



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD AT THE
COUNCIL CHAMBERS
215 E. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, SEPTEMBER 3, 2024

Call to Order

Pledge of Allegiance

Roll Call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday September 3, 2024 to be approved as proposed or amended.

Consent:

1. Council Minutes for August 20, 2024 Regular Session
2. Ahlers and Cooney, Amendment 2 – Unified South Central Residential URP, \$97.00
3. Bolton and Menk, Hangar Rehab, \$4,945.00
4. Keokuk County Sheriff, Officer Butler Contract Payout, \$13,784.96
5. Kevin Olson, July Legal Services, \$951.42
6. Reed Construction, Pay Application 8 MakeIt Place, \$13,861.43
7. Stivers, 2024 Ford Police Interceptor, \$37,035.00
8. Stivers, 2024 Ford Police Interceptor-Investigator, \$45,535.00
9. Veenstra and Kimm, Central Park Restrooms, \$402.50
10. Veenstra and Kimm, Wellness Park Concession Stand, \$111.50
11. Department Reports

SPECIAL EVENT REQUEST

- Fun Day in the Park, Marion Avenue Baptist Church, Saturday September 21, 10:00 A.M. to 1:30 P.M. (Central Park)
- Holistic Wellness Fair, Emporium – Melanie James, October 18-19th, 10:00 A.M. – 3:00 P.M. (Blair House/City Hall Parking Lot)

- Washington Chamber of Commerce, Fall Craft Fair, September 7, 2024, 7 A.M. – 5 P.M., Additional Closure Request

PUBLIC COMMENT – Please limit comments to 3 Minutes

CLAIMS & FINANCIALS

- Claims Report for September 3, 2024
- June 2024 Financial Report

NEW BUSINESS

1. Discussion and Consideration of a Resolution Approving the Third Amendment to the Agreement for Private Development By and Between the City of Washington, Iowa and Washington Hotel Group, LLC
2. Discussion and Consideration of a Resolution Releasing Funds as per a Downtown Investment Grant Agreement with DW Developments for the Upper Floor Renovation at 111 North Marion Avenue
3. Discussion and Consideration of a Resolution Amending the Employee Handbook for the City of Washington, Iowa.
4. Discussion and Consideration of a Resolution Authorizing Fiscal Year End 2024 Transfers
5. Discussion and Consideration of a Resolution Declining to Exercise Extraterritorial Jurisdiction for Parcel 1024100001
6. Discussion and Consideration of the Third Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, by Amending Chapter 69 (Amendments)
7. Discussion and Consideration of the First Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, by Amending Chapter 50 an 51
8. Discussion and Consideration of the First Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, by Amending Chapter 69 (Additions)

9. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer

DEPARTMENTAL REPORTS

Police Department
City Attorney
City Administrator

MAYOR & COUNCILPERSONS

Millie Youngquist, Mayor
Illa Earnest
Patrick Morgan
Elaine Moore
Ivan Rangel
Kenneth Schroeder
Fran Stigers

ADJOURNMENT

CITY OF WASHINGTON
Council Minutes 8-20-2024

Prior to the meeting, Mayor Youngquist administered the oath of office for Kenneth Schroeder elected to serve as At-Large councilor.

At 6:00 p.m. the Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street with Mayor Youngquist in the chair.

On roll call present: Morgan, Moore, Rangel, Earnest, Schroeder, Stigers. Absent: none.

Mayor Youngquist asked for a Motion for approval of the Agenda. Motion by Stigers, second by Moore to approve the Agenda. Motion carried.

Consent:

1. Council Minutes for August 6, 2024 Regular Session
2. Accept Canvass Results from Washington County – 8/6/2024 Special Election
3. Cornerstone Excavating, Inc., Pay App #10 - 2022 Washington Water Main Improvements, \$334,409.29
4. Gelement, Daniel, 2011 John Deere Gator, \$14,000.00 (Airport)
5. Gronewold, Bell, Kyhnn & Co. P.C., FY23 Audit Progress Billing, \$1,744.01
6. Iowa Municipalities Worker's Compensation, Installment #2 FY25 Work Comp Premium, \$5,826.00
7. Sinclair Tractor, Z994R Diesel Commercial Ztrak Mower, \$16,050.00
8. Strand Associates, 2022 Water Main Improvements, \$2,076.00
9. Strand Associates, Bazooka Farmstar – Consultation, \$612.95
10. Washington County Auditor, August 6th Special Election Costs, \$1,940.60
11. BP One Trip, Over-the-counter, Cigarettes/Tobacco/Nicotine/Vapor, Ownership change (new)
12. Department Reports

Motion by Moore, second by Stigers to approve consent items 1-12. Motion Carried.

Motion by Moore, seconded by Morgan to approve a Special Event Request for St. James Fall Fest, September 8, 2024, 8 A.M. – 8 P.M. Motion carried.

Public Comment: Bernard Singleton voiced concerns regarding proposed ordinance changes to Chapters 50 and 51 concerning parking, enforcement, truck and trailers. Mary Ann Minnick voiced concerns regarding trailers and the ordinance amending Chapters 50 and 51.

The claims were presented by Finance Director, Kelsey Brown.

**CITY OF WASHINGTON, IOWA
CLAIMS BY FUND
AUGUST 20, 2024**

GENERAL

ABOZENA, ZAKARIA	24 MUNICIPAL BAND PAY	72.50
ACCESS SYSTEMS	COPIER MAINTENANCE & COPIE	234.72
ACE-N-MORE	JANITORIAL SUPPLIES	29.82
ALL AMERICAN PEST CONTROL	PEST CONTROL	135.00
ALLIANT ENERGY	ALLIANT ENERGY	4540.57
AMAZON CAPITAL SERVICES	SUPPLIES	71.79
ANDERSON, DOUG	REIMBURSEMENT	112.95
APPLEGATE, LEVI	24 MUNICIPAL BAND PAY	101.50
ARMSTRONG HEATING & AC INC	TRAILER SHED HEATER MAINTE	95.00
ARNOLD MOTOR SUPPLY	PARTS	361.55
BACKFLOW PREVENTION SRVS OF IA INC	ANNUAL BACKFLOW INSPECTION	1225.50
BAILEY, BEVERLY	24 MUNICIPAL BAND PAY	116.00
BAKER & TAYLOR	LIBRARY MATERIALS	2479.60
BAKER PAPER & SUPPLY	COPY PAPER	252.00
BALL, HANNAH	24 MUNICIPAL BAND PAY	116.00
BDH TECHNOLOGY LLC	IT CONTRACT/SOFTWARE	748.88
BLUE MOON SATELLITES, LLC	PORTABLE TOILETS	510.00
BORDWELL, VIRGINIA	24 MUNICIPAL BAND PAY	58.00
BOUND TREE MEDICAL, LLC	SAFETY SUPPLIES	169.89
BROCK, RON	24 MUNICIPAL BAND PAY	116.00
BROOKS, BETH	24 MUNICIPAL BAND PAY	101.50
BROOKS, NORMAN	24 MUNICIPAL BAND PAY	101.50
BROTHERTON, AL	24 MUNICIPAL BAND PAY	87.00
CAPPER CHRYSLER DODGE JEEP RAM	PARTS	1278.18
CARRILLO, JACOB	24 MUNICIPAL BAND PAY	101.50
CARSON PLUMBING & HEATING SRVS INC	FILTER REPLACEMENT	145.90
CARTER, JEREMIAH	24 MUNICIPAL BAND PAY	87.00
CEC	MTG ROOM VIDEO REPAIR	1231.00
CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	49.48
CENTRAL IOWA DISTRIBUTING	SUPPLIES	144.00
CHALUPA, MARTHA	24 MUNICIPAL BAND PAY	116.00
CLARK, HEATHER	24 MUNICIPAL BAND PAY	72.50
CLARK, JILLIAN	24 MUNICIPAL BAND PAY	72.50
COBB OIL CO, INC.	FUEL	3081.69
COBB OIL CO., INC-BP ONE TRIP	FUEL	15.44
CONLON, WALTER	24 MUNICIPAL BAND PAY	29.00
CRITICAL HIRE	APPLICANT TESTING	25.00
CUSTOM IMPRESSIONS INC	RETIREMENT PLAQUE/BIZ CARDS	185.42
DUVALL, ISABELLE	24 MUNICIPAL BAND PAY	101.50

EASTERN IOWA CHIROPRACTIC CENTRE, PC	APPLICANT TESTING	330.00
E-KIT TRAINING	ICAC TRAINING	595.00
EMBROIDERY BARN	UNIFORM ALTERATIONS-NEW HI	35.00
FARRIER, KELLY	WEED/GRASS ABATEMENTS	854.75
GAA, JOE	HOUSING ALLOWANCE	1860.94
GEARHEART LAWN CARE LLC	WEED/GRASS ABATEMENT	140.00
GEHRS, JASON P	24 MUNICIPAL BAND PAY	116.00
GUERRA, VANESA	24 MUNICIPAL BAND PAY	101.50
HANCOCK, JIM	24 MUNICIPAL BAND PAY	116.00
HANIFAN, TOM	24 MUNICIPAL BAND PAY	87.00
HARRIS, ELIZABETH	24 MUNICIPAL BAND PAY	58.00
HARRIS, JOHN	24 MUNICIPAL BAND PAY	116.00
HARRIS, WREN ELIZABETH	24 MUNICIPAL BAND PAY	116.00
HILL, RHONDA	REIMBURSEMENT SUPPLIES	133.18
HIWAY SERVICE CENTER	SUPPLIES	438.42
HUGHES, DONALD	24 MUNICIPAL BAND PAY	116.00
HY VEE CATERING	ILEA MEALS-BOTKINS/KLEESE	5148.00
IA DEPT OF REVENUE	FY24/FY25 ELECTRIC FUEL	60.63
IGRAPHIX, INC	TIMESHEETS	75.00
IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	85.00
IOWA LAW ENFORCMT ACADEMY	APPLICANT TESTING	150.00
IOWA LEAGUE OF CITIES	DUES	3848.00
IOWA PARKS & RECREATION ASSOCIATION	MEMBERSHIP RENEWALS	360.00
JOHN DEERE FINANCIAL	PARTS	32.96
JOHNSON, BARRY	24 MUNICIPAL BAND PAY	116.00
KAYE, SAMUEL	24 MUNICIPAL BAND PAY	43.50
KAZAKOV, ANGELINA	24 MUNICIPAL BAND PAY	58.00
KAZAKOV, ROZALIA	24 MUNICIPAL BAND PAY	87.00
KCII	ADVERTISING	123.76
KCTC	PHONE & INTERNET	368.35
KIECK'S CAREER APPAREL & UNIFORMS	NEW HIRE UNIFORMS	194.97
KUNZ, DAVID	24 MUNICIPAL BAND PAY	87.00
LEET'S REFRIGERATION	ICE MACHINE CLEANING	383.50
LOWENBERG, BROCK	24 MUNICIPAL BAND PAY	87.00
MARR, DICK	24 MUNICIPAL BAND PAY	116.00
MATHEWS, SIERRA	24 MUNICIPAL BAND PAY	116.00
MAYER, TEAGUE	24 MUNICIPAL BAND PAY	87.00
MC CLELLEN, MATTHEW	PIANO TUNING	155.00
MCCLELLEN, LOGAN	24 MUNICIPAL BAND PAY	101.50
MCCURDY, GARY	24 MUNICIPAL BAND PAY	116.00
MCDOLE PAYTON	24 MUNICIPAL BAND PAY	87.00
MCNAMAR, TOM	24 MUNICIPAL BAND PAY	1500.00
MILLER, BRAYDEN	24 MUNICIPAL BAND PAY	116.00

MILLER, EMA	24 MUNICIPAL BAND PAY	87.00
MORRIS, ISAJAH	24 MUNICIPAL BAND PAY	43.50
MOSE LEVY CO INC	PLAY SET REPAIR/BRACKET	32.79
MURPHY, JANE	24 MUNICIPAL BAND PAY	341.00
ORTEGA, DAMAYANTI	24 MUNICIPAL BAND PAY	101.50
PARKS, ALIZA	24 MUNICIPAL BAND PAY	72.50
PITNEY BOWES GLOBAL FIN SERVICES LLC	INK FOR POSTAGE MACHINE	182.58
REED, DONIELLE	24 MUNICIPAL BAND PAY	116.00
STARK, FRED	24 MUNICIPAL BAND PAY	87.00
THOMAS, COOPER	24 MUNICIPAL BAND PAY	43.50
TOWNER, PAUL	24 MUNICIPAL BAND PAY	116.00
TRACTOR SUPPLY	DUCK FOOD	6.99
VALENTINE, TAMMY	HOMEBOUND SUPPLIES	7.86
VERIZON WIRELESS	CELLULAR SERVICE	1559.98
WASH CO TREASURER	STOPS ON REG FEES	30.00
WASHINGTON LUMBER	TAPE/SCREWS/BOARDS/ADHESIVE	198.17
WASHINGTON RENTAL	TRIMMER HEAD/SPOOL	50.09
WATERS, TY	24 MUNICIPAL BAND PAY	29.00
WCDC INC	WINDOW WASHINGTON	40.00
WIDE, TOM	SIGN AND PLAQUE	791.16
WMPF GROUP LLC	ADVERTISING	536.85
WUBBENA, AUDREY	24 MUNICIPAL BAND PAY	72.50
YOUNG, ALIVIA	24 MUNICIPAL BAND PAY	116.00
YOUNG, JENNIFER	24 MUNICIPAL BAND PAY	116.00
YOUNG, LILLIAN	24 MUNICIPAL BAND PAY	116.00
YOUNGQUIST, MILLIE	SUPPLY REIMBURSEMENT	42.99
	TOTAL	42427.30

AIRPORT

ACE-N-MORE	SUPPLIES	94.88
ALLIANT ENERGY	ALLIANT ENERGY	101.80
BAUTISTA MIRANDA, YOLANDA	JULY CLEANING	375.00
CAPPER CHRYSLER DODGE JEEP RAM	PARTS/REPAIR	195.73
KCII	ADVERTISING	123.76
TITAN AVIATION FUELS	FUEL	36895.62
VERIZON WIRELESS	CELLULAR SERVICE	46.43
WEST LAWN CARE	AIRPORT MOWING	3020.00
WINDSTREAM IOWA COMMUNICATIONS	AUGUST SERVICE	215.17
	TOTAL	41068.39

ROAD USE

COBB OIL CO, INC.	FUEL	686.05
AMAZON CAPITAL SERVICES	GREASE TUBE	38.68

HY-VEE	MEETING	53.76
L L PELLING CO	PRE-MIX	2149.35
LYNCH DALLAS, PC.	PUBLIC WORKS UNION WORK	1217.00
SADLER POWER TRAIN	COUPLER	47.40
WMPF GROUP LLC	EMPLOYMENT ADVERTISING	54.90
	TOTAL	4247.14
STREET LIGHTING		
ALLIANT ENERGY	ALLIANT ENERGY	12393.27
J MARIE ELECTRIC LLC	REPAIR	276.10
	TOTAL	12669.37
LOST DEBT SERVICE		
UMB BANK, N.A.	2018 GO BOND FEE	300.00
	TOTAL	300.00
HOTEL/MOTEL TAX		
MAIN STREET	SNOW DECORATIONS	6000.00
VORTEX DIGITAL BUSINESS SOLUTIONS, INC	WEBSITE MAINTENANCE	3020.00
	TOTAL	9020.00
DEBT SERVICE		
UMB BANK, N.A.	GO BOND FEES	1150.00
	TOTAL	1150.00
CAPITAL EQUIPMENT		
SINCLAIR TRACTOR	Z994R DIESEL COMM ZTRAK	16050.00
	TOTAL	16050.00
INDUSTRIAL DEVELOP		
WEDG	915 E TYLER- WEDG SHARE	4298.88
	TOTAL	4298.88
WELLNESS PARK		
IDEAL READY MIX	WELLNESS PARK CONCRETE	797.50
SCHIMBERG CO.	WELLNESS PARK CONCESSION	3493.86
	TOTAL	4291.36
LIBRARY GIFT		
AMAZON CAPITAL SERVICES	COMPUTER REPLACEMENT/MIP	1048.97
BAKER & TAYLOR	LIBRARY MATERIALS	97.57
KANOPY INC	DIGITAL MATERIALS	51.00
KCTC	COMPUTER REPLACEMENTS	2289.98

TOTAL 3487.52

WATER UTILITY

ALL AMERICAN PEST CONTROL	PEST CONTROL	35.00
ALLIANT ENERGY	ALLIANT ENERGY	15085.83
AMAZON CAPITAL SERVICES	GARAGE DOOR OPENER	45.55
BACKFLOW PREVENTION SRVS OF IA INC	ANNUAL BACKFLOW INSPECTION	3607.00
CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	38.81
COBB OIL CO, INC.	FUEL	615.83
CONKLIN, DANA	MILEAGE REIMBURSEMENT	22.27
CORE & MAIN LP	PARTS	475.00
EPPERLY, RANDY	MILEAGE REIMBURSEMENT	13.76
GEARHEART, MIKE	BOOT REIMBURSEMENT	79.99
GLOBAL PAYMENTS	DC/CC ADMIN FEE	4915.43
IA DEPT OF REVENUE	WET TAX	9848.33
ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	196.00
STATE HYGIENIC LAB	TESTING	56.50
VERIZON WIRELESS	CELLULAR SERVICE	92.86
WASHINGTON LUMBER	NEW DOOR LOCKS	1049.93
	TOTAL	36178.09

WATER CAPITAL PROJ

DOUDS STONE LLC	S AVE B, WATER MAIN PROJEC	1644.79
	TOTAL	1644.79

SEWER UTILITY

ALLIANT ENERGY	ALLIANT ENERGY	15606.30
ARNOLD MOTOR SUPPLY	PARTS	993.30
BACKFLOW PREVENTION SRVS OF IA INC	ANNUAL BACKFLOW INSPECTION	591.00
COBB OIL CO, INC.	FUEL	742.78
ELECTRICAL ENGINEERING & EQUIPMENT CO	GENERATOR SERVICE/TEST	6960.00
EUROFINS ENVIRONMENT TESTING NC	CERTIFIED TESTING	2488.82
HI-LINE INC	SUPPLIES	337.19
HIWAY SERVICE CENTER	PARTS	181.67
IA DEPT OF REVENUE	SALES TAX	2250.27
METROPOLITAN COMPOUNDS INC.	GRANULAR SEWER SOLVENT	2060.40
MID-IOWA SOLID WASTE EQUIPMENT	JET TOOLS	104.52
RIVER PRODUCTS	SAND	238.03
TIFCO INDUSTRIES	TOOLS- WIRE CUTTERS	67.94
USA BLUEBOOK	PH PROBE/TOOL FREIGHT	319.79
VERIZON WIRELESS	CELLULAR SERVICE	132.82
WINDSTREAM IOWA COMMUNICATIONS	AUGUST SERVICE	67.41
	TOTAL	33142.24

SANITATION

ABC DISPOSAL SYSTEMS	ABC DISPOSAL SYSTEMS	56796.50
	TOTAL	56796.50

SELF INSURANCE

EMPLOYEE BENEFIT SYSTEMS	EBS ADMIN FEE	364.64
	TOTAL	364.64

TOTAL **267136.22**

Motion by Moore, second by Morgan to approve claims report. Motion carried.

Discussion and Consideration of the Second Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, by Amending Chapter 69. Motion by Moore, second by Stigers. Roll call on motion. Ayes: Earnest, Morgan, Moore, Rangel, Schroeder, Stigers. Nays: none.

Discussion and Consideration of Iowa Community Assurance Pool Insurance Premium Quote: \$284,012 total, increasing the vehicle deductible to \$1,000 from \$300/\$600 and increasing the property deductible to \$2,500 from \$1,000. Motion by Earnest, second by Moore. Motion carried.

Discussion and Consideration of a Resolution Approving an Application to the Washington County Riverboat Foundation for the Central Park Restroom Project. Motion by Moore, second by Stigers. Roll call on motion. Ayes: Earnest, Morgan, Moore, Rangel, Schroeder, Stigers. Nays: none. **(RESOLUTION 2024-058)**

Department reports were presented.

Workshop item: Chapter 69, "No Parking Zones" – Additions.

Workshop item: Chapter 50 & 51, "Operable Vehicles".

Motion by Earnest, second by Stigers that the Regular Session held at 6:00 p.m., Tuesday, August 20, 2024, is adjourned at 6:43 p.m. Motion passed unanimously.

Millie Youngquist, Mayor

Kelsey Brown, Deputy City Clerk



August 21, 2024

CITY OF WASHINGTON, IOWA
CITY CLERK
215 EAST WASHINGTON STREET
P.O. BOX 516
WASHINGTON, IA 52353

Invoice #: 872029
Client #: 11307
Matter #: 63
Billing Attorney: JHS

INVOICE SUMMARY
PLEASE RETURN THIS PAGE WITH YOUR PAYMENT

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

For professional services rendered and costs advanced through August 15, 2024:

Professional Services	\$ 97.00
Expenses	<u> \$.00</u>
CURRENT INVOICE DUE	\$ 97.00

Check Remit To:
AHLERS & COONEY, P.C.
100 COURT AVENUE, SUITE 600
DES MOINES, IA 50309-2231
515-243-7611

Include Invoice # on Payment

Wire/ACH Transfer Remit To:
BANKERS TRUST
ABA: 073000642
A/C: 031291
accounting@ahlerslaw.com

Invoice #: 872029
 AMEND NO. 2 TO THE UNIFIED SOUTH

August 21, 2024

PROFESSIONAL SERVICES

DATE	ATTY	HOURS	DESCRIPTION OF SERVICES RENDERED
7/23/24	MP	.10	TRANSCRIPT REVIEW TO ENSURE PROPER COMPLETION OF DOCUMENTS
7/24/24	MP	.10	TRANSCRIPT REVIEW TO ENSURE PROPER COMPLETION OF DOCUMENTS
7/25/24	JHS	.10	REVIEW DOCUMENTS FOR TRANSCRIPT FILE
7/26/24	MP	.10	SEND FOLLOW UP E-MAIL TO CITY CLERK REGARDING STATUS OF TRANSCRIPT DOCUMENTS
7/29/24	MP	.20	RECORD COPY OF COMPLETED TRANSCRIPT TO FILE

TOTAL FEES

\$ 97.00

SUMMARY OF PROFESSIONAL SERVICES

NAME	HOURS	RATE	TOTAL
JENNA H. SABROSKE	.10	270.00	27.00
PEARSON, MELISSA	.50	140.00	70.00
TOTALS	.60		\$ 97.00

TOTAL THIS INVOICE

\$ 97.00



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

July 31, 2024
Project No: 0T5.131760.000
Invoice No: 0342541
Client Account: WASHINGT_CI_IA

Washington/Rehabilitate Hangar

Fee

Total Fee	25,000.00		
Percent Complete	67.88	Total Earned	16,970.00
		Previous Fee Billing	12,025.00
		Current Fee Billing	4,945.00
		Total Fee	4,945.00
		Total this Invoice	\$4,945.00

301-6-6020 - 6723

~~002-6-2080~~ Initials QEA

EXP. Hangar Rehab

Vender # _____ Date Rec. 8-19-24

Due Date _____ Inv # _____

Bolton & Menk, Inc. is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Notice: A Finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

CASEY HINNAH, SHERIFF



204 SOUTH STONE ST.
SIGOURNEY, IOWA 52591
(641) 622-2727

August 24, 2024

Washington Police Department,

As of the employment contract regarding Jacob Butler, the original contract was for \$27,569.92. The contract states if he would quit before 4 years there is a payback schedule. Jacob was hired and signed the contract in August of 2022. Since he is resigning after 2 years and prior to 3 years he would be responsible for 50% of the original contract amount which would be \$13,784.96.

Thank you,

Chief Deputy Adam Pence
Keokuk County Sheriff's Office

Expense Authorization	
001-6-1010- <u>6230</u>	Initials <u>je</u>
Description: <u>Contract Pay-out</u>	
<u>Butler</u>	

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

August 1, 2024

Kelsey Brown, Finance Director
City of Washington, Iowa
215 E. Washington Street
Washington, Iowa 52353

INVOICE

For legal services rendered to the City of Washington, Iowa in July, 2024

TOTAL HOURS	9.75 hours (reg)
TOTAL MILES	132 miles
Hourly Rate	\$90/hour- Reg \$75/hour - Court
Mileage Rate	\$0.56 per mile
TOTAL INVOICE FOR JULY, 2024	\$951.42

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

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

August 1, 2024

City of Washington, Iowa
215 E. Washington Street
Washington, Iowa 52353

DETAILED INVOICE

For legal services rendered to the City of Washington, Iowa in July, 2024

7/2/2024	Council meeting; various other issues (66 miles)	1.0 hrs
7/5/2024	Bates water billing issues; corr w/ TB and city staff	0.5 hrs
7/11-12/2024	Disc w/attorney for Miller case; file continuance; review Rules on notice of interest on federal property; draft Notice of interest; disc/city staff; review fireworks ord/ Draft notice of violation for DR	2.75 hrs
7/15/2024	Corr. with attorney for Enos Yoder re: documents	0.25 hrs
7/19/2024	Subordination agreement re: Country Club development	0.25 hrs
7/22/2024	Disc w/ KB re issues re: employment; review docs	0.5 hrs
7/25-26/2024	Nuisance meeting; various other issues (66 miles) Wellness Park road documentation	1.25 hrs
7/29-30/2024	Zoning issues with JD; disc with KB re various issues Draft resolution for USTEP; review property descriptions For Ward ordinance; contact Aud office	1.75 hrs
7/31/2024	Draft abandonment lawsuit 415 S. 6th Ave and associated documents; drafting license agreement for former Bell farm	1.5 hrs

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:

City of Washington
215 E. Washington Street
Washington, Iowa 52353

VIA ARCHITECT:

FEH Design
604 East Grand Avenue
Des Moines, Iowa 50309

APPLICATION NUMBER: 8
PERIOD TO: 05/02/24
PROJECT NOS.: 2023202

Distribution to:
OWNER
ARCHITECT
CONTRACTOR

CONTRACTOR:

Reed Construction LLC
2317 Grant Street
Bettendorf, Iowa 52722
MAILING ADDRESS: PO Box 473, DeWitt, Iowa 52742

PROJECT:

Washington Public Library Makerspace

CONTRACT DATE: 09/05/23

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM

\$400,360.00

2. Net Change By Change Orders.....

\$9,446.14

3. CONTRACT SUM TO DATE (Line 1 +2).....

\$ 409,806.14

4. TOTAL COMPLETED & STORED TO DATE.....
(Column G on G703)

\$409,806.14

5. RETAINAGE:

a. 5% % of Completed Work
(Columns D & E on G703)

\$20,490.30

b. 0% % of Stored Material
(Column F on G703)

\$0.00

Total Retainage (Line 5a + 5b or
Total in Column I of G703)

\$20,490.30

6. TOTAL EARNED LESS RETAINAGE.....
(Line 4 less Line 5 Total)

\$389,315.84

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)

\$375,454.42

8. CURRENT PAYMENT DUE

\$13,861.43

9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)

\$ 20,490.30

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$9,901.67	(\$1,260.50)
Total Approved this Month	\$804.97	\$0.00
TOTALS	\$10,706.64	(\$1,260.50)
NET CHANGES by Change Order		\$9,446.14

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Reed Construction LLC

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the documents to which this certificate is attached and not the truthfulness, accuracy, or validity of that document.

By: [Signature] County of: Clinton Date: 05/02/24

Subscribed and sworn before me on this 02nd day of May, 2024 by: Brandon Reed proved to me on the basis of satisfactory evidence to be the person who appeared before me.

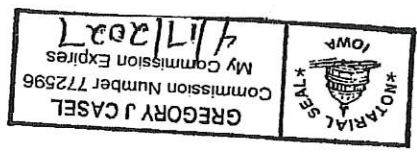
Notary: [Signature] My Commission Expires: 4/17/2027

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 13,861.43

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified).



ARCHITECT: [Signature] Date: 05/02/24

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET - Schedule of Values

AIA DOCUMENT G702

APPLICATION NO: 8
APPLICATION DATE: 05/02/24
PERIOD TO: 05/02/24
ARCHITECT'S PROJECT: NO: 202102

PAGE - 2 OF 2

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

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD		MATERIALS STORED PRESENTLY (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+G)	%	BALANCE TO FINISH (C-G)	RETAINAGE
1	01-00 General Conditions	\$91,340.00	\$91,340.00	\$0.00	\$0.00	\$0.00	\$91,340.00	100%	\$0.00	\$4,567.00
2	02-4119 Selective Demo	\$13,012.00	\$13,012.00	\$0.00	\$0.00	\$0.00	\$13,012.00	100%	\$0.00	\$650.60
3	06-1053 Backing	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$0.00	\$25.00
4	06-4116 Cabinet	\$8,923.00	\$8,923.00	\$0.00	\$0.00	\$0.00	\$8,923.00	100%	\$0.00	\$446.15
5	06-4116 Labor	\$2,779.00	\$2,779.00	\$0.00	\$0.00	\$0.00	\$2,779.00	100%	\$0.00	\$138.95
6	07-2100 Insulation Material	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100%	\$0.00	\$75.00
7	07-2100 Insulation Labor	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100%	\$0.00	\$75.00
8	08-1113-1416-7100 Door Material	\$9,974.00	\$9,974.00	\$0.00	\$0.00	\$0.00	\$9,974.00	100%	\$0.00	\$498.70
9	08-1113-1416-7100 Door Labor	\$6,875.00	\$6,875.00	\$0.00	\$0.00	\$0.00	\$6,875.00	100%	\$0.00	\$345.75
10	08-4113-4413-8000 Glazing/ASF Material	\$10,698.00	\$10,698.00	\$0.00	\$0.00	\$0.00	\$10,698.00	100%	\$0.00	\$534.90
11	08-4113-4413-8000 Labor	\$10,698.00	\$10,698.00	\$0.00	\$0.00	\$0.00	\$10,698.00	100%	\$0.00	\$534.90
12	09-2216-2900 Framing/Drywall Material	\$10,050.00	\$10,050.00	\$0.00	\$0.00	\$0.00	\$10,050.00	100%	\$0.00	\$502.50
13	09-2216-2900 Framing/Drywall Labor	\$23,610.00	\$23,610.00	\$0.00	\$0.00	\$0.00	\$23,610.00	100%	\$0.00	\$1,096.10
14	09-5113-10-1124 Ceilings/ Sound Panels	\$3,562.00	\$3,562.00	\$0.00	\$0.00	\$0.00	\$3,562.00	100%	\$0.00	\$178.10
15	09-5113-10-1124 Labor	\$3,562.00	\$3,562.00	\$0.00	\$0.00	\$0.00	\$3,562.00	100%	\$0.00	\$178.10
16	09-9123 Paint	\$9,974.00	\$9,974.00	\$0.00	\$0.00	\$0.00	\$9,974.00	100%	\$0.00	\$498.70
17	10-1400 Signage	\$2,140.00	\$2,140.00	\$0.00	\$0.00	\$0.00	\$2,140.00	100%	\$0.00	\$107.00
18	11-5213 Green Screen	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	100%	\$0.00	\$40.00
19	12-3661 Stone Tops	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100%	\$0.00	\$75.00
20	21-0517-0518-0553-1313 Fire Suppression	\$4,632.00	\$4,632.00	\$0.00	\$0.00	\$0.00	\$4,632.00	100%	\$0.00	\$231.65
21	21-0517-0518-0553-1313 Labor	\$4,632.00	\$4,632.00	\$0.00	\$0.00	\$0.00	\$4,632.00	100%	\$0.00	\$231.60
22	22-0000 Plumbing Material	\$4,100.00	\$4,100.00	\$0.00	\$0.00	\$0.00	\$4,100.00	100%	\$0.00	\$205.00
23	22-0000 Plumbing Labor	\$4,100.00	\$4,100.00	\$0.00	\$0.00	\$0.00	\$4,100.00	100%	\$0.00	\$205.00
24	23-0000 HVAC Material	\$14,985.00	\$14,985.00	\$0.00	\$0.00	\$0.00	\$14,985.00	100%	\$0.00	\$749.25
25	23-0000 HVAC Labor	\$14,985.00	\$14,985.00	\$0.00	\$0.00	\$0.00	\$14,985.00	100%	\$0.00	\$749.25
26	26-0000/27-4000/28-0000 Electrical/Commiss	\$59,003.00	\$59,003.00	\$0.00	\$0.00	\$0.00	\$59,003.00	100%	\$0.00	\$2,950.15
27	26-0000/27-4000/28-0000 Labor	\$59,003.00	\$59,003.00	\$0.00	\$0.00	\$0.00	\$59,003.00	100%	\$0.00	\$2,950.15
28	26-0000/27-4000/28-0000 Labor	\$59,003.00	\$59,003.00	\$0.00	\$0.00	\$0.00	\$59,003.00	100%	\$0.00	\$2,950.15
29		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
30		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
31		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
32		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
33		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
34		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
35		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
36		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
SUB TOTALS:		\$400,360.00	\$386,574.00	\$13,786.00	\$0.00	\$0.00	\$400,360.00	100%	\$0.00	\$20,018.00
Change Orders										
	CO No. 001	\$1,360.70	\$1,360.70	\$0.00	\$0.00	\$0.00	\$1,360.70	100%	\$0.00	\$88.04
	CO No. 002	\$1,784.97	\$1,784.97	\$0.00	\$0.00	\$0.00	\$1,784.97	100%	\$0.00	\$89.25
	CO No. 003	(\$1,260.50)	(\$1,260.50)	\$0.00	\$0.00	\$0.00	(\$1,260.50)	100%	\$0.00	(\$63.03)
	CO No. 004	\$682.00	\$682.00	\$0.00	\$0.00	\$0.00	\$682.00	100%	\$0.00	\$34.10
	CO No. 005	\$6,074.00	\$6,074.00	\$0.00	\$0.00	\$0.00	\$6,074.00	100%	\$0.00	\$308.70
	CO No. 006	\$804.97	\$804.97	\$0.00	\$0.00	\$0.00	\$804.97	100%	\$0.00	\$40.25
CHANGE ORDER TOTALS:		\$9,446.14	\$8,641.17	\$804.97	\$0.00	\$0.00	\$9,446.14	100%	\$0.00	\$472.30
GRAND TOTALS:		\$409,806.14	\$395,215.17	\$14,590.97	\$0.00	\$0.00	\$409,806.14	100%	\$0.00	\$20,490.30



CAR INVOICE

Sold To: CITY OF WASHINGTON			Date: 08/27/2024		
Address: 215 E WASHINGTON ST WASHINGTON, IA 52353					
Home Number: N/A		Work Number: (319)653-2256		Salesman: ROBERT LONG	2 nd Salesman: N/A
<input checked="" type="checkbox"/> NEW	<input type="checkbox"/> USED	Year: 2024	Make: FORD	Model: POLICE INTERCEPTOR UTI	Color: WHITE
Vehicle Ident. or Serial Number: 1FM5K8AB0RGA48404				Key No.:	STOCK: F25792

Year: 2021	Make: FORD	Model: POLICE UTILITY
VIN: 1FM5K8AB8MGA18009		
Balance Owed on Trade-In		
Payoff N/A		
Finance Company N/A		
Address N/A		
First Payment Due 08/27/2024		

PRICE OF CAR	45,535.00
	N/A
	N/A
N/A	N/A
	N/A
EXTRAS	
FACTORY INSTALLED	N/A
DEALER INSTALLED	N/A
DOCUMENTATION FEE	N/A
FEE FOR NEW REGISTRATION	N/A
LIC/TITLE/LIEN	N/A
TOTAL CASH PRICE	45,535.00
COST OF FINANCING	N/A
DEALER INSTALLED	
TOTAL CASH PRICED	45,535.00
SETTLEMENT	
CASH	N/A
CASH ON DELIVERY	
USED CAR	8,500.00
PAYMENTS	
1 AT \$ 37,035.00	
AT \$	
TOTAL	37,035.00

EQUIPPED AS PER FEDERAL PRICE LABEL
HOLDBACK
VEHICLE MILES 5
CUSTOMER EMAIL N/A
FINANCE MANAGER HOUSE F&I MANAGER
DEALER INSTALLED: N/A
TOTAL=

NO PUBLIC LIABILITY OR PROPERTY DAMAGE INSURANCE ISSUED WITH THIS TRANSACTION UNLESS HEREIN STATED

INVOICE NO. F25976

1450 HICKMAN ROAD
 WAUKEE, IA 50263
 (800)747-2744
 WWW.STIVERSFORDIA.COM



CAR INVOICE

Sold To: CITY OF WASHINGTON			Date: 08/27/2024		
Address: 215 E WASHINGTON ST WASHINGTON, IA 52353					
Home Number: N/A		Work Number: (319)653-2256		Salesman: ROBERT LONG	2nd Salesman: N/A
<input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED	Year: 2024	Make: FORD	Model: POLICE INTERCEPTOR UTI	Color: BLACK	Body: AWD
Vehicle Ident. or Serial Number: 1FM5K8AB1RGA67155				Key No.:	STOCK: F25976

Year:	Make:	Model:
VIN:		
Balance Owed on Trade-In		
Payoff N/A		
Finance Company N/A Address N/A		
First Payment Due 08/27/2024		

EQUIPPED AS PER FEDERAL PRICE LABEL
HOLDBACK
VEHICLE MILES 5
CUSTOMER EMAIL N/A
FINANCE MANAGER HOUSE F&I MANAGER
DEALER INSTALLED: N/A
TOTAL=

PRICE OF CAR	45,535.00
	N/A
	N/A
N/A	N/A
	N/A
EXTRAS	
FACTORY INSTALLED	N/A
DEALER INSTALLED	N/A
DOCUMENTATION FEE	N/A
FEE FOR NEW REGISTRATION	N/A
LIC/TITLE/LIEN	N/A
TOTAL CASH PRICE	45,535.00
COST OF FINANCING	N/A
DEALER INSTALLED	
TOTAL CASH PRICED	45,535.00
SETTLEMENT	
CASH	N/A
CASH ON DELIVERY	
USED CAR	N/A
PAYMENTS	
1 AT \$ 45,535.00	
AT \$	
TOTAL	45,535.00

NO PUBLIC LIABILITY OR PROPERTY DAMAGE INSURANCE ISSUED WITH THIS TRANSACTION UNLESS HEREIN STATED

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

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

August 23, 2024
Invoice No: 24659 - 6

Project Manager Leland Belding III

Engineering services for Central Park Restrooms:

Professional Services from July 21, 2024 to August 17, 2024

Professional Personnel

	Hours	Rate	Amount	
Drafter III	3.50	115.00	402.50	
Totals	3.50		402.50	
Total Labor				402.50
		Total this Invoice		\$402.50



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

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

August 23, 2024
Invoice No: 24658 - 10

Project Manager Leland Belding III

Engineering services for Wellness Park Concession Stand:
Professional Services from July 21, 2024 to August 17, 2024
Professional Personnel

	Hours	Rate	Amount	
Engineer I-B	.50	223.00	111.50	
Totals	.50		111.50	
Total Labor				111.50
		Total this Invoice		\$111.50

WAIVER OF MECHANIC'S LIEN

The undersigned, having furnished material or labor for, or performed labor upon, a building or land for improvement, alteration or repair thereof, situated on or being real estate described as:

Washington Public Library Markerspace

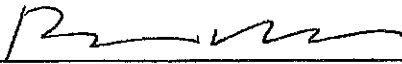
For and in consideration of the sum of \$26,818.03

(Twenty six thousand eight hundred eighteen dollars and three cents)

and other valuable consideration, the receipt of which is hereby acknowledged, does hereby waive and release any and all liens, and rights or claim of rights to file and establish a mechanic's lien against the above described premises, for material furnished or labor performed through the 22nd day of April, 2024.

Reed Construction LLC, 2317 Grant St., Bettendorf, IA 52722 (Mailing: PO Box 473, DeWitt, IA 52742)

Company

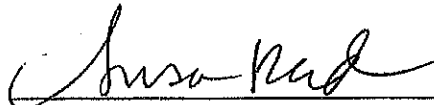
X 

Owner

4/22/24

Date

Witnessed By:



Signature of Witness

Susan Reed

Name (Print)

4/22/24

Date

*Joe Gaa, City Administrator
Kelsey Brown, City Clerk
Millie Youngquist, Mayor
Kevin Olson, City Attorney*



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

Park Board Members:

*Jayson Keil
Charles Halvorson
Erin Elgin
Jane Blieu
Erin Smith*

*Parks Superintendent:
Nick Pacha*

August City Council Update – Parks Department

- Mowing, trimming and spraying of all Parks properties and areas our Dept. maintains.
- Planting and daily watering of flowers around parks and properties.
- A lot of time at the pool with multiple daily checking of ORP and PH levels and adding of chemicals, weekly backwashing and vacuuming of pool. Weekly combined chlorine, calcium hardness, Cyanuric acid, Alkalinity testing. Monthly bacteria sampling.
- Pool shut down on August 11. Spending time cleaning and getting the pool ready for winter. Putting away chairs, features, taking apart the equipment room etc.
- Daily Fountain maintenance and cleaning. Weekly vacuuming. We will try and keep the fountain up and running for Washington Homecoming festivities. Depends on weather and falling leaves.
- A lot of time spent on Wellness Park Soccer field concession/restroom project meetings trying to get contractors to the site to work. Footings and walls are in. Storm sewer line, and water line have been installed. Sanitary sewer has been taken to the man hole by our M/C dept. Plumber has gotten floor plumbing in, KCTC has installed a fiber conduit, electrician has been to the site to get conduit installed. Next step is for the Coleman concrete to come back in and backfill the structure and do the floor. We will have to take out some of the sidewalk and trail so the building and sidewalk and trail will meet ADA compliance.
- Central Park restroom meetings and funding meetings. Will be applying for a WCRF competitive grant.
- Applied for a Washington Iowa Betterment grant for \$25,000 and was successful
- Edged and weeded 7 ballfields for the school, Y and user groups to use.
- Fall soccer for WASP has begun. YMCA flag football has started also. They are using two of the outfields (fields 1&2) at the Wellness park. In the future they will probably use Soccer A so they have lights. Fall softball and baseball – WASA and WBC are practicing on the ballfields. YSF youth football and middle school football are using Greenfield and Redlinger field for practices.
- Army reserve center on North Marion Ave. meeting and tour of facility for potential parks shop and letter of intent submitted to GSA.

- Wellness Park soft surface area repair. Areas where kids have picked at the surface and pulled it up
- Central park Fountain daily maintenance and cleaning of fountain.
- A lot of calls for rental of shelter at Sunset park and cleaning of shelters for rentals.
- Coordinating all the events and setup and cleanup of events that take place at Central park and Downtown
- Cleanup and setup for farmers markets, Paws and More car show.
- Attended weekly Department head meetings.
- YMCA board meeting
- Maintenance of all equipment including tractor, mowers, utility cart, gator etc.
- Shop and office cleaning and organizing trying to create more room.
- Rehab and adding of rock at shop parking area and outdoor pool mechanical room.
- Weekly watering of over 200 young trees and flowers.
- Bi-weekly garbage removal around parks.

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

MAINTENANCE & CONSTRUCTION DEPT. REPORT

8-3-24/8-16-24

STREETS: Personnel prepped and poured back 45 yards of concrete located at West 2nd St (2-St James Church & 'F' Ave), South 4th Ave-East Monroe and South 3rd Ave-East Monroe. The street sweeper made it's way around town.

WATER DISTRIBUTION: Personnel marked out water boxes for shot off list. Personnel completed the water main on South Ave B and the water tests came back negative for bacteria. Personnel replaced a lead service line with plastic located in the 1000 block of East 2nd St.

SEWER COLLECTION: Personnel assisted the WWTP personnel by vacking out the Lexington lift station. Personnel performed a 6 inch sewer tap for the new Y's pool drain line.

STORM SEWER COLLECTION: Personnel N/A

MECHANIC/SHOP: Personnel serviced numerous dump trucks and the Fire Department equipment.

OTHER: Personnel hauled numerous loads of rock and sand back to the material storage building. Personnel responded to 74 One Call Locates. Personnel relocated the Case football field 5 yard line stakes as usual this time of year.

*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.



Monthly Case Report

8/1/2024 - 8/30/2024

Case #	Case Date	Parcel Address	Description	Method of Warning	Clean up Deadline	Assigned To	Main Status
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Group: Abated

24499	8/6/2024	304 E. 15th St.	Mattresses in front lawn	Hanger	8/13/2024	Anna Duwa	Abated

Group Total: 1

Group: Closed

24563	8/26/2024	915 E 3RD ST	Long grass	Call	8/30/2024	Anna Duwa	Open
24558	8/26/2024	742 E MAIN ST	Long grass	Hanger	8/28/2024	Anna Duwa	Closed
24557	8/26/2024	809 S. 3rd Ave.	Long grass	Phone Call	8/23/2024	Anna Duwa	Closed
24555	8/21/2024	320 W 6TH ST	Long grass	Hanger	8/23/2024	Anna Duwa	Closed
24554	8/21/2024	302 W 2ND ST	Long grass	Hanger	8/23/2024	Anna Duwa	Closed
24553	8/21/2024	802 W MONROE ST	Long grass	Hanger	8/23/2024	Anna Duwa	Closed
24551	8/21/2024	614 W MONROE ST	Parking Violation	Hanger	8/28/2024	Anna Duwa	Closed
24548	8/20/2024	1204 N MARION AVE	Parking Violation & Junk	Phone Call	8/27/2024	Anna Duwa	Closed
24547	8/20/2024	1301 E 3RD ST	Long grass	Hanger	8/22/2024	Anna Duwa	Closed
24546	8/20/2024	1205 E 3RD ST	Parking Violation	Hanger	8/26/2024	Anna Duwa	Closed
24545	8/20/2024	1205 E 3RD ST	Furniture in yard	Hanger	8/29/2024	Anna Duwa	Closed
24544	8/20/2024	614 N IOWA AVE	Furniture in yard	Hanger	8/29/2024	Anna Duwa	Closed
24543	8/20/2024	808 N 7TH AVE	Furniture in yard	Hanger	8/29/2024	Anna Duwa	Closed
24542	8/15/2024	712 N MARION AVE	Furniture in yard	Hanger	8/22/2024	Anna Duwa	Closed

24541	8/15/2024	628 N 4TH AVE	Furniture in yard	Phone Call	8/22/2024	Anna Duwa	Closed
24540	8/15/2024	514 S 7TH AVE	Furniture	Hanger	8/22/2024	Anna Duwa	Closed
24539	8/15/2024	615 E TYLER ST	Long grass	Hanger	8/19/2024	Anna Duwa	Closed
24536	8/13/2024	104 S 7th Ave.	Alley overgrowth	Letter	8/23/2024	Anna Duwa	Closed
24532	8/13/2024	1106 N Marion Ave.	Parking Violation (Camper)	Letter	8/23/2024	Anna Duwa	Closed
24531	8/13/2024	601 E 2nd St.	Furniture	Hanger	8/20/2024	Anna Duwa	Closed
24530	8/13/2024	601 E 2nd St.	Long grass	Hanger	8/15/2024	Anna Duwa	Closed
24529	8/13/2024	725 E MAIN ST	Parking Violation	Letter	8/23/2024	Anna Duwa	Closed
24523	8/12/2024	745 E JEFFERSON ST	Tree limbs encroaching street	Hanger	8/16/2024	Anna Duwa	Closed
24521	8/12/2024	714 E 3RD ST	Long grass	Hanger	8/14/2024	Anna Duwa	Closed
24520	8/12/2024	912 E Main St.	Long grass	Hanger	8/14/2024	Anna Duwa	Closed
24519	8/12/2024	314 E JEFFERSON ST	Long grass	Hanger	8/14/2024	Anna Duwa	Closed
24518	8/12/2024	326 E JEFFERSON ST	Long grass	Hanger	8/14/2024	Anna Duwa	Closed
24517	8/12/2024	415 W JEFFERSON ST	Long grass	Hanger	8/14/2024	Anna Duwa	Closed
24516	8/8/2024	426 S 3RD AVE	Long grass	Hanger	8/12/2024	Anna Duwa	Closed
24515	8/8/2024	110 E. Monroe St.	Long grass	Hanger	8/12/2024	Anna Duwa	Closed
24514	8/8/2024	402 S IOWA AVE	Long grass	Hanger	8/12/2024	Anna Duwa	Closed
24513	8/8/2024	945 S 3RD AVE	Long grass	Hanger	8/12/2024	Anna Duwa	Closed
24512	8/8/2024	501 S 9TH AVE	Parking Violation	Letter	8/19/2024	Anna Duwa	Closed
24511	8/8/2024	1603 N 5TH AVE	Parking Violation	Verbal Warning	8/12/2024	Anna Duwa	Closed
24510	8/8/2024	1205 N 4th Ave	Parking Violation	Verbal Warning	8/12/2024	Anna Duwa	Closed
24509	8/6/2024	719 S 3RD AVE	Fence falling over	Verbal Warning	8/16/2024	Jeff Duwa	Closed

24508	8/7/2024	409 W MADISON ST	Appliance in yard	Hanger	8/13/2024	Anna Duwa	Closed
24507	8/7/2024	514 N MARION AVE	Appliance in yard	Hanger	8/13/2024	Anna Duwa	Closed
24506	8/7/2024	214 E Madison St.	Long grass	Hanger	8/8/2024	Anna Duwa	Closed
24505	8/7/2024	620 N D AVE	Long grass	Hanger	8/8/2024	Anna Duwa	Closed
24504	8/7/2024	1112 N 2ND AVE	Long grass	Hanger	8/8/2024	Anna Duwa	Closed
24503	8/7/2024	1502 N 4TH AVE	Long grass	Hanger	8/8/2024	Anna Duwa	Closed
24502	8/6/2024	315 W MADISON ST	Long grass	Hanger	8/8/2024	Anna Duwa	Closed
24501	8/6/2024	603 N 2ND AVE	Long grass	Hanger	8/8/2024	Anna Duwa	Closed
24500	8/6/2024	304 E. 15th St.	Long grass	Hanger	8/8/2024	Anna Duwa	Closed
24498	8/2/2024	815 W MADISON ST	Long grass	Phone Call	8/5/2024	Anna Duwa	Closed
24496	8/2/2024	732 S 8TH AVE	Long grass	Phone Call	8/5/2024	Anna Duwa	Closed
24495	8/1/2024	439 E Madison St.	Furniture in yard	Letter	8/12/2024	Anna Duwa	Closed
24494	8/1/2024	722 E Main St.	Long grass	Hanger	8/5/2024	Anna Duwa	Closed
24493	8/1/2024	102 S 7TH AVE	Long grass	Hanger	8/5/2024	Anna Duwa	Closed
24492	8/1/2024	403 S 2ND AVE	Long grass	Hanger	8/5/2024	Anna Duwa	Closed
24491	8/1/2024	620 E MADISON ST	Long grass	Hanger	8/5/2024	Anna Duwa	Closed
24490	8/1/2024	615 E Madison St.	Long grass	Hanger	8/5/2024	Anna Duwa	Closed
24489	8/1/2024	621 E Main St.	Long grass	Phone Call	8/8/2024	Anna Duwa	Closed

Group Total: 54

Group: Open

24584	8/29/2024	312 S D AVE	Long grass/weeds	Hanger	9/3/2024	Anna Duwa	Open
24583	8/29/2024	312 S D AVE	Dumpster	Hanger	9/5/2024	Anna Duwa	Open
24582	8/29/2024	1633 HIGHLAND AVE	Parking Violation	Letter	9/9/2024	Anna Duwa	Open

24581	8/29/2024	1014 E WASHINGTON ST	Inoperable Vehicles	Notice of Violation	9/16/2024	Anna Duwa	Open
24580	8/29/2024	1108 E WASHINGTON ST	Long grass/weeds	Phone Call	9/3/2024	Anna Duwa	Open
24579	8/29/2024	115 S 12th Ave.	Long grass	Hanger	9/3/2024	Anna Duwa	Open
24578	8/28/2024	612 S. 8th Ave.	Parking Violation	Hanger	9/2/2024	Anna Duwa	Open
24577	8/28/2024	612 S. 8th Ave.	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24576	8/28/2024	733 S 8th Ave.	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24575	8/28/2024	722 S 8th Ave.	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24574	8/28/2024	945 S 3RD AVE	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24573	8/28/2024	923 S 3rd Ave.	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24572	8/28/2024	903 S 3RD AVE	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24571	8/28/2024	702 E Harrison St.	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24570	8/28/2024	1004 N. 6th Ave.	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24569	8/27/2024	910 E VAN BUREN ST	Parking Violation	Hanger	9/2/2024	Anna Duwa	Open
24568	8/27/2024	912 E Main St.	Long grass	Hanger	8/30/2024	Anna Duwa	Open
24567	8/27/2024	1413 E 3RD ST	Long grass & weeds	Hanger	8/30/2024	Anna Duwa	Open
24566	8/27/2024	1421 E 3RD ST	Long grass & weeds	Hanger	8/30/2024	Anna Duwa	Open
24565	8/26/2024	902 E 2ND ST	Furniture on curb	Hanger	9/2/2024	Anna Duwa	Open
24564	8/26/2024	914 E 3RD ST	Overgrowth & Volunteer trees	Letter	9/12/2024	Anna Duwa	Open
24562	8/26/2024	601 E 2nd St.	Overgrowth around house & shed, Trailer PV	Letter	9/6/2024	Anna Duwa	Open
24561	8/26/2024	1121 E Main St.	Junk metal & Broken metal shed	Letter	9/13/2024	Anna Duwa	Open
24560	8/26/2024	1121 E Main St.	Inoperable Vehicle	Letter	9/13/2024	Anna Duwa	Open

24559	8/26/2024	748 E MAIN ST	Junk wood (pallets)	Letter	9/12/2024	Anna Duwa	Open
24556	8/23/2024	312 S D AVE	Overgrowth in backyard	Letter	9/2/2024	Anna Duwa	Open
24552	8/22/2024	514 S C AVE	Long grass	Hanger	9/3/2024	Anna Duwa	Open
24550	8/20/2024	1333 W MAIN ST	Parking Violations	Letter	9/2/2024	Anna Duwa	Open
24549	8/20/2024	320 W 5TH ST	Long grass	Phone Call	8/30/2024	Anna Duwa	Open
24538	8/13/2024	1021 E Main St.	Overgrowth/vol. trees along garage	Letter	8/30/2024	Anna Duwa	Open
24537	8/13/2024	719 E MAIN ST	Alley overgrowth	Letter	9/13/2024	Anna Duwa	Open
24535	8/13/2024	921 E 2nd St.	Issues with backyard	Phone Call	9/16/2024	Anna Duwa	Open
24534	8/13/2024	821 N 8TH AVE	Overgrowth in back & side of property	Letter	9/13/2024	Anna Duwa	Open
24533	8/13/2024	1105 N IOWA AVE	Overgrowth & Vol. trees	Letter	9/13/2024	Anna Duwa	Open
24528	8/13/2024	1205 N. Iowa Ave.	Inoperable Vehicle/Furniture/Junk	Notice to Abate	9/16/2024	Anna Duwa	Open
24527	8/13/2024	1205 N 4th Ave	Inoperable Vehicles/Furniture/Junk	Notice to Abate	9/10/2024	Anna Duwa	Open
24526	8/13/2024	1001 N 5TH AVE	Inoperable Vehicle/Dumpster/Junk Wood	Notice to Abate	9/16/2024	Anna Duwa	Open
24525	8/13/2024	902 E MAIN ST	Inoperable Vehicle	Phone Call	9/27/2024	Anna Duwa	Open
24524	8/13/2024	918 E MAIN ST	Inoperable Vehicle	Notice to Abate	9/13/2024	Anna Duwa	Open
24522	8/12/2024	1009 E MAIN ST	Inoperable Vehicle/Overgrowth in alley	Notice to Abate	9/13/2024	Anna Duwa	Open
24497	8/5/2024	901 S B Ave.	Long grass & Parking Violation	Phone Call	9/6/2024	Anna Duwa	Open

Group Total: 41

Total Records: 96

8/30/2024



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 E. Washington
ATTN: City Administrator Deanna McCusker 319-653-6584
dmccusker@washingtioniowa.gov

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

1. **APPLICANT INFORMATION**

Name/Event: Fun Day in the Park
Coordinator: Abe Koehn
Contact Number: 319-461-8891
Email Address: a.koehn@marionavenwebaptist.com

2. **EVENT INFORMATION**

Event Description: Games & activities for kids, and some snacks.

Days/Dates of Event: Saturday, September 21

Time(s) of Event: (Include Set Up/Tear Down Time) 10:00am - 1:30pm

Event Location: Central Park

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

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

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

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

Description: _____

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

Other Requests

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

Use of City Park (specify park: Central Park
Electrical Needs: A few circuits for
crockpots, and popcorn machine

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

_____ Fireworks (specify location:)

_____ Use of gators/UTV/ATV on City streets

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

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

_____ Other (please specify:)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

_____ Street barricades

_____ Emergency "No Parking" Signs

_____ Traffic cones

_____ Picnic Tables

_____ Yield signs for crosswalks

_____ Garbage/Recycling Barrels

_____ Street Sweeping following (parades)

_____ Other (please specify:)

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

Amplified Sound/Speaker System

_____ Public Address System

_____ Recorded/Live Music

_____ If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: Abe Koehn

Phone: 319-461-8891

7. INSURANCE

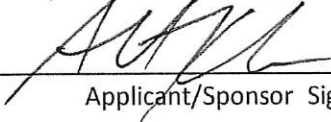
For **events** requiring an **alcohol license**, the minimum amount of coverage in the general liability insurance policy shall be \$2,000,000 general aggregate, \$1,000,000 personal injury and \$1,000,000 each occurrence. The minimum limits for the liquor liability policy shall be \$500,000. For all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

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

8. AGREEMENT

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

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


8/19/24

 Applicant/Sponsor Signature Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.		
8/19	City Administrator Deanna McCusker (Liquor Licenses)	319-653-6584	dmccusker@washingtioniowa.gov
	Comments/Restrictions:		
8/20	Police Chief Jim Lester	319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:		
8/19	Fire Chief Brendan DeLong	319-653-6584 x181	bdelong@washingtioniowa.gov
	Comments/Restrictions:		
8/19	Streets JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
	Comments/Restrictions:		
8/20	Parks Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
	Comments/Restrictions:		
	County Environmental Health (if serving food):		
	Jason Taylor	319-461-2876	jtaylor@co.washington.ia.us
	Comments/Restrictions:		

CITY COUNCIL APPROVAL

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

CONDITIONS IMPOSED: _____



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk

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

1. APPLICANT INFORMATION

Name/Event: HOLISTIC WELLNESS FAIR
Coordinator: MELANIE JAMES / EMPORIUM
Contact Number: 319-259-9244
Email Address: emporiumiowae@gmail.com

2. EVENT INFORMATION

Event Description: A TIME TO CONNECT WITH NATURAL HEALTH OPTIONS, MENTAL HEALTH + WELLNESS OPPORTUNITIES AND SERVICES LIKE SUICIDE PREVENTION, AND/OR AGENCIES THAT ARE SIMILAR, NUTRITION ETC.
Days/Dates of Event: OCTOBER 18-19, 2024
Time(s) of Event: (Include Set Up/Tear Down Time) 18th 11-6 19th 10-3
Event Location: BLAIR HOUSE 205 E WASHINGTON ST
Will event require an alcohol license or require modification of an existing license? Yes No

3. REQUEST INFORMATION (Check All Applicable Items)

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

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

Description: _____

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

Other Requests

Temporarily park in a "No Parking" area
location: IF NECESSARY - AT BACK OF BLAIR HOUSE? (JUNIPER ROOTS COFFEE)
Use of City Park (specify park : _____)
Electrical Needs: _____

_____ Use of gators/UTV/ATV on City streets
_____ Parade (attach map of route and indicate streets to be closed)

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

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

_____ Fireworks (specify location :)

Other (please specify :) ONE PARKING SPACE FOR JUNIPER ROOTS COFFEE

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

- ~~_____ Street barricades~~
- ~~_____ Emergency "No Parking" Signs~~
- ~~_____ Traffic cones~~
- ~~_____ Picnic Tables~~
- ~~_____ Yield signs for crosswalks~~
- ~~_____ Garbage/Recycling Barrels~~
- ~~_____ Street Sweeping following (parades)~~
- ~~_____ Other (please specify :)~~

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

_____ Amplified Sound/Speaker System
_____ Public Address System
_____ Recorded/Live Music
_____ If so: BMI/ASCAP License obtained?

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

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

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

INSIDE VENUE ONLY

Contact Person: _____ Phone: _____

7. INSURANCE

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

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

8. AGREEMENT

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

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



Applicant/Sponsor Signature

8/26/24

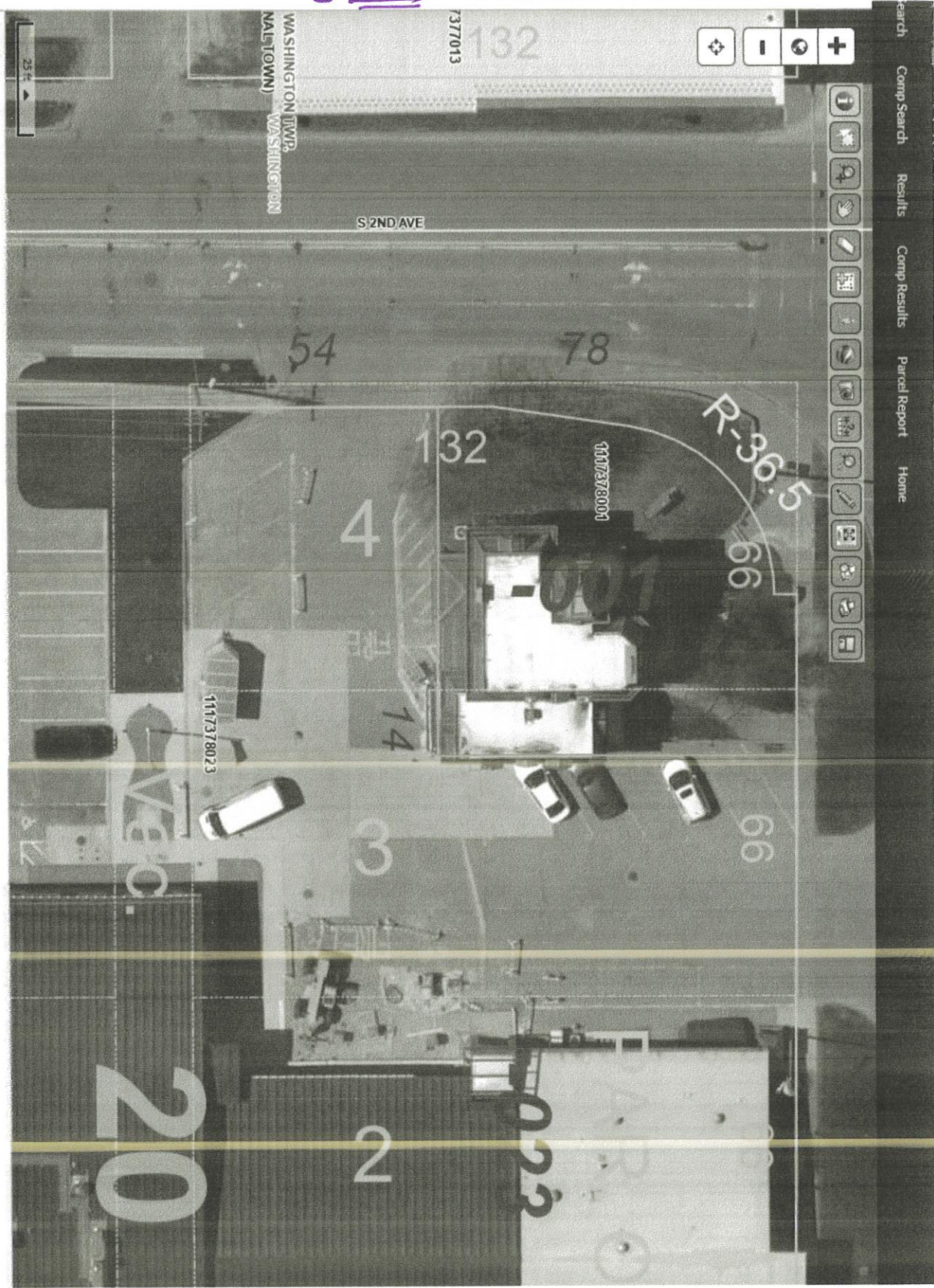
Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
_____	Deputy City Clerk (Liquor Licenses)	Kelsey Brown	319-653-6584 ext 122	kbrown@washingtioniowa.gov Comments/Restrictions:
_____	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov Comments/Restrictions:
_____	Fire Chief	Brendan DeLong	319-863-3332	firedept@washingtioniowa.gov Comments/Restrictions:
_____	Streets	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov Comments/Restrictions:
_____	Parks	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov Comments/Restrictions:
_____	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us Comments/Restrictions:			

CITY COUNCIL APPROVAL

I AM REQUESTING A PARKING SPACE BY THE VENUE FOR
JUNIPEROOTS OFFEE. I WILL ASK VENDORS/PATRONS TO
PARK OFF-SITE TO AVOID ANY CONFLICTS WITH CITY SERVICES.
*IF MORE SPACE IS AVAILABE, I WILL SEEK
A HEALTHY OPTIONS FOOD VENDOR AS WELL
-ONLY ONE-
THANK YOU!





SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

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

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

1. **APPLICANT INFORMATION**

Name/Event: Fall Craft Fair

Coordinator: Washington Chamber

Contact Number: 319-653-3272

Email Address: events@washingtioniowa.org

2. **EVENT INFORMATION**

Event Description: 100+ craft and food vendors

Days/Dates of Event: Saturday, September 7, 2024 ^{Sept 11, rain date} Saturday, September 14, 2024 ^{Sept 13, rain date}

Time(s) of Event: (Include Set Up/Tear Down Time) 7am-5pm

Event Location: Central Park

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

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

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

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

Description: Northbound traffic & center parking lanes
on main Ave will be blocked & used for
vendors between Washington & main street

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

Letter to downtown businesses and residents at the first of the year

Other Requests

Temporarily park in a "No Parking" area
location: West side

Use of gators/UTV/ATV on City streets

Use of City Park (specify park :
Electrical Needs: Pole outlets

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

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

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

Fireworks (specify location :)

Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

Street barricades

Yield signs for crosswalks

Emergency "No Parking" Signs

Garbage/Recycling Barrels

Traffic cones

Street Sweeping following (parades)

Picnic Tables

Other (please specify :)

Cable ramps (these are available for all events if you want

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

Amplified Sound/Speaker System

Recorded/Live Music

Public Address System

If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: Michelle Redinger

Phone: 319-321-4271 (cell)

7. INSURANCE

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

Certificate of Insurance provided and accepted Certificate of Insurance not required

8. AGREEMENT

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

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

Mitchelle Reallinger

4/14/24

Applicant/Sponsor Signature

Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
<u>8/28/24 4/14/23</u>	City Clerk (Liquor Licenses)	Sally Y. Hart	319-653-6584 ext 131	sallyhart@washingtونيowa.gov
	Comments/Restrictions:			
<u>8/28/24 4/13/23</u>	Police Chief	Jim Lester	319-458-0264	jlester@washingtونيowa.gov
	Comments/Restrictions:			
<u>8/28/24 4/14/23</u>	Fire Chief	Brendan DeLong	319-461-3796	bdelong@washingtونيowa.gov
	Comments/Restrictions:			
<u>8/28/24 4/14/23</u>	Streets	JJ Bell	319-653-1538	jjbell@washingtونيowa.gov
	Comments/Restrictions:			
<u>8/28/24 4/14/23</u>	Parks	Nick Pacha	319-321-4886	npacha@washingtونيowa.gov
	Comments/Restrictions:			
<u>8/28/24 4/14/23</u>	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us			
	Comments/Restrictions:			

CITY COUNCIL APPROVAL

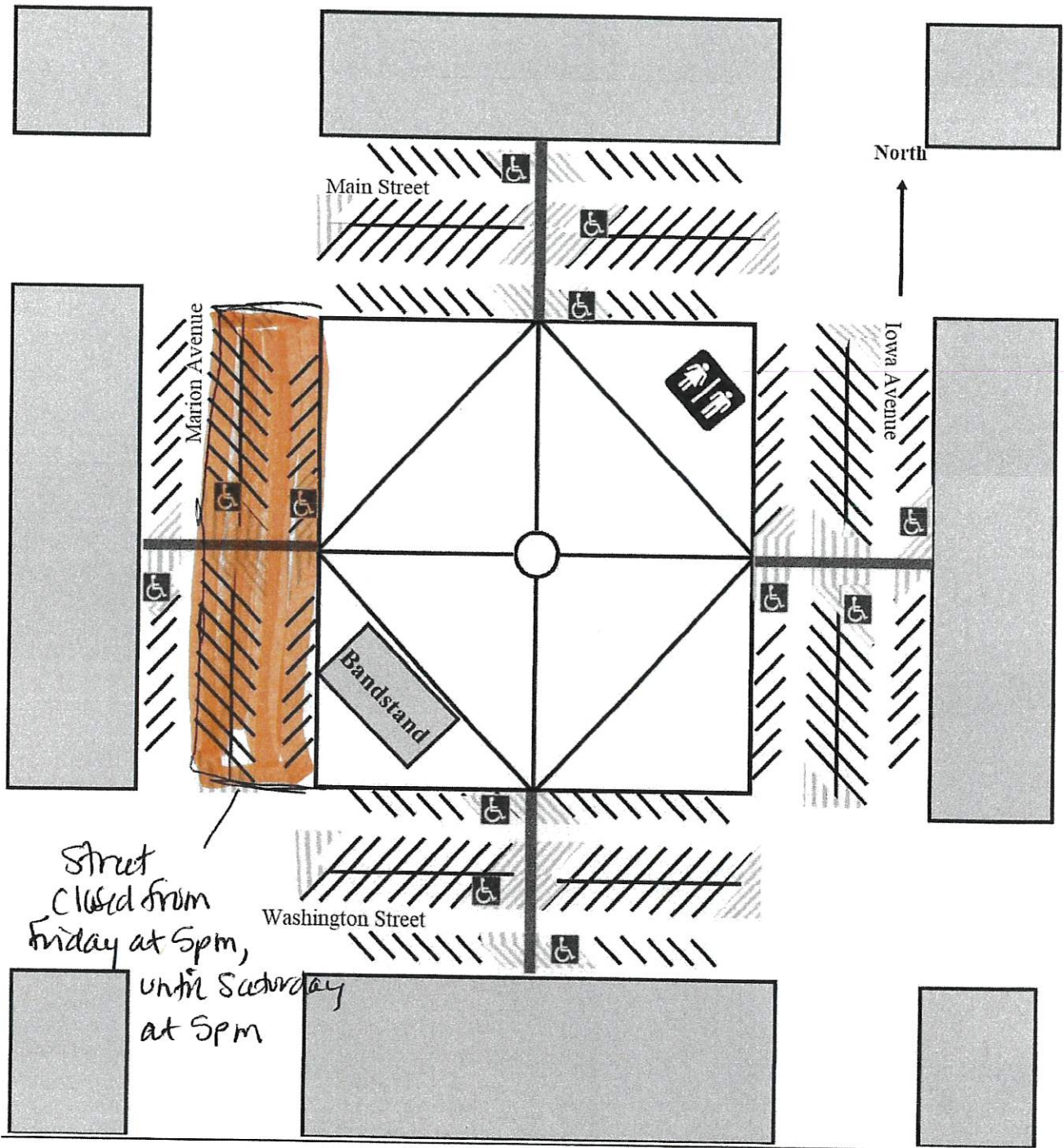
City Clerk Signature

Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

Downtown Map (If Area Outside Downtown, Please Attach a Map):



CRAFT FAIR:

Sept 7, 2024 9am-3pm

Fall edition



Rain Date: September 14

Main Street: Loading/Unloading until 9am

Marion Ave: Northbound traffic and center lanes closed

Iowa Avenue: Loading/Unloading until 9am

Washington Street: Loading/Unloading until 9am

Map Key

- Reserved Vendor Booths
- Open Vendor Booths
- Light Poles (have electric outlets)
- Trees
- Park Bench
- Picnic Table
- Water Fountain has water

The standard booth size is 10ft. X 10ft. for \$50 unless noted below.

1: \$50—Triangular	46: \$50—Triangular
4: \$50—Triangular	52: \$50—Triangular
4b: \$40—6'x6'	53: \$50—Triangular
14: \$75—15'x15'	56: \$40—6'x6'
15: \$50—Triangular	64: \$45—10'x8'
26: \$30—10'5'	65: \$50—Triangular
29: \$50—Triangular	67: \$50—Triangular
39: \$50—Triangular	68: \$85—18'x18'
40: \$50—Triangular	69: \$75—15'15'
42: \$40—6'x6'	70: \$100—20'x20' Triangular
45: \$40—6'x6'	



Visit our Fall Craft Show webpage for vendor rules & regulations.

205 W Main St.
www.chamber.washingtoniowa.org
events@washingtoniowa.org
 319-653-3272

Updated August 27, 2024



Created by and property of the Washington Chamber of Commerce



DISCOVER A CLASSIC

Here for you, your family, and your business.

www.chamber.washingtoniowa.gov

events@washingtoniowa.org
319-653-3272

Presented by:



FOOD VENDORS

The Box Lunch

Burgers, sandwiches, wraps, cheese curds, fries, shakes, etc.

El Gringo Loco

Tacos, burritos, tortas, fried Oreos, rice bowls

JT Sips

Lotus, boba & coffee drinks

Iowa Bread

Burgers, tacos, sandwiches, wings, burritos

Lugo Gourmet Popcorn

Gourmet kettle & caramel popcorn

K & K Cotton Candy

Flavored cotton candy

Cheryl's Ice Cream Shack

Walking tacos, nachos, homemade ice cream, milkshakes, pop, water

Miller Family Homestead

Cheeseburgers, beef hot dogs, steak & cheese sandwiches, fries



1. Barb Cecil Eunice Maxson
Microwave Cozies
2. LipSense
Makeup and skincare
3. Lisa and Stacy's Crafts
Folk art crafts including resin creations, crocheted items, wood crafts and more
4. Stitches
Sewing - aprons, towels, bags
- 4b The Baking Bunny
Cottage bakery-cookies, cupcakes etc.
5. Bitzy Bitz
Freeze dried candy
6. Carrot Candle Company
Handmade soy candles, essential oil diffusers
7. DRC Candles and Melts
Candles and resin jewelry and crafts
8. TrueLys
All natural & eco-friendly bath & body care
9. The Painted Lady
Painted items, florals, throws, stuffed animals, purses
10. ANewcomerDesign
Graphic t-shirts & custom shirts
11. Much Love Treasures
Handmade crafts - car coasters, earrings, keychains, magnets, baby items
12. Sumthing4u
Elf on the Shelf items
13. The Brass Nightingale
Handcrafted jewelry & gifts, hair accessories, dog bandana's, badge reels/buddy
14. Mikaela's creations
All art accessories, dog bandana's, badge reels/buddy
15. LJ Customs
Wreaths in all types, centerpieces, decorative items
16. & 17. Saas Family Farms
Pumpkins, gourds, fall produce & crafts
18. Homemade in Iowa by Lori
Wreaths, floral arrangement, shirts, signs, knitted hats, and scarfs
19. Lularoe
Clothing
20. Gravel Road Crafts
Crochet, plastic canvas, dish towels
21. Beautiful Mess
Unique, upcycled, American Gilt clothes, plants
22. Yarrow & Wood
Pressed and framed floral
23. Designs By 88
Custom tumblers, decals, pens and coasters
- 24-26. Crafty Chick Creations
Pressed and framed florals
27. Blooming Grove Boutique
Marshmallow shooters, magnets, scrunchies, aprons, notepads, & various crafts
27. Blooming Grove Boutique
Earrings, tote bags, pet bandanas, shirts, onesies, decals, keychains, magnets
- 27a. Family Treasures
Crafts, hand crafted wood products
- 27b. Kimmy Kats
Sewing, ornament, jewelry and painting
28. Cool WIPs
Crochet items: blankets, winter hats/headbands, stuffed animals; silicone bead keychains
29. Hilltop Holidays
Seasonal, home, and holiday decor
30. YMCA of Washington County
Pumpkins, mums, raffie tickets to fundraise for our Rock Steady program
31. Pampered Chef/Just BS-n around
Pampered Chef, wristlets, keychains, cups, sewing crafts
32. Kristen's Crafts
Porch signs, home decor signs and door hangers
33. Dawn Dynamic Dye's
Tie-dye clothing
34. C & V Crafty Creations
Handmade crafts and quilted items
- 35-36. CLS Laser Services LLC
Tumblers, laser engraved pictures, 3D carvets, slate coasters, engraved glass glasses
37. SueAllens
Children boutique clothing, adult graphic t-shirts, beaded pens/keychains, jewelry & hair accessories, home decor
38. Thirty One Gifts
Bags, totes, thermals & organization solutions
39. Kalona Historical Village
Amish baskets, rugs & other handmade items
40. Tupperware
Kitchen & storage solutions
41. Greencastle Garden & Gifts
Wood and flower decor
42. Overpressed Designs
Quilted home items and accessories
43. MPG Creations
Tumblers, shirts, car freshies
44. Ayril Handmade
Resin art and jewelry
45. Crazy Kraken Crafts
Crochet goods and stained glass sun catchers
46. Robin Miller Jewelry
Stretchy bracelets, earrings, necklaces
47. Kathleen Rose Designs
Handmade accessories, apparel & jewelry
48. Fisher Woodworking
Assorted wood crafts, furniture, and decor
49. Pleasant Clean Air LLC
Rainbow, scents
50. Stone Fire Studio
Ceramics
51. D's Creative Creations
Handmade crafts with a farmhouse style that includes indoor, outdoor and seasonal decor
52. Copper Back in Nature
Copper wire trees made into rocks and wood
53. And so she designs
Seasonal homemade wreaths, decor & quilts
54. Sissy's Sensational Succulent
Faux succulents in new and vintage containers
55. La Musique Designs
Mixed media products, journals, cards, wall art, jewelry boxes, music boxes, DSD & Star Wars
56. Hospice of Washington County
Non-profit quilt-raffie benefiting hospice.
- 57-58. Ah Jeaz
Dry food mixes
59. Designs by Dorcas
Wood word blocks & wood dowel decor
60. Hooked and Huggable Creations
Crochet plushies
61. & 62. Scarlet Lane Boutique
Tie-dye and bleach shirts, tumblers, glass mugs, coffee mugs, glitter earrings and upcycled flannels
63. Everything Cakes and Creations
Cupcakes
64. Farmhouse Crafts and More
Crafts & baked goods
65. Wildcat Raw Honey
Honey, creamed honey, candles
66. Homemade Crochet
Crochet items & jewelry, designer cups, mugs & special orders
- 66a. Purposefully You Boutique & Home
Women's clothing, home decor, candles
- 66b. Mexican Clothing
Traditional Mexican clothing
- 66c. Leaf Home Bath
Acrylic Baths/Showers
67. Arts & Inspirations
Handmade jewelry
68. Plainsight Woodworking
Custom Wood Products
69. Silvercreek Creations
Indoor & outdoor wood signs, porch signs, door hangers & framed indoor signs
70. Hollow Hill Designs
Metal yard art
71. Dusty's 3D Designs
3-D Printed Designs
72. Tumbling Around
Tumblers
73. Grimm's Farm LLC
30+ flavors of jams, jellies, fruit butters, pickled veggies
74. The Ravin' Raven
Bone art/terrariums, nature dioramas, crystal, resin sculptures, spell supplies/items, witchy decor
75. Backyard Blends
Natural teas, salves, oils, spices, & freeze-dried food
76. AI Made
Handmade t-shirts, accessories, baby/toddler clothes and items, seasonal decor, and hair tinsel
77. JLS Fiber Arts
Crochet-Amigurumi Plushies
78. Jess B Creations
Resin Art
79. ABC Threads, LLC
Women's & children's clothing boutique
80. Made by Kelsey
Crochet plushies, table runners, pillow cases
81. DW Designs
Custom, door designs, epoxyed tumblers, wedding décor, and keychains
82. JRCH Creations
Handcrafted wood items: turned pens & bowls, cutting boards, charcuterie boards, wine stoppers
83. Five Star Emu, LTD
Pure Emu Oils, lotions, soaps, and cat toys
84. Mama Mia Crafts
Crochet plushies, sweater/tops, scrunchies, dishcloths, blankets, scrunchies
85. River Willow Artisan Boutique
Hand crafted & unique jewelry
86. Prickly Cactus Boutique
Trucker hat bar
87. & 88. Robin Fisher
Fine Art- wood crafts
- 88b. Balloon Man Lucas
Balloon animals
89. Scentsy
Fill your life with fragrance
90. Nana's
Crochet stuffed animals
91. Rose Ranch Apothecary
Hand crafted salves, balm, butters, teas & tinctures
92. JDs Salsa In Seconds
Dry spices to make salsas, dips, Bloody Mary mix, & meat rubs
94. Soft Scents Candle Shop
Soy candles, wax tarts and goats milk lotion
95. ABC Designs
Crochet and glass items
96. Mystic Creations
Glycerin soaps & bath products
97. Sew Much More
Toliet tank toppers, wood crafts, bowl cozies & aprons
98. Bowers Designs/EHU:
Homemade Crafts & Emu Sticks
99. Permanent Jewelry by JBloom & Tara
Permanent Jewelry by Jenna
100. Crazy Creations by Jenna
Home decor, coasters, signs, potholders, stickers, greeting cards
101. PaperPie, formerly Usborne Books
Quality kid's books
102. Grammy's Designs
Wood decor & bookends, connecting cards, table crafts
103. Jill's Curio Resin
Resin art and crafts, tumblers, paper crafts, shadowbox fillers, and acrylic pour paintings
104. Gettin' Crafty With It
Decorated cups, handmade keychains, & crochet items
105. Preppin' Mama
Freeze dried candles & foods, gourmet cookies
106. 12 Crystal Moons
Candles, crystal, jewelry, soy candles
- 106a. Mama Llamas Barn
Boutique/Mom and Me
- 106b. Old & New
Vintage Home Décor
107. Epicure
Meal plan solutions and seasonings
- 108-109. Green Flag Cards
Pokémon sealed and single
110. Permanent Jewelry
Permanent, custom-fit jewelry
111. Nerycraftsmith
3-D printed art, sculptures, and laser engraved pieces
112. Franks Crafts & More...
Carvings and paintings
113. & 114. Whimsy Grace and Wonder
3-D Prints, sublimation ornaments and art
115. Chalking with Jeni/Farm Refreshed
Chalk painted signs, home decor, earrings, jewelry
116. Ava May Boutique
Beaded items, badge reels, wooden-engraved items, cups, home decor
117. MP Sewing
Sewn items
118. Shapatrix Entertainment
Coloring books designed by the small business
119. Intuse One Two Three
Cocktail infusion kits and other products

Some changes may apply depending on late registrations and cancellations

CITY OF WASHINGTON, IOWA

CLAIMS REPORT

SEPTEMBER 3, 2024

POLICE	ACE-N-MORE	DUTY WEAPON/PADLOCK/AMMO	843.99
	ALLIANT ENERGY	ALLIANT ENERGY	816.60
	AMAZON CAPITAL SERVICES	OFFICE/ILEA SUPPLIES	346.41
	BDH TECHNOLOGY LLC	LAP TOP FOR ILEA/HARD DRIVE	1,503.67
	CALIBRE PRESS INC.	TRAINING-B ALTENHOFEN	359.00
	CAPITAL ONE	TRAINING MATERIALS	127.04
	CJ COOPER & ASSOC.	APPLICANT TESTING	50.00
	DE LAGE LANDEN PUBLIC FINANCE LLC	MDT LEASE	577.88
	GALLS LLC	SUPPLIES	70.12
	MARCO, INC.	COPIER PRINTER LEASE	449.99
	PRO-LOK	VEHICLE LOCK SUPPLIES	102.35
	RANGEMASTERS TRAINING CENTER	UNIFORM AND EQUIPMENT	637.21
	REEVES COMPANY, INC.	NAME PIN FOR NEW HIRE	34.68
	SIRCHIE	EVIDENCE SUPPLIES	122.93
	STANARD & ASSOCIATES INC	APPLICANT TESTING	66.50
	VISA-TCM BANK, N.A.	ILEA, TESTING-MEAL, DUES	171.96
		TOTAL	6,280.33
FIRE	ALLIANT ENERGY	ALLIANT ENERGY	1,837.34
	ARMSTRONG HEATING & AC INC	REPAIR/MAINTENANCE	252.50
	CINTAS CORP LOC. 342	TOWEL SERVICE	118.39
	DUO-SAFETY LADDER CORP	SUPPLIES	96.06
	GALLS LLC	SUPPLIES	1,083.78
	VISA-TCM BANK, N.A.	CONFERENCE, SUPPLIES & DUE	512.10
	WASHINGTON RENTAL	16" BAR & CHISELS	103.28
	WITMER PUBLIC SAFETY GROUP	BOOTS & LIGHT	955.88
		TOTAL	4,959.33
	DEVELOPMENT SERVICES	TOP SAW TREE SERVICE LLC	TREE REMOVAL 628 W MAIN/1104 E 2NI
WMPF GROUP LLC		LEGAL ADVERTISING	21.70
		TOTAL	1,996.70
LIBRARY	AMAZON CAPITAL SERVICES	LIBRARY MATERIALS	169.45
	ARMSTRONG HEATING & AC INC	AIR FILTERS	236.00
	BAKER & TAYLOR	LIBRARY MATERIALS	343.24
	CAPITAL ONE	SUPPLIES, PROGRAM SUPPLIES	215.05
	CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	49.48
	CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	119.00
	CINTAS CORP LOC. 342	MAT SERVICE	102.64
	GFC LEASING - WI	PRINTER LEASE	244.19
	KCII	PROGRAM PROMOTION	106.08
	KCTC	COMPUTER SRV & PARTS & EQUIP	2,334.96
	VISA-TCM BANK, N.A.	SUPPLIES, ZOOM, SOFTWARE	206.19
		TOTAL	4,126.28
PARKS	ACE-N-MORE	SUPPLIES	233.00
	ALLIANT ENERGY	ALLIANT ENERGY	1,117.81
	AMAZON CAPITAL SERVICES	SUPPLIES	666.39

BLUE MOON SATELLITES, LLC	PORTABLE TOILETS	547.50
COBB OIL CO., INC-BP ONE TRIP	FUEL	20.32
POPEJOY, ELIANA	24 MUNICIPAL BAND PAY	87.00
RIGHTER, ISABELLE	24 MUNICIPAL BAND PAY	43.50
VISA-TCM BANK, N.A.	SUPPLIES	118.74
WASHINGTON LUMBER	GARBAGE CANS	30.56
WASHINGTON RENTAL	CARTRIDGE-FILTER	7.89
	TOTAL	2,872.71

POOL	AMAZON CAPITAL SERVICES	SUPPLIES	152.40
		TOTAL	152.40

CEMETERY	ALLIANT ENERGY	ALLIANT ENERGY	221.63
	AMAZON CAPITAL SERVICES	TRIMMING GLOVES/SAFETY GLASSES	198.58
	ARNOLD MOTOR SUPPLY	SUPPLIES	34.20
	ATCO INTERNATIONAL	SUPPLIES	161.55
	GLANDON'S WESTSIDE SERVICE	TRAILER/MINI TRUCK TIRES	514.00
	LOWRY EQUIPMENT	KABOTA BLADES	169.52
	WASHINGTON RENTAL	OIL/TRIMMER PARTS	234.66
	WIBSTAD, ZACH	MEAL REIMBURSEMENT	21.54
		TOTAL	1,555.68

FINANCIAL ADMIN	ALLIANT ENERGY	ALLIANT ENERGY	1,429.04
	ACCESS SYSTEMS	COPIER MAINTENANCE	3.36
	ACCESS SYSTEMS LEASING	COPIER LEASE	433.61
	ACE-N-MORE	SUPPLIES	22.98
	AMAZON CAPITAL SERVICES	SUPPLIES	68.99
	BOUND TREE MEDICAL, LLC	AED PAD	18.99
	CINTAS CORP LOC. 342	RUG SERVICE	65.50
	IGRAPHIX, INC	TIMESHEETS	54.00
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	318.75
	KCII	ADVERTISING	106.08
	PITNEY BOWES GLOBAL FIN SERVICES LLC	PITNEY BOWES GLOBAL FIN SE	259.44
	SIMMERING-CORY, INC.	JULY 24TH SUPPLEMENT	849.00
	VISA-TCM BANK, N.A.	WEB SERV, ADOBE, SUPPLIES	280.41
	WASH CHAMBER OF COMMERCE	LEADERSHIP WASH CLASS	350.00
	WASH CO RECORDER	RECORDING	187.00
	WMPF GROUP LLC	LEGAL ADVERTISING	337.43
		TOTAL	4,784.58

AIRPORT	CLOUDBURST 9	INTERNET	84.95
	TITAN AVIATION FUELS	JET FUEL	20,813.69
	VISA-TCM BANK, N.A.	ZOOM	17.11
		TOTAL	20,915.75

ROAD USE	ALTORFER INC	SAW RENTAL	290.00
	ACE-N-MORE	TOOLS & GLOVES	680.42
	BARCO MUNICIPAL PRODUCTS INC	SAFETY FENCE	1,018.32
	CHEMSEARCH FE	SUPPLIES	185.10
	COBB OIL CO., INC-BP ONE TRIP	FUEL	106.09
	DETROIT INDUSTRIAL TOOL	SAW BLADES	313.58
	DOUDS STONE LLC	ROADSTONE	1,446.71

	HIWAY SERVICE CENTER	SHOP SUPPLIES	319.03
	IOWA PRISON INDUSTRIES	SIGNS	142.10
	JOHN DEERE FINANCIAL	LOADER PARTS	83.24
	POLLARDWATER	ORANGE CONES	375.00
	ROSE EQUIPMENT LLC	PARTS FOR STREET SWEEPER	887.08
	TERMINAL SUPPLY CO.	DRILL BITS, CABLE & PARTS	127.53
	WASHINGTON LUMBER	GLUE/LUMBER	162.59
	WMPF GROUP LLC	EMPLOYMENT	243.10
		TOTAL	6,379.89
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	320.65
	TRAFFIC & TRANSPORATION	VIDEO TRAFFIC DETECTION	22,956.00
		TOTAL	23,276.65
HOTEL/MOTEL TAX	VISA-TCM BANK, N.A.	WEB SERV, ADOBE, SUPPLIES	134.41
	VORTEX DIGITAL BUSINESS SOLUTIONS, INC	WEBSITE UPDATES	145.95
		TOTAL	280.36
CAPITAL PROJECTS	IOWA CITY LANDSCAPING	TREES	326.00
		TOTAL	326.00
WELLNESS PARK	CARSON PLUMBING & HEATING SRVS INC	WELLNESS PARK- UNDER FLOOR	1,902.63
	CORE & MAIN LP	SOCCER CONCESSION SUPPLIES	1,393.28
	DOUDS STONE LLC	CONCESSION STAND-ROADSTONE	927.03
	RIVER PRODUCTS	PARK CONCESSION STAND	354.34
		TOTAL	4,577.28
SIDEWALK REPAIR & REPLACE	CHALUPA, CHERYL L.	SIDEWALK REPLACEMENT PROGR	192.00
	DAVIS, KENT	SIDEWALK REPLACEMENT PROGR	192.00
	SCHLUTTENHOFER, SHARON	SIDEWALK REPLACEMENT PROGR	576.00
	VETTER, STEPHEN & KATHY	SIDEWALK REPLACEMENT PROGR	348.00
		TOTAL	1,308.00
RESIDENTIAL DEVELOP	WASH CO RECORDER	RECORDING	64.00
		TOTAL	64.00
TREE COMMITTEE	IOWA CITY LANDSCAPING	TREES	248.00
	FLEMING NURSERY	TREES	285.00
	KELLY TREE FARM LLC	TREES	1,374.82
		TOTAL	1,907.82
K-9 PROGRAM	ACE-N-MORE	K9 FOOD	89.98
		TOTAL	89.98
LIBRARY GIFT	VISA-TCM BANK, N.A.	SUPPLIES, ZOOM, SOFTWARE	418.01
	AMAZON CAPITAL SERVICES	MIP SUPPLIES	32.97
	CAPITAL ONE	SUPPLIES, PROGRAM SUPPLIES	330.23
	OVERDRIVE, INC.	DIGITAL SERVICES	487.80

TUCCI, JESSICA H.	8/17 & 8/31 POTTERY CLASS	883.48
	TOTAL	2,152.49

WATER PLANT

ALLIANT ENERGY	ALLIANT ENERGY	5,596.99
POSTMASTER	BULK MAILING WATER BILLS 8	1,268.46
KRONAIZL, KIRK	WATER DEPOSIT REFUND	104.32
NUTSHELL INDUSTRIES	WATER DEPOSIT REFUND	119.98
PARKER, HEIDI	WATER DEPOSIT REFUND	98.26
PACHA, ADRIANNA	WATER DEPOSIT REFUND	66.06
GLASPIE, DEREK	WATER DEPOSIT REFUND	110.61
SEITZ, TRAVIS	WATER DEPOSIT REFUND	22.54
HELLERICH, ELAINE	WATER DEPOSIT REFUND	493.53
NEXT LEVEL REAL ESTA	WATER DEPOSIT REFUND	35.59
RUIZ, DOROTHY	WATER DEPOSIT REFUND	25.27
KUJACZYNSKI, JAMIE	WATER DEPOSIT REFUND	91.06
TYLER TECHNOLOGIES	COMPUTER SOFTWARE	10,648.51
	TOTAL	18,681.18

WATER DISTRIBUTION

ALLIANT ENERGY	ALLIANT ENERGY	39.37
CHEMSEARCH FE	SUPPLIES	1,474.20
CORE & MAIN LP	PIPE-SUPPLIES	2,716.80
DOUDS STONE LLC	ROADSTONE	722.23
GIERKE ROBINSON CO., INC	PAINT FOR LOCATES	215.52
IDEAL READY MIX	WATER MAIN LEAK REPAIR	4,138.75
	TOTAL	9,306.87

SEWER PLANT

ALLIANT ENERGY	ALLIANT ENERGY	406.74
ATCO INTERNATIONAL	SAFETY GLOVES	302.55
HARRIS BOYZ HEATING & AIR LLC	A/C REPAIR	395.00
IA DEPT OF NATURAL RESOURCES	WWTP ANNUAL PERMIT	1,275.00
IOWA PUMP WORKS INC	ANNUAL SERVICE/PUMP REPAIR	8,134.10
KCTC	POWER BACKUP	285.99
TYLER TECHNOLOGIES	COMPUTER SOFTWARE	10,648.50
VISA-TCM BANK, N.A.	MOWER WHEEL GUIDE	37.53
	TOTAL	21,485.41

SEWER COLLECTION

ARNOLD MOTOR SUPPLY	SUPPLIES	1.60
GIERKE ROBINSON CO., INC	PAINT FOR LOCATES	215.40
AGRILAND FS, INC	GRASS SEED	596.76
USA BLUEBOOK	FLAGS FOR LOCATES	241.89
	TOTAL	1,055.65

SANITATION

WASH CO HUMANE SOCIETY	AUGUST 2024 COLLECTIONS	339.96
	TOTAL	339.96

TOTAL	138,875.30
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CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
JUNE 30, 2024

FUND	6/1/2024	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	6/30/2024
	BEGINNING CASH BALANCE					ENDING CASH BALANCE
001-GENERAL FUND	1,473,372.34	88,170.25	-	561,542.59	-	1,000,000.00
002-AIRPORT FUND	380,608.20	14,225.77	-	7,099.03	-	387,734.94
010-CHAMBER REIMBURSEMENT	18,068.62	-	-	14,806.18	-	3,262.44
011-MAIN STREET REIMBURSEMENT	3,990.63	4,701.65	-	8,220.13	-	472.15
012-WEDG REIMBURSEMENT	4,446.42	9,573.26	-	9,183.96	-	4,835.72
050-DOWNTOWN INCENTIVE GRANT	256,473.15	-	-	25,000.00	-	231,473.15
110-ROAD USE	668,559.19	118,241.25	-	166,553.87	-	620,246.57
112-EMPLOYEE BENEFITS	-	11,457.37	-	11,457.37	-	-
114-EMERGENCY LEVY	-	863.84	-	863.84	-	-
121-LOCAL OPTION SALES TAX	-	83,569.49	-	83,569.49	-	-
122-LOST DEBT SERVICE	50.00	(50.00)	-	-	-	-
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	121,015.03	-	-	333.41	-	120,681.62
125-UNIF COMM UR-NE IND	-	5,357.08	-	5,357.08	-	-
129-SC RES UR	41,814.73	-	-	41,814.73	-	-
134-DOWNTOWN COMM UR	737.44	-	-	737.44	-	-
145-HOUSING REHABILITATION	74,981.68	46,483.32	-	121,465.00	-	-
146-LMI TIF SET-ASIDE	69,015.79	14,802.41	-	46,483.32	-	37,334.88
200-DEBT SERVICE	12,651.85	29,199.09	-	17,005.26	-	24,845.68
300-CAPITAL EQUIPMENT	569,993.43	358,480.85	-	17,820.26	-	910,654.02
301-CAPITAL PROJECTS FUND	358,214.48	112,108.23	-	95,382.69	-	374,940.02
305-RIVERBOAT FOUND CAP PROJ	899,337.69	177,653.46	-	254,161.07	-	822,830.08
308-INDUSTRIAL DEVELOPMENT	550,243.63	9,355.71	-	39,974.21	-	519,625.13
310-WELLNESS PARK	(178,654.21)	183,281.07	-	4,626.86	-	-
311-SIDEWALK REPAIR & REPLACE	74,822.86	46,236.00	-	480.00	-	120,578.86
312-TREE REMOVAL & REPLACE	17,298.59	10,000.00	-	11,650.00	-	15,648.59
315-RESIDENTIAL DEVELOPMENT	487,877.43	25,934.47	-	46.00	-	513,765.90
317-ARPA CAPITAL PROJECTS	223,715.11	2,376.56	-	-	-	226,091.67
325-BUILDING & FACILITY MAINT	79,226.83	41,597.56	-	-	-	120,824.39
510-MUNICIPAL BAND	12,106.96	-	-	-	-	12,106.96
520-DOG PARK	3,929.13	-	-	353.26	-	3,575.87
530-TREE COMMITTEE	19,828.39	25.00	-	(184.90)	-	20,038.29
540-POLICE FORFEITURE	3,631.25	-	-	-	-	3,631.25
541-K-9 PROGRAM	4,589.71	-	-	89.98	-	4,499.73
545-SAFETY FUND	5,802.33	300.00	-	1,073.60	-	5,028.73
550-PARK GIFT	24,303.76	77,548.91	-	54,437.81	-	47,414.86
570-LIBRARY GIFT	23,776.56	61,257.81	-	9,409.48	-	75,624.89
580-CEMETERY GIFT	2,023.00	-	-	55.00	-	1,968.00
600-WATER UTILITY	676,836.81	162,683.70	-	348,715.13	-	490,805.38
601-WATER DEPOSIT FUND	34,055.00	900.00	-	1,350.00	-	33,605.00
602-WATER SINKING	-	246,290.00	-	246,290.00	-	-
603-WATER CAPITAL PROJECTS	474,981.40	-	-	(45.00)	-	475,026.40
610-SANITARY SEWER	1,489,160.67	191,610.25	-	791,349.09	-	889,421.83
612-SEWER SINKING	-	670,896.25	-	670,896.25	-	-
670-SANITATION	207,461.34	56,215.39	-	50,003.91	-	213,672.82
950-SELF INSURANCE	578,248.35	37,412.93	-	2,686.63	-	612,974.65
951-UNEMPLOYMENT SELF INS	78,365.79	11,213.35	-	-	-	89,579.14
TOTAL BALANCE	9,926,131.36	2,909,972.28	-	3,722,114.03	-	9,113,989.61

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	1,139,020.68 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT	1,109,242.66	0.20%
Wash St - Farm Mgmt Acct	213,665.99	
Wash St Bank - CD 1/14/2019	534,410.34	0.65%
Wash St Bank - CD 08/30/2018	274,233.05	0.65%
Wash St Bank - ISC Account	4,343,649.33	4.25%
IPAIT CD-3 Month 5/22/24	1,499,417.56	5.25%
TOTAL CASH IN BANK	9,113,989.61	

(1) Washington State Bank	1,106,597.43
Outstanding Deposits & Checks/Wages payable	32,423.25
	<u>1,139,020.68</u>

**CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
JUNE 30, 2024**

FUND	7/1/2023	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	6/30/2024
	BEGINNING CASH BALANCE					ENDING CASH BALANCE
001-GENERAL FUND	1,065,425.77	4,527,435.75	-	4,593,071.56	210.04	1,000,000.00
002-AIRPORT FUND	369,888.93	316,750.94	-	298,904.93	-	387,734.94
010-CHAMBER REIMBURSEMENT	10,088.48	155,138.56	-	161,964.60	-	3,262.44
011-MAIN STREET REIMBURSEMENT	-	56,574.00	-	56,126.05	24.20	472.15
012-WEDG REIMBURSEMENT	3,086.13	111,158.16	-	109,471.45	62.88	4,835.72
050-DOWNTOWN INCENTIVE GRANT	231,473.15	100,000.00	-	100,000.00	-	231,473.15
110-ROAD USE	687,333.66	1,152,901.93	-	1,220,014.12	25.10	620,246.57
112-EMPLOYEE BENEFITS	-	948,267.10	-	948,267.10	-	-
113-LIABILITY INSURANCE	-	-	-	-	-	-
114-EMERGENCY LEVY	-	71,522.06	-	71,522.06	-	-
121-LOCAL OPTION SALES TAX	-	1,256,108.95	-	1,256,108.95	-	-
122-LOST DEBT SERVICE	-	156,590.00	-	156,590.00	-	-
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	147,401.86	80,366.96	-	107,087.20	-	120,681.62
125-UNIF COMM UR-NE IND	-	61,447.11	-	61,447.11	-	-
126-SE RES UR	-	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	-	43,325.04	-	43,325.04	-	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-	-
129-SC RES UR	-	93,451.78	-	93,451.78	-	-
130-URBAN RENEWAL AREA #3D	-	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-	-
132-UNIF COMM UR - EBD	-	23,762.37	-	23,762.37	-	-
133-UNIF COMM UR-IRE	-	138,985.89	-	138,985.89	-	-
134-DOWNTOWN COMM UR	-	7,813.69	-	7,813.69	-	-
145-HOUSING REHABILITATION	54,710.32	146,483.32	-	201,193.64	-	-
146-LMI THF SET-ASIDE	150,745.64	33,072.56	-	146,483.32	-	37,334.88
200-DEBT SERVICE	16,506.81	1,344,776.63	-	1,336,437.76	-	24,845.68
300-CAPITAL EQUIPMENT	445,916.32	814,777.16	-	350,039.46	-	910,654.02
301-CAPITAL PROJECTS FUND	1,474,256.29	1,448,418.66	-	2,547,734.93	-	374,940.02
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	588,609.77	665,361.38	-	431,141.07	-	822,830.08
308-INDUSTRIAL DEVELOPMENT	469,288.85	186,846.39	-	136,510.11	-	519,625.13
309-MUNICIPAL BUILDING	-	-	-	-	-	-
310-WELLNESS PARK	119,024.95	413,916.02	-	532,940.97	-	-
311-SIDEWALK REPAIR & REPLACE	131,806.86	47,590.00	-	58,818.00	-	120,578.86
312-TREE REMOVAL & REPLACE	20,198.59	10,000.00	-	14,550.00	-	15,648.59
315-RESIDENTIAL DEVELOPMENT	525,931.88	57,900.02	-	70,066.00	-	513,765.90
317-ARPA CAPITAL PROJECTS	876,257.81	33,426.86	-	683,593.00	-	226,091.67
325-BUILDING & FACILITY MAINT	87,560.83	41,597.56	-	8,334.00	-	120,824.39
510-MUNICIPAL BAND	8,051.96	4,055.00	-	-	-	12,106.96
520-DOG PARK	4,178.88	-	-	603.01	-	3,575.87
530-TREE COMMITTEE	14,584.57	9,840.40	-	4,386.68	-	20,038.29
535-NEIGHBORHOOD PRIDE	-	-	-	-	-	-
540-POLICE FORFEITURE	3,631.25	-	-	-	-	3,631.25
541-K-9 PROGRAM	1,726.70	6,936.86	-	4,163.83	-	4,499.73
545-SAFETY FUND	5,102.33	1,300.00	-	1,373.60	-	5,028.73
550-PARK GIFT	99,369.21	83,909.74	-	135,864.09	-	47,414.86
570-LIBRARY GIFT	316,691.26	258,350.62	-	499,416.99	-	75,624.89
580-CEMETERY GIFT	2,023.00	7,480.00	-	7,535.00	-	1,968.00
590-CABLE COMMISSION	-	-	-	-	-	-
600-WATER UTILITY	511,522.13	1,970,073.22	-	1,990,911.04	121.07	490,805.38
601-WATER DEPOSIT FUND	32,295.00	17,100.00	-	15,790.00	-	33,605.00
602-WATER SINKING	-	282,580.00	-	282,580.00	-	-
603-WATER CAPITAL PROJECTS	-	2,476,166.70	-	2,001,140.30	-	475,026.40
610-SANITARY SEWER	478,609.98	2,611,462.59	-	2,200,794.81	144.07	889,421.83
612-SEWER SINKING	-	781,260.00	-	781,260.00	-	-
613-SEWER CAPITAL PROJECTS	-	-	-	-	-	-
670-SANITATION	122,798.78	684,103.27	-	593,229.23	-	213,672.82
910-LIBRARY TRUST	-	-	-	-	-	-
950-SELF INSURANCE	545,813.94	123,505.79	-	56,345.08	-	612,974.65
951-UNEMPLOYMENT SELF INS	77,725.61	17,884.81	-	6,031.28	-	89,579.14
TOTAL BALANCE	9,778,807.50	23,881,775.85	-	24,547,181.10	(587.36)	9,113,989.61

Cash in Bank - Pooled Cash

		Interest Rate
Wash St. Bank - Operating Account	1,139,020.68 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	-
Cash in Drawer	350.00	N/A
Investment in IPAIT	1,109,242.66	0.20%
Wash St - Farm Mgmt Acct	213,665.99	-
Wash St Bank - CD 1/14/2019	534,410.34	0.65%
Wash St Bank - CD 08/30/2018	274,233.05	0.65%
Wash St Bank - ISC Account	4,343,649.33	4.25%
IPAIT CD-3 Month 5/22/24	1,499,417.56	5.25%
TOTAL CASH IN BANK	9,113,989.61	

(1) Washington State Bank	1,106,597.43
Outstanding Deposits & Checks/Wages payable	32,423.25
TOTAL	1,139,020.68




Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kelsey Brown, Finance Director
Kevin Olson, City Attorney

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

MEMORANDUM

TO: Mayor and City Council

FROM: Joe Gaa, City Administrator 

DATE: August 29, 2024

SUBJECT: Consideration of a Resolution Approving the 3rd Amendment to the Development Agreement with the Washington Hotel Group

On August 22nd the Mayor and I met with Dave Waite and Andy Drahota with the Washington Hotel Group, LLC to hear an update regarding the pending hotel project on the east side of town. I was excited for this meeting as this development has been brought up in many discussions in the community. We learned that the project of constructing a Cobblestone Inn is still moving forward. There have been some continued delays related to financing and arranging for contractors. The group remains committed to using as many local contractors as possible. Given the size of the project, that has been challenging. The group hopes to begin site development this fall. Dave Waite plans to attend the September 3rd meeting to provide an update and answer any questions you may have.

A development agreement for this project was approved in December 2023. The project was to start by March 31, 2024. Two amendments have extended the date, which is currently set at September 1, 2024. The group has requested a third amendment with a new date of initial progress of March 1, 2025. Due to the need and the community excitement about the project, I recommend approval of the attached resolution adopting an amendment to the agreement.

If you have any questions or comments regarding this matter, feel free to contact me at your convenience.

RESOLUTION NO. 2024-_____

A RESOLUTION APPROVING THE SECOND AMENDMENT TO THE AGREEMENT FOR PRIVATE DEVELOPMENT BY AND BETWEEN THE CITY OF WASHINGTON, IOWA AND WASHINGTON HOTEL GROUP, LLC

WHEREAS, the City Council did approve a Private Development Agreement with the Washington Hotel Group, LLC on December 5, 2023 with Resolution 2023-120; and,

WHEREAS, the City Council did approve the First Amendment to the Agreement for Private Development on March 5, 2024 with Resolution 2024-017; and,

WHEREAS, the City Council did approve the Second Amendment to the Agreement for Private Development on May 21, 2024 with Resolution 2024-045; and,

WHEREAS, Washington Hotel Group, LLC is requesting an extension until March 1, 2025 for financing and construction planning, since all the bids have not been received and the financial institution is requesting this information.

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

Section 1. The City Council does hereby approve the Third Amendment to the Private Development Agreement with the Washington Hotel Group, LLC, as attached.

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

PASSED AND APPROVED this 3rd day of September, 2024.

Millie Youngquist, Mayor

ATTEST:

Kelsey Brown, Deputy City Clerk

**THIRD AMENDMENT
TO THE
AGREEMENT FOR PRIVATE DEVELOPMENT
BY AND BETWEEN
CITY OF WASHINGTON, IOWA
AND
WASHINGTON HOTEL GROUP, LLC**

THIS THIRD AMENDMENT (“Amendment”) to that certain Agreement for Private Development by and between the CITY OF WASHINGTON, IOWA (“City”) and WASHINGTON HOTEL GROUP, LLC, an Iowa limited liability company (“Developer”), dated December 28, 2023 (“Agreement”), is made on or as September 3, 2024, by and between the City and the Developer.

WITNESSETH:

WHEREAS, the City and the Developer previously executed the Agreement and recorded the Agreement as Instrument #2023-3976 in the records of the Recorder of Washington County, Iowa; and,

WHEREAS, pursuant to the Agreement, the Developer agreed to construct certain Minimum Improvements consisting of the construction of an approximately 30,000 square foot, 54-room hotel that includes a pool, together with all related site improvements, on certain real property located within the Washington East Commercial Urban Renewal Area; and,

WHEREAS, the Developer requested previously to have the deadline set forth in the Agreement to obtain commitments for financing construction of the Minimum Improvements be extended until September 1, 2024; and,

WHEREAS, the Developer has requested that the deadline set forth in the Second Amendment to obtain commitment for financing and construction planning of the Minimum Improvements be extended; and,

WHEREAS, the City and Developer desire to amend the Agreement as set forth in this Second Amendment.

NOW, THEREFORE, it is agreed by the City and the Developer:

1. Definitions. All capitalized words used herein and not specifically defined shall have the same definitions as in the Agreement.

2. Change to Commitment for Financing Deadline. The deadline of September 1, 2024 set forth in the First Amendment of the Agreement is hereby extended to and replaced with the following date: **March 1, 2025.**

3. No Further Modifications. Except as modified by this Amendment, all covenants, agreements, terms, and conditions of the Agreement shall remain in full force and effect and are hereby in all respects ratified and affirmed.

4. Counterparts. This Amendment may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a "pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or "pdf" signature page were an original thereof.

IN WITNESS WHERE OF, the City has caused this Amendment to be duly executed in its name and behalf by its Mayor and its seal to be hereunto duly affixed and attested by its Deputy City Clerk, and Developer has caused this Amendment to be duly executed in its name and behalf by its authorized representatives, all on or as of the day first above written.

[Signature pages follow]

CITY OF WASHINGTON, IOWA

(SEAL)

By: _____
Millie Youngquist, Mayor

ATTEST:

By: _____
Kelsey Brown, Deputy City Clerk

STATE OF IOWA)
) SS
COUNTY OF WASHINGTON)

On this ____ day of _____, 2024, before me a Notary Public in and for said State, personally appeared Millie Youngquist and Amanda Waugh, to me personally known, who being duly sworn, did say that they are the Mayor and Deputy City Clerk, respectively, of the City of Washington, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by its voluntarily executed.

Notary Public in and for the State of Iowa

[Signature page to Third Amendment – City of Washington]

WASHINGTON HOTEL GROUP, LLC,
an Iowa limited liability company

By: _____
David Waite, Co-Manager

ATTEST:

By: _____
Andy Drahota, Co-Manager

STATE OF IOWA)
) SS
COUNTY OF WASHINGTON)

On this ____ day of _____, 2024, before me the undersigned, a Notary Public in and for said State, personally appeared David Waite and Andy Drahota, to me personally known, who, being by me duly sworn, did say that they are the Co-Managers of Washington Hotel Group, LLC, and that said instrument was signed on behalf of said limited liability company; and that the said officers as such, acknowledged the execution of said instrument to be the voluntary act and deed of said limited liability company, by them voluntarily executed.

Notary Public in and for the State of Iowa

[Signature page to Third Amendment – Washington Hotel Group, LLC]



City of Washington
215 E. Washington St.
Washington, IA 52353

Dear City Councilors,

I am reaching out to you to inform you that DW Developments has completed their Downtown Investment Grant project. The project has totaled \$475,000 which has been paid (see attachments & pictures).

I am requesting that the City of Washington issues payment of **\$25,000** to complete this DIG project awarded in 2022.

Thank you very much. If you have any questions please let me know.

Sincerely,

Samantha Meyer
Executive Director
Main Street Washington

RESOLUTION NO. 2024-

A RESOLUTION RELEASING FUNDS AS PER A DOWNTOWN INVESTMENT GRANT AGREEMENT WITH DW DEVELOPMENTS FOR THE UPPER FLOOR RENOVATION AT 111 NORTH MARION AVENUE

WHEREAS, the City Council awarded DW Developments a forgivable loan of \$25,000 for building improvements at 111 N. Marion Ave, Journal Building upper floor renovation project, on January 18, 2022 under the Downtown Investment Grants (DIG) program; and,

WHEREAS, the project at 111 N. Marion Ave Street has been completed as promised, and the developer has provided acceptable documentation of eligible expenses incurred.

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

Section 1. The City Council hereby authorizes release of \$25,000 to DW Developments for the Journal Building upper floor renovation project under the DIG program.

Section 2. The Developer has signed a Memorandum of Understanding per the Downtown Investment Grant Agreement as a lien against the property under DIG guidelines and the agreement has been recorded.

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

PASSED AND APPROVED this 3rd day of September, 2024.

Millie Youngquist, Mayor

ATTEST:

Kelsey Brown, Deputy City Clerk

Frame Electric LLC
 939 South 2nd Ave
 Wasington IA 52353

Invoice

Date	Invoice #
5/21/2024	303

Bill To
DW Developments LLC Journal Building Apartments Rough in Work T&M

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
3,750	14-2 Wire	0.55	2,062.50
500	14-3 Wire	0.73	365.00
2,000	12-2 Wire	0.82	1,640.00
100	12-2 MC Wire	1.02	102.00
100	10/2 Wire with ground	1.54	154.00
250	8-3 Wire with ground	3.61	902.50
100	6-2 Wire	3.32	332.00
350	1/0 XHHW	2.64	924.00
425	Yellow Grommet	0.32	136.00
200	Ground Pigtail	0.89	178.00
8	1/4" Romex Connector	3.62	28.96
8	1 1/4" Bushing	0.35	2.80
360	jiffy clip	0.25	90.00
10	1 1/2" Mud Ring	4.53	45.30
4	1" Mud ring	2.68	10.72
25	Single gang mud ring	0.96	24.00
40	2 Gang mud ring 5/8" raise	1.12	44.80
4	189 Box	1.43	5.72
130	196 Bracket box	3.66	475.80
12	235 Box bracket 4x4	6.88	82.56
4	Metal 3 box support	9.70	38.80
100	Stack It Metal	1.78	178.00
4	Panasonic Fan light 50,80,100 CFM	234.37	937.48
10	Fan box 70 Pound Rated	11.15	111.50
600	1/2" Romex Con Plastic	0.03	18.00
50	3/4" Romex con Plastic	0.07	3.50
4	125amp HL panel 24 space MB	223.74	894.96
3	125 amp QO breaker	308.83	926.49
1	Duct Seal 1 LB	4.89	4.89
4	Ground bar kit	19.06	76.24
3	Ground Bar kit 27 hole	37.64	112.92
5	Neutral Lug	12.03	60.15
36	15/20 Amp DF Breaker	86.66	3,119.76
8	15/20 amp Breaker HL	7.76	62.08

Thank you for your business. Please remit to above address	Total
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Frame Electric LLC

939 South 2nd Ave
 Wasington IA 52353

Invoice

Date	Invoice #
5/21/2024	303

Bill To
DW Developments LLC Journal Building Apartments Rough in Work T&M

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
5	30 amp breaker HL	18.37	91.85
4	40 amp breaker	18.37	73.48
4	50 amp Breaker	18.37	73.48
4	20 amp AFCI Breaker	74.28	297.12
1	100 Amp HL Breaker	96.54	96.54
8	1 1/2" PVC Pipe 40	22.23	177.84
4	1 1/2" PVC Coupling	1.86	7.44
4	1 1/2" PVC TA	1.11	4.44
4	1 1/2" Bushing	0.48	1.92
1	1 1/2" 90 PVC	6.84	6.84
4	1 1/2" Locknut	0.73	2.92
1	1 1/2" PVC Bell End	5.39	5.39
16	1 1/2" PVC Strap	1.01	16.16
40	1/2" Emt Strap	0.16	6.40
1	12x12x4 Metal J-box	37.21	37.21
6	1" PVC straps	0.79	4.74
1	Small parts	400.00	400.00
108	Labor 1 worker (Dan)	75.00	8,100.00
62	Labor 1 worker (Andy)	55.00	3,410.00
	Rough in work for 4 unit apartment building Time & Material Job		

Thank you for your business.
 Please remit to above address

Total \$26,965.20

Frame Electric LLC
 939 South 2nd Ave
 Wasington IA 52353

Invoice

Date	Invoice #
6/3/2023	144

Bill To
DW Developments LLC Journal Building

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
30	3/4" Seal tight	5.45	163.50
1	232 4x4 Box	2.11	2.11
1	4x4 Flat blank cover	0.68	0.68
1	Small parts	15.00	15.00
2.25	Labor 2 workers	130.00	292.50
	Moved AC disconnect		
	Reused the old wire		
	Reused the old disconnect		
	Reused the old Seal tight connectors		
	Installed 30 foot of new Seal tight		

Thank you for your business. Please remit to above address	Total	\$473.79
---	--------------	----------

Design Elements

4527 580th Street
Lone Tree, IA 52755

Invoice

Date	Invoice #
3/25/2024	4137

Bill To
Drahota Woodworking Andy Drahota

Due Date	Project
3/25/2024	

Item	Qty	Description	Rate	Amount
Drafting	29	18C1912 - Apartment layout Multi Family plan	70.00	2,030.00
Total				\$2,030.00

English River Plumbing, LLC

PO Box 504
Kalona, IA 52247
319-333-0240

Invoice

Date	Invoice #
5/14/2024	INV1589

Bill To
Drahota, Andy

Jobsite
Washington Journal 111 N. Marion Ave. Washington, IA

Description	Quantity	Amount
Rough in plumbing for all four apartments. Includes above ground waste and vent system, waste drain and vent system, water supply and piping system. Provide and install Sterling "Ensemble" tub/showers and Sterling "Ensemble" showers and all shower valves.	1	25,599.00
Sales Tax (7.0%)		\$1,791.93
Total		\$27,390.93



Invoice: 2407484.0009

Date: Jun 11, 2024

700 SE Oralabor Road
Ste. 1
Ankeny, IA 50021

Bill To:
DW Developments LLC
PO Box 662
Washington, IA 52353

Ship To:
111 N Marion Ave Washington
111 N Marion Ave
Washington, IA 52353

Purchase Order No.	Customer ID	Salesperson	Shipping Method	Payment Terms	Delivery Date
	DWDEV0001	Jerod Graham	Installed	Net 5	Jun 11, 2024
Shipped	Description	Unit Price		Ext. Price	
1	Wall Foam Closed Cell	\$14,613.00000		\$14,613.00	

Total: \$14,613.00
Amount to Pay: \$14,613.00

Unpaid balances over 30 days will be subject to a finance charge at the lesser rate of 18% per annum or the maximum legal rate, in addition to all costs of collection including attorney's fees and expenses. Payments made shall be applied first to unpaid finance charges and then to the oldest principal balance. If you pay, as interest, an amount in excess of the maximum rate permitted by law, said amount will be deemed a partial payment of principal and applied as of the date received. Any excess remaining after the principal debt is paid in full will be returned to you. Thank you for your prompt payment!

Material sales will not be accepted for return after 60 days from purchase. For delivered product, any product issues such as missing material or product/property damages are required to be communicated within 24 hours of delivery. All power tool and automatic taping tool sales are final unless otherwise stated. Hand tools must be returned in original packaging within 7 days and in new condition (no marks, wear, or damage).

Invoices/statements can be sent electronically, please email AR@insulation.net

DRAHOTA WOODWORKS INC
 1205 INDUSTRIAL PARK DRIVE
 WASHINGTON, IA 52353

Invoice

Date	Invoice #
3/1/2024	743

PAID
04/23/2024

Bill To
DW Developments, LLC. P.O. Box 662 Washington, IA 52353

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Due on receipt		3/1/2024			

Quantity	Item Code	Description	Price Each	Amount
	*Reimb Group	Super Nova heads for grinder	455.90	455.90
		Densifier and SR2 sealer	101.73	101.73
		Grout, densifier, final polishing pads	1,010.04	1,010.04
		Total Reimbursable Expenses		1,567.67

Total			\$1,567.67
--------------	--	--	-------------------



HARGER'S ACOUSTICS, INC.

2245 STATE STREET
ELY, IA 52227

Phone: (319) 848-4000
Fax: (319) 848-4190

Invoice

Invoice Number	3371
Invoice Date	02/03/2014

Bill To: DW DEVELOPMENTS
P.O. BOX 662
WASHINGTON, IA 62353

Re: WASHINGTON JOURNAL

Job No	Customer Job No	Purchase Order No	Terms	Due Date
19800-10	DAVE		Due Upon Receipt	02/03/2014
Description				

ACOUSTICAL CEILING COMPLETE AS PER BID

Extended Price
3,434.00

THANK YOU FOR YOU BUSINESS!

Original Contract	\$	3,434.00
Change Orders	\$	0.00
Revised Contract Amt	\$	3,434.00
Work Completed to Date	\$	3,434.00
Less Previously Billed	\$	0.00
Current Billing	\$	3,434.00
Less Retainage	\$	0.00
Total Due this invoice	\$	3,434.00

THIS IS YOUR ONLY INVOICE, 1.50% FINANCE CHARGES DUE IF NOT PAID IN 10 DAYS.

CUSTOMER COPY

A/R COPY

JOB FILE

DRAHOTA WOODWORKS INC
 1205 INDUSTRIAL PARK DRIVE
 WASHINGTON, IA 52353

Invoice

Date	Invoice #
8/16/2024	752

Bill To
DW Developments, LLC P.O. Box 662 Washington, IA 52353

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Upon receipt		8/16/2024			
Quantity	Item Code	Description			Price Each	Amount
	*Rebid Group	Grouted patch for plumbing pipe Concrete sealer Large copies of floor plans Builders board and tape to cover floors 1/2" x 1/4" concrete bit Trimes floor covering Concrete core bit Hole saw attachments Trimes floor protector paper Wall supports and screw board Beam clamps for plumbing and spiral pipe Beam clamps for plumbing and spiral pipe Return builder of left over builder board and tape 6" studs and 6" flat strap Rapid set concrete Plumbers strap Powerwash handrail Sashless primer 1/2" x 4" plywood, Oil brown coat, great stuff foam, osi foam 28 Sheets of 1/4" poplar crown for window sills Soft poplar to for edgebanding window sills Flushing beam for under front windows - 600lbs total Advantage plus paint Advantage plus paint Back door for Journal Building High build primer and elevate ceiling paint High build primer Whyte 1/8 Flat Commercial Debonder Half dozen new Show place Cabinets for Journal Balance of Show place cabinets for Journal Fox Industrial paint for back door of Journal - 1 gal Black self tapping screws 1/2" x 2" Sleeve anchors for metal doors				
					246.20	246.20
					141.27	141.27
					15.52	15.52
					590.91	590.91
					11.65	11.65
					427.70	427.70
					76.95	76.95
					26.94	26.94
					128.31	128.31
					1,438.09	1,438.09
					35.10	35.10
					35.10	35.10
					-370.04	-370.04
					72.50	72.50
					43.87	43.87
					24.33	24.33
					3.25	3.25
					11.90	11.90
					116.42	116.42
					2,134.63	2,134.63
					197.83	197.83
					35.82	35.82
					1,212.35	1,212.35
					1,039.66	1,039.66
					2,305.50	2,305.50
					1,017.67	1,017.67
					124.44	124.44
					649.37	649.37
					20,500.00	20,500.00
					19,576.76	19,576.76
					69.13	69.13
					3.77	3.77
					20.66	20.66
					Total	

DRAHOTA WOODWORKS INC
 1205 INDUSTRIAL PARK DRIVE
 WASHINGTON, IA 52353

Invoice

Date	Invoice #
8/16/2024	752

Bill To
DW Developments, LLC. P.O. Box 662 Washington, IA 52353

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Due on receipt		8/16/2024			

Quantity	Item Code	Description	Price Each	Amount
		Waterheater stands	142.27	142.27
		Total Reimbursable Expenses		52,779.85
			Total	\$52,779.85

INVOICE

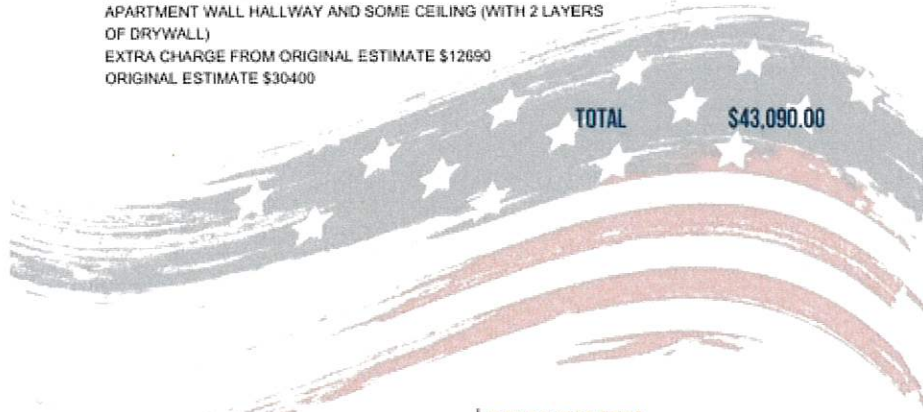


IA DRYWALL INC.
1307 SUNDOWN RDG
IOWA CITY IA 52246

BILL TO	INVOICE #	672
ANDY DRAHOTA	INVOICE DATE	07/05/2024
PROJECT/ WASHINGTON APARTMENTS		

DESCRIPTION	AMOUNT
SCOPE OF WORK:	43,090.00
HANG DRYWALL ALL (5/8 DRYWALL)	
METAL FRAMING	
WALL AND CEILING	
COVER ALL FLOOR BEFORE MUDDING	
WINDOW DRYWALL RETURN (NOT INCLUDED)	
LEVEL 4 FINISH	
CLEAN UP AND LANFILL FEE	
LABOR AND MATERIAL INCLUDED	
1 COAT OF PRIMER	
FIX STAIRS WALL TO THE MAIN LEVEL 2 COAT MUD AND FIBER	
MESH DRYWALL CRACK PATCH (ONE COAT PLASTER PRIMER)	
PATCHES WALL AND CEILING DOWNSATIRS OFFICE	
2 WALL DOWNSTAIRS	
APARTMENT WALL HALLWAY AND SOME CEILING (WITH 2 LAYERS OF DRYWALL)	
EXTRA CHARGE FROM ORIGINAL ESTIMATE \$12690	
ORIGINAL ESTIMATE \$30400	

TOTAL \$43,090.00



Thank you

TERMS & CONDITIONS

ESTIMATES GOOD FOR 60 DAYS
THANK YOU FOR DOING BUSINESS WITH US*

LARRY YODER MASONRY, INC.

2897 150th St

Riverside, IA 52327

+1 3194991214

aschlichte@yodermasonryinc.com

www.yodermasonryinc.com

Invoice

BILL TO

dw developments llc

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2232	07/17/2024	\$12,500.00	08/16/2024	Net 30	

JOB NAME

111 n marion ave

ESTIMATOR

Andy Schlichte

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	BID	Labor and materials to tuck point cracked mortar joints on exterior of building,	1	12,500.00	12,500.00

A finance charge of 1.5% per month will be charged on all past due invoices.

BALANCE DUE

\$12,500.00



*Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kelsey Brown, Finance Director
Kevin Olson, City Attorney*

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

August 30, 2024

To: Mayor & City Council
Cc: Joe Gaa, City Administrator

From: Kelsey Brown
Finance Director

Re: Update to the Employee Handbook

The proposed change, adding the sentences in blue to the attached Chapter 14 Overtime and Compensatory Time policy, will allow public safety employees to be treated uniformly regarding overtime and extra-shift pay. Currently any extra shifts for Fire Drivers per the handbook will only be paid out if worked hours exceed 212 hours in a 28-day period. This change will allow full-time drivers to be paid for any extra shifts worked at the end of the 28-day period if the overtime threshold is not reached.

Also reflected in this update is increasing the allowable compensatory time from 48 to 72 hours. This will allow fire drivers to have up to 3 days of comp time due to their 24-hour shifts and is more in line with recent comp time limits for other departments.

I would recommend that Council approve the recommended change to the employee handbook.

Thank you for your consideration.

RESOLUTION NO. 2024-

A RESOLUTION AMENDING THE EMPLOYEE HANDBOOK FOR THE CITY OF WASHINGTON, IOWA

WHEREAS, from time to time, updates are required to be made to the Employee Handbook to provide a better working environment, so the following changes need to be made:

Chapter 14. Overtime and Compensatory Time

EXCEPTIONS:

Fire Drivers/Pump Operators: Fire Driver/Pump Operators earn overtime for work performed in excess of two hundred twelve (212) hours in a twenty-eight (28) day period in accordance with the Fair Labor Standards Act. Employees scheduled to work an extra-shift, that does not result in an overtime pay situation, will be paid straight-time or allowed to take those hours as compensatory time, subject to the maximum accumulation of seventy-two (72) hours of comp time. Fire Drivers shall receive twenty-four (24) hours of personal leave.

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

Section 1: The City Council hereby approves the Employee Handbook with the referenced changes as reflected in the attached Personnel Manual.

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

PASSED AND APPROVED this 3rd day of September, 2024.

Millie Youngquist, Mayor

ATTEST:

Kelsey Brown, Deputy City Clerk

CHAPTER 14

OVERTIME AND COMPENSATORY TIME

Overtime shall be defined as any time actually worked in excess of forty (40) hours per week for non-public safety employees. Employees shall receive prior approval before working any overtime. Failure of an employee to receive prior approval before working any overtime shall result in discipline. It is the policy of the City to keep overtime work to a minimum. Employees shall be required to work such overtime as the City may require. Time taken off as sick leave, vacation, holidays, jury duty, voting leave, bereavement leave, and compensatory time shall not be counted as time worked for purposes of determining overtime. Notwithstanding that, scheduled weekend work for public works employees shall be compensated at an overtime rate.

When an employee is required to work in excess of forty (40) hours per week, he/she shall be paid at the rate of 1.5 times his/her normal rate of pay or receive compensatory time at the rate of 1.5 times the time worked. Compensation shall not be paid twice for the same hours, nor shall there be any pyramiding of overtime. Overtime will be compensated at the rate of 1.5 times the employee's regular straight time hourly rate of pay. It shall be computed to the nearest quarter hour for payment.

The City may grant an employee compensatory time off based on 1.5 hours off for each hour of overtime worked. The City and the employee shall mutually agree to the granted time off. Time granted shall be in increments of not less than four (4) hours or more than eight (8) hours. An employee may not use compensatory time if such use shall cause another employee to work overtime. An employee shall not accumulate at one time more than forty-eight (48) hours of compensatory time without the written approval of the department head. It must be taken as time off and cannot be converted to pay, except upon termination from employment.

An employee who is called back to work by the City shall be paid a minimum of two (2) hours pay or compensatory time off at the overtime rate, unless such callout is one hour or less prior to the employee's regular shift. Callout does not apply where an employee is ordered to work immediately before or after the employee's regular shift.

EXCEPTIONS:

Management/Supervisory Employees: Management/supervisory personnel who are exempt from the Federal Fair Labor Standards Act are not entitled to overtime compensation. However, such employees shall annually receive twenty-four (24) hours of compensatory time from the City. Management/supervisory personnel who are not exempt from the federal Fair Labor Standards Act shall receive compensatory time and overtime pursuant to such Act.

Police Officers: Police Officers shall be paid overtime in accordance with the Fair Labor Standards Act for any hours worked over of 171 hours in the 28-day pay period. Employees scheduled to work an extra-shift, that does not result in an overtime pay situation, will be paid straight-time or allowed to take those hours as compensatory time, subject to a maximum accumulation of sixty (60) hours of comp time. Police Officers shall annually receive twenty-four hours of personal leave.

Fire Drivers/Pump Operators: Fire Driver/Pump Operators earn overtime for work performed in excess of two hundred twelve (212) hours in a twenty-eight (28) day period in accordance with the Fair Labor Standards Act. Employees scheduled to work an extra-shift, that does not result in an overtime pay situation, will be paid straight-time or allowed to take those hours as compensatory time, subject to the maximum accumulation of seventy-two (72) hours of comp time. Fire Drivers shall receive twenty-four (24) hours of personal leave.

*Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kelsey Brown, Finance Director
Kevin Olson, City Attorney*



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

Memorandum

August 23, 2024

To: Mayor & City Council
Cc: City Administrator

From: Kelsey Brown
Finance Director

Re: FY24 Year End Transfers

Per Iowa State Code, transfers are required to be adopted by resolution. Attached you will find the resolution as well as a breakdown of transfers completed during the fiscal year.

RESOLUTION NO. 2024-

A RESOLUTION AUTHORIZING FISCAL YEAR END 2024 TRANSFERS

WHEREAS, the City Council of the City of Washington, Iowa, has established a need to do transfers for FY24; and

WHEREAS, exhibit A sets out how funds were transferred during the fiscal year in the amount of \$7,473,914.11.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, Iowa that the 2024 Fiscal Year Transfers are hereby adopted and approved as prepared.

PASSED AND APPROVED this 3rd day of September, 2024.

Millie Youngquist, Mayor

ATTEST:

Kelsey Brown, Deputy City Clerk

Acct Number	Category	Transfers In Amount	Notes	Acct Number	Transfers Out Category	Amount
001-4-1010-4-4830	Police TRF In	375,000.00	LOST per ballot	121-6-6020-6910	LOST TRANSFER OUT	375,000.00
001-4-1090-4-4830	Animal Cont TRF In	1,000.00		870-6-8040-6910	SANITATION TRSF OUT	1,000.00
001-4-1060-4-4830	Fire TRF In	142,600.00	LOST per ballot	121-6-6020-6910	LOST TRSF OUT	142,600.00
001-4-6020-4-4830	Clerk TRF In	784,121.82	Employee Benefits	112-6-6020-6910	EMPLOYEE BENEFITS	784,121.82
		313,027.22	LOST per ballot for minibuss	121-6-6020-6910	LOST TRSF OUT	313,027.22
		71,622.06	Emergency	114-6-6020-6910	EMERGENCY TRS OUT	71,622.06
		737.44	Municipal Building-transfer back excess balance funds	301-6-6020-6910	CLERK TRSF OUT	737.44
		<u>1,687,908.54</u>				
010-4-6020-4-4830	Clerk TRF In	23,118.61	Chamber Marketing Position	124-6-6020-6910	CLERK TRSF OUT	23,118.61
050-4-6020-4-4830	Clerk TRF In	100,000.00	DIG Grant	305-6-6020-6910	CLERK TRSF OUT	100,000.00
110-4-2010-4-4830	RUT TRF In	70,246.68	Employee Benefits	112-6-6020-6910	EMPLOYEE BENEFITS	70,246.68
		23,782.37	Engineered Building Design TIF-Internal Loan	132-6-5050-6910	EBD TIF TRSF OUT	23,782.37
122-4-1050-4-4830	Lost Debt Service	156,590.00	Lost Debt Service	121-6-6020-6910	LOST TRSF OUT	156,590.00
145-4-6020-4-4830	Clerk Trsf In	100,000.00	Housing Rehab Match Funds	146-6-6020-6910	Clerk Trsf Out	146,483.32
		46,483.32	Transfer to cover deficit			
146-4-6020-4-4830	LMI TIF TRF In	33,072.66	Tim Ridge II- UR #30	129-6-5050-6910	TIMBER RIDGE TIF TRSF OU'	33,072.66
200-4-1010-4-4830	Police	17,005.26	Police Car Loan	300-6-6020-6910	CLERK TRSF OUT	17,005.26
200-4-6022-4-4830	Clerk TRF In	62,440.00	2022 GO Bond - Res Dev Share	315-6-6020-6910	CLERK TRSF OUT	62,440.00
200-4-8016-4-4830	2009 GO DS	250,225.00	2009 GO Bond Ent Share	600-6-8010-6910	WATER PLANT TRSF OUT	230,225.00
				610-6-8015-6910	SEWER PLANT TRSF OUT	20,000.00
300-4-1010-4-4830	POLICE TRSF IN	80,682.62	Excess LOST	121-6-6020-6910	CLERK TRSF OUT	80,682.62
300-4-1050-4-4830	FIRE TRSF IN	188,309.21	Excess Lost	121-6-6020-6910	CLERK TRSF OUT	188,309.21
		74,865.00	Foam Trailer-RR Settlement Proceeds	301-6-6020-6910	CLERK TRSF OUT	74,865.00
300-4-2010-4-4830	Road Use Trsf In	45,000.00	FY26 Tonner Truck	110-6-2010-6910	Road Use Trsf Out	45,000.00
300-4-4030-4-4830	Parks Trsf In	90,880.00	Pool Sand Filters	305-6-6020-6910	CLERK TRSF OUT	90,880.00
300-4-4050-4-4830	Cemetery Trsf In	11,085.00	Cemetery Mower	001-6-4050-6910	Cemetery Trsf Out	11,085.00
300-4-6020-4-4830	CLERK TRSF IN	124,792.71	Transfer excess GF to Building Maint	001-6-6020-6910	CLERK TRSF OUT	124,792.71
301-4-6020-4-4830	Clk CP TRF In	109,447.11	Wellness Park	125-6-5050-6910	NE IND TRSF OUT	81,447.11
		737.44		305-6-6020-6910	CLERK TRSF OUT	48,000.00
		34,300.00	MUNI BUILDING	134-6-5050-6910	DOWNTOWN TIF TRSF OUT	737.44
		21,500.00	S Ave E	110-6-2010-6910	RUT TRSF OUT	34,300.00
		6,382.00	Streetscape	305-6-6020-6910	CLERK TRSF OUT	21,500.00
		71,824.13	NLW	315-6-7500-6910	CP TRSF OUT	6,382.00
		287,186.00	S 12th Traffic Light	110-6-2010-6910	RUT TRSF OUT	71,824.13
			E Adams	110-6-2010-6910	RUT TRSF OUT	143,593.00
				317-6-7500-6910	CP TRSF OUT	143,593.00
		<u>531,376.68</u>				
310-4-6020-4-4830	Wellness Trsf In	57,000.00	PLAYGROUND	124-6-6020-6910	CLERK TRSF OUT	20,000.00
		93,261.97	Wellness Park Concession Stand/Lighting	650-6-4030-6910	Parks Trsf Out	37,000.00
		85,019.10	Cover Deficit in Wellness Park until Grant	305-6-6020-6910	CLERK TRSF OUT	93,261.97
311-4-7500-4-4830	Sidewalk TRF In	45,000.00	Transfer from Road use Sidewalk repair \$	110-6-2010-6910	RUT TRSF OUT	45,000.00
312-4-7500-4-4830	Tree Removal TRF In	10,000.00	Transfer from Road Use Tree Removal \$	110-6-2010-6910	RUT TRSF OUT	10,000.00
315-4-7500-4-4830	Res Dev TRF In	51,566.53	NLW RENT	308-6-6020-6910	IND DEV TRSF OUT	51,566.53
325-4-7500-4-4830	Capital Proj Trsf In	41,597.66	Transfer excess GF to Building Maint	001-6-6020-6910	CLERK TRSF OUT	41,597.66
545-4-6020-4-4830	Safety Fund TRSF In	300.00	Trsf excess safety funds (Res 2019-002) Safety Program	001-6-2060-6910	GF- DEV SERV TRSF OUT	
		<u>300.00</u>		001-6-2060-6910	GF- DEV SERV TRSF OUT	300.00
550-4-4030-4-4830	PARK TRSF IN	25,000.00	Central Park Restroom	305-6-6020-6910	CLERK TRSF OUT	75,880.00
		60,880.00	SAND FILTER SET ASIDE			
580-4-7500-4-4830	Cemetery Trsf In	7,480.00	Woodlawn Fence	305-6-6020-69120	CLERK TRSF OUT	7,480.00
602-4-8010-4-4830	WSink TRF In	282,680.00	WATER DEBT SERVICE PMT	600-6-8010-6910	WATER PLANT TRSF OUT	282,680.00
603-4-8012-4-4830	WCapProj TRF In-WD	1,546,119.70	2021 Water Main Proj	301-6-6020-6910	CP CLERK TRSF OUT	1,546,119.70
		540,000.00		317-6-7500-6910	CP CLERK TRSF OUT	540,000.00
610-4-8017-4-4830	Sewer TRF In	138,985.89	TIF- Repay Biz Park Internal Loan	133-6-6020-6910	IRE TIF TRSF OUT	138,985.89
612-4-8015-4-4830	SSink TRF In	656,860.00	WWTF SRF Debt	610-6-8015-6910	SEWER PLANT TRSF OUT	656,860.00
		124,400.00	West Side Int Debt	610-6-8017-6910	SEWER COLL TRF OUT	124,400.00
		<u>7,473,914.11</u>				

*Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kelsey Brown, Finance Director
Kevin Olson, City Attorney*



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

Memorandum

August 27, 2024

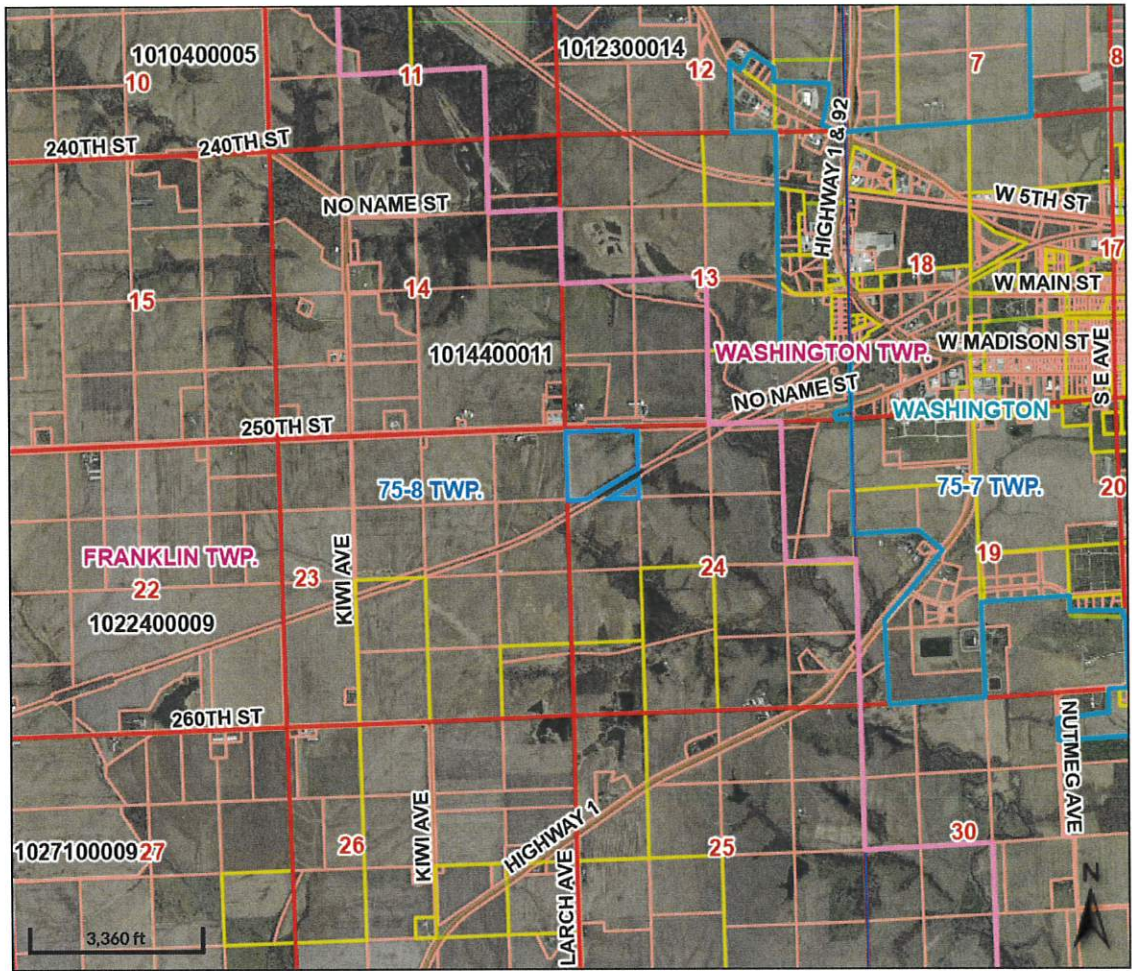
To: Mayor and City Council
Cc: Joe Gaa, City Administrator

From: Jeff Duwa
Building and Zoning Official

Re: Extraterritorial Jurisdiction

The city has been approached by Hart-Frederick Consultants P. C. regarding a waiver of extraterritorial jurisdiction. The property will not change its current usage. It is recommended that the City of Washington decline to exercise its extraterritorial jurisdiction, as done previously for other properties, for the following parcel numbers and property owner:

- 1024100001 Hahn, Martha A. & Gerald J. Trust property to split off the Northeastern portion of the parcel into a separate 8.12-acre Lot. See attachment for reference.



- Legend**
- Political Townships
 - Geographic Township
 - Corporation
 - Sections
 - Subdivisions
 - Parcels
 - Road Centerline

Parcel ID	1024100001	Class	AD	Owner Address	HAHN, MARTHA A. & GERALD J. TRUST
Sec/Twp/Rng	24-75-08	Acreage	34.56		1124 S AVE B #4F
Property Address	2125 250TH ST				WASHINGTON, IA 52353
	WASHINGTON				
District	FRTWS				
Brief Tax Description	24 75 08 NW1/4 NW1/4 EXC RR				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 8/15/2024
 Last Data Uploaded: 8/15/2024 2:54:35 AM

Developed by  **Schneider**
 GEOSPATIAL

INDEX LEGEND

LOCATION: PART - NW 1/4 - NW 1/4
SECTION 24-75-08

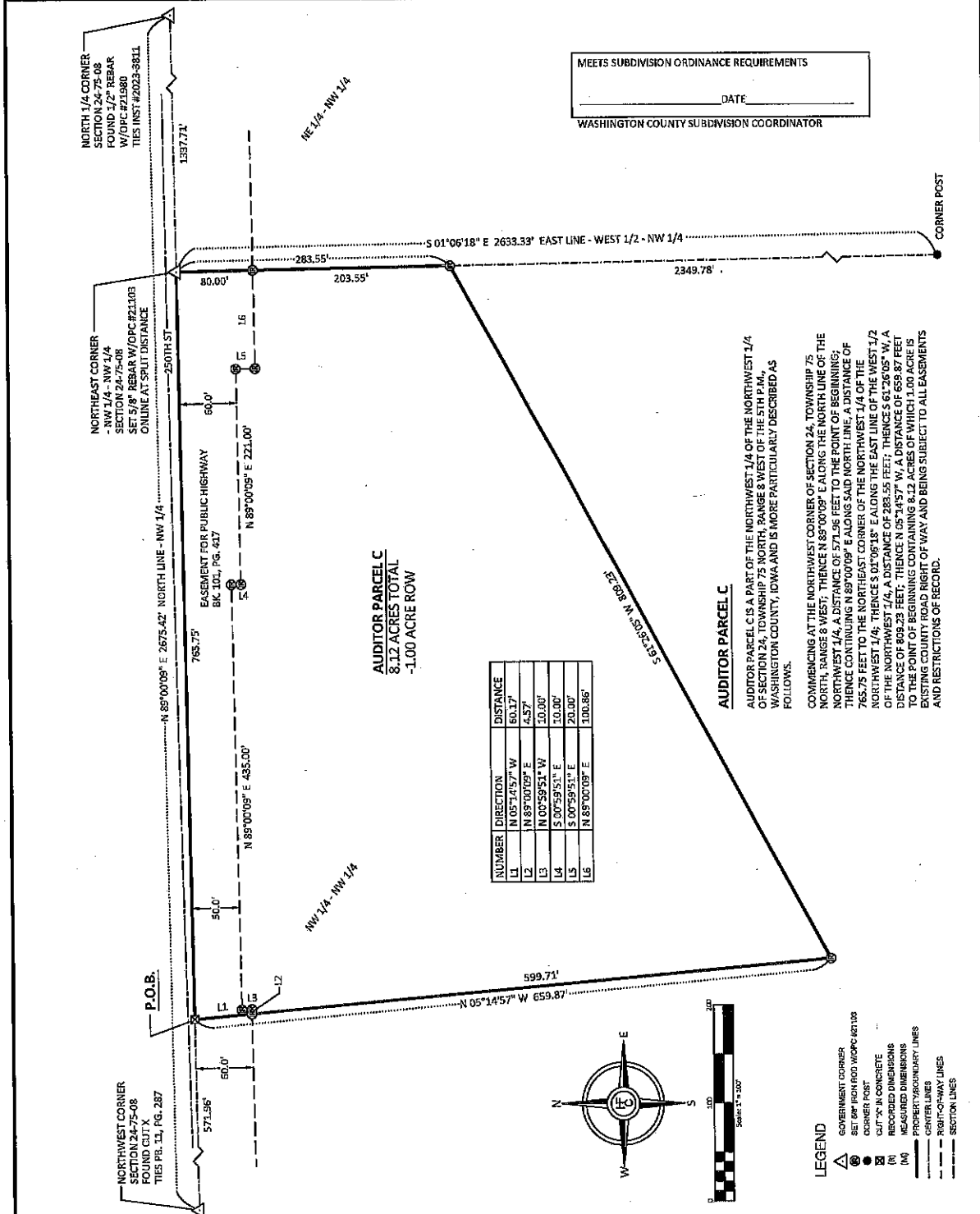
REQUESTOR: DARRELL CHALUPA

PROPRIETOR: MARTHA A. & GERALD J. HAHN TRUST

SURVEYOR: ANTHONY D. FREDERICK, PLS #21103

COMPANY: HART-FREDERICK CONSULTANTS P.C.
510 STATE ST. PO BOX 560 TIFFIN, IA 52340

RETURN TO: tfrederick@hart-frederick.com (319) 545-7215



MEETS SUBDIVISION ORDINANCE REQUIREMENTS

DATE _____

WASHINGTON COUNTY SUBDIVISION COORDINATOR

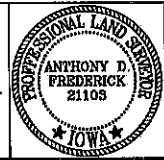
AUDITOR PARCEL C

AUDITOR PARCEL C IS A PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 24, TOWNSHIP 75 NORTH, RANGE 8 WEST OF THE 6TH PRINCIPAL MERIDIAN, WASHINGTON COUNTY, IOWA AND IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SECTION 24, TOWNSHIP 75 NORTH, RANGE 8 WEST; THENCE N 89°00'09" E ALONG THE NORTH LINE OF THE NORTHWEST 1/4, A DISTANCE OF 571.96 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 89°00'09" E ALONG SAID NORTH LINE, A DISTANCE OF 765.75 FEET TO THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4; THENCE S 01°06'18" E ALONG THE EAST LINE OF THE WEST 1/2 OF THE NORTHWEST 1/4, A DISTANCE OF 283.55 FEET; THENCE S 61°26'05" W, A DISTANCE OF 809.23 FEET; THENCE N 05°14'57" W, A DISTANCE OF 659.87 FEET TO THE POINT OF BEGINNING CONTAINING 8.12 ACRES OF WHICH 1.00 ACRE IS EXISTING COUNTY ROAD RIGHT OF WAY AND BEING SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Anthony D. Frederick, P.L.S. Date
Iowa License Number: 21103
My license renewal date is December 31, 2025.
Pages covered by this seal: THIS SHEET ONLY



BASIS OF BEARING
IOWA STATE PLANE
COORDINATE SYSTEM
SOUTH ZONE

DATE: 8/24 DWN: ADF FLD BK: GPS PROJ. NO: 247136

PLAT OF SURVEY
AUDITOR PARCEL C
PART - NW 1/4 - NW 1/4
SECTION 24-75-08
WASHINGTON COUNTY, IOWA

1:25000 10/25/2018 10:25:18 AM 10/25/2018 10:25:18 AM 10/25/2018 10:25:18 AM

RESOLUTION NO. 2024-_____

**A RESOLUTION DECLINING TO EXERCISE EXTRATERRITORIAL JURISDICTION
FOR PARCEL 1024100001**

WHEREAS, the City of Washington's City Administrator, acting under the authority granted by the Washington City Council and in accordance with previous practice, declined to review the plat for the Hahn, Martha A. & Gerald J. Trust property at 2125 250th St., Washington, Iowa 52353.

WHEREAS, under this resolution, "Proposed plats within the two-mile extraterritorial jurisdiction of the City of Washington shall be submitted to the City of Washington's Planning and Zoning Commission for review..." but "The City of Washington may decline to exercise its extraterritorial jurisdiction and choose to order the proposed subdivision to Washington County..." and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WASHINGTON, IOWA that the action of the city building and zoning official Jeff Duwa in a memorandum dated August 27th, 2024, attached as Exhibit A to this resolution, to decline to exercise extraterritorial jurisdiction regarding the Hahn property is hereby affirmed.

Passed and approved this 3rd day of September 2024.

Millie Youngquist, Mayor

Attest:

Kelsey Brown, Deputy City Clerk


*Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kelsey Brown, Finance Director
Kevin Olson, City Attorney*



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

MEMORANDUM

TO: Mayor and City Council

FROM: Joe Gaa, City Administrator 

DATE: August 30, 2024

SUBJECT: Third Reading- Ordinance Amending Chapter 69

At the August 20th Council Meeting the second reading of an ordinance amending Chapter 69 was approved. The amendments are related to “No Parking Zones”. There have been no additional public comments at the meeting on this item and no new inquires have been made to City Hall.

The third and final reading is scheduled for the September 3rd Council meeting. Staff recommends approval. After the final reading, the required publication will occur after which the changes will go into effect.

If you have any questions or comments regarding this matter, feel free to contact me at your convenience.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE
CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER
69.08, "NO PARKING ZONES"

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

SECTION 1. Amended Paragraphs. Section 69.08 "No Parking Zones", the following paragraphs are amended as follows:

3. South Avenue B, on the west side, from Madison Street to Tyler Street.
9. North Fourth Avenue, on the east side, from 100 feet south of East Second Street to East Fifth Street.
36. South Fourth Avenue on the east side, from East Monroe Street south to a point 200 feet south of the centerline of East Jackson Street, from 7:30 a.m. to 4:00 p.m. on school days. *(Signs are up, but Ordinance did not match signage)*
50. East Van Buren Street, on both sides, from South Iowa Avenue to South Second Avenue.
76. North Second Avenue, on the west side, for a distance of 100 feet south of the centerline with the intersection with East Third Street; for a distance of 100 feet north of the centerline with the intersection of East Second Street; and for a distance of 100 feet south of the centerline with the intersection of East Second Street.
83. North Second Avenue, on the east side, for a distance of 100 feet south of the centerline with the intersection of East Third Street, for a distance of 100 feet north of centerline with the intersection of East Second Street; and for a distance of 100 feet south of centerline with the intersection of East Second Street.
94. North Marion Avenue, on the east side for a distance of 80 feet north of the centerline of West 5th Street and on the west side, from West 5th Street north to intersection of West 8th Street.
115. South Avenue C, on the west side, from Madison Street to Tyler Street.

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

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

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

Passed and approved this _____ day of _____, 2024.

Millie Youngquist, Mayor

Attest:

Kelsey Brown, Deputy City Clerk

Approved on First Reading: August 6, 2024

Approved on Second Reading: August 20, 2024

Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2024.

Kelsey Brown, Deputy City Clerk

Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kelsey Brown, Finance Director
Kevin Olson, City Attorney



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

MEMORANDUM

TO: Mayor and City Council

FROM: Joe Gaa, City Administrator

A handwritten signature in blue ink, appearing to be "Joe Gaa", is written over the "FROM:" line.

DATE: August 30, 2024

SUBJECT: Discussion and Possible 1st Reading of Ordinance Amending Chapters 50 and 51

At the August 20th meeting we had a workshop item to discuss a failed ordinance that would have amended the definition of “operable vehicles” in the City code. After that discussion it was agreed that Chief Lester and I would work on an amended draft and bring back for consideration at the September 3rd meeting. Chief Lester came up with what I agree is more understandable language.

As I continued to learn more about this through discussions with staff and citizens, I also consulted the City code for the current definition of Operable Vehicles in 50.10. The current code reads:

“Operable vehicles, materials, supplies or related equipment may be parked or stored outside only if placed in a rear yard area, or in a front yard or side yard if such vehicle is parked or stored on a temporary basis, not to exceed 24 consecutive hours, and if the vehicle is parked or stored on an all -weather surfaced area.”

The proposed amended definition is included in the attached, proposed ordinance amendment:

“50.10 Parking on Residential Property. Operable vehicles may be parked or stored on a temporary basis, not to exceed 24 consecutive hours in a front yard area, in a rear yard or a side yard of a residence. Vehicles stored more than 24 hours must be parked on an all-weather surface in a rear or side yard.”

This amendment has been placed on the September 3rd meeting for a possible first reading. If you have any questions or comments regarding this matter, feel free to contact me at your convenience.

ORDINANCE NO. ____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTERS 50 AND 51

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

SECTION 1. Amendment. Section 50.10 entitled "Operable Vehicles" is hereby repealed in its entirety and replaced with the following:

"50.10 PARKING ON RESIDENTIAL PROPERTY. Operable vehicles may be parked or stored on a temporary basis, not to exceed 24 consecutive hours in a front yard area, in a rear yard or a side yard of a residence. Vehicles stored more than 24 hours must be parked on an all-weather surface in a rear yard or side yard."

SECTION 2. Amendment. Section 51.01(5) of the Code of Ordinances is hereby amended by adding subsections F. and G, which read as follows:

"F" Any vehicle, trailer, or semitrailer that is not capable of moving in both forward and reverse gears.

"G." Any vehicle, trailer, or semitrailer that lacks current registration.

- i. Mere licensing of a vehicle shall not constitute a defense to the finding that the vehicle is in operable condition, unless previously discussed with the City."

SECTION 3. Amendment. Section 51.03 of the Code of Ordinances is hereby amended by deleting Section 51.03 in its entirety.

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

SECTION 5. 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.

SECTION 6. 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 _____, 2024.

Millie Youngquist, Mayor

Attest:

Kelsey Brown, Deputy 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 _____, 2024.

Kelsey Brown, Deputy City Clerk

*Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kelsey Brown, Finance Director
Kevin Olson, City Attorney*



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

MEMORANDUM

TO: Mayor and City Council

FROM: Joe Gaa, City Administrator

A handwritten signature in blue ink, appearing to be "JG", is written over the name "Joe Gaa" in the "FROM" line.

DATE: August 30, 2024

SUBJECT: Proposed First Reading Amending (Additions) Chapter 69

At the August 20th Council Meeting we continued to discuss some proposed, additional “No Parking” zones as a workshop topic. This would require an amendment to Chapter 69. Attached you will find a proposed ordinance revision that includes all of the changes that have been discussed in the workshop discussions. Staff recommends that the Council approve the first reading of the ordinance revision on September 3rd.

If you have any questions or comments regarding this matter, feel free to contact me at your convenience.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE
CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER
69.08, "NO PARKING ZONES"

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

SECTION 1. **Added Paragraphs.** Section 69.08 "No Parking Zones", the following paragraphs are added as follows:

116. West Van Buren on the north side from South Iowa Avenue west to South Avenue C.

117. South Avenue B, on both sides from Tyler Street to Sitler Drive, from 7:00am to 4:30pm on school days.

118. South Avenue E, on both sides from Tyler Street to West Buchanan Street.

119. East Second Street, on the south side for 85 feet east from the centerline with North Fourth Avenue.

120. East Second Street, on the north side from North Third Avenue to North Sixth Avenue.

121. East Main Street, on both sides for 40 feet west of the intersection with Fourth Avenue.

122. East Main Street, on the south side for 144 feet east from the centerline with North Fourth Avenue and on the north side from North Fourth Avenue east to North Sixth Avenue.

123. North Marion Avenue on both sides from West 8th Street north to West 15th Street.

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

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

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

Passed and approved this _____ day of _____, 2024.

Millie Youngquist, Mayor

Attest:

Kelsey Brown, Deputy 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 _____, 2024.

Kelsey Brown, Deputy City Clerk


Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kelsey Brown, Finance Director
Kevin Olson, City Attorney



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MEMORANDUM

TO: Mayor and City Council

FROM: Joe Gaa, City Administrator 

DATE: August 30, 2024

SUBJECT: Resolution to Levy Taxes- 628 W. Main

An item has been placed on the September 3rd agenda to levy taxes against a property where a nuisance was abated. The address of the property was 628 W. Main. To recap the process, a nuisance is reported or observed, and then a notice with a time to correct is issued. If the nuisance, in this case tall grass and weeds, is not resolved within the timeframe, a contractor is hired to abate the nuisance. The City then receives a bill from the contractor and in turn bills the property owner. If the bill is not paid within 30 days, the City initiates the action to assess the fees to the taxes for the property. Due to a variety of factors, each of these steps tend to take additional time. As I continue to acclimate myself with the nuisance abatement process here, we will likely make some changes to our process to add efficiency to the process. Staff recommends approval of the ordinance.

If you have any questions or comments regarding this matter, feel free to contact me at your convenience.

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, tall grass and weeds were removed from the following listed property owners:

The property of Matnic, LLC. at 628 W Main St. for the amount of \$190. Legal Description (05 04 WESTERN ADD OL 10 & W1/2). Parcel Number (1118429008).

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 3rd day of September 2024.

Millie Youngquist, Mayor

Attest:

Kelsey Brown, Deputy City Clerk