



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, April 1, 2025

To attend the meeting via Zoom go to:

<https://us02web.zoom.us/j/5077385758?pwd=HnP5mNpbXUczw62k2enfl845WV7vbo.1&omn=81742343195>

Meeting ID: 507 738 5758

Passcode: 6536584

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE AGENDA

CONSENT:

1. Council Minutes for March 18, 2025 Regular Session
2. Nguyen Enterprises, Housing Rehabilitation Program Final Payment Request for 1027 North 6th Avenue, \$34,913.00
3. DW Developments, Downtown Housing Grant for 111 North Marion, \$300,000.00
4. Wal-Mart Supercenter #1475, 2485 Hwy 92, Class E Retail Alcohol License (**renewal**)
5. Urban Chicken Permit, Wilhelmino & Matthew Laughlin, 315 E. Washington Street (**new**)
6. Urban Chicken Permit, Nicholas Smith, 1036 W. Main Street (**new**)
7. Department Reports

SPECIAL PRESENTATION

- Mayoral Proclamation Sexual Assault Awareness Month
- Washington Police Department Annual Report

SPECIAL EVENT REQUEST

- Easter Egg Hunt, Marion Avenue Baptist Church, Central Park Square on April 20, 2025, from 8:00 a.m. – 2:00 p.m.
- Chamber of Commerce Ribbon Cutting and PLANT Earth Day Launch, PLANT Washington, at PLANT Washington Site on April 22, 2025, from 2:00 p.m. – 8:00 p.m.
- Summer Reading Program, Washington Public Library, Central Park and Bandstand on June 10, 2025 at 6:00 p.m., June 23 at 10 a.m., July 26 at 10:00 a.m., July 29th at 10:00 a.m.

- Community Art Project, Lincoln Elementary School Art Teacher Jenny Humphreys, Central Park on April 25, 2025 from 10:00 a.m. – 1:00 p.m.

PUBLIC COMMENT – limit to 3 minutes

CLAIMS & FINANCIALS

- Claims report for April 1, 2025

NEW BUSINESS

1. Discussion and Consideration of Approving a Resolution Setting a Public Hearing to Adopt the Annual budget for Fiscal Year 2025-2026.
2. Discussion and Consideration of a Resolution Approving the Preliminary Plat for the Havel Subdivision, Washington, Iowa
3. Discussion and Consideration of Infrastructure Planning in New Subdivisions

MAYOR, COUNCILPERSONS, & DEPARTMENTAL COMMENTS

CLOSED SESSION

- Closed session per Iowa Code 21.5(j)- To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the sale price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

ADJOURNMENT

City of Washington
Council Minutes 3-18-2025

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 Pro Tem Illa Earnest in the chair.

On roll call present: Morgan, Moore, Stigers, Earnest, Schroeder. Absent: Youngquist, Rangel

Mayor Pro Tem Earnest asked for a Motion for approval of the Agenda with an Amendment to remove the Special Event Request from Washington County Right to Life Celebration. Motion by Stigers, second by Moore to approve the Agenda. Motion carried. 5-0

CONSENT:

1. Council Minutes for March 4, 2025 Regular Session
2. Greiner Buildings, Inc., Washington Airport Replace Hangar Exterior, \$43,646.17
3. Columbus Club, 606 West Third, Class C Retail Alcohol License (renewal)
4. Hy-Vee Fast & Fresh Express, 520 Iowa 1, Class B Retail Alcohol License (renewal)
5. Hy-Vee, 528 Iowa 1, Class E Retail Alcohol License (renewal)
6. Approve Preliminary Plat of Havel Subdivision
7. Approve Plat of Survey for Hy-Vee Lot Split
8. Approve Plat of Survey for 129 W. Harrison Lot Split
9. Deny Plat of Survey for 803 W. Monroe Lot Split
10. Approve Plat of Survey for 1405 S. E Avenue Lot Split
11. Kline Electric, Inc., Hwy 92 & 12th Street Traffic Signal Pay Request No. 1, \$2,022.80
12. Bolton & Menk, Washington Airport Rehabilitate Hangar, \$535.00
13. Bolton & Menk, Washington Airport Rehabilitate Hangar, \$1,080.00
14. Strand Associates, Inc., Egg Sewer Interceptor Study, \$2,159.18
15. Department Reports

Motion by Stigers, second by Morgan to approve consent items 1-8, and items 10 - 15. Motion Carried. 5-0

Motion made by Moore, seconded by Morgan to split out #9 from Consent Agenda for better clarification and to approve the item. Motion carried, 4-1.

Public Comment: None

Mayoral Proclamation for Ron Steele Day on March 19, 2025 was presented by Mayor Pro Tem Earnest. The Tree Committee presented their Annual Report.

Special Event request for the St. James Church, Steve Angrisano Concert at the Central Park Bandstand on August 8, 2025 from 4:30 p.m. – 8:00 p.m. Motion to approve by Morgan, seconded by Schroeder. Motion carried. 5-0

The claims were presented by Finance Director, Kelsey Brown. Motion by Moore, seconded by Stigers to approve March 18, 2025 claims report. Motion carried. 5-0

**CITY OF WASHINGTON, IOWA
CLAIMS BY FUND
MARCH 18, 2025**

GENERAL

ACCESS SYSTEMS LEASING	COPIER LEASE	433.61
ACE-N-MORE	SUPPLIES	121.97
ALL AMERICAN PEST CONTROL	PEST CONTROL	125.00
ALLIANT ENERGY	ALLIANT ENERGY	5426.98
AMAZON CAPITAL SERVICES	SUPPLIES	365.00
ARNOLD MOTOR SUPPLY	SUPPLIES	186.45
BAKER & TAYLOR	LIBRARY MATERIALS	923.98
BDH TECHNOLOGY LLC	IT CONTRACT/COMPUTER/DOMAIN	2741.00
BERRY, STEVEN T.	WRITERS WORKSHOP	50.00
BRDECKA, MIA	MILEAGE REIMBURSEMENT	207.90
BRUNS, DAVID	FEB. INSPECTION ASSISTANCE	69.33
CAPITAL ONE	TRAINING EQUIPMENT	3.98
CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	49.48
CENTRAL IOWA DISTRIBUTING	SUPPLIES	116.00
CINTAS CORP LOC. 342	MAT SERVICE	135.81
CINTAS FIRST AID & SAFETY	SAFETY SUPPLIES	7.15
CONVERGENCE NORTH	REPROGRAMMING DEVICES	575.00
COURTESY DOOR SALES & SER	DOOR SERVICE	448.33
CUSTOM IMPRESSIONS INC	EMBROIDERY	145.62
ELLIOTT BULK SERVICES, LLC	FUEL	7213.72
GALLS LLC	HATS & SHIRTS	928.61
GIPPLE, CHRISTIAN	REIMBURSEMENT FOR TRAINING	61.99
HARTSOCK, BILL	FEBRUARY INSPECTION ASSIST	82.83
HEIMAN FIRE EQUIPMENT	SUPPLIES	27.48
IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE/INSTALL	1395.00
INTERNATIONAL CODE COUNCIL, INC.	MEMBERSHIP RENEWAL	170.00
INTERSTATE POWER SYSTEMS INC	ENGINE #1 REPAIR	3898.63
J MARIE ELECTRIC LLC	CITY HALL CIRCULATING PUMP	136.41
KCTC	PHONE & INTERNET	2417.54
MOORE'S BP AMOCO, INC.	FLATBED LOADER TRACTOR TOW	225.00
NATIONAL TACTICAL OFFICERS	MEMBERSHIP- S. ALTENHOFEN	35.00
OUTDOORSINESS	NEW POOL CHAIRS	3000.00
PATTERSON, MARY	PROGRAM FEE	50.00
SCHOOL LIBRARY JOURNAL	1-YR SUBSCRIPTION	169.00
SFM IOWA CITY LLC	PARTS FOR RANGER	129.00
SITLER'S SUPPLIES INC.	LIGHT REPLACEMENTS	290.00
SLEEP INN & SUITES	LODGING-KEPHART, LESTER, ALTEN	537.60
TYLER TECHNOLOGIES	TIME & ATTENDANCE SOFTWARE	48.33

VANWILLIGEN, BRIAN	REIMB FOR MAILING CHARGES	19.36
VERIZON WIRELESS	WIRELESS SERVICE	1260.95
WASH COUNTY MINIBUS	MARCH 2025 LOST	22917.83
WENGER TRUCK	F 600- DUMPBED/TRUCK REPAIR	3348.35
WMPF GROUP LLC	LEGAL ADVERTISING	439.18
	TOTAL	60934.40

AIRPORT

ACE-N-MORE	SUPPLIES	34.57
CLOUDBURST 9	INTERNET	106.35
IOWA PUBLIC AIRPORTS ASSOC.	MEMBERSHIP RENEWAL	200.00
KCII	ADVERTISING	113.52
VERIZON WIRELESS	WIRELESS SERVICE	46.47
VETTER'S INC-CULLIGAN WATER	2 INVOICES- 1/31/25-3/24/2	100.22
WINDSTREAM IOWA COMMUNICATIONS	MARCH SERVICE	221.06
	TOTAL	822.19

ROAD USE

ARNOLD MOTOR SUPPLY	PARTS	628.42
ASCENDANCE TRUCKS EASTERN IOWA LLC	PUMP TRUCK MIRROR	175.50
DOUDS STONE LLC	ROADSTONE	978.36
ELLIOTT BULK SERVICES, LLC	FUEL	2343.57
ELLIOTT OIL COMPANY-BP ONE TRIP	FUEL	18.41
HI-LINE INC	SUPPLIES	170.27
LAWSON PRODUCTS INC	WHITE STRIPE PAINT	127.68
WASHINGTON DISCOUNT TIRE	UTILITY DUMP TRAILER TIRES	770.40
WASHINGTON LUMBER	STREET SWEEPING SIGNS	92.60
	TOTAL	5305.21

STREET LIGHTING

ALLIANT ENERGY	ALLIANT ENERGY	11801.42
J MARIE ELECTRIC LLC	REPAIR	611.50
	TOTAL	12412.92

HOUSING REHAB

WASH CO TREASURER	320 N AVE C PROPERTY TAXES	203.00
	TOTAL	203.00

INDUSTRIAL DEVELOP

WASH CO TREASURER	BUSINESS PARK PROPERTY TAX	2832.00
	TOTAL	2832.00

WELLNESS PARK

WASHINGTON LUMBER	CONCESSION STAND	22.74
	TOTAL	22.74

RESIDENTIAL DEVELOP

WASH CO TREASURER	BELL LAND PROPERTY TAX	433.00
	TOTAL	433.00

TREE COMMITTEE

CUSTOM IMPRESSIONS INC	PLAQUE	31.20
	TOTAL	31.20

K-9 PROGRAM

TOWN & COUNTRY VET CLINIC	DEX- LODGING	49.00
	TOTAL	49.00

LIBRARY GIFT

AMAZON CAPITAL SERVICES	LIBRARY MATERIALS	158.27
BAKER & TAYLOR	LIBRARY MATERIALS	32.07
KCII	PROGRAM PROMOTION	113.52
MCCLENAHAN, CRAIG	AUDIO 101	100.00
OVERDRIVE, INC.	DIGITAL MATERIALS	532.03
PLAYAWAY PRODUCTS	LIBRARY MATERIALS	1516.74
TUCCI, JESSICA H.	POTTERY	351.74
	TOTAL	2804.37

WATER UTILITY

ACE-N-MORE	SUPPLIES	36.99
ALLIANT ENERGY	ALLIANT ENERGY	19679.15
ARNOLD MOTOR SUPPLY	SUPPLIES	189.41
BERNAL, GABRIEL	WATER DEPOSIT REFUND	110.61
BISHOP, CAMERON & KA	WATER DEPOSIT REFUND	21.30
CAPITAL ONE	TAPE	6.94
CORE & MAIN LP	WATER REPAIR PARTS	1206.32
DAWLEY, ERMA	WATER DEPOSIT REFUND	102.19
ELLIOTT BULK SERVICES, LLC	FUEL	497.66
EPPERLY, RANDY	MILEAGE REIMBURSEMENT	14.70
FRAME, HANNAH	WATER DEPOSIT REFUND	109.74
GILLUND ENTERPRISES	SUPPLIES	276.00
GLOBAL PAYMENTS	DC/CC ADMIN FEE	5445.25
HOLT, CHRISTOPHER	WATER DEPOSIT REFUND	40.37
HOLTMYER, HUNTER	WATER DEPOSIT REFUND	45.42
HY-VEE	SASSO MTG	64.52
IA DEPT OF REVENUE	IA DEPT OF REVENUE	9203.69
IGRAPHIX, INC	DISCONNECT NOTICES	175.00
ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	201.50
IOWA ASSN. OF MUNICIPAL UTILITIES	WATER MEMBERSHIP DUES	1150.00
IOWA ONE CALL	SERVICE	41.40
J MARIE ELECTRIC LLC	REPAIR	932.49
KCTC	PHONE & INTERNET	158.67

KCTC	PHONE & INTERNET	104.31
KLEIN ELECTRICAL SERVICES	WATER TOWER SERVICE	325.00
LAWSON PRODUCTS INC	STRIPE PAINT	120.96
PADILLA, RUBEN	WATER DEPOSIT REFUND	32.85
RIVER PRODUCTS	BALLAST STONE	530.57
TYLER TECHNOLOGIES	TIME & ATTENDANCE SOFTWARE	48.33
VERIZON WIRELESS	WIRELESS SERVICE	92.94
	TOTAL	40964.28

SEWER UTILITY

ALL AMERICAN PEST CONTROL	PEST CONTROL	35.00
ALLIANT ENERGY	ALLIANT ENERGY	2883.05
AMAZON CAPITAL SERVICES	PLUG FOR UNDERPASS	142.42
ARNOLD MOTOR SUPPLY	SUPPLIES	621.98
ATCO INTERNATIONAL	TRUCK WASH	126.00
ELLIOTT BULK SERVICES, LLC	FUEL	1442.79
EUROFINS ENVIRONMENT TESTING NC	CERTIFIED TESTING	1652.08
HI-LINE INC	SUPPLIES	235.95
IA DEPT OF REVENUE	SALES TAX	2270.38
IGRAPHIX, INC	METER SHIPPING	21.23
KCTC	PHONE & INTERNET	362.93
LAWSON PRODUCTS INC	STRIPE PAINT	127.68
MIDWEST FRAME AND AXLE	HEADLIGHT HOUSING	117.05
MIDWEST WHEEL	BATTERIES AND CORE CHARGE	195.90
TYLER TECHNOLOGIES	TIME & ATTENDANCE SOFTWARE	48.34
USA BLUEBOOK	LAB SUPPLIES	219.44
VERIZON WIRELESS	WIRELESS SERVICE	177.42
WASHINGTON DISCOUNT TIRE	TRAILER TIRE REPAIRS	312.66
WINDSTREAM IOWA COMMUNICATIONS	MARCH SERVICE	67.58
	TOTAL	11059.88

SANITATION

ABC DISPOSAL SYSTEMS	REFUSE & RECYCLING & TAGS	56702.75
	TOTAL	56702.75

SELF INSURANCE

EMPLOYEE BENEFIT SYSTEMS	EBS ADMIN FEE	498.75
	TOTAL	498.75

TOTAL **195075.69**

The Financial Report for February 2025 was presented by Finance Director, Kelsey Brown.

Motion by Morgan, seconded by Stigers to approve February 2025 Financial Report. Motion carried. 5-0.

CITY OF WASHINGTON, IOWA
MONTH TO DATE REVENUE REPORT
FEBRUARY 28, 2025

FUND	M-T-D REVENUES
001-GENERAL FUND	14609.60
002-AIRPORT FUND	13207.34
010-CHAMBER REIMBURSEMENT	8923.36
011-MAIN STREET REIMBURSEMENT	5198.11
012-WEDG REIMBURSEMENT	8773.61
050-DOWNTOWN INCENTIVE GRANT	0.00
110-ROAD USE	75098.40
112-EMPLOYEE BENEFITS	7233.36
121-LOCAL OPTION SALES TAX	91671.35
122-LOST DEBT SERVICE	0.00
123-LOST DEBT SERVICE RESERVE	0.00
124-HOTEL/MOTEL TAX	1710.12
129-SC RES UR	0.00
131-URBAN RENEWAL AREA #4	776.45
145-HOUSING REHABILITATION	0.00
146-LMI TIF SET-ASIDE	0.00
200-DEBT SERVICE	8247.76
300-CAPITAL EQUIPMENT	121669.00
301-CAPITAL PROJECTS FUND	11264.76
305-RIVERBOAT FOUND CAP PROJ	0.00
308-INDUSTRIAL DEVELOPMENT	705.11
310-WELLNESS PARK	0.00
311-SIDEWALK REPAIR & REPLACE	0.00
312-TREE REMOVAL & REPLACE	0.00
315-RESIDENTIAL DEVELOPMENT	2220.19
317-ARPA CAPITAL PROJECTS	1593.27
325-BUILDING & FACILITY MAINT	0.00
510-MUNICIPAL BAND	0.00
520-DOG PARK	0.00
530-TREE COMMITTEE	800.00
540-POLICE FORFEITURE	0.00
541-K-9 PROGRAM	100.00
545-SAFETY FUND	0.00
550-PARK GIFT	90.82
570-LIBRARY GIFT	2349.59
580-CEMETERY GIFT	0.00

600-WATER UTILITY	180223.58
601-WATER DEPOSIT FUND	1950.00
610-SANITARY SEWER	197606.73
670-SANITATION	60127.57
950-SELF INSURANCE	1413.74
951-UNEMPLOYMENT SELF INS	7.95
TOTAL BALANCE	<u>817571.77</u>

Motion made by Morgan, seconded by Stigers to approve the Third and Final Reading of an Ordinance Vacating a Portion of East 12th Street between North 4th Avenue and North 6th Avenue. Roll call on Motion. Ayes: Schroeder, Morgan, Moore, Stigers, Earnest. Nays: None. Motion carried. 5-0 (**Ordinance No. 1168**)

Motion made by Morgan, seconded by Schroeder to approve a Resolution Approving the Final Plat for the Sunrise Ridge Subdivision, Washington, Iowa. Roll call on Motion. Ayes: Moore, Stigers, Earnest, Schroeder, Morgan. Nays: None. Motion carried. 5-0 (**Resolution No. 2025-014**)

Motion by Morgan, seconded by Moore to approve a Quote to Clean and Scan Egg Sewer Interceptor. Motion carried. 5-0.

Motion made by Moore, seconded by Morgan for the appointment of Anna Banowsky to the Historic Preservation Commission. Motion carried. 5-0

Motion made by Morgan, seconded by Moore to approve a Resolution Terminating the Agreement for Private Redevelopment with Washington Hotel Group, LLC. Roll call on Motion. Ayes: Moore, Stigers, Earnest, Schroeder, Morgan. Nays: None. Motion carried. 5-0 (**Resolution No. 2025-015**)

Department reports were presented.

Motion made by Moore, seconded by Stigers to enter into Closed Session at 6:34 p.m. per Iowa Code 21.5(j) – To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Roll Call on motion. Ayes: Earnest, Morgan, Stigers, Moore, Schroeder. Nays: None. Motion carried. 5-0. Motion to come out of closed session made by Stigers, seconded by Morgan at 6:48 p.m. Roll call on motion. Ayes: Morgan, Stigers, Earnest, Schroeder, Moore. Nays: None. Motion carried. 5-0.

Motion by Morgan, seconded by Schroeder that the Regular Session held at 6:00 p.m., Tuesday, March 18, 2025 is adjourned at 6:48 p.m. Motion passed unanimously.

ATTEST:
Kathy Kron, City Clerk

Millie Youngquist
Mayor

CITY OF WASHINGTON HOUSING REHABILITATION PROGRAM

Homeowner Name: **Jo-Ardyth Scott**
 Address: **1027 N 6th Avenue
 Washington, IA 52353**

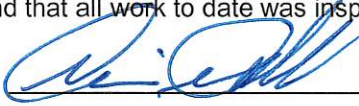
Contractor Name: **Nguyen Enterprises**
 Address: **2760 Stonegate Ct
 Hiawatha, IA 52233**
 Phone: **319-389-7803**

FINAL PAYMENT REQUEST


Final Items Completed:		\$19,413.00
New Change Order Total:		\$15,500.00
Total:		\$34,913.00
Add Retainage 10%		\$0.00
Final Payment Due:		\$34,913.00

Payment Summary	Partial Payment	\$0.00
	Final Payment:	\$34,913.00
	Total Payment:	\$34,913.00
\$19,413.00	\$15,500.00	\$34,913.00
Original Contract +	Total Change Orders =	Total Payment

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

General Contractor:  **Date:** 8-12-25

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

Property Owner:  **Date:** 03-12-25

Approved by the
ECICOG Project Administrator:  **Date:** 3-12-25

Housing Inspector:  **Date:** 3-12-25

Grantee (City) Representative: _____ **Date:** _____

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



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

Memorandum

March 25, 2025

To: Mayor and City Council
CC: City Clerk

From: Kelsey Brown
Finance Director

Re: Downtown Housing Grant – 111 N. Marion – DW Developments

In 2022, The City of Washington applied for a \$300,000 Downtown Housing Grant through the Iowa Economic Development Authority (IEDA) on behalf of the DW Development Property of 111 N Marion, for downtown housing. These grants are awarded to the City, as a recipient, on behalf of a property owner, who is then the sub-recipient. The scope of work for this grant is 100% completed at this time. This project has been a great addition to our downtown and greatly needed! All follow-up questions and concerns have been resolved with the audit firm reviewing these grants. The next step is to pay the developer the \$300,000 for the grant award, and then we will be able to show proof of payment to request our reimbursement from the IEDA for \$300,000. This memo requests approval of this payment to be passed through to DW Developments for the Downtown Housing Grant.

Thank you,

Kelsey

Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kathy Kron, City Clerk
Kelsey Brown, Finance Director
Kevin D. Olson City Attorney



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

Urban Chicken Permit

Under the auspices of Washington City Code of Ordinances Chapter 55.23 and Resolution 2013-058, the following resident is granted permission to keep chickens on their property for a period of two years, ending April 1, 2027, at which time resident must reapply to the Council for continued permission:

Name: Wilhelmino & Matthew Laughlin

Property Address: 315 East Washington Street

Number of chickens allowed: 4 (Must be hens only- no roosters)

The applicant has been found to have provided acceptable documentation to meet the following standards set by the City Council:

- Landlord sign-off (if applicant is a tenant)
- Acceptable description of chicken coop & pen including materials used & cubic feet
- Acceptable diagram of the property including dimensions, location of coop and pen, and identification of adjacent properties by street address
- Sign-off of all adjacent property owners
- Completion of Statement of Understanding on application

Additional Restrictions (if any):

Approved by the City Council this 1st day of April 2025.

ATTEST:

Kathy Kron, City Clerk

Millie Youngquist, Mayor

Millie Youngquist, Mayor
 Joe Gaa, City Administrator
 Kathy Kron, City Clerk
 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

Urban Chicken Permit Application

****Failure to complete all sections of the application and provide supporting documentation may result in a return or denial of your application. ****

1. Applicant Information

Name Wilhelmina Laughlin + Matthew Laughlin

Property Address 315 E Washington St

Daytime Phone # (319) 321-8431 Evening Phone # (319) 321-8431

Number of chickens &/or poultry to be kept 4 Hens
 (No roosters are allowed, Maximum number is 4)

2. Application Checklist

Resident's Submittal

Staff Review

- Landlord sign-off (if applicant is a tenant)

N/A

✓

- Description of chicken coop and pen including materials used & cubic feet

Small Wooden, Multic-level ✓

Coop: 74.75" L x 32" W x 40.5" H + Large Metal Chicken coop run.

- Diagram of the property including dimensions, location of coop and pen, and identification of adjacent properties by street address

Attached

✓

6.5' L x 10' W
6.5' H

- Sign-off of all adjacent property owners (please use form attached as Exhibit A)

Attached

✓

3. Statement of Understanding (Please initial by each item)

WL 1) I am aware that owners of all adjacent properties (i.e., all properties that contact each other at any point) must give their written consent for any urban chicken permit application to be approved.

WL 2) I am aware that I must receive approval from the City prior to obtaining chickens.

WL 3) I will follow all City ordinances and state laws relating to the care and keeping of animals.

WL 4) I am aware that I am responsible for keeping chickens within the confines of my property at all times.

WL 5) I am aware that I may not make any dimensional changes to my chicken coop without first obtaining approval from the City of Washington.

WL 6) I grant the right for City staff to inspect my property at any time to investigate a complaint related to this permit.

WL 7) I acknowledge that I live in an owner-occupied single-family home, or if renting, have the written permission of my landlord (landlord must provide a signature below).

WL 8) I affirm that I have never been found guilty of any animal welfare, neglect or cruelty violations.

WL 9) I understand that the permit is a limited license for the activity, no vested zoning rights arise from this permit and that the permit does not run with the land.

WL 10) I understand the private restrictions on the use of the property shall remain enforceable and shall supersede the permit. I affirm that there are no private restrictions including, but not limited to, deed restrictions, condominium restrictions, neighborhood association bylaws, covenants, and restrictions and rental agreements. A permit issued to a property subject to private restrictions that prohibit keeping of chickens is void.

WL 11) I understand that the City Council's approval is good for two years, by which time the City may have developed different guidelines and I must reapply for my continued keeping of chickens.

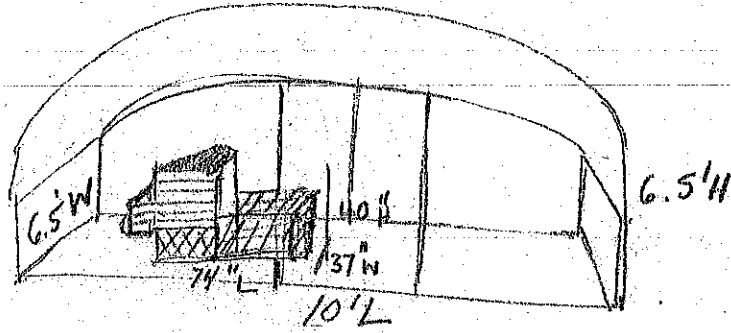
I affirm that all statements contained in the application and attachments are true and correct and that I the permit holder will keep the chickens in compliance with all related ordinances and as otherwise directed by the City Council. I understand that failure to comply with regulations may result in revocation of the permit and/or issuance of a municipal infraction.

Signature Wilhelmina Daughlin Date 03/16/25

If applicant is a tenant, the landlord must sign below:

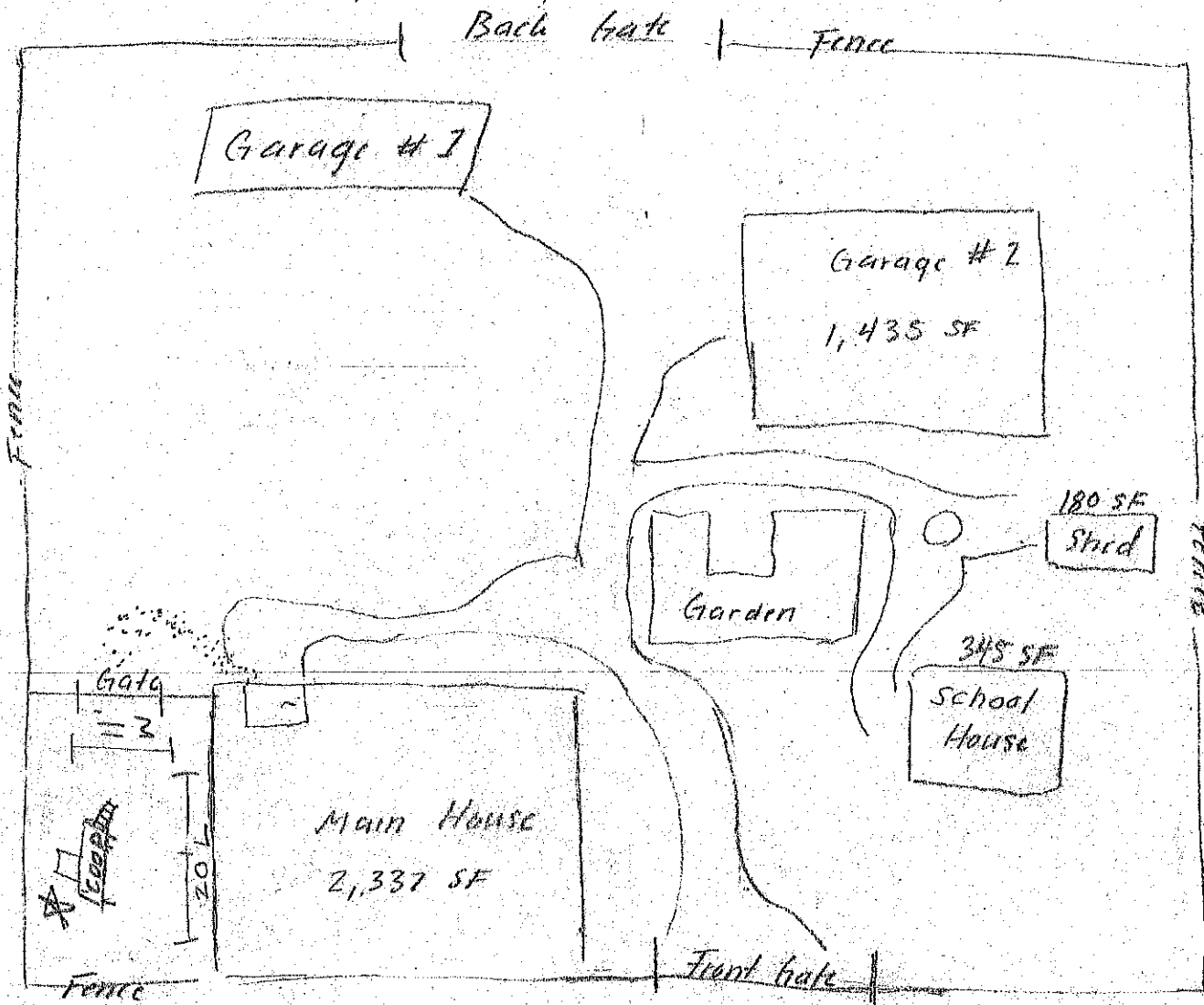
As the owner/authorized manager of the property at _____
(address), I give permission for my tenant _____ (applicant), to install a chicken coop and to keep chickens on the property, as may be approved by the City Council.

Coop / Run



Ally

Neighbor # 1



E Washington St.

* Double Lot, fully fenced in, additional fencing gate for children area.
315 + 311

Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kathy Kron, City Clerk
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

Landlord Signature _____ Date _____

House Purchased April 2022

*I am a small Nature-based Pre-school
Program and have been approved by HHS/DHS
to have chickens.*

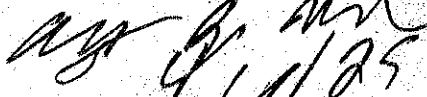
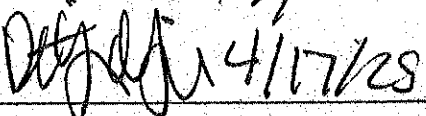
**NEIGHBOR SIGN-OFF FOR URBAN CHICKEN PERMIT
EXHIBIT A TO PERMIT APPLICATION**

Any person wanting to keep chickens must first receive written approval from all property owners adjacent to the property for which the permit is requested. Adjacent means all parcels of property that share a property line with the applicant's property, including those that only meet at a single property corner.

Applicant Name: Wilhelmina + Matthew Laughlin

Site Address: 315 E Washington St

The above applicant wishes to keep chickens in a coop at the property listed. I/We, being the adjacent property owner(s), have been provided a diagram of the planned coop and pen in relation to the applicant's property lines, and do not object to the above-named person keeping chickens as may be approved by the Washington City Council.

Name(s) & Address	Phone	Signature(s) & Date
319 E Washington St AURORA MOLINA	319 550 6265	 4/11/25
314 E Jefferson St. Destiny Noriega	319 931 0446	 4/17/25

(For additional adjacent property owners, please attach additional sheets)

Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kathy Kron, City Clerk
Kelsey Brown, Finance Director
Kevin D. Olson City Attorney



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

Urban Chicken Permit

Under the auspices of Washington City Code of Ordinances Chapter 55.23 and Resolution 2013-058, the following resident is granted permission to keep chickens on their property for a period of two years, ending April 1, 2027, at which time resident must reapply to the Council for continued permission:

Name: Nicholas Smith

Property Address: 1036 West Main Street

Number of chickens allowed: 4 (Must be hens only- no roosters)

The applicant has been found to have provided acceptable documentation to meet the following standards set by the City Council:

- Landlord sign-off (if applicant is a tenant)
- Acceptable description of chicken coop & pen including materials used & cubic feet
- Acceptable diagram of the property including dimensions, location of coop and pen, and identification of adjacent properties by street address
- Sign-off of all adjacent property owners
- Completion of Statement of Understanding on application

Additional Restrictions (if any):

Approved by the City Council this 1st day of April 2025.

ATTEST:

Kathy Kron, City Clerk

Millie Youngquist, Mayor

Millie Youngquist, Mayor
 Joe Gaa, City Administrator
 Kathy Kron, City Clerk
 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

Urban Chicken Permit Application

****Failure to complete all sections of the application and provide supporting documentation may result in a return or denial of your application. ****

1. Applicant Information

Name Nicholas Smith
 Property Address 1036 W Main St
 Daytime Phone # (319) 310 8534 Evening Phone # (319) 310 - 8534
 Number of chickens &/or poultry to be kept 4
 (No roosters are allowed, Maximum number is 4)

2. Application Checklist

Resident's Submittal

Staff Review

• Landlord sign-off (if applicant is a tenant)	<u>N/A</u>	<u>✓</u>
• Description of chicken coop and pen including materials used & cubic feet	<u>✓</u>	<u>✓</u>
• Diagram of the property including dimensions, location of coop and pen, and identification of adjacent properties by street address	<u>✓</u>	<u>✓</u>
• Sign-off of all adjacent property owners (please use form attached as Exhibit A)	<u>✓</u>	<u>✓</u>

3. Statement of Understanding (Please initial by each item)

NS 1) I am aware that owners of all adjacent properties (i.e., all properties that contact each other at any point) must give their written consent for any urban chicken permit application to be approved.

NS 2) I am aware that I must receive approval from the City prior to obtaining chickens.

NS 3) I will follow all City ordinances and state laws relating to the care and keeping of animals.

NS 4) I am aware that I am responsible for keeping chickens within the confines of my property at all times.

NS 5) I am aware that I may not make any dimensional changes to my chicken coop without first obtaining approval from the City of Washington.

NS 6) I grant the right for City staff to inspect my property at any time to investigate a complaint related to this permit.

NS 7) I acknowledge that I live in an owner-occupied single-family home, or if renting, have the written permission of my landlord (landlord must provide a signature below).

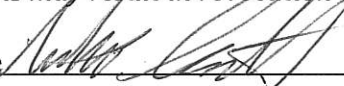
NS 8) I affirm that I have never been found guilty of any animal welfare, neglect or cruelty violations.

NS 9) I understand that the permit is a limited license for the activity, no vested zoning rights arise from this permit and that the permit does not run with the land.

NS 10) I understand the private restrictions on the use of the property shall remain enforceable and shall supersede the permit. I affirm that there are no private restrictions including, but not limited to, deed restrictions, condominium restrictions, neighborhood association bylaws, covenants, and restrictions and rental agreements. A permit issued to a property subject to private restrictions that prohibit keeping of chickens is void.

NS 11) I understand that the City Council's approval is good for two years, by which time the City may have developed different guidelines and I must reapply for my continued keeping of chickens.

I affirm that all statements contained in the application and attachments are true and correct and that I the permit holder will keep the chickens in compliance with all related ordinances and as otherwise directed by the City Council. I understand that failure to comply with regulations may result in revocation of the permit and/or issuance of a municipal infraction.

Signature  Date 3/19/2025

If applicant is a tenant, the landlord must sign below:

As the owner/authorized manager of the property at N/A
(address), I give permission for my tenant _____ (applicant), to install a chicken coop and to keep chickens on the property, as may be approved by the City Council.

*Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kathy Kron, City Clerk
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*

Landlord Signature _____ Date _____

"One of the 100 Best Small Towns in America"

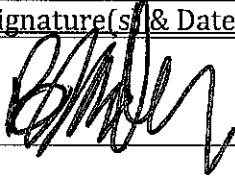
**NEIGHBOR SIGN-OFF FOR URBAN CHICKEN PERMIT
EXHIBIT A TO PERMIT APPLICATION**

Any person wanting to keep chickens must first receive written approval from all property owners adjacent to the property for which the permit is requested. Adjacent means all parcels of property that share a property line with the applicant's property, including those that only meet at a single property corner.

Applicant Name: Nicholas Smith

Site Address: 1036 W Main St.

The above applicant wishes to keep chickens in a coop at the property listed. I/We, being the adjacent property owner(s), have been provided a diagram of the planned coop and pen in relation to the applicant's property lines, and do not object to the above-named person keeping chickens as may be approved by the Washington City Council.

Name(s) & Address	Phone	Signature(s) & Date
Cornerstone Excavating INC	319-653-3957	

(For additional adjacent property owners, please attach additional sheets)



Extra large wooden Chicken coop

Two large nesting boxes with seating for 4
Large Run to Forage
Protect your animals from predators and weather
Easy Access with Front Door

Overall size: 122"L x 59"W x 59"H
Main house: 29.5"L x 29.5"W x 39.5"H
Extension run: 90.5"L x 29.5"W x 38.5"H
Recommend for 6-8 Chickens (Depending on size and breed)

Great Features:

- Slide out Tray for Easy Clean
- 2 Ventilation Windows
- Sliding door keeps poultry locked up safely at night
- Strong Wire Mesh to Protect Animals from Predators
- User-Friendly Assembly with instruction Manual

Strong Wire Mesh to prevent rodents, and other predator's from harming your pets.

Defend against natural enemies

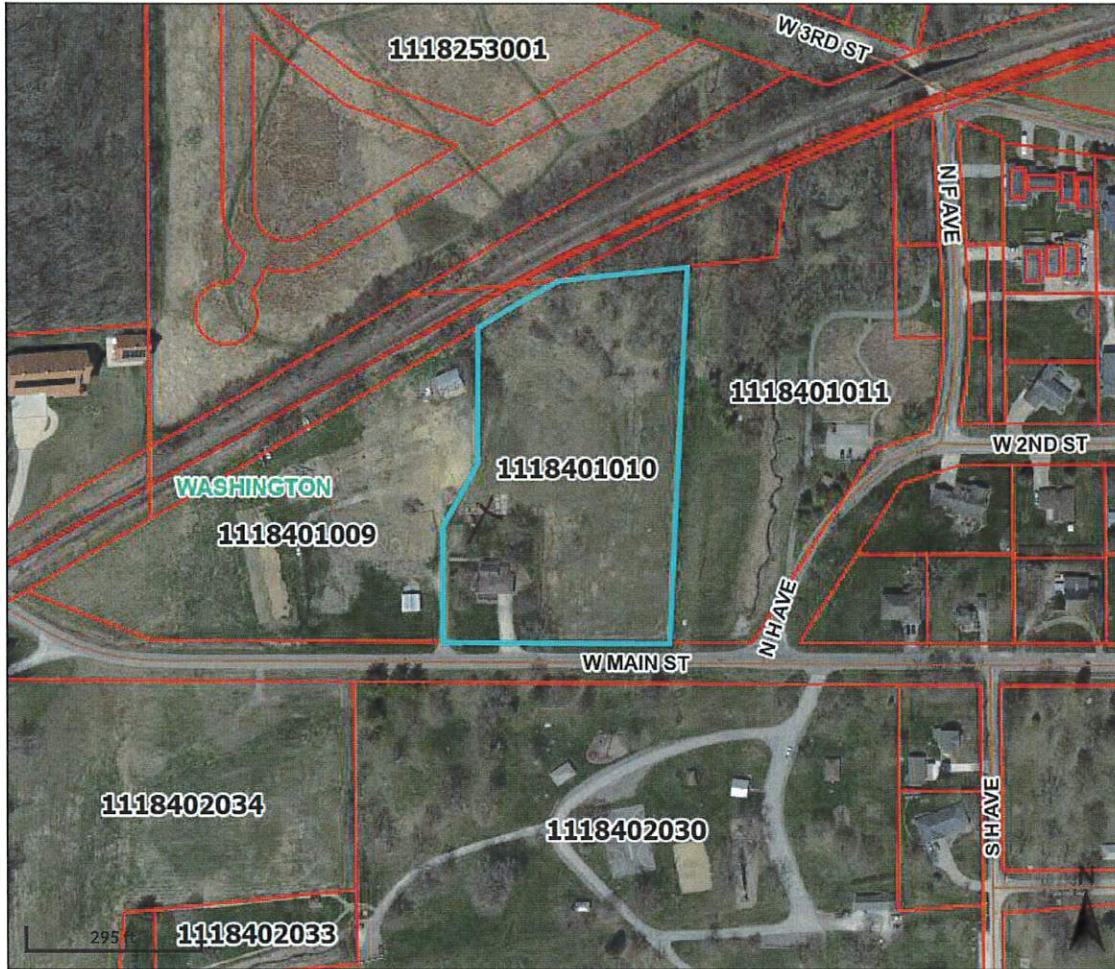


Durable and long-lasting

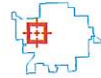




City of Washington, IA



Overview



Legend

- City Limits
- Parcels
- Road Centerline
- Railroad Strip Maps

Parcel ID	1118401010	Class	R	Owner Address	SMITH, NICHOLAS L.
Sec/Twp/Rng	n/a	Acreage	n/a		1036 W MAIN ST
Property Address	1036 W MAIN ST WASHINGTON				WASHINGTON, IA 52353
District	WACWS				
Brief Tax Description	18 75 07 NW WASH IRR W PT LOT 22 & LOT 2 OF LOT 21 & ADJ ABD RR ROW SW1/4 (Note: Not to be used on legal documents)				

Date created: 3/20/2025
 Last Data Uploaded: 3/20/2025 4:04:28 AM

Developed by SCHNEIDER
 GEOSPATIAL

Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kathy Kron, City Clerk
Kelsey Brown, Finance Director
Kevin D. Olson, City Attorney



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

NOTIFICATION FORM –

LIQUOR/BEER/CIGARETTE/DANCE LICENSE RENEWALS

Business Name: **Wal-Mart Supercenter #1475**

Business Address: **2485 HWY 92, Washington, Iowa**

App #: **App-216699**

Type of License:

New: _____ Renewal: X Special: _____ Five-Day: _____ Amendment: _____

Permanent Premise Transfer:

Beer/Wine Permit:

Liquor License: **Class E Retail Alcohol License**

Automatic Renewal:

Cigarette License:

Dance Permit:

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

Living Quarters:

Outdoor Service Area:

Catering Privilege:

Date of Council Meeting: **April 1, 2025**

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

Police Chief sign off _____ Date 3-4-2025

Fire: fire inspection done: Yes: _____ No: _____

Fire Marshal/Fire Chief sign off _____ Date _____

8AM
Wed 26th

Millie Youngquist, Mayor
Joe Gaa, City Administrator
Kathy Kron, City Clerk
Kelsey Brown, Finance Director
Kevin D. Olson, City Attorney



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

NOTIFICATION FORM –

LIQUOR/BEER/CIGARETTE/DANCE LICENSE RENEWALS

Business Name: **Wal-Mart Supercenter #1475**

Business Address: **2485 HWY 92, Washington, Iowa**

App #: **App-216699**

Type of License:

New: _____ Renewal: X Special: _____ Five-Day: _____ Amendment: _____

Permanent Premise Transfer:

Beer/Wine Permit:

Liquor License: **Class E Retail Alcohol License**

Automatic Renewal:

Cigarette License:

Dance Permit:

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

Living Quarters:

Outdoor Service Area:

Catering Privilege:

Date of Council Meeting: **April 1, 2025**

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

Police Chief sign off _____ Date _____

Fire: fire inspection done: Yes: _____ No: _____
Fire Marshal/Fire Chief sign off [Signature] Date 3/26/25



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Walmart Inc.	Wal-Mart Supercenter# 1475	(479) 371-8476		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
2485 HWY 92		Washington	Washington	52353
MAILING ADDRESS	CITY	STATE	ZIP	
702 SW 8th Street	Bentonville	Arkansas	72716	

Contact Person

NAME	PHONE	EMAIL
Maria Garcia	(479) 685-6902	complic@wal-mart.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0001529	Class E Retail Alcohol License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
May 11, 2025	May 10, 2026	

SUB-PERMITS

Class E Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Matthew Allen	Rogers	Arkansas	72758	Assistant Treasurer	0.00	Yes
Carl Doug McMillon	Bentonville	Arkansas	72712	President & CEO	0.00	Yes
Sarah Little	Washington	Iowa	52353	Assistant Secretary	0.00	Yes
Emma Waddell	Washington	Iowa	52353	Senior Vice President	0.00	No

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

Joe Gaa, City Administrator
Kathy Kron, 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
Erin Elgin
Erin Smith

Parks Superintendent:
Nick Pacha

March City Council Update – Parks Department

- A LOT of time spent on Wellness Park Soccer field concession/restroom project meetings, meeting with sub contractors and lining up timing of trades to get on site.
- Wellness park soccer concession stand/restrooms project is 99% complete. We have some painting and caulking to do. Assembly of some tables, install of fridge, fire ext. etc. to complete. 1st Washington high school scrimmage of the year was 3/24. First regular season game is April 1 running through end of May.
- Backfill of dirt and shaping/grading of dirt at Wellness park concession stand and removal of extra dirt.
- Practice has begun on Redling, Greenfield and East creek/water tower field. The Wellness park fields will open April 1 for practice.
- Applied pre emergent weed control on 3 baseball infields and removed old weeds and drug ballfields preparing for practice.
- Limb and stick removal around all Parks continues.
- Removal of rock in grass areas from snow removal.
- Parks Dept. trucks out of winter storage and serviced and washed
- Central Park restroom - Floor plumbing has been completed and backfilled. Floor concrete has been poured. Block walls are up, weather proofing applied, electrical rough in is complete, roof trusses and shingles are on. Exterior decorative brick will continue this week and next, then interior finishes. Completion date is still scheduled for end of May.
- Installing of exterior AED's at soccer field concession stand. Working with contractor to install one at Central park restroom.
- Ordering of fertilizer and grass seed for ballfields, soccer fields, central park and other areas
- Working on Part-Time summer staffing for 2025 and OJT worker.
- Attended weekly Department head meetings.
- Met with user groups for spring kickoff meeting. Washington schools, WASP, WASA, WBC, YMCA
- Port o potty's ordered and placed for summer
- Maintenance of all equipment including mowers, utility cart, gator etc.

- Shop and office cleaning and organizing trying to create more room.
- 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. *****

3/1/25-3/14/25

MAINTENANCE & CONSTRUCTION DEPT. REPORT

STREETS: Personnel pothole patched on numerous occasions. The street sweeper has been out with above normal temperatures. Personnel have been sawing concrete patches and continuing the list of 84 patches that have been marked.

WATER DISTRIBUTION: Personnel changed out a 1 inch lead water service to plastic located at 821 South Marion Ave. Personnel repaired the 9th water main located on Lexington Blvd just east of Washington Lumber, where a new 8 inch gate valve was installed.

SEWER COLLECTION: Personnel jetted and flushed a couple sewers where residents were having issues, resulting in the City's sewer mains being OK.

STORM SEWER COLLECTION: Personnel cleaned a couple intakes from the recent rains. Personnel jetted the pressure line from the underpass lift station off of North 2nd Ave.

MECHANIC/SHOP: Personnel serviced PD 771 (cleaned codes), FD #3 (repaired kill switch & pump motor), worked on converting shoring trailer into concrete equipment trailer, dump trailer (4 new tires), #311 (new batteries), PD 852, #119 (took salt spreader out), Camera trailer (new electric outlet), JD loader (repaired pivot pin) and Generator.

OTHER: Personnel responded to 31 One Call Locates. Personnel hauled a few loads of rock back to the material storage building. Personnel attended a SASSO meeting on Workzone and Flagger safety. Numerous loads of spoil were hauled away from the shop.

*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.



Proclamation

Sexual Assault Awareness Month

April 2025

- Whereas,** sexual abuse, sexual violence, and stalking affect anyone, including children, causing long-term physical, psychological, and emotional harm; and
- Whereas,** Every 68 seconds, an American is sexually assaulted, and every 9 minutes, that victim is a child.
- Whereas,** Approximately 70% of people affected by rape or sexual assault experience moderate to severe distress, a larger percentage than for any other violent crime.
- Whereas,** sexual violence in rural communities exists as a hidden, silent, and often unrecognized crime that is often underreported, it's widespread and affects every community member; and
- Whereas,** through the inspiration, courage, and resilience of people affected by sexual violence, our communities are learning to better respond to the life-changing impact of sexual violence on individuals through systems and in the community; and
- Whereas,** DVIP & RVAP has worked to end violence and abuse for more than 45 years through the collaborative partnerships of staff, volunteers, local municipalities, criminal justice, health and human services, faith communities, business leaders, and private citizens; and
- Whereas,** our community's achievements should be commended, and we must continue our commitment to respect and support those affected by sexual violence and to prevent future violence in our community.

Now, therefore, be it resolved that we, the City of Washington, Iowa, do hereby proclaim the month of April 2025 to be:

Sexual Assault Awareness Month

in Washington, Iowa, and urge all people to work together to eliminate sexual violence, sexual abuse, and stalking from our community.

Signed this _____ day of _____, 2025 in Washington, Iowa.

Millie Youngquist, Mayor



Washington Police Department

James Lester, Chief of Police

215 East Washington Street

Washington, Iowa 52353

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

Rhonda Hill
Administrative Assistant

Shamus Altenhofen
Lieutenant

Benjamin Altenhofen
Lieutenant

Brian VanWilligen
Sergeant / Investigator

Jason Chalupa
Sergeant

Eric Kephart
Sergeant / K-9 Handler

Mia Brdecka
Police Officer

Jacob Butler
Police Officer

Ryan Burkhart
Police Officer

Devin Fraise
Police Officer

Easton Botkins
Police Officer

Noah Kleese
Police Officer

March 25, 2025

To: Mayor & City Council

Cc: Joe Gaa, City Administrator & Kathy Kron, City Clerk

Ref.: Police Department 2024 Annual Report and Awards

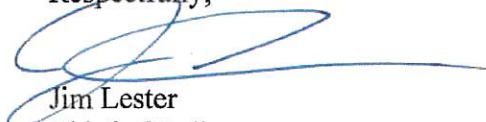
I plan to present the 2024 Annual Report at the City Council's regular meeting on Tuesday, April 1st.

Despite being short staffed and working with the transition of new staff our calls for service saw a significant increase from 5,026 in 2023 to 6,151 in 2024. Officers completed 647 incident reports in 2024, up from 642 in 2023. Those incident reports included 693 different offenses, up from 618 reported offenses in 2023.

In addition to the statistical data, I will share information on the 800+ hours of training officers participated in during 2024 and announce the 2024 Officer of the Year and present commendations for the 2024 Rookie of the Year award.

Copies of the Annual Report and additional information will be included in our presentation on April 1st.

Respectfully,



Jim Lester
Chief of Police



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Kathy Kron, 319-653-6584 ext 131; kkron@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: EASTER EGG HUNT

Coordinator: ABE KOEHN

Contact Number: 319-461-8891

Email Address: a.koehn@marionavenuebaptist.com

2. **EVENT INFORMATION**

Event Description: A simple Easter egg hunt for children.

Days/Dates of Event: SUNDAY, APRIL 20

Time(s) of Event: (Include Set Up/Tear Down Time) 8:00AM — 2:00PM

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 gators/UTV/ATV on City streets
- Use of City Park (specify park: CENTRAL PARK) Parade (attach map of route and indicate streets to be closed)
- Electrical Needs: _____
- 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:)

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

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

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

Will additional restrooms be brought to the site? Yes No If yes, how many? _____
(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.



Applicant/Sponsor Signature

3/17/25
Date

DEPARTMENT APPROVALS

Indicate Date Contacted	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
3/17/25	City Clerk (Liquor Licenses)	Kathy Kron	319-653-6584 ext 131	kkron@washingtioniowa.gov
	Comments/Restrictions:			
3/17/25	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:			
3/17/25	Fire Chief	Brendan DeLong	319-653-2239	firedept@washingtioniowa.gov
	Comments/Restrictions:			
3/17/25	Streets	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
	Comments/Restrictions:			
3/17/25	Parks	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
	Comments/Restrictions:			
	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us			
	Comments/Restrictions:			

CITY COUNCIL APPROVAL

City Clerk Signature

Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Kathy Kron, 319-653-6584 ext 131; kkron@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: TBD
Coordinator: PLANT Washington; Kerrie Willis
Contact Number: 319-461-4600
Email Address: plant52353@gmail.com

2. **EVENT INFORMATION**

Event Description: Chamber of Commerce Ribbon-Cutting
and PLANT Earth Day Launch

Days/Dates of Event: Tuesday, April 22nd, 2025

Time(s) of Event: (Include Set Up/Tear Down Time) 2PM-8PM

Event Location: PLANT Washington Site; 803 S. Avenue D

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

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

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

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

Description: _____

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

Other Requests

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

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

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

_____ Fireworks (specify location :)

_____ Use of gators/UTV/ATV on City streets

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

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

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

_____ Street barricades

_____ Emergency "No Parking" Signs

_____ Traffic cones

XX Picnic Tables

_____ Yield signs for crosswalks

XX 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):

XX 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 XX No If yes, how many? _____
(General guideline of 1 restroom/100 people)

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

Contact Person: Kerrie Willis, PLANT

Phone: 319-461-4600

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

We have carried 1,000,000 policy on the site since April, 2024. Please let me know if you do not have that document on file. Thank you.

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.

Kerrie Willis, PLANT

3/23/2025

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.		
_____	City Clerk (Liquor Licenses)	Kathy Kron 319-653-6584 ext 131	kkron@washingtioniowa.gov
_____	Comments/Restrictions:		
_____	Police Chief	Jim Lester 319-458-0264	jlester@washingtioniowa.gov
_____	Comments/Restrictions:		
_____	Fire Chief	Brendan DeLong 319-653-2239	firedept@washingtioniowa.gov
_____	Comments/Restrictions:		
_____	Streets	JJ Bell 319-653-1538	jjbell@washingtioniowa.gov
_____	Comments/Restrictions:		
<u>e-mailed 3/23/25</u>	Parks	Nick Pacha 319-321-4886	npacha@washingtioniowa.gov
_____	Comments/Restrictions:		
<u>e-mailed 3/23/25</u>	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us		
_____	Comments/Restrictions:		

CITY COUNCIL APPROVAL

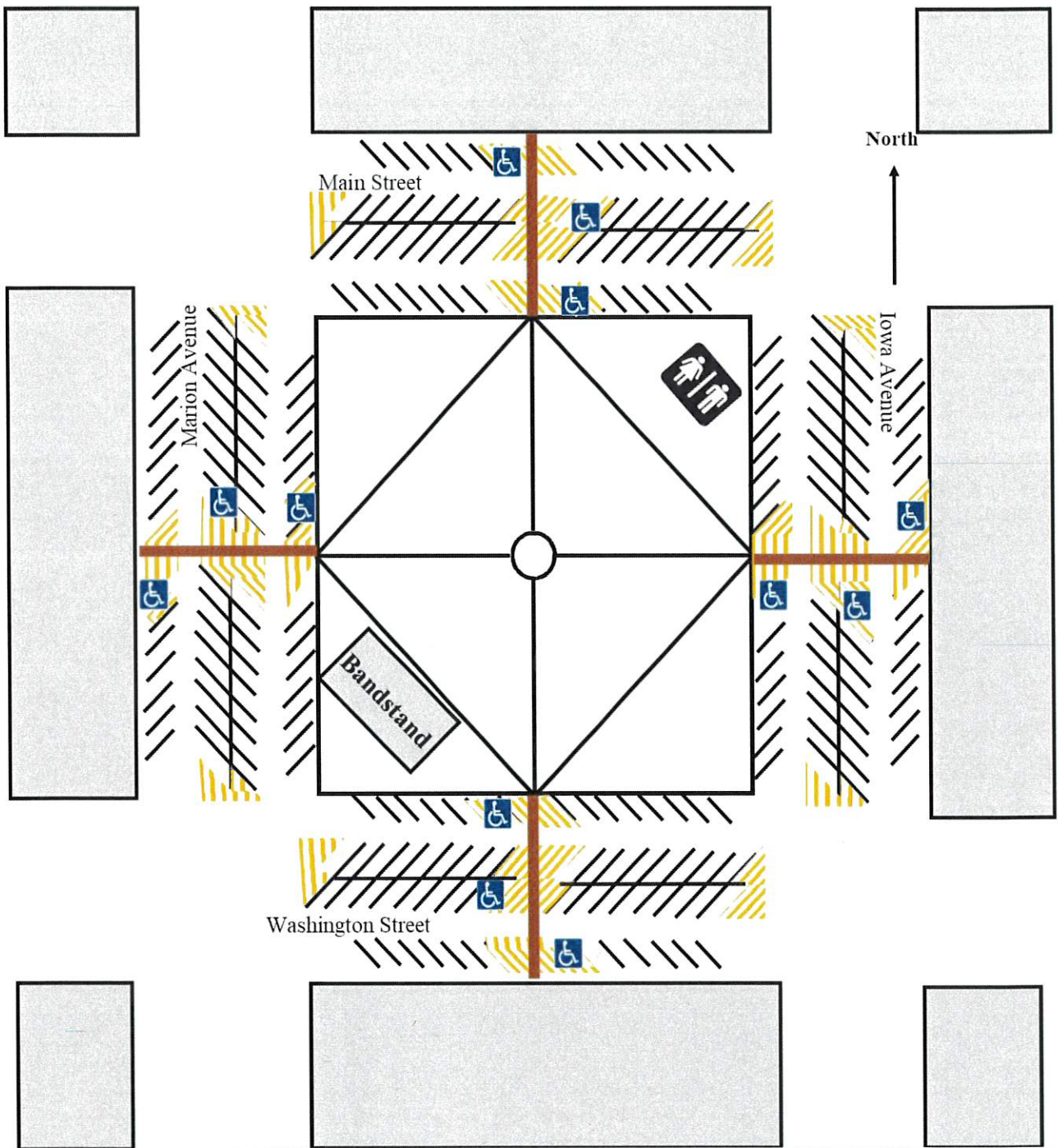
City Clerk Signature

Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

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





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: Washington Public Library Summer Reading Program

Coordinator: Alison Greiner/Jenisa Harris

Contact Number: 319-653-2126

Email Address: alison.greiner@washington.lib.ia.us/jenisa.harris@washington.lib.ia.us

2. EVENT INFORMATION

Event Description: 1) Mikayla Oz-Magician 2) Absolute Science 3) Foam Zone
4) Dino Dimensions

Days/Dates of Event: 1) June 10 @ 6pm 2) June 23 @ 10am 3) July 26 @ 10am

Time(s) of Event: (Include Set Up/Tear Down Time) 1) 5:30-7:50pm 2-4) 9:30-11:30 am 4) July 29 @ 10am

Event Location: Central Park Bandstand and area in front of that (grass)

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

3. REQUEST INFORMATION (Check All Applicable Items)

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

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

Description: N/A

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

N/A

Other Requests

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

Use of gators/UTV/ATV on City streets

Use of City Park (specify park: _____)

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

Electrical Needs: *Central Park electricity*
On 7/26/25 we need water access

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

Enough to barricade the manhole when using water access 7/26/25

Yield signs for crosswalks

Emergency "No Parking" Signs

Garbage/Recycling Barrels

Traffic cones

Street Sweeping following (parades)

Picnic Tables

Other (please specify:)

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

Amplified Sound/Speaker System

Recorded/Live Music

Public Address System

If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: _____

Phone: _____

7. INSURANCE

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

Certificate of Insurance provided and accepted

Certificate of Insurance not required

8. AGREEMENT

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

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

Alison Shuever
Applicant/Sponsor Signature

3/20/25
Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
_____	City Clerk (Liquor Licenses)	Sally Y. Hart	319-653-6584 ext 131	sallyhart@washingtioniowa.gov
	Comments/Restrictions:			
<u>3/20/25 via email</u>	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:			
_____	Fire Chief	Brendan DeLong	319-461-3796	bdelong@washingtioniowa.gov
	Comments/Restrictions:			
_____	Streets	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
	Comments/Restrictions:			
<u>3/20/25 via email</u>	Parks	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
	Comments/Restrictions:			
_____	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us			
	Comments/Restrictions:			

CITY COUNCIL APPROVAL

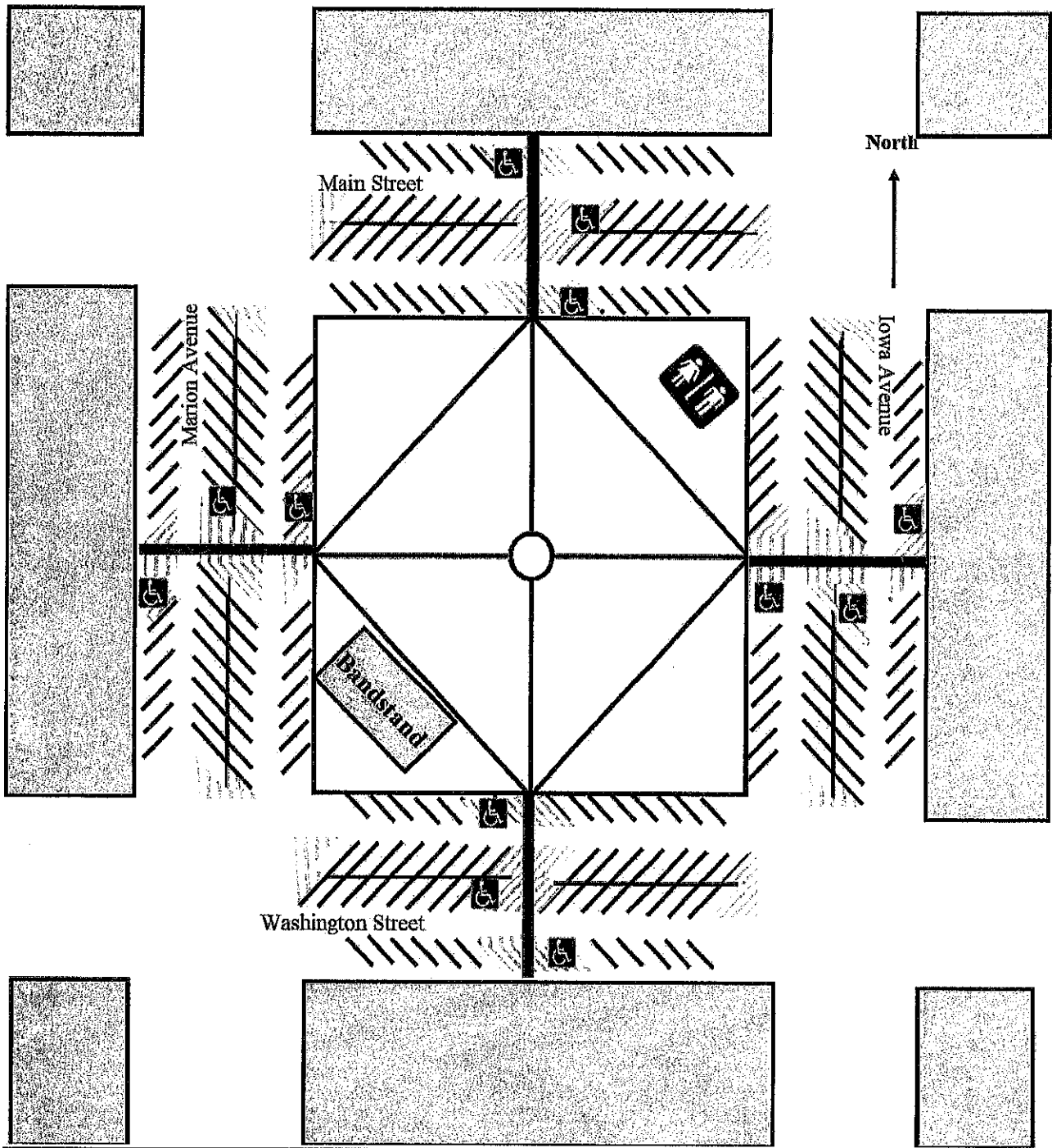
City Clerk Signature

Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

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



Washington Public Library
Summer Reading Facilities Request
2025

We are excited to once again request city facilities for our upcoming Summer Reading events this summer.

These are the dates, events and what we will need for each event:

June 10th at 6:00 pm, Mikayla Oz-Magician - We hope to hold this event at the **bandstand in Central Park** and will need to use **electricity**.

June 23rd at 10:00 am, Absolute Science - We hope to hold this event at the **bandstand in Central Park** and will need to use **electricity**.

July 26th at 10:00 am, Foam Zone - We hope to hold this event **near the bandstand in Central Park** and we will need **electricity and access to water**. (See attached information about the foam.)

July 29th at 10:00 am, Dino Dimensions - We hope to hold this event at the **bandstand in Central Park** and will need to use **electricity**.

*In case of rain all events will be held in the library except for the Foam Zone.

We have submitted the paperwork to the city and contacted Nick Pacha and Jim Lester with the dates and what we will need.

Please contact us if there are any questions or concerns. We appreciate the support we have always received from the City of Washington.

Alison Greiner, alison.greiner@washington.lib.ia.us

Jenisa Harris, jenisa.harris@washington.lib.ia.us

Have questions or concerns about our Foam? No problem!

We use only the highest quality solution for our foam. It's bio-degradable, non-staining, non-toxic, and hypoallergenic! It's also safe for babies, pets, the environment including lawns and gardens.

Our foam is made up of Sodium Lauryl Sulfate, Glycerol & water. These are also the main ingredients used in things like shampoo, dish soap, and even toothpaste but without the additional chemicals and perfumes.

Sodium Lauryl Sulfate (SLS), a cleaning agent and surfactant, is an ingredient in many personal care and cleaning products. SLS is derived from natural sources like coconut and palm kernel oil.

Multiple scientific bodies have reviewed SLS as an ingredient in personal care and cleaning products and determined its typical use in these applications to be safe for both consumers and the environment.

The U.S. Food and Drug Administration (FDA) includes SLS on its list of multipurpose additives allowed as a direct food additive.

For more information on SLS please visit.

<http://www.chemicalsafetyfacts.org/sodium-lauryl-sulfate/>

Glycerol, sometimes referred to as glycerin, is sugar alcohol widely used in a variety of personal care products, including toothpaste, hair conditioner, cosmetics, and moisturizers. The FDA is the primary regulator of over-the-counter products and food packaging materials. FDA has approved glycerol for use as an additive to food packaging materials. Glycerol also has been approved for use in skincare products. FDA has placed glycerol on its Generally Recognized as Safe List.

For more information on SLS please visit.






<http://www.chemicalsafetyfacts.org/glycerol/>





IBCCES Sensory Guide™

Foam Daddy **Tempe, AZ** **ISD#06626**

TOUCH	TASTE	SOUND	SMELL	SIGHT
				
4	2	5	1	3

Sensory Level (1 = low sensory stimulation, 10 = high sensory stimulation)

© 2019 IBCCES ALL RIGHTS RESERVED

Participant Guidelines

- Hands on interaction
- Texture similar to bubbles in a bubble bath
- Opportunity to be enveloped in bubbles or to play on the outskirts of the bubbles
- Possibility of bubbles in mouth. No flavor added to bubbles and should be tasteless
- Volume of machine similar to a hair dryer
- Slight sound of bubbles popping for those especially sensitive to sound
- Low impact on this sense
- Wall of white bubbles
- Lighting is dependent on where event is taking place

© 2019 IBCCES ALL RIGHTS RESERVED

Activity Summary

FoamDaddy offers foam and snow party rentals for all groups, ages, and parties. FoamDaddy creates a safe, biodegradable Foam Solution perfect for FoamDaddy foam machines! **Note:** Texture of foam is similar to bubbles in a bubble bath. For individuals or children who have a sensitivity to the feeling of bubbles from a bubble bath this activity is not recommended. Machine can be turned on and off at will so operator can control the amount of bubbles available.

© 2019 IBCCES ALL RIGHTS RESERVED



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact Info: Kathy Kron, 319-653-6584 ext 131; kkron@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: Community Art Project
Coordinator: Jenny Humphreys, Lincoln Elem. Art Teacher
Contact Number: 319-931-7888
Email Address: jhumphre@washington.k12.ia.us

2. EVENT INFORMATION

Event Description: 5th grade Art Service Club group will work with community members to make a piece of Community art.

Days/Dates of Event: Friday, April 25 (rain date: Friday, May 2)

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

Event Location: in the park on the square, possibly on the stage if its a windy day

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

3. REQUEST INFORMATION (Check All Applicable Items)

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

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

Description: _____

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

Other Requests

___ Temporarily park in a "No Parking" area
location : _____
 Use of City Park (specify park :
Electrical Needs: none

___ 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 :)

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

___ Fireworks (specify location :)

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?) not needed

Contact Person: _____ Phone: _____

7. INSURANCE

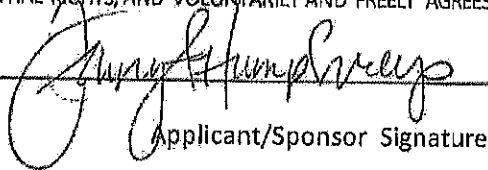
For events requiring an alcohol license, the minimum amount of coverage in the general liability insurance policy shall be \$2,000,000 general aggregate, \$1,000,000 personal injury and \$1,000,000 each occurrence. The minimum limits for the liquor liability policy shall be \$500,000. For all other events 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

3/25/25

Date

DEPARTMENT APPROVALS

Indicate Date Contacted

The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.

3/25/25

City Clerk Kathy Kron 319-653-6584 kkron@washingtioniowa.gov
ext 131
Comments/Restrictions:

3/25/25

Police Chief Jim Lester 319-458-0264 jlester@washingtioniowa.gov
Comments/Restrictions:

3/25/25

Fire Chief Brendan DeLong 319-653-2239 firedept@washingtioniowa.gov
Comments/Restrictions:

3/25/25

Streets JJ Bell 319-653-1538 jjbell@washingtioniowa.gov
Comments/Restrictions:

3/25/25

Parks Nick Pacha 319-321-4886 npacha@washingtioniowa.gov
Comments/Restrictions:

3/25/25

County Environmental Health (if serving food):
Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us
Comments/Restrictions:

CITY COUNCIL APPROVAL

City Clerk Signature

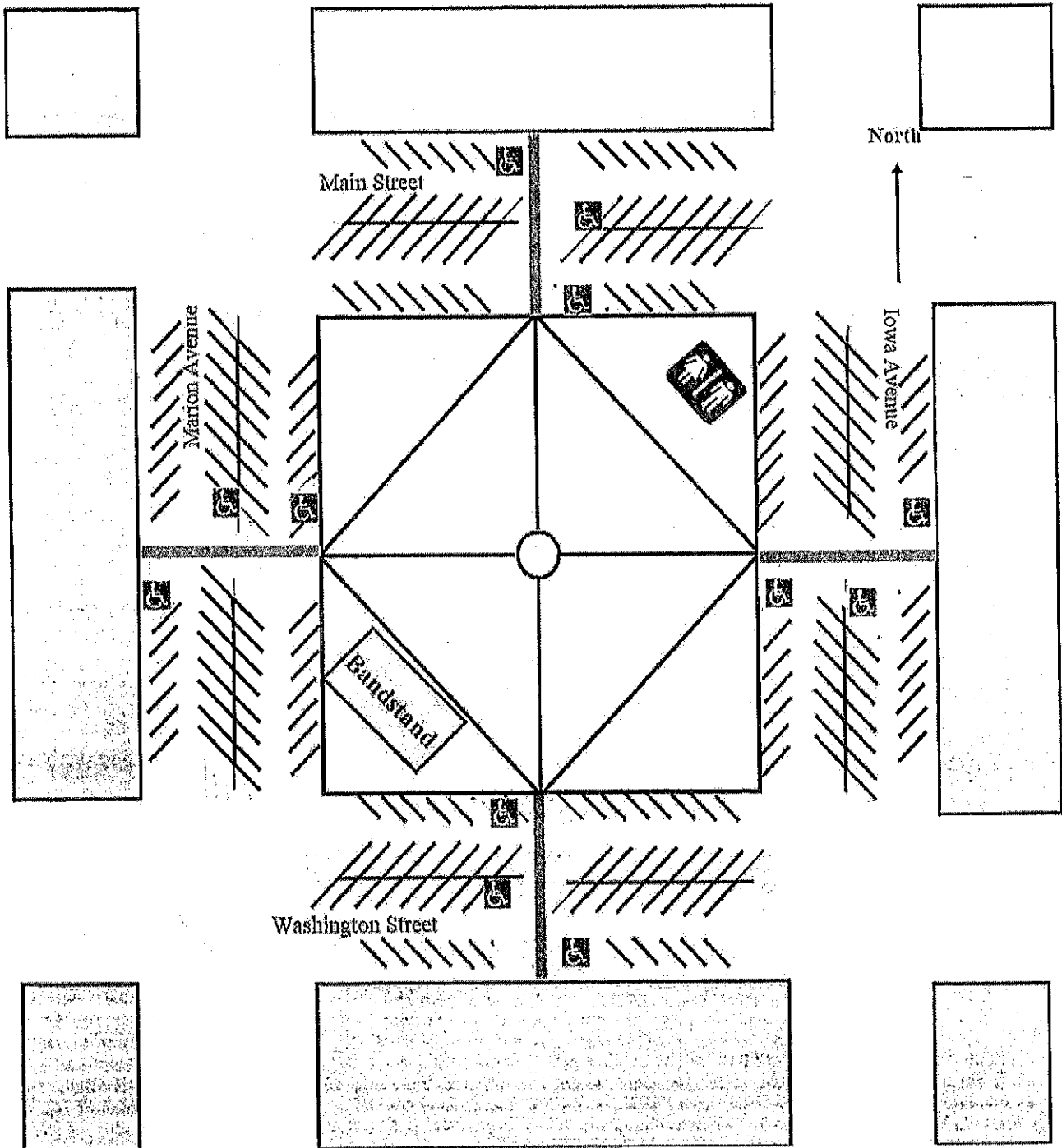
Date of Action

Approved: _____

Denied: _____

CONDITIONS IMPOSED: _____

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



**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
APRIL 1ST, 2025**

POLICE	ARCHER APPLIANCE	REFRIGERATOR FILTER	59.99
	ACE-N-MORE	BATTERIES/LEASHES/KEYS	123.89
	ALLIANT ENERGY	ALLIANT ENERGY	3039.48
	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	78.52
	BDH TECHNOLOGY LLC	SUBSCRIPTION RENEWALS	297.00
	BLUE TO GOLD, LLC	TRAINING-FRAISE/VANWILLIGEN	450.00
	CRITICAL HIRE	APPLICANT TESTING	25.00
	CUSTOM IMPRESSIONS INC	2024 OFFICER OF THE YEAR A	51.90
	DE LAGE LANDEN PUBLIC FINANCE LLC	MDT LEASE	577.88
	MARCO, INC.	PRINTER AND COPIER LEASE	458.05
	PEER SUPPORT FOUNDATION	CRITICAL INCIDENT MGMT TRA	375.00
	PUBLIC SAFETY CONSULTANTS.LLC	INVESTIGATION TRAINING	500.00
	VISA-TCM BANK, N.A.	CONFERENCE AND MEALS	1177.67
		TOTAL	7214.38
	FIRE	ALLIANT ENERGY	ALLIANT ENERGY
IMPRESSIONS COMPUTERS, INC		COMPUTER INSTALLATIONS	652.50
INTERSTATE POWER SYSTEMS INC		ENGINE #1 REPAIR	126.53
VISA-TCM BANK, N.A.		SUPPLIES & VITALS MACHINE	30.64
		TOTAL	7648.51
EMS	VISA-TCM BANK, N.A.	SUPPLIES & VITALS MACHINE	1645.25
		TOTAL	1645.25
ANIMAL CONTROL	JOHN DEERE FINANCIAL	DOG POUND SUPPLIES	145.22
	VISA-TCM BANK, N.A.	LODGING & DOG POUND SUPPLI	57.76
		TOTAL	202.98
LIBRARY	GFC LEASING - WI	PRINTER LEASE	249.64
	VALENTINE, TAMMY	HOMEBOUND REIMBURSEMENT	8.40
	VISA-TCM BANK, N.A.	ZOOM, POSTAGE, SUPPLIES	498.53
		TOTAL	756.57
PARKS	ACE-N-MORE	SUPPLIES	250.81
	ALLIANT ENERGY	ALLIANT ENERGY	1055.81
	AMAZON CAPITAL SERVICES	SUPPLIES	225.42
	ELLIOTT OIL COMPANY-BP ONE TRIP	FUEL	40.00
		TOTAL	1572.04
CEMETERY	ACE-N-MORE	SUPPLIES	55.29
	ALLIANT ENERGY	ALLIANT ENERGY	1508.08
	VISA-TCM BANK, N.A.	SIGN MATERIAL/MICROSOFT	121.89

		TOTAL	1685.26
FINANCIAL ADMIN	ALLIANT ENERGY	ALLIANT ENERGY	5319.10
	ACE-N-MORE	SUPPLIES	25.99
	BAKER PAPER & SUPPLY	COPY PAPER	252.00
	CAPITAL ONE	SUPPLIES	42.92
	IGRAPHIX, INC	NEWSLETTER PRINTING/MAILING	2903.45
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	382.50
	VISA-TCM BANK, N.A.	WEB SERVICES/MEMBERSHIP	1162.62
	WMPF GROUP LLC	LEGAL ADVERTISING	415.49
		TOTAL	10504.07
AIRPORT	ALLIANT ENERGY	ENERGY PAYMENTS	552.87
	BAUTISTA MIRANDA, YOLANDA	FEBRUARY CLEANING	300.00
	VISA-TCM BANK, N.A.	ZOOM & PHONE CABLES	94.54
		TOTAL	947.41
ROAD USE	ACE-N-MORE	SAW PARTS/GLOVES/SUPPLIES	304.54
	ALTORFER INC	CONCRETE SAW RENTAL	1148.80
	APPLIED INDUSTRIAL TECHNOLOGIES	SUPPLIES	224.30
	ARNOLD MOTOR SUPPLY	SUPPLIES	30.88
	ASCENDANCE TRUCKS EASTERN IOWA LLC	PARTS	63.72
	ELLIOTT OIL COMPANY-BP ONE TRIP	FUEL	67.30
	EVANS WELDING LLC	LOADER ARM	97.50
	HI-LINE INC	SUPPLIES	142.96
	HIWAY SERVICE CENTER	PARTS	49.40
	IOWA PRISON INDUSTRIES	SIGNS	84.00
	LAWSON PRODUCTS INC	HEX CAP	20.60
	ROSE EQUIPMENT LLC	STREET SWEEPER PARTS	968.85
	WMPF GROUP LLC	EMPLOYMENT ADVERTISING	162.00
		TOTAL	3364.85
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	116.65
		TOTAL	116.65
HOTEL/MOTEL TAX	VISA-TCM BANK, N.A.	WEB SERVICES	150.52
		TOTAL	150.52
TREE COMMITTEE	MCCONNELL, MARDE	REIMBURSEMENT FOR SUPPLIES	75.91
		TOTAL	75.91
K-9 PROGRAM	ACE-N-MORE	K9 FOOD	44.99
		TOTAL	44.99

LIBRARY GIFT	DES MOINES REGISTER	SUBSCRIPTION	533.03
	VISA-TCM BANK, N.A.	ZOOM, POSTAGE, SUPPLIES	122.40
		TOTAL	655.43
WATER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	623.92
	CONKLIN, DANA	MILEAGE REIMBURSEMENT	21.70
	POSTMASTER	BULK MAILING WATER BILLS	1264.98
		TOTAL	1910.60
WATER DISTRIBUTION	ACE-N-MORE	OWNER'S SUMP DR REPAIR	40.57
	ALLIANT ENERGY	ALLIANT ENERGY	68.28
	CAPITAL ONE	SUPPLIES	110.74
	CORE & MAIN LP	REPAIR PARTS	5962.62
	GUENGERICH, JERRY	TREE TRIMMING	250.00
	HIWAY SERVICE CENTER	PARTS	28.84
	IOWA ONE CALL	SERVICE	38.70
		TOTAL	6499.75
SEWER PLANT	ALLIANT ENERGY	ENERGY PAYMENTS	11187.10
	DETECTION INSTRUMENTS CORPORATION	H2S METER CALIBRATION	398.65
	G & R MILLER CONSTRUCTION	STAND PIPE REPAIR	54.00
	JETCO	VFD REPAIR	2523.00
	ONSITE SERVICES SOLUTIONS, LLC	D.O. METER CALIBRATION	3960.00
	VISA-TCM BANK, N.A.	LODGING & DOG POUND SUPPLI	604.38
		TOTAL	18727.13
SEWER COLLECTION	ACE-N-MORE	SUPPLIES	45.12
	ARNOLD MOTOR SUPPLY	SUPPLIES	56.18
	BROZENE HYDRAULIC SERVICE	A/C MACHINE SERVICE	953.67
	TIFCO INDUSTRIES	SWITCHES	52.25
		TOTAL	1107.22
SANITATION	WASH CO HUMANE SOCIETY	MARCH COLLECTIONS	330.00
		TOTAL	330.00
		TOTAL	65159.52




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

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

MEMORANDUM

TO: Mayor and City Council

FROM: Joe Gaa, City Administrator 

DATE: March 26, 2025

SUBJECT: Resolution to Set a Public Hearing to Adopt the FY2026 Budget

Prior to approval of the FY2026 Budget, a public hearing must be held. The hearing cannot be set until after the tax levy public hearing is held. As the levy hearing is at 5:30pm on April 1st, an item to set the budget hearing for April 15th has been placed on the April 1st Regular Council meeting.

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

RESOLUTION NO. 2025-

**A RESOLUTION SETTING A PUBLIC HEARING TO ADOPT THE ANNUAL
BUDGET FOR FISCAL YEAR 2025-2026**

WHEREAS, the annual budget has been prepared by City Council and staff for the Fiscal Year ending June 30, 2026; and

WHEREAS, a Public Hearing is required to be held where citizens may provide input to the City Council; and,

WHEREAS, a Public Hearing will be held on April 15, 2025, at which time citizen input is requested and all citizens comments will be heard.

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

Section 1. The City Council hereby sets a public hearing for Tuesday, April 15, 2025 at 6PM on adopting the annual budget for the Fiscal Year 2025-2026.

Section 2. The City Clerk is hereby directed to publish notice of said hearing in substantially the manner of the attached notice in the Southeast Iowa Union and on the City website as required by law.

PASSED AND APPROVED this 1st day of April, 2025. —

Millie Youngquist, Mayor

ATTEST:

Kathy Kron, City Clerk

FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES
 The City of: WASHINGTON County Name: WASHINGTON COUNTY
 Adopted On: (entered upon adoption) Resolution: (entered upon adoption)

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

		With Gas & Electric		Without Gas & Electric	
Regular	2a	279,746,656	2b	275,759,617	City Number: 92-887 Last Official Census: 7,352
DEBT SERVICE	3a	295,415,955	3b	291,428,916	
Ag Land	4a	1,618,440			

Consolidated General Fund Levy Calculation

	CGFL Rate	CGFL Dollars	Non-TIF Taxable w/ G&E	Taxable Growth %
FY 2025 Budget Data	8.12621	2,214,760	272,545,239	2.64
	Limitation Percentage			
	0			
	CGFL Max Rate	CGFL Max Dollars	Revenue Growth %	
Max Allowed CGFL for FY 2026	8.12621	2,273,280	2.64	

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	ENTER FIRE DISTRICT RATE BELOW		(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
384.1	8.12621	Consolidated General Fund			5	2,273,280	2,240,881	43 8.12621
		Non-Voted Other Permissible Levies						
384.12(1)	0.95000	Opr & Maint publicly owned Transit			7		0	45 0.00000
384.12(2)	0.27000	Aviation Authority (under sec.330A.15)			11		0	49 0.00000
384.12(3)	Amt Nec	Liability, property & self insurance costs			14	209,034	206,056	52 0.74723
384.12(5)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.			462		0	465 0.00000
		Voted Other Permissible Levies						
28E.22	1.50000	Unified Law Enforcement			24		0	62 0.00000
		Total General Fund Regular Levies (5 thru 24)			25	2,482,314	2,446,937	
384.1	3.00375	Ag Land			26	4,862	4,862	63 3.00375
		Total General Fund Tax Levies (25 + 26)			27	2,487,176	2,451,799	Do Not Add
		Special Revenue Levies						
384.6	Amt Nec	Police & Fire Retirement			29		0	0.00000
	Amt Nec	FICA & IPERS (if general fund at levy limit)			30	482,420	475,545	1.72449
Rules	Amt Nec	Other Employee Benefits			31	530,366	522,807	1.89588
		Subtotal Employee Benefit Levy (29,30,31)			32	1,012,786	998,352	65 3.62037
			Valuation					
386	As Req	With Gas & Elec		Without Gas & Elec				
	SSMID 1 (A)	0 (B)	0	34		0	66	0.00000
	SSMID 2 (A)	0 (B)	0	35		0	67	0.00000
	SSMID 3 (A)	0 (B)	0	36		0	68	0.00000
	SSMID 4 (A)	0 (B)	0	37		0	69	0.00000
	SSMID 5 (A)	0 (B)	0	555		0	565	0.00000
	SSMID 6 (A)	0 (B)	0	556		0	566	0.00000
	SSMID 7 (A)	0 (B)	0	1177		0	1179	0.00000
	SSMID 8 (A)	0 (B)	0	1185		0	1187	0.00000
		Total Special Revenue Levies			39	1,012,786	998,352	
384.4	Amt Nec	Debt Service Levy 76.10(6)			40	1,056,815	1,042,552	70 3.57738
384.7	0.67500	Capital Projects (Capital Improv. Reserve)			41		0	71 0.00000
		Total Property Taxes (27+39+40+41)			42	4,556,777	4,492,703	72 16.07119

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following: Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

(City Representative)

(Date)

(County Auditor)

(Date)



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

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

MEMORANDUM

TO: Mayor and City Council

FROM: Joe Gaa, City Administrator 

DATE: March 26, 2025

SUBJECT: Resolution to Approve Preliminary Plat of the Havel Subdivision

An item has been added to the April 1st Council meeting agenda to consider approval of the preliminary plat of the Havel Subdivision. The City code states that all subdivision plats, both preliminary and final, shall be approved by Council resolution. The preliminary plat was approved by Planning and Zoning on March 11th. We anticipate seeing the final plat at the April P&Z meeting.

At this meeting I would also like to discuss the infrastructure needs that exist in and around this subdivision and how they will be resolved in the future. This will involve discussing how you feel about the use of TIF to assist with completing these projects.

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

RESOLUTION 2025-___

**RESOLUTION APPROVING THE PRELIMINARY PLAT OF THE HAVEL
SUBDIVISION IN THE CITY OF WASHINGTON, IOWA**

WHEREAS, DW Developments has filed with the Clerk of the City of Washington, Iowa, the Preliminary Plat of a proposed subdivision located in the City of Washington, Iowa attached hereto and to be known as Havel Subdivision; and

WHEREAS, said Preliminary Plat was approved March 11, 2025 by the Planning and Zoning Commission of the City of Washington, Iowa; and

WHEREAS, the aforementioned Preliminary Plat is found to conform to the requirements of the City's Code of Ordinances.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that the Preliminary Plat of the Havel Subdivision hereby be approved.

PASSED AND APPROVED this 1st day of April, 2025.

Millie Youngquist, Mayor

ATTEST:

Kathy Kron, City Clerk



Areas that will need infrastructure improvements

PRELIMINARY PLAT
HAVEL SUBDIVISION
 WASHINGTON, IOWA



DATE		BY	REVISION
11	SEP/27/2016	ML	10,007
12	NOV/15/2017	ML	10,007



I hereby certify that I have surveyed, measured, located and marked the boundaries and area of the above described land and that the same are shown on the above plat and that the same are shown on the above plat and that the same are shown on the above plat and that the same are shown on the above plat.

PROJECT NO: 7028477
DATE: FEB. 15, 2015

SHEET NO: 1 OF 2

OWNER: THE DEVELOPERS, LLC
 10100 13TH AVE, SUITE 200
 WASHINGTON, IOWA 52583

ENGINEER AND SURVEYOR:
 SHAWN H. COHEN, LICENSE NO. 15301
 10100 13TH AVE, SUITE 200
 WASHINGTON, IOWA 52583

ZONING: R-1 - SINGLE-FAMILY RESIDENTIAL DISTRICT

UNSATURATED REQUIREMENTS: 7 FEET (MIN. WIDTH)
REQUIREMENTS: 7 FEET (MIN. WIDTH)
MINIMUM SETBACKS: 25 FEET
MINIMUM FRONT SETBACK: 25 FEET
MINIMUM SIDE SETBACK: 25 FEET
MINIMUM REAR SETBACK: 25 FEET

ALL PUBLIC EXAMINERS SHALL BE REFERRED TO THE CITY OF WASHINGTON, IOWA, FOR A HEARING, WHICH SHALL BE CONDUCTED IN SMOKEHOUSE WALKS (CITY OF WASHINGTON) FROM THE FIRST DAY UNTIL THE END OF THE PUBLIC HEARING PERIOD. THE CITY OF WASHINGTON SHALL HAVE THE RIGHT TO FILE AND THE RECORD TO BE MADE OF THE PUBLIC HEARING REPORT (PART 1) IN ACCORDANCE WITH THE CITY'S USE AND ZONING ORDINANCES. THE CITY OF WASHINGTON SHALL HAVE THE RIGHT TO FILE AND THE RECORD TO BE MADE OF THE PUBLIC HEARING REPORT (PART 1) IN ACCORDANCE WITH THE CITY'S USE AND ZONING ORDINANCES. THE CITY OF WASHINGTON SHALL HAVE THE RIGHT TO FILE AND THE RECORD TO BE MADE OF THE PUBLIC HEARING REPORT (PART 1) IN ACCORDANCE WITH THE CITY'S USE AND ZONING ORDINANCES.

LEGAL AREA OF DEVELOPMENT - 840 ACRES

LEGAL DESCRIPTION:
 Lots One (1) thru (13), One (14) thru (16), One (17) thru (19), and One (20) in Block Thirty-five (35) in the Second's Plat of the City of Washington, Washington County, Iowa.
 Lots One (1) thru (13), One (14) thru (16), One (17) thru (19), and One (20) in Block Thirty-five (35) in the Second's Plat of the City of Washington, Washington County, Iowa.
 Lots One (1) thru (13), One (14) thru (16), One (17) thru (19), and One (20) in Block Thirty-five (35) in the Second's Plat of the City of Washington, Washington County, Iowa.
 Lots One (1) thru (13), One (14) thru (16), One (17) thru (19), and One (20) in Block Thirty-five (35) in the Second's Plat of the City of Washington, Washington County, Iowa.

SCALE: 1" = 40'

DRAWN BY: TTH

CHECKED BY: BIM

PROJECT NO: 7028477

DATE: FEB. 15, 2015

SHEET NO: 1 OF 2

HAVEL SUBDIVISION
 BLOCK 35, 36, 45 & 46
 WIN SMOUSE'S HIGHLAND PARK ADD.
 WASHINGTON, IOWA

© COPYRIGHT 2015 GARDEN & ASSOCIATES, LTD.

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS

1701 3rd Avenue East, Suite 1
 20 S. Main St.
 Des Moines, Iowa 50317
 562.723.2326 Phone
 562.723.2393 Fax

806 Wyoming Ave.
 Granger, Iowa 50621
 562.782.4005 Phone
 562.782.4218 Fax

800.491.2324 Iowa Toll Free email@gardenassociates.net