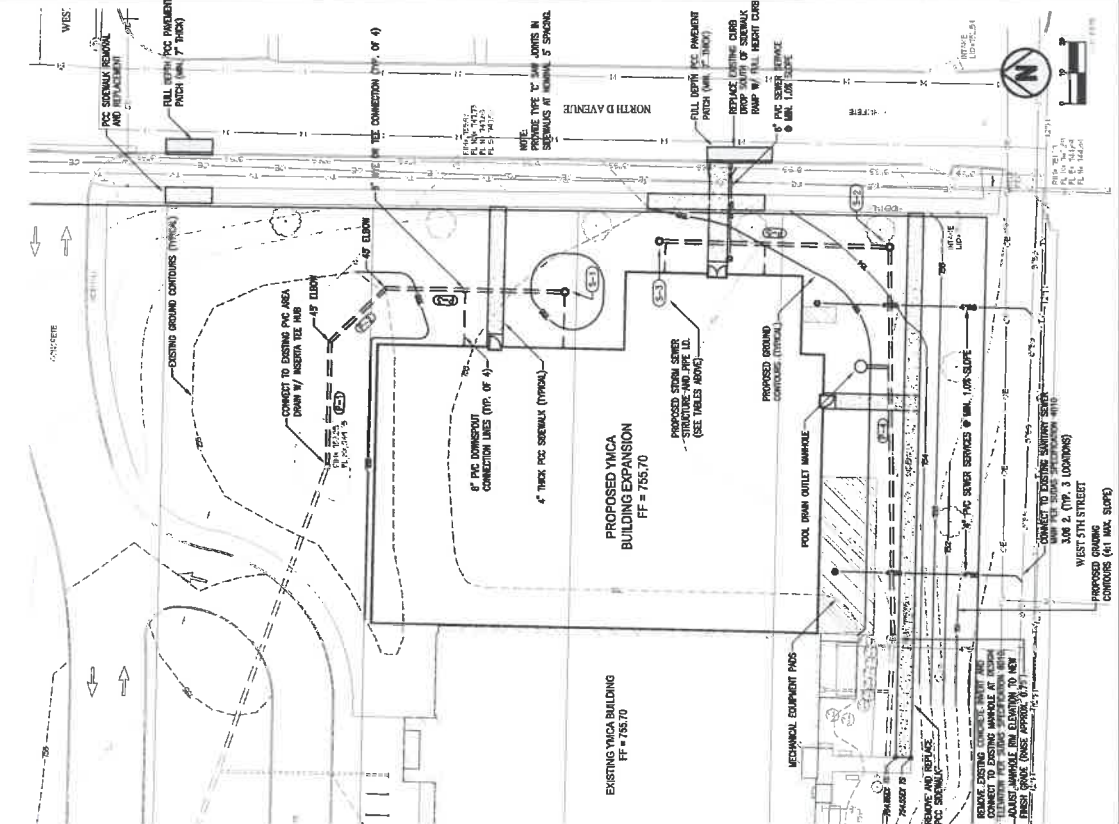
STORM SEWER STRUCTURE TABLE

| STRUCTURE NO. | INVERTING | EXISTING | RM. ELEV. | STRUCTURE TYPE |
|---------------|------------|------------|-----------|----------------|
| S-1 | 6743262.14 | 2359402.30 | 754.75 | PVC 48\" |
| S-2 | 6743261.24 | 2359403.82 | 753.55 | PVC 48\" |
| S-3 | 6743262.34 | 2359403.60 | 755.10 | PVC 48\" |

| PIPE | DIAMETER | LENGTH | SLOPE | PIPE E. IN | PIPE E. OUT |
|------|----------|----------|-------|------------|-------------|
| P-1 | 12" | 30.3 LF | 1.00% | 748.05 | 748.05 |
| P-2 | 12" | 24.9 LF | 1.00% | 748.89 | 748.84 |
| P-3 | 12" | 57.7 LF | 1.00% | 750.47 | 749.88 |
| P-4 | 12" | 124.8 LF | 0.40% | 751.12 | 750.50 |
| P-5 | 12" | 74.1 LF | 1.00% | 753.91 | 751.17 |

STORM SEWER STRUCTURE TABLE

| STRUCTURE NO. | INVERTING | EXISTING | RM. ELEV. | STRUCTURE TYPE |
|---------------|------------|------------|-----------|----------------|
| S-1 | 6743262.14 | 2359402.30 | 754.75 | PVC 48\" |
| S-2 | 6743261.24 | 2359403.82 | 753.55 | PVC 48\" |
| S-3 | 6743262.34 | 2359403.60 | 755.10 | PVC 48\" |



STORM SEWER STRUCTURE TABLE

| STRUCTURE NO. | INVERTING | EXISTING | RM. ELEV. | STRUCTURE TYPE |
|---------------|------------|------------|-----------|----------------|
| S-1 | 6743262.14 | 2359402.30 | 754.75 | PVC 48\" |
| S-2 | 6743261.24 | 2359403.82 | 753.55 | PVC 48\" |
| S-3 | 6743262.34 | 2359403.60 | 755.10 | PVC 48\" |

OPTION 2B

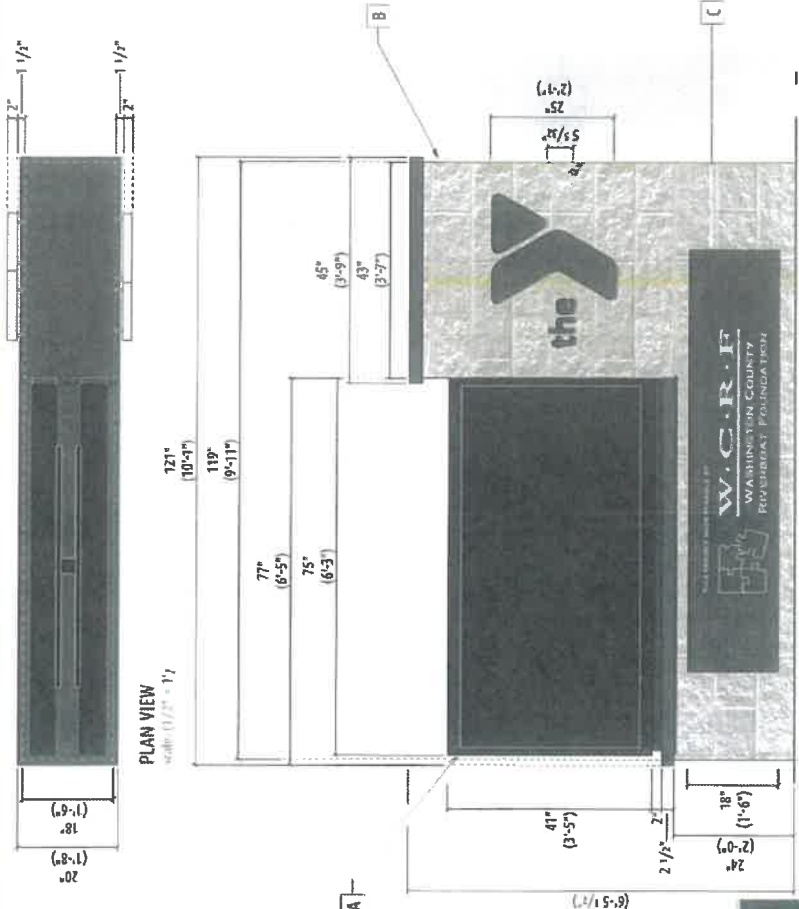
! NOTES: W.C.R.F. logo shown with color created by ASI. Client to provide vector art and state specific color matches, prior to production.



ELEVATION VIEW - SIDE B
Scale: (1/4" = 1')



PHOTO RENDERING
Scale: N/A



SALES SUPPORT DRAWING

PRODUCT CODE: ASI Legacy Series
OVERALL SIZE: 59" x 121"

- [A] Watchfire Full Color LED Message Center
- [B] Fabricated Aluminum Base with (2) Aluminum Caps Painted MX-09 Charcoal
Base to be Clad with Texture Plus, Split Face Block, Unfinished Faux Block Material
- [C] 1-1/2"(d) Fabricated Aluminum Reverse Channel Logo (No TM), Painted SC-901 White, Painted Returns, Halo Illumination Via White LEDs
Base Reveal Painted MX-09 Charcoal
- [D] 1/4" Aluminum Panel Painted MX-09 Charcoal, Painted Edges, Stud Mounted to Faux Stone
Logo, 3M White Vinyl, 1st Surface Application

AMOUNTING: Direct Burial
120volt Power Supply and Final Connection by Others

PRODUCTION NOTES:

COLOR SCHEDULE

- SC-901 White
- MX-09 Charcoal
- 3M White Vinyl

Customer: WCA of Washington County
Location: Default Location
Standard Sign Types
Designer: ANA/ROE SC/PMA: bcy/bw
Date: 07.29.22 Original Task: 124356
PO Received By: ash, ssa, hb, cff, cff
P1: 00.00.10
P2: 00.00.00
P3: 00.00.00
P4: 00.00.00
SI_E20.1_Planilla.dwg

Client Approval:

Approved Approved as noted

Reuse and Rebuild Rebuild

Sheet

E20.1

DRAWING/SIGN TYPE

LEGEND

| COMMON NAME | QTY |
|---------------------------------|-----|
| FLOWER, GRASS | |
| 1 GRASS, DW. PRAIRIE DROFSEED | 10 |
| 2 GRASS, KARL FOERSTER | 21 |
| FLOWER, PERENNIAL | |
| 3 DAYLILY, PASSIONATE RETURNS | 21 |
| 4 HOSTA, PAULS GLORY | 14 |
| SHRUB, DECIDUOUS | |
| 5 BURNING BUSH DW. | 3 |
| 6 DOGWOOD, RED TWIG | 1 |
| 7 FINE LINE BUCKTHORN | 10 |
| 8 HYDRANGEA, VANILLA STRAWBERRY | 4 |
| 9 HYDRANGEA, BOBO | 3 |
| 10 HYDRANGEA, STRAWBERRY SUNDAE | 1 |
| 11 SUMAC, GRO LOW | 36 |
| 12 WEIGELA, SHINING SENSATION | 4 |
| SHRUB, EVERGREEN CONIFER | |
| 13 JUNIPER, GREY OUL | 12 |
| 14 JUNIPER, SEA GREEN | 3 |
| 15 YEW, EVERLOW | 20 |
| TREE, DECIDUOUS | |
| 16 BIRCH, HERITAGE RIVER | 3 |
| 17 SERVICEBERRY, SPRING FLURRY | 3 |
| 18 CRABAPPLE, ROYAL RAINDROPS | 6 |
| 19 CRABAPPLE, RED JEWEL | 6 |
| 20 ELM, TRIUMPH | 3 |
| 21 GINGKO, PRESIDENTIAL GOLD | 1 |
| 22 GUM BLACK 'WILDFIRE' | 1 |
| 23 HACKBERRY PRAIRIE PRIDE | 3 |
| 24 LILAC IVORY SILK | 4 |
| 25 MAPLE, RED PONTE | 4 |
| 26 MAPLE, FALL FIESTA | 3 |
| 27 OSAGE ORANGE WHITE SHIELD | 2 |
| 28 OAK, NORTHERN RED | 1 |
| 29 OAK, SWAMP WHITE | 4 |
| 30 SEVEN SON FLOWER | 2 |
| TREE, EVERGREEN | |
| 31 SPRUCE, BLACK HILLS | 3 |
| 32 FIR, CONCOLOR | 1 |
| 33 SPRUCE, NORWAY | 3 |



Landscape Design by: Tim Egli
Egli Landscapes

Landscape Plan: 1
Washington YMCA

Scale: 1" = 60'

Revision #:
Date: 2/19/2020



Washington Police Department

James Lester, Chief of Police

215 East Washington Street

Washington, Iowa 52353

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

Rhonda Hill
Administrative Assistant

Lyle Hansen
Lieutenant

Shamus Altenhofen
Lieutenant

Jason Chalupa
Sergeant

Benjamin Altenhofen
Sergeant

Brian Van Willigen
Investigator

Eric Kephart
K-9 Handler

Seth Adam
Police Officer

Aaron Kephart
Police Officer

Tanner Lavelly
Police Officer

Mia Brdecka
Police Officer

February 2, 2023

To: Mayor & City Council

Cc: Deanna McCusker, City Administrator; Kelsey Brown, Finance Director;
and Sally Hart, City Clerk

Ref.: Proposal for Washington Police Department base pay scale.

As previously mentioned, and indicated on the attached documents, our starting pay for officers is well below average when compared to cities and agencies of similar size. The top-out pay for patrol officers is mid-range and just above average, and our command staff salaries are also below average.

These below average rates make it difficult to attract and retain police officers. Effective February 17, we will have two vacant patrol officer positions.

While it's hard to compete with the salaries of larger agencies and salary increases seen in Sheriff's Offices across the state due to changes in state code; we also want to avoid becoming a *stepping-stone or training ground* for new officers. It's important for us to retain the quality officers we have along with establishing a pay scale that is attractive and competitive to new hires. Even our current job post offering a \$5,000 sign-on bonus for certified officers has not attracted many certified applicants.

The final costs of training a new officer, including academy fees, wages while attending the academy and uniforms is over \$30,000. This does not include overtime costs of covering shifts for the duration of the sixteen-week academy.

The proposed changes to the current pay scale are minimal, and mostly off-set by the five or more payroll periods that will not include the salaries of two officers.

We are fortunate to have a well-trained, professional, and experienced team of police officers and I respectfully request your consideration and approval of the Washington Police Department Wage Scale as presented in the attached resolution.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jim Lester", is written over the text "Respectfully submitted,".

Jim Lester
Chief of Police

Police Salary Survey Information

(Data Provided from studies done by Knoxville PD & Decorah PD)

Starting Officer Salaries FY22-23

| | |
|-------------------|------------------|
| Clear Lake | 58,240.00 |
| Hiawatha | 57,720.00 |
| Charles City | 56,784.00 |
| Creston | 56,718.00 |
| Decorah | 56,513.60 |
| Nevada | 53,820.00 |
| Atlantic | 53,705.60 |
| Eldridge | 52,843.69 |
| <i>Washington</i> | <i>50,130.73</i> |
| Perry | 50,000.00 |
| Knoxville | 49,545.00 |

Average 54,183.69

Top Out Salaries FY22-23

| | |
|-------------------|------------------|
| Hiawatha | 74,797.00 |
| Charles City | 74,360.00 |
| Clear Lake | 72,800.00 |
| Nevada | 72,592.00 |
| <i>Washington</i> | <i>68,697.08</i> |
| Decorah | 68,286.40 |
| Eldridge | 66,940.81 |
| Creston | 66,718.00 |
| Knoxville | 60,175.00 |
| Atlantic | 57,592.20 |
| Perry | 56,000.00 |

Average 67,178.04

For comparison – Washington County Sheriff's Office Deputy salaries as of January 1, 2023:

Starting Salary = \$57,866.64 Top Out = \$74,235

Command Staff Salaries FY22-23

| City | First Line (Sgt) | Second in Command (Lt) |
|-------------------|------------------|------------------------|
| Windsor Heights | 91,715.00 | 103,718.00 |
| Hiawatha | 84,864.00 | 93,600.00 |
| Carroll | 76,211.00 | 83,418.00 |
| Storm Lake | 74,526.00 | 81,575.00 |
| <i>Washington</i> | <i>72,411.00</i> | <i>79,839.00</i> |
| Grinnell | 72,113.00 | 85,103.00 |
| Nevada | 69,700.00 | 85,664.00 |
| Decorah | 68,390.00 | 73,840.00 |
| Manchester | 67,953.00 | 82,886.00 |
| Knoxville | 67,724.00 | 80,000.00 |
| Atlantic | 64,001.00 | 77,7768.00 |
| Webster City | 63,440.00 | N/A |

Average 74,731.00 85,793.00

Current WPD Officer pay is below average for starting pay and Command Staff positions and mid-range, just above average, for top out patrol officer salaries.

Proposed NEW Current PD Pay Scale FY22-23 to begin with pay period beginning March 4, 2023

| | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | Senior Police Officer | Investigator | Sergeant | Lieutenant |
|--------------|-----------|-----------|-----------|-----------|-----------|-----------------------|--------------|-----------|------------|
| Non-ILEA New | 53,900.00 | 57,600.00 | 61,300.00 | 65,000.00 | 69,000.00 | 71,000.00 | 73,000.00 | 74,000.00 | 81,000.00 |
| 50,200.00 | | | | | | | | | |

Senior Police Officer Status = 6 Years @ WPD AND 10 Years ILEA Certified

Extra Duty Pay

K-9 Handler = \$1,800 added to base pay

Total Annual Cost of Changes = 13,673.00 Based on current annual salaries

Current PD Scale

| | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | Investigator | Sergeant | Lieutenant |
|--|-----------|-----------|-----------|-----------|-----------|-----------|--------------|-----------|------------|
| | 50,131.00 | 53,843.00 | 57,556.00 | 61,268.00 | 64,982.00 | 68,697.00 | 72,411.00 | 72,411.00 | 79,839.00 |

RESOLUTION No. 2023-_____

**A RESOLUTION OF THE CITY OF WASHINGTON, IOWA
APPROVING THE BASE PAY SCALE OF THE
WASHINGTON POLICE DEPARTMENT, EFFECTIVE MARCH 4, 2023**

WHEREAS, there is presented a proposed base pay scale for Police Officers of the Washington Police Department; and

WHEREAS, the City of Washington has experienced difficulty in identifying and hiring, qualified and certified candidates for the position of Police Officer due to shortage of available candidates; and

WHEREAS, the costs involved with training and hiring new officers is substantial and creates a burden on staffing availability for the Washington Police Department; and

WHEREAS, the City Council recognizes the importance of recruitment and retention of experienced and qualified Police Officers; and

WHEREAS, the City Council has determined that it is in the best interest of the City to adopt the Base Pay Scale and allow for a \$5,000 sign-on bonus for lateral transfers of Iowa certified officers as attached as Exhibit A; and

NOW BE IT THEREFORE RESOLVED by the City Council of the City of Washington as follows:

1. The City Council hereby approves the Base Pay Scale of the Washington Police Department as attached as Exhibit A to this resolution.
2. The Finance Director is directed to make the necessary payroll changes for current and future officers at the rates as listed on Exhibit A effective with the payroll period that begins on March 4, 2023.
3. The Chief of Police and City Administrator are authorized to include a \$5,000 sign-on bonus for Iowa certified officers in future job offers.

Adopted and approved this 7th day of February 2023 by the following recorded vote:

Aye: _____

Nay: _____

Absent/Abstain: _____

Millie Youngquist, Mayor Pro Tem
City of Washington

ATTEST:

Sally Y. Hart, City Clerk
City of Washington

Exhibit A

**BASE PAY SCALE OF THE WASHINGTON POLICE DEPARTMENT
EFFECTIVE MARCH 4, 2023**

FY22-23 Pay Scale – Annual Salaries

| Classification / Rank | Annual Salary |
|------------------------------|----------------------|
| New Hire Non-ILEA Certified | \$50,200.00 |
| Step 1 | \$53,900.00 |
| Step 2 | \$57,600.00 |
| Step 3 | \$61,300.00 |
| Step 4 | \$65,000.00 |
| Step 5 | \$69,000.00 |
| Senior Police Officer | \$71,000.00 |
| Investigator | \$73,000.00 |
| Sergeant | \$74,000.00 |
| Lieutenant | \$81,000.00 |

Step Increases are performance based for years 1-4 and automatic for years 5, 7, 9.

New hired certified officers are placed on the pay scale based on years of service and experience based on recommendation of the Chief of Police.

Senior Police Officer = 6 years of Washington PD service **AND** 10 years ILEA certified.

K-9 Handler = \$1,800 annual addition to base pay.



414 South 17th Street, Suite 107
Ames, Iowa, 50010



515-233-0000



info@strand.com



www.strand.com



DOWNTOWN STREETScape PROJECT

PHASE 2 CONCEPT PLAN

Washington, Iowa

February 2023

FOX Strand PN 7046.022

DRAFT



TABLE OF CONTENTS

TABLE OF CONTENTS..... 1
EXECUTIVE SUMMARY..... 2
EXISTING CONDITIONS 4
PROPOSED CONDITIONS..... 12
PROJECT COSTS 19
SUMMARY 20

ATTACHMENTS

- FIGURE 1 PROJECT OVERVIEW MAP**
- FIGURE A E. MAIN STREET - N. IOWA TO N. 2ND AVENUE**
- FIGURE B W. MAIN STREET - N. B AVENUE TO N. MARION AVENUE**
- FIGURE C W. WASHINGTON STREET - S. B AVENUE TO S. MARION AVENUE**
- FIGURE D S. MARION AVENUE - W. WASHINGTON STREET TO W. JEFFERSON STREET**
- FIGURE E S. IOWA AVENUE - E. WASHINGTON STREET TO E. JEFFERSON STREET**
- FIGURE F N. MARION AVENUE - W. MAIN STREET TO W. 2ND STREET**
- FIGURE G N. IOWA AVENUE - E. MAIN STREET TO E. 2ND STREET**

EXECUTIVE SUMMARY

The City of Washington contacted FOX Strand to request assistance in developing budget costs for a future Downtown Streetscape project. The project scope generally includes approximately a seven-block area of the downtown and continues the downtown enhancements completed as part of the Phase 1 project. The Phase 1 Downtown Enhancement Project included the central square area and E. Washington Street from S. Iowa Avenue to S. 2nd Avenue and was completed in approximately 2011. Phase 1 included five blocks around the central square and the interior square park for a cost of approximately \$1.8 Million. The downtown enhancement project included complete removal of the street section, sidewalk, curbs, some utilities, and streetscape amenities.

The Phase 2 Downtown Streetscape currently includes the following proposed project areas of the downtown:

- E. Main St. from N. Iowa Ave. to N. 2nd Ave.
- W. Main St. from N. B Ave. to N. Marion Ave.
- W. Washington Street from S. B Ave. to S. Marion Ave.
- S. Marion Ave. from W. Washington St. to W. Jefferson St.
- S. Iowa Ave. from E. Washington St. to E. Jefferson St.
- N. Marion Ave. from W. Main St. to W. 2nd St.
- N. Iowa Ave. from E. Main St. to E. 2nd St.

This study is intended to be the first step in the planning process to further the phase 2 improvement project to completion by developing an initial concept plan of the project area that includes an opinion of probable project cost of the improvements for budgetary purposes. The concept plan developed generally includes the following:

- A concept plan that generally conforms to the Phase 1 Enhancement project in scope and materials.
- Review of challenging grade change areas and develop conceptual level cost to account for the impacts as a result of the challenges.
- Inclusion of utility replacements within project areas.
- Allowances for streetscape amenities that will be determined in future phases of the project development.

Costs were developed based on the concept plan included in Figures A through G as attached. The approximate opinion of probable project costs developed for the concept plan are summarized in Table 1.

Table 1. Downtown Streetscape Improvements - Phase 2 Opinion of Probable Project Costs

| Attachment Figure | Project Area | Opinion of Total Project Cost |
|---|---|--------------------------------------|
| Figure A | E. Main St. from N. Iowa Ave. to N. 2nd Ave. | \$1,369,000 |
| Figure B | W. Main St. from N. B Ave. to N. Marion Ave. | \$1,635,000 |
| Figure C | W. Washington Street from S. B Ave. to S. Marion Ave. | \$1,732,000 |
| Figure D | S. Marion Ave. from W. Washington St. to W. Jefferson St. | \$1,307,000 |
| Figure E | S. Iowa Ave. from E. Washington St. to E. Jefferson St. | \$1,477,000 |
| Figure F | N. Marion Ave. from W. Main St. to W. 2nd St. | \$1,436,000 |
| Figure G | N. Iowa Ave. from E. Main St. to E. 2nd St. | \$1,522,000 |
| Total Opinion of Probable Project Cost | | \$10,478,000 |

EXISTING CONDITIONS

Phase 1 of the downtown streetscape was completed in 2011 and included areas in the central square area of the downtown. This phase of the downtown streetscape project is projected to include additional area adjacent to phase 1 and continuing outward from the square as indicated on Figure 1.

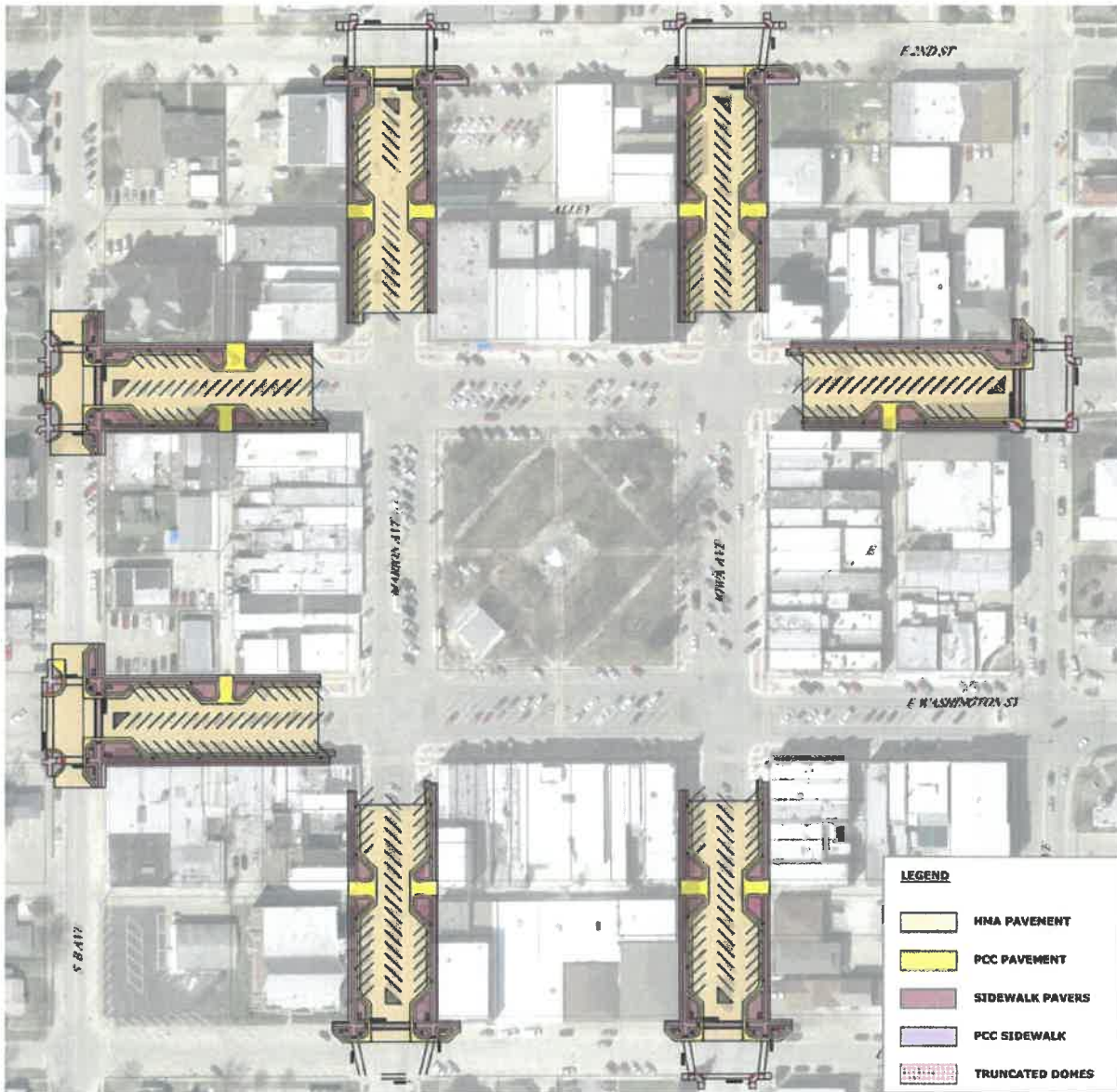


Figure 1. Downtown Streetscape Project Areas

The proposed improvement areas generally contain concrete sidewalks within the sidewalk areas, asphalt pavement within the street section, and a 6-inch curb and gutter section. The space available

within public right-of-way is approximately 99 feet from property line to property line. Figure 2 illustrates a street section of E. Main Street that is generally a representative cross section of each of the seven block project areas.

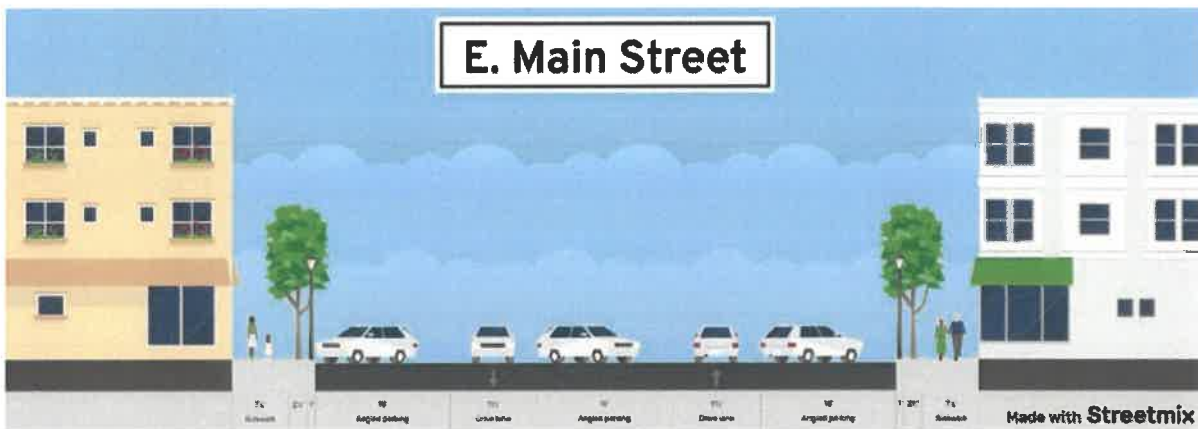


Figure 2. Representative Section of Project Areas

The street section currently includes angled parking areas along the sidewalk as well as a single section of angled parking in the middle of the street section with drive aisles between the three parking areas. The roadway section from curb to curb is approximately 80' in width with the remaining width behind the curb to the existing building generally as sidewalk. There are locations within the project areas where significant elevation changes require the use of ramps to enter building store fronts. Figures 3 through 13 depict representative photos of the project areas.



Figure 3. South Iowa Avenue



Figure 4. South Iowa Avenue



Figure 5. South Iowa Avenue Crosswalk at East Jefferson Street



Figure 6. North of West Alley on South Iowa Avenue



Figure 7. West Sidewalk on South Marion Avenue



Figure 8. South Sidewalk on W. Washington Street



Figure 9. North Sidewalk on W. Washington Street



Figure 10. South Sidewalk on W. Main Street



Figure 11. East Sidewalk on N. Marion Avenue



Figure 12. West Sidewalk of N. Iowa Avenue



Figure 13. South Sidewalk of E. Main Street

UTILITIES

The project areas include existing utilities within the street and curb sections that include water main, sanitary sewer, and storm sewer. It is anticipated that several franchise utilities are within the project areas as well.

Sanitary Sewer

The sanitary sewer mains in the project areas ranges from 8-inch to 18-inch sanitary sewer. The existing sanitary sewer was not evaluated as part of this concept plan to determine if the sanitary sewer requires repair. However, it was determined by City staff that for the purposes of development of the concept plan and associated budget costs, the sanitary sewer will be replaced along with the sanitary sewer services within the street section. It is anticipated that an evaluation of the city's sanitary sewer system will likely need to be completed within the project areas to determine possible inflow and infiltration (I&I), or elicit storm sewer connections, to the sanitary sewer system prior to the project. It will be advantages to the City of Washington to eliminate any possible elicit connections while the street and sections are removed and connect to the new storm sewer system.

Water Main

The proposed project areas include water main varying in size from 4-inch to 12-inch. The following is a summary of the known water main sizes within the seven block project areas:

- W. Mains Street - 4-inch

-
- N. Marion Avenue - 12-inch
 - N. Iowa Avenue - 10-inch
 - E. Main Street - 4-inch
 - S. Iowa Avenue - 12-inch
 - S. Marion Avenue - 4-inch
 - W. Washington Street - 6-inch

It was determined by City staff that, for the purposes of determination of budgetary costs for the Downtown Streetscape Phase 2 project area, all water main and water services will be replaced.

Storm Sewer

There is generally existing storm sewer within a majority of the existing street sections of the seven-block project area. To accommodate the new pavement and street layouts, it is anticipated that new storm sewer will need to be installed along with new storm sewer inlets.

PROPOSED CONDITIONS

The project will incorporate streetscape elements to change the configuration and layout of the street and sidewalk conditions in the seven-block project area. This generally includes adding bump outs at the pedestrian street crossings. The bump outs provide safe spaces for pedestrian traffic and control parking movements in areas of pedestrian traffic. In addition, the areas between the curb and the buildings will generally include sidewalk pavers, landscaping, and streetscape amenities including benches and bike racks. Lighting upgrades will be incorporated in the project areas to enhance lighting and to include more aesthetically appealing lighting fixtures. Figure 14 includes a detailed layout of a representative project area illustrating planned improvements.

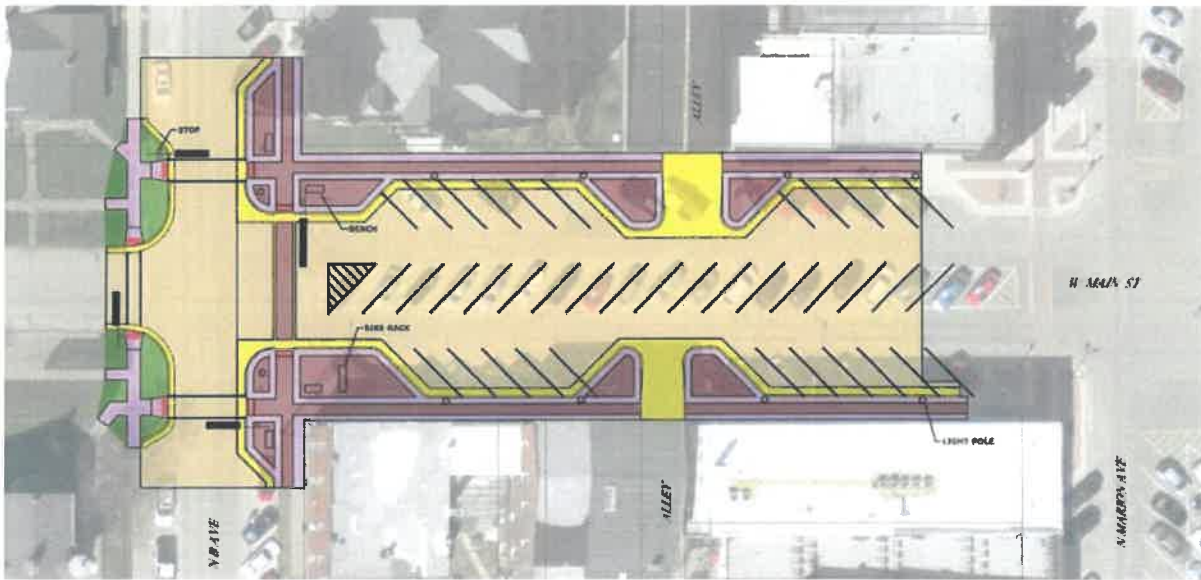


Figure 14. W. Main Street Area Downtown Streetscape Concept Plan

The concept plan currently includes bump outs in all pedestrian crosswalk areas and at alleys. The addition of bump outs in alley areas was added to the Phase 2 improvement concept plan to allow additional space for grading and sidewalk widths as many of the project areas will require additional space for sidewalk ramps and other elements to accommodate existing grade changes from the street to the existing doorways. It is anticipated that the city will evaluate the need and configuration of bump outs at alley areas as part of future development phases of the project.

Improvements generally include complete street and sidewalk removal and replacement from building to building within the project limits of each project area. City staff have determined that for the purposes of determining budgetary costs for the concept plan area indicated in Figure 1, the street section layout will generally be consistent with Phase 1 improvements that include new street surfaces and sidewalks. In addition, the proposed improvements include bike racks, benches, lighting, and other streetscape amenities that are consistent with Phase 1. Photos of existing downtown streetscape amenities are included in Figures 15 through 17.



Figure 15. Existing Downtown Streetscape Bench



Figure 16. Existing Downtown Streetscape Bike Rack



Figure 17. Existing Downtown Streetscape Signs and Lighting

Street crosswalks include bump outs to direct pedestrian traffic and provide safe spaces for crossing. Bump outs further direct traffic and vehicles to parking areas while avoiding crosswalk pedestrian traffic waiting to cross the street. A typical crosswalk configuration is illustrated in Figure 18.

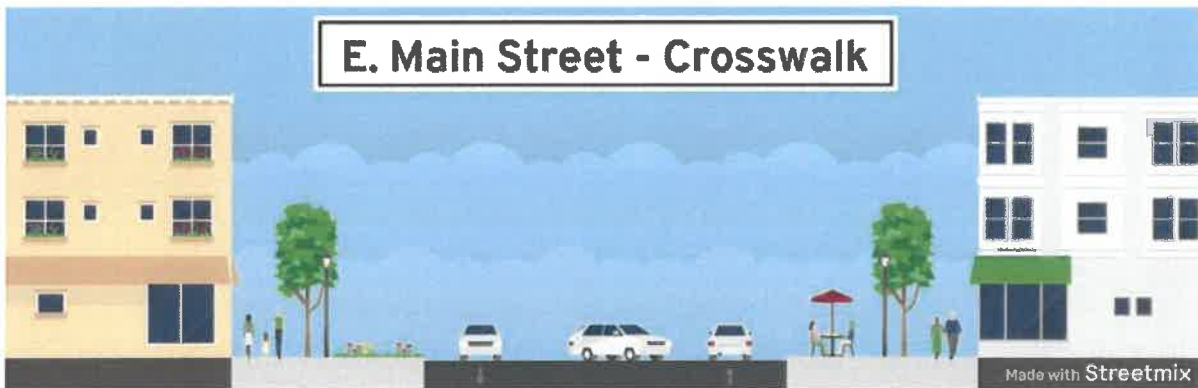


Figure 18. Downtown Streetscape Typical Crosswalk

Variations of the street section may be considered in future phases of the development plan including alternate sidewalk surfaces, street sections that include additional parking, bike lanes, and other streetscape amenities. Several examples of alternate streetscaping configurations are included in Figures 19 through 21.

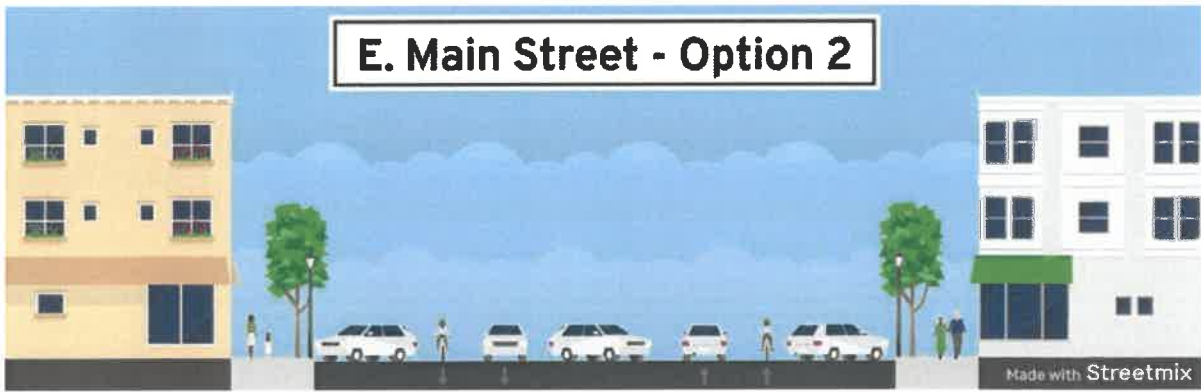


Figure 19. Downtown Streetscape Alternate Layout - Option 2

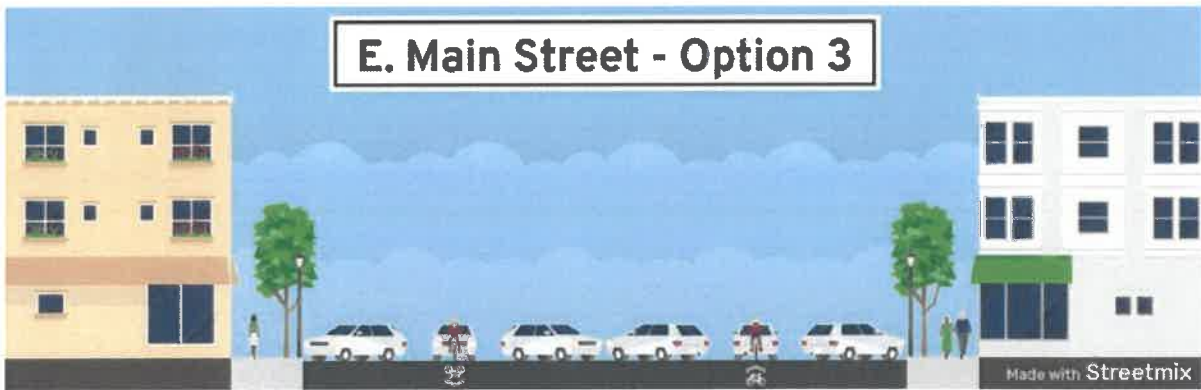


Figure 20. Downtown Streetscape Alternate Layout - Option 3

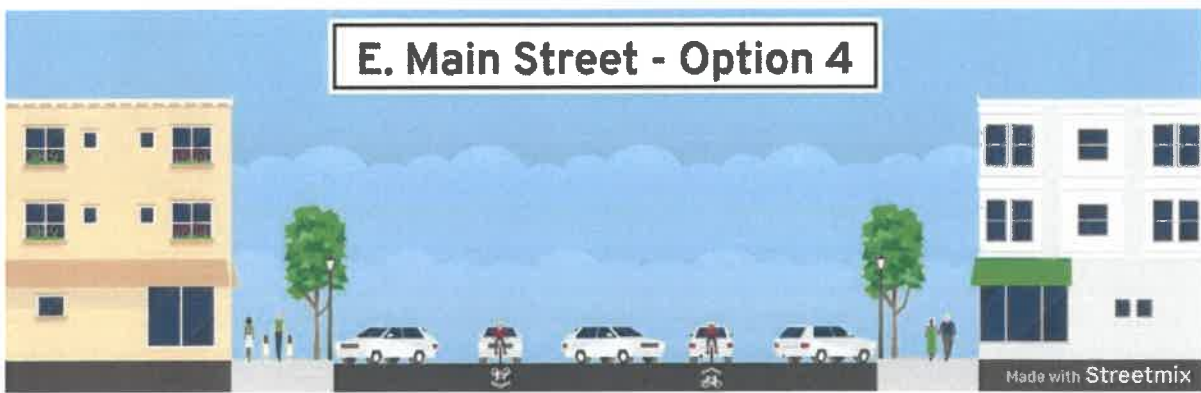


Figure 21. Downtown Streetscape Alternate Layout - Option 4

For purposes of the concept plan developed for this study, the existing sidewalk section is anticipated to generally match the existing paver and paver restraint system installed in the Phase 1 development area. Streetscape surfaces such as concrete walk areas with boarder pavers, stamped concrete, planting

beds, parklets, and other streetscape elements will be further evaluated as part of future phases of the project. A typical existing sidewalk streetscape paver layout is included in Figure 23.



Figure 22. Typical Existing Downtown Sidewalk Paver Section

PARKING

Existing parking lot areas within or adjacent to the proposed improvements are not currently included in the development concept plan. However, the City of Washington may consider parking lot improvements as part of the development plans for adjoining project areas as part of future planning and design phases. Currently, existing public parking areas include the parking lot at the intersection of N. Marion Avenue and W. 2nd Street. The parking lot contains approximately 32 parking spaces and is represented in Figure 24.



Figure 23. Existing Public Parking Area

There may be other opportunities to add public parking in other areas adjacent to the project improvements. The City may consider evaluating project parking needs as part of future planning phases of the project.

The proposed concept plan will impact the number of parking spaces available within the street section in each of the project areas. Table 2 includes a summary of the existing parking spaces available and the anticipated impact to loss of parking spaces as a result of the proposed improvements.

Table 2. Downtown Streetscape Improvements Summary of Potential Parking Impacts

| Attachment Figure | Project Area | Existing Parking Spaces | Concept Plan Parking Spaces | Difference |
|-------------------|---|-------------------------|-----------------------------|------------|
| Figure A | E. Main St. from N. Iowa Ave. to N. 2nd Ave. | 49 | 45 | -4 |
| Figure B | W. Main St. from N. B Ave. to N. Marion Ave. | 49 | 42 | -7 |
| Figure C | W. Washington Street from S. B Ave. to S. Marion Ave. | 43 | 41 | -2 |
| Figure D | S. Marion Ave. from W. Washington St. to W. Jefferson St. | 46 | 44 | -2 |
| Figure E | S. Iowa Ave. from E. Washington St. to E. Jefferson St. | 44 | 42 | -2 |
| Figure F | N. Marion Ave. from W. Main St. to W. 2nd St. | 39 | 37 | -2 |
| Figure G | N. Iowa Ave. from E. Main St. to E. 2nd St. | 48 | 43 | -5 |
| Subtotal | | 318 | 294 | -24 |

PROJECT COSTS

To evaluate the proposed Downtown Streetscape Phase 2 Area Improvements, FOX Strand included the following general improvement in the budgetary costs developed:

- Complete street section replacement from building to building in the project areas.
- Streetscape pavers and configuration generally matching the pattern and width of the existing Downtown Phase 1 Enhancement Project.
- New aesthetically appealing light poles and fixtures.
- Streetscape amenities such as landscaping, benches, and bike racks.
- Water main and water services replacement.
- Sanitary sewer and sanitary sewer service replacement.
- Installation of new storm sewer along the curb for all project areas.

Concept plans for each of the individual project areas are included in the attached Figures A through G. A summary of the opinion of probable project costs that includes a 20% contingency, engineering planning, engineering design, construction observation, construction administration, construction staking, inflow and infiltration studies, land acquisition and agreements, and legal fees are provided in Table 3.

Table 3. Downtown Streetscape Improvements - Phase 2 Opinion of Probable Project Costs

| Attachment Figure | Project Area | Opinion of Total Project Cost |
|--|---|-------------------------------|
| Figure A | E. Main St. from N. Iowa Ave. to N. 2nd Ave. | \$1,369,000 |
| Figure B | W. Main St. from N. B Ave. to N. Marion Ave. | \$1,635,000 |
| Figure C | W. Washington Street from S. B Ave. to S. Marion Ave. | \$1,732,000 |
| Figure D | S. Marion Ave. from W. Washington St. to W. Jefferson St. | \$1,307,000 |
| Figure E | S. Iowa Ave. from E. Washington St. to E. Jefferson St. | \$1,477,000 |
| Figure F | N. Marion Ave. from W. Main St. to W. 2nd St. | \$1,436,000 |
| Figure G | N. Iowa Ave. from E. Main St. to E. 2nd St. | \$1,522,000 |
| Study Area Total Opinion of Probable Project Cost | | \$10,478,000 |

The opinion of probable project costs presented are based on available information and concept plans developed for each individual project area to allow for a comparison of costs. It is anticipated that larger projects of two or more areas will provide an economy of scale and may result in additional cost savings. As the City progresses with future planning and design phases of the project, additional costs may be developed and updated based upon the number of project areas and size of the project selected.

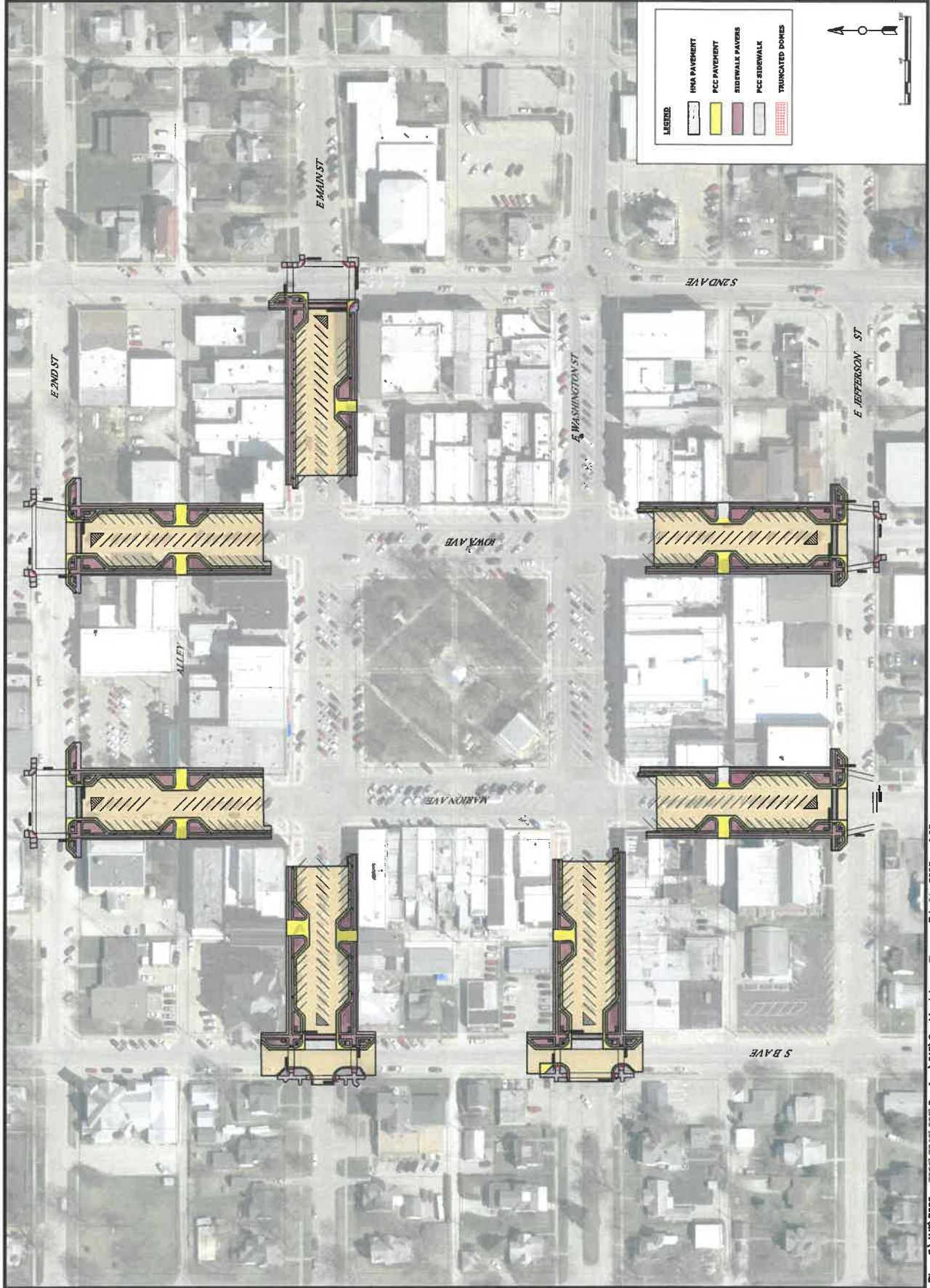
SUMMARY

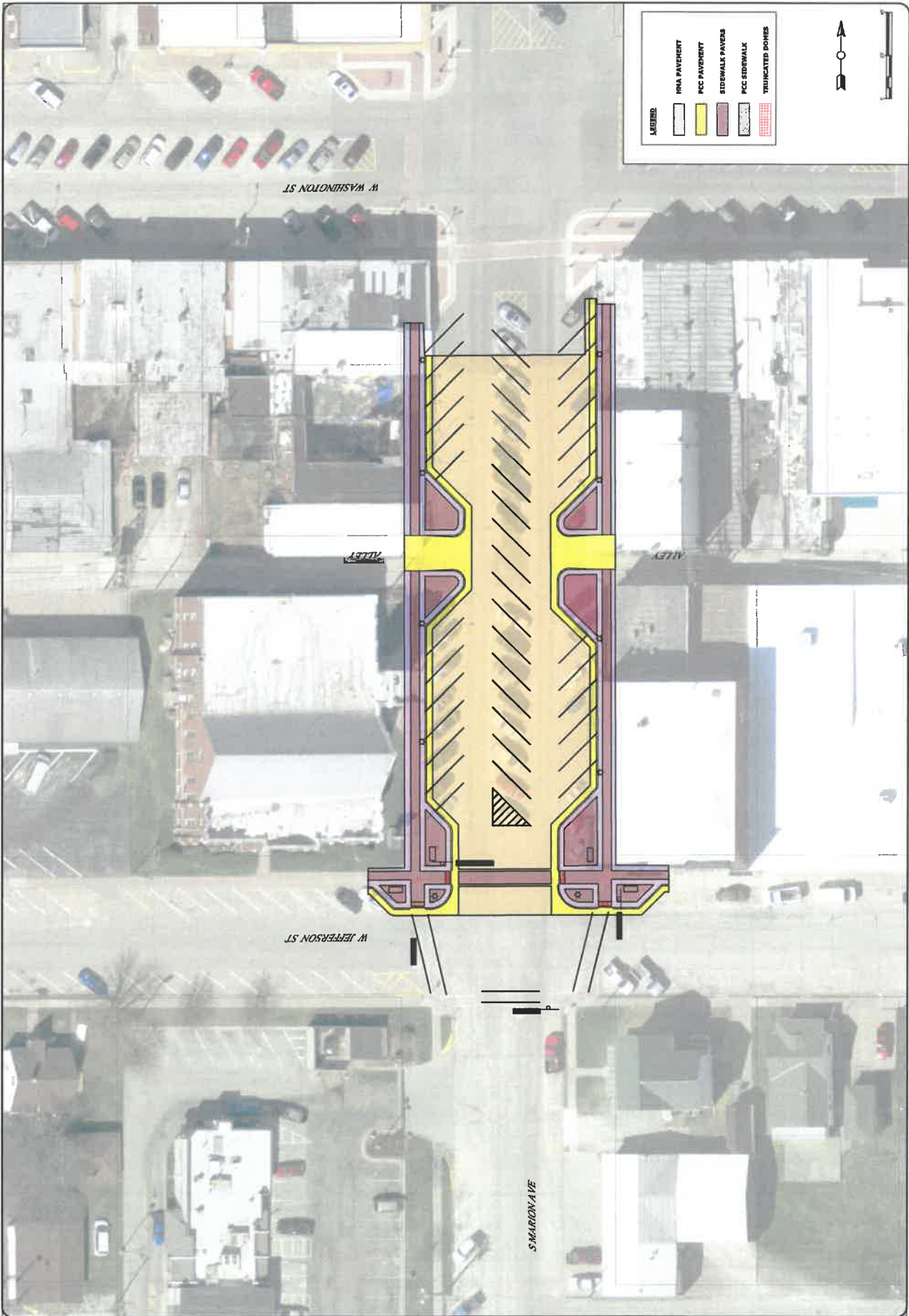
The information in this document has been developed to provide the City of Washington approximate budget costs for a Downtown Streetscape Phase 2 project that includes approximately seven blocks of the downtown area as included in Figure 1 attached. The improvements include complete replacement of the street section, utilities, and streetscape amenities that are similar to the Phase 1 Downtown Enhancement project completed previously.

WASHINGTON STREETScape PROJECT
 2023
 CITY OF WASHINGTON
 WASHINGTON, IOWA



FIGURE 1
 7046.032





| | |
|--------------|----------------------------------|
| PROJECT NO. | 23-0002 |
| PROJECT NAME | MARION - WASHINGTON TO JEFFERSON |
| DATE | 02/07/23 |
| DRAWN BY | STAND ASSOCIATES |
| CHECKED BY | STAND ASSOCIATES |
| IN CHARGE | STAND ASSOCIATES |

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

February 3, 2023

To: Mayor & City Council

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

From: Sally Y. Hart, City Clerk

Re: Mobile Food Vendor Ordinance Update

There are two amendments recommended to the Ordinance, should the council see fit. There had been discussion at the last reading of offering a daily license option. As it is written, only an annual license is listed. The second change is updating the penalty portion, as recommended by the City Attorney.

The two recommendations are as follows and are highlighted in yellow on the attached drafted ordinance:

- 130.03 MOBILE FOOD LICENSE REQUIRED
A. A mobile food unit license is available as a daily license or an annual license that expires on December 31st each year and must be renewed prior to the first sale after that date.

- 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~~ \$750.00 for the first offense and \$1,000.00 for each additional offense, 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.

CHAPTER 130
PUBLIC SALE OF FOOD AND BEVERAGES FROM MOBILE FOOD
VENDORS IN CITY LIMITS

130.01 Purpose

130.02 Definition

130.03 Mobile Food

License Required

130.04 License Application

130.05 Performance Standards

130.06 Property Owner/Lessee Responsibility

130.07 License Fees

130.08 Compliance with the Law

130.09 Suspension or Revocation of License

130.10 Penalty

130.01 PURPOSE

The purpose of this chapter is to provide rules, regulations and restrictions concerning the sale of any consumable food and beverage from a Mobile Food Vendor within the Washington City limits. 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 MOBILE FOOD LICENSE REQUIRED

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 available as a daily license or 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.
 - 6. Mobile Food Vendors from outside of Washington County may have the required fire department inspection completed by a fire department other than the Washington Fire Department. The inspection shall be reported on the City of Washington's approved form.
- F. Exempt. The following shall be exempt from the licensing and fire department inspection requirement:
 - 1. Seasonal food stands selling only local fresh produce.
 - 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.

130.04 LICENSE APPLICATION

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.

130.05 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.
- 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 license 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~~ \$750.00 for the first offense and \$1,000.00 for each additional offense, 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.

ORDINANCE NO. ____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 130 PUBLIC SALE OF FOOD AND BEVERAGES FROM MOBILE FOOD VENDORS IN CITY LIMITS

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

SECTION 1. The Ordinance Shall be amended to reflect the attached Exhibit A.

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

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

Passed and approved this __ day of ____, 2023.

Jaron P. Rosien, Mayor

ATTEST:

Sally Y. Hart, City Clerk

Approved on First Reading: January 17, 2023

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 165.23 OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON REGARDING HOME OCCUPATIONS.

WHEREAS, the City of Washington zoning code presently contains Section 165.23(4), which regulates home occupations; and

WHEREAS, the Iowa General Assembly passed and the Iowa Governor signed HF2431, on June 14, 2022, which restricts the ability of cities to regulate home occupation uses; and

WHEREAS, it is now necessary for the City Council to amend Section 165.23(4) to comply with the newly passed HF2431.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Amendment. Section 165.23(4) of the Code of Ordinances of the City of Washington is hereby amended by deleting said Section 165.23(4) in its entirety and replacing it with the following, entitled “Home-based businesses”:

“4. Home-based businesses.

A. For the purposes of this Section 165.23(4), the following terms are hereby defined as follows:

- 1) The term “goods” means any merchandise, equipment, products, supplies or materials;
- 2) The term “Home-based business” means any business for the manufacture, provision or sale of goods or services that is owned or operated by the owner or tenant of a residential property on which the business operates.
- 3) The term “No-impact home-based business” means a home-based business for which all of the following apply:
 - a) The total number of on-site employees or clients does not exceed the city occupancy limit for the residential property;
 - b) The business activities are characterized by all of the following:
 - i) The activities are limited to the sale of lawful goods and services;
 - ii) The activities do not generate on-street parking or a substantial increase in traffic through the residential area;

- iii) The activities occur inside the residential dwelling or in the yard of a residential property; and
- iv) The activities are not visible from an adjacent property or street.

B. No-impact home-based business lawful. A person or entity may operate a No-impact home-based business in any residential zoning district within the City shall be deemed a permitted use, subject to the following regulations:

- 1) The residential property shall comply with all applicable building, fire safety and health, solid waste and nuisance regulations, except that a one or two family residence shall not be required to install or equip any fire sprinkler system to operate such a business;
- 2) No-impact home-based businesses shall not generate any on-street parking.
- 3) That any No-impact home-based business shall be a secondary use to the use of the property as a residence by the owner or tenant.
- 4) That all activities associated with a No-impact home based business that occur outside of the residential dwelling shall cease as of 9:00 p.m. each day.
- 5) That the No-impact home based businesses shall pay all applicable taxes generated by said business.
- 6) All activities that occur outside of the residential structure shall be screened from view of the adjacent properties or streets by fencing or appropriate landscaping.”

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

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

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

Passed and approved this _____ day of _____, 2023.

Jaron P. Rosien, Mayor

Attest:

Sally Y. Hart, City Clerk

Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON REGARDING SHORT TERM RENTAL PROPERTIES.

WHEREAS, the Iowa General Assembly passed a statute that outlines a city's ability to regulate short-term rental properties; and

WHEREAS, it is now necessary for the City Council to amend Chapter 165 of the Code of Ordinances to incorporate said statutory changes.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Amendment. Section 165.23 of the Code of Ordinances of the City of Washington is hereby amended by adding Section 165.23(6), entitled "Short Term Rental Properties," which reads as follows:

"6. Short-Term Rental Properties.

A. For use in this Section 165.23(6), the term "short-term rental property" means any individually or collectively owned single-family house or dwelling unit; any unit or group of units in a condominium, cooperative or time-share; or an owner-occupied residential property that is offered for lease for a fee for less than thirty (30) days. The term "short-term rental property" does not include a unit that is used for any retail, restaurant, banquet space, event center or other similar use.

B. A short-term rental property is classified as a residential land use designation.

C. No person shall operate a short-term rental property within the City unless the owner of said property does the following:

1) In order to promote and protect the public health and safety, each property to be used for a short-term rental property within the City shall pass an annual inspection satisfying the requirements outlined in Chapter 146 of this Code.
(Rental Inspection requirements)

2) No person shall operate a short-term rental property within the City if the property is in violation of Section 157 of the Code (Property Maintenance)

3) No person shall operate a short-term rental property within the City if the property is in violation of Chapter 50 of this Code (Nuisance)

4) All persons operating a short-term rental property shall be required to collect and pay the Hotel/Motel tax imposed by the City pursuant to Chapter 11 of this Code.”

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

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

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

Passed and approved this _____ day of _____, 2023.

Jaron P. Rosien, Mayor

Attest:

Sally Y. Hart, City Clerk

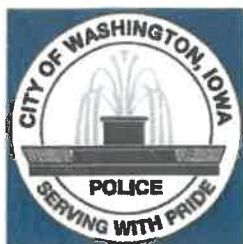
Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk



Washington Police Department

James Lester, Chief of Police

215 East Washington Street

Washington, Iowa 52353

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

Rhonda Hill
Administrative Assistant

January 31, 2023

Lyle Hansen
Lieutenant

To: City Council

Shamus Altenhofen
Lieutenant

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

Jason Chalupa
Sergeant

Ref. Update of City Ordinance Chapter 77 – Golf Carts and Utility Trail Vehicles

Benjamin Altenhofen
Sergeant

With last year's change in State law regarding ATVs and UTVs, it is necessary for us to update our Ordinance. State law no longer allows for cities to charge ATV and UTV owners a registration fee, but we are still allowed to limit where these vehicles may be driven. The prohibited streets section of the Ordinance has not changed.

Brian VanWilligen
Investigator

City Attorney Olson has reviewed this updated Ordinance and I request Council approve the Ordinance as presented.

Eric Kephart
K-9 Handler

Seth Adam
Police Officer

Aaron Kephart
Police Officer

Respectfully,

Tanner Lavelly
Police Officer

Jim Lester
Chief of Police

Mia Brdecka
Police Officer

**CHAPTER 77
GOLF CARTS AND UTILITY TRAIL VEHICLES**

| | |
|---|--------------------------|
| 77.01 Purpose | 77.07 Hours of Operation |
| 77.02 Definitions | 77.08 Speed |
| 77.03 Operation of Golf Carts/UTV Permitted | 77.09 Parking Prohibited |
| 77.04 Prohibited Streets | 77.10 Permits |
| 77.05 Unlawful Operation | 77.11 Penalty |
| 77.06 Equipment | |

77.01 PURPOSE.

The purpose of this chapter is to permit the operation of golf carts on certain streets in the City, as authorized by Section 321.247 of the Code of Iowa, as amended. This chapter applies whenever a golf cart, ATV or UTV is operated on any street or alley of the City of Washington, Iowa.

77.02 DEFINITIONS.

1. "Golf cart" means a three- or four-wheeled recreational vehicle generally used for transportation of persons in the sport of golf, and which is either electric powered or gas powered, with a ground speed limited to 25 mph.
2. "Utility trail vehicle" and "All-terrain vehicle" are as defined in Iowa Code 321I.1.

77.03 OPERATION OF GOLF CARTS AND UTVs PERMITTED.

Golf carts, ATVs and UTVs may be operated upon the streets of the City by persons possessing a valid Iowa driver's license, and who are at least 18 years of age. Operators must comply with all applicable provisions of this Code of Ordinances and the Code of Iowa related to motor vehicle traffic and parking regulations. Operators must carry proof of financial liability coverage as required by Iowa Code.

77.04 PROHIBITED STREETS.

Golf carts, ATVs and UTVs shall not be operated on the following streets, except to cross said streets:

1. State Highway 92 throughout the City limits.
2. State Highway 1 throughout the City limits.
3. West Fifth Street/Lexington Boulevard west of North Avenue C.
4. South Iowa Avenue south of Polk Street.
5. Twelfth Avenue north of Washington Street.
6. Fillmore Avenue east of South Twelfth Avenue to Airport Road.
7. Airport Road throughout the City limits.
8. Eighteenth Street west of North Marion Avenue.

77.05 UNLAWFUL OPERATION.

1. No golf cart, ATV or UTV shall be operated or parked upon City sidewalks or trails.
2. No golf cart, ATV or UTV shall be operated while under the influence of intoxicating liquor, narcotics or habit-forming drugs.
3. No person shall operate a golf cart, ATV or UTV in a careless, reckless, or negligent manner endangering persons or property of another or causing injury or damage to same.
4. No golf cart, ATV or UTV shall carry more passengers than for which the vehicle is designed.

77.06 EQUIPMENT.

Golf carts operated upon City streets shall be equipped with a minimum of the following safety features:

1. A slow moving vehicle sign.
2. A bicycle safety flag, the top of which shall be a minimum of five feet above ground level.
3. Adequate brakes.
4. Headlights and taillights.
 - A. Aftermarket headlights and taillights may be installed on golf carts.
 - B. Headlights must remain in use during operations.
5. Seatbelts for each person.
6. ATVs and UTVs operated upon City streets shall be equipped with parts, lamps and other equipment as required by Iowa Code.

77.07 HOURS OF OPERATION.

Golf carts may be operated on City streets and alleys only between sunrise and sunset.

77.08 SPEED.

No golf cart, ATV or UTV shall be operated on any City street at a speed in excess of 25 miles per hour. Posted speed limits must be followed in accordance with the Code of Iowa and this Code of Ordinances.

77.09 PARKING PROHIBITED.

Golf carts, ATV and UTVs shall not be parked overnight on City streets or alleys at any time.

77.10 PERMITS.

No person shall operate a golf cart on any public street or alley, for any purpose, unless the operator possesses a City of Washington permit to operate a golf cart on City streets, issued by the Police Chief.

1. Golf cart owners may apply for a permit on forms provided by the Police Chief.
2. The Police Chief shall not issue a permit until the owner/operator has provided the following:

A. Evidence that the operator is at least 18 years of age and possesses a valid Iowa driver's license.

B. Proof that owner and operator have liability insurance covering operation of golf carts on City streets in the amount required by the Code of Iowa.

3. All permits shall be issued for a specific golf cart.

Permits holders will be issued a number and a sticker to be affixed to the bottom of the slow-moving vehicle placard.

4. The fee for such permits are \$25.00. Permits will be granted for one year, valid from January 1 through December 31. Permits may be purchased at any time during the year but will be valid only through December 31.

5. The permit may be suspended or revoked upon finding evidence that the permit holder has violated the conditions of the permit or has abused the privilege of being a permit holder. There shall be no refund of the permit fee. Should a permit be suspended or revoked, the owner or operator must receive a majority vote of the City Council to allow for reinstatement of an existing permit or issuance of a new permit.

6. ATVs and UTVs shall be registered as required by Iowa Code.

77.11 PENALTY.

In addition to the suspension or revocation of the permit, a person who violates this chapter is guilty of a simple misdemeanor.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE
CITY OF WASHINGTON, IOWA, BY AMENDING
CHAPTER 77 GOLF CARTS AND UTILITY TRAIL VEHICLES

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

SECTION 1. Chapter 77 is amended as attached.

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

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

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

Passed and approved this _____ day of _____, 2023.

Jaron P. Rosien, Mayor

Attest:

Sally Y. Hart, City Clerk

Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk