



AGENDA OF THE REGULAR SESSION OF THE  
COUNCIL OF THE CITY OF WASHINGTON, IOWA  
TO BE HELD IN THE NICOLA-STOUFER ROOM  
AT 115 W. WASHINGTON STREET  
AT 6:00 P.M., TUESDAY, OCTOBER 17, 2017

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, October 17, 2017 to be approved as proposed or amended.

**Consent:**

1. Council Minutes October 3, 2017
2. IMWCA, Work Comp Prem. #4, \$6,787.00
3. Design Alliance, Professional Services Fire Station Project, \$3,363.22
4. Terracon, Professional Services, Water Treatment Plant Improvements, \$1,340.75
5. Midwest Tree Service, Removal of Trees, \$4,250.00
6. Kevin D. Olson, Professional Services, \$1,137.84
7. Panda Palace, 100 W. Main Street, Special Class C Liquor License (BW) (Beer/Wine), Sunday Sales. **(renewal)**
8. Department Reports.

**Claims and Financial Reports:**

Claims as Presented.

Financial Reports - September.

**SPECIAL PRESENTATION**

Discussion and Consideration of Main Street Washington SNOW Events.

Alliant Energy - Emily Upah, Key Account Manager

**PRESENTATION FROM THE PUBLIC** - Please limit comments to 3 Minutes.

**OLD BUSINESS**

Discussion and Consideration of Washington Home School Assistance Program Request for Reserved

Parking. (Tabled 09-05-17)

**NEW BUSINESS**

Affirm Mayoral Appointments to Park Board.

Discussion and Consideration of Fall 2017 Bio-solids Removal Bids.

Discussion and Consideration of Purchase of Compact Utility Tractor for Cemetery Department.

Discussion and Consideration of a Letter of Agreement for Goal Setting.

Discussion and Consideration of Surveying/Conceptual Design Proposal for E. Washington Sidewalk Project.

Discussion and Consideration of Task Order for Egg Sewer Relocation/Boundary Survey.

**CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS**

**PUBLIC HEARING:** Approving a Development Agreement with David and Lisa Nacos.

Discussion and Consideration of a Resolution Approving a Development Agreement with David and Lisa Nacos.

**PUBLIC HEARING:** Authorization of a Loan and Disbursement Agreement and the Issuance of Not to Exceed \$5,500,000 Water Revenue Capital Loan Notes for the City of Washington, Iowa,

Discussion and Consideration of a Resolution Regarding Not to Exceed \$5.5 Million Water Revenue Capital Loan Notes (Water Plant Improvements Project)

Discussion and Consideration of a Resolution Approving Demolition Form for Historic Properties as per Chapter 28 of the City of Washington Code of Ordinances.

Discussion and Consideration of a Resolution Approving a Revised Site Plan (UP Home Stormwater Revisions)

Discussion and Consideration of Resolution Endorsing Riverboat Foundation Municipal Grant Applications – FY19.

Discussion and Consideration of a Resolution Setting a Public Hearing on Disposal of Excess Property (House at 208 E. Jefferson St./Lot at 415 W. Madison St.)

**DEPARTMENTAL REPORT**

Police Department  
City Attorney  
City Administrator

**MAYOR & COUNCILPERSONS**

Sandra Johnson, Mayor  
Brendan DeLong  
Steven Gault

Kerry Janecek  
Jaron Rosien  
Kathryn Salazar  
Millie Youngquist

**ADJOURNMENT**

Illa Earnest, City Clerk

Council Minutes 10-03-2017

The Council of the City of Washington, Iowa, met in Regular Session in the Nicola-Stoufer Room, 115 W. Washington Street, at 6:00 P.M., Tuesday, October 3, 2017. Mayor Johnson in the chair. On roll call present: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Absent: none.

Motion by DeLong, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, October 3, 2017 be approved as proposed. Motion carried.

**Consent:**

1. Council Minutes September 19, 2017
2. Council Minutes, September 26, 2017
3. SPARK Consulting, W. Side Residential Historic District, \$1,456.80
4. John Hays, Urban Chicken Permit Application,
5. Smokin Joe's Tobacco & Liquor Outlet #9, 304 W. Madison St., Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (carryout beer), Sunday Sales. **(renewal)**
6. Department Reports.

Motion by Salazar, seconded by Gault, to approve the consent agenda. Motion carried.

Motion by Janecek, seconded by Youngquist, to approve payment of the claims as presented. Motion carried.

Finance Director Kelsey Brown gave the financial reports for August, 2017.

Motion by Rosien, seconded by Salazar to approve the financial reports.

Motion by Janecek, seconded by Gault, to approve the FY17 Final Budgeted Transfers. Motion carried.

Mayor Johnson read a Proclamation Declaring October as Domestic Violence Awareness Month.

Domestic Abuse Advocate and Washington County Domestic Violence Coalition President Brad Koenig spoke about the Coalition's activities and upcoming events to help victims of domestic violence.

Washington Public Library Director Debbie Stanton gave the Library's Annual Report which included FY2017 Special Accomplishments, a financial snapshot, circulation numbers and use of the meeting rooms, staff, technology, and library programs.

Motion by Rosien, seconded by DeLong, to approve the Washington Chamber of Commerce Requests for Halloween Activities for October 31. Motion carried.

Motion by Salazar, seconded by Youngquist, to approve the Request from the Music Boosters for the 3<sup>rd</sup> Annual Haunted Walk Event on October 20-21 and October 27-28 and be open until 11:00 P.M. Motion carried.

Nuisance Abatement Officer Jason Peterson gave council an update on nuisance abatements.

Presentations from the Public:

Several people came before council. Topics included a citizen in support of fireworks, several people spoke about being threatened by dogs at large, and a citizen urging greater financial support of PAWS & More.

Bids received for Skid Steer Loaders:

Vetter Equipment	2014 Bobcat S450	\$29,500
Scherrman's Implement	2013 Case SV185	\$31,000
Altorfer, Inc.	2014 Caterpillar 226B3 SA	\$29,800
Altorfer, Inc.	2011 Case SV300	\$30,800

Motion by Rosien, seconded by Gault, to approve purchase of the 2011 Case SV300 Skid Steer Loader from Altorfer, Inc. for \$30,800. Motion carried.

Motion by Salazar, seconded by Youngquist, to approve the Letter of Engagement with Ahlers & Cooney, P.C. for bond counsel services for \$10,100.00. Motion carried.

Motion by Salazar, seconded by DeLong, to approve the Resolution Setting a Public Hearing on Proposed Development Agreement with David and Lisa Nacos for October 17, 2017. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-064)**

Motion by Janecek, seconded by Salazar, to approve the third reading and adopt the Ordinance Amending the Code of Ordinances Chapter 28 "Historic Preservation Commission" Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1068)**

Motion by Salazar, seconded by Gault, to approve the third reading and adopt the Ordinance Amending the Code of Ordinances Chapter 41.12 "Fireworks". Roll call on motion: Ayes: DeLong, Gault, Rosien, Salazar. Nays: Janecek, Youngquist. Motion carried. **(Ordinance No. 1069)**

Motion by Janecek, seconded by Youngquist, to approve the third reading and adopt the Ordinance Amending the Code of Ordinances Zoning Map. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1070)**

Motion by Youngquist, seconded by Janecek, to approve the Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Youngquist. Nays: none. Salazar abstained with conflict. Motion carried. **(Resolution No. 2017-065)**

Motion by DeLong, seconded by Gault, that the Regular Session held at 6:00 P.M., Tuesday, October 3, 2017 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

# INVOICE

INV66439

## IMWCA

### IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION

500 SW 7TH STREET, SUITE 101  
 DES MOINES, IA 50309-4506  
 PHONE: 800-257-2708

DATE

10/1/2017

PAGE:

1

Washington, City of  
 215 E Washington

Mbr No: Member Name:  
 0706 Washington, City of

Washington IA 52353

Please remit payment to: IMWCA, P.O. Box 310009, Des Moines, IA 50331-0009

PURCHASE ORDER NO	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
	WASHI001	AG0075				
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	INSTALL4	Installment 4 - Work Comp Prem 17-18			6,787.00	\$6,787.00

This invoice is due by November 1, 2017.

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

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

Subtotal	\$6,787.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$6,787.00

*Thank You*



**City of Washington**  
215 East Washington Street  
Washington, IA 52353

October 3, 2017  
Invoice No: 205112  
Project No: 217055

Attn: Brent Hinson

Re: Washington Fire Station

For professional services rendered for the period September 1, 2017 to September 30, 2017  
for the referenced project.

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<u>Description</u>	<u>Contract Amount</u>	<u>% Work To Date</u>	<u>Amount Billed</u>	<u>Previous Billed</u>	<u>This Inv Billed</u>
Predesign	15,500.00	70.00%	10,850.00	7,750.00	3,100.00
Schematic	7,750.00	0.00%	0.00	0.00	0.00
Design Dev	31,000.00	0.00%	0.00	0.00	0.00
Const Doc	54,250.00	0.00%	0.00	0.00	0.00
Bid/Negot	7,750.00	0.00%	0.00	0.00	0.00
Const Admin	38,750.00	0.00%	0.00	0.00	0.00
Total Fixed Fee	155,000.00		10,850.00	7,750.00	3,100.00
<b>Total Fixed Fee</b>					<b>\$3,100.00</b>

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Kristofer Orth - mileage					263.22
<b>Total Out-of-Pocket Expenses</b>					<b>\$263.22</b>
<b>INVOICE TOTAL</b>					<b>\$3,363.22</b>

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Please notify our office if you have any questions concerning your invoice balance.

1.5% interest charged on unpaid balance over 30 days

14225 University  
Suite 110  
Waukee, IA 50263  
TEL 515.225.3469  
FAX 515.225.9649  
DesignAllianceInc.com



# INVOICE

2640 12th St SW  
Cedar Rapids, IA 52404-3440  
319-366-8321

Project Mgr: Peng Cavan

**Project:** Washington Water Treatment Plant Improvements  
4th Avenue and 5th Street  
Washington, IA

**To:** City of Washington  
Attn: Brent Hinson  
215 E. Washington Street  
PO Box 516  
Washington, IA 52353

REMIT TO:	
<b>Invoice Number: T963979</b>	
<b>Terracon Consultants, Inc.</b>	
<b>PO Box 959673</b>	
<b>St Louis, MO 63195-9673</b>	
<b>Federal E.I.N.: 42-1249917</b>	

Project Number:	06171193
Billed to Date:	\$1,340.75
Invoice Date:	10/04/2017
Services Through:	9/23/2017

If you have any questions regarding this invoice, please call (319) 366-8321.

Date	Report	Description of Services	Quantity	Rate	Total
<b>TASK: 01 - Earthwork Observation &amp; Testing</b>					
9/20/17	06171193.0003	Field Technician	3.00	\$52.00	\$156.00
9/20/17	06171193.0003	Trip Charge - Each	1.00	\$75.00	\$75.00
<b>Task Total</b>					<b>\$231.00</b>
<b>TASK: 02 - Laboratory Soil/Aggregate Testing</b>					
9/20/17	06171193.0004	Standard Proctor, Soil	1.00	\$120.00	\$120.00
<b>Task Total</b>					<b>\$120.00</b>
<b>TASK: 20 - Project Management</b>					
8/10/17	06171193.0002	Project Manager/Engineer, during billing period, per hour Pre-Construction Meeting	3.50	\$98.00	\$343.00
8/10/17	06171193.0002	Trip Charge - Each	1.00	\$75.00	\$75.00
9/23/17	06171193	Senior Project Manager/Engineer, during billing period, per hour	1.50	\$120.00	\$180.00
9/23/17	06171193	Project Manager/Engineer, during billing period, per hour	3.50	\$98.00	\$343.00
9/23/17	06171193	Field/Lab Coordinator, during billing period, per hour	0.75	\$65.00	\$48.75
<b>Task Total</b>					<b>\$989.75</b>

**Invoice Total \$1,340.75**

TERMS: DUE UPON PRESENTATION OF INVOICE





# Midwest Tree Service Inc

407 W Burlington Ave

Fairfield, Iowa 52556

641-472-7169

35 Years of Experience

City of Washington

NAME: 215 E. Washington St. DATE: 10/11/17

ADDRESS: Washington, IA 52353

PHONE: 317-653-6584

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D
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QTY.	DESCRIPTION	AMOUNT
	Trees listed on bid sheet completed and stamps ground	4,250.00
	THANK YOU!	
	TAX	

RECEIVED BY: TOTAL 4,250.00

5014

THANK YOU

All claims and returned goods MUST be accompanied by this bill.

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

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

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October 11, 2017

Mr. Brent Hinson, City Administrator  
City of Washington, Iowa  
215 E. Washington Street  
Washington, Iowa 52353

**INVOICE**

For legal services rendered to the City of Washington, Iowa in September, 2017

TOTAL HOURS 11.0 hours (reg)

TOTAL MILEAGE 264 miles

Hourly Rate \$90/hour- Reg

Mileage Rate \$0.56 per mile

TOTAL INVOICE FOR SEPTEMBER, 2017 \$1,137.84

**Applicant License Application ( BW0093322 )**

<b>Name of Applicant:</b> <u>hua mei</u>		
<b>Name of Business (DBA):</b> <u>panda palace chinese restaurant</u>		
<b>Address of Premises:</b> <u>100 w main st</u>		
<b>City</b> <u>Washington</u>	<b>County:</b> <u>Washington</u>	<b>Zip:</b> <u>52353</u>
<b>Business</b> <u>(319) 653-6888</u>		
<b>Mailing</b> <u>100 w main st</u>		
<b>City</b> <u>Washington</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>52353</u>

**Contact Person**

<b>Name</b> <u>hua mei</u>		
<b>Phone:</b> <u>(626) 905-7280</u>	<b>Email</b>	<u>shuaige19@yahoo.com</u>

**Classification** Special Class C Liquor License (BW) (Beer/Wine)

**Term:** 12 months

**Effective Date:** 11/15/2017

**Expiration Date:** 11/14/2018

**Privileges:**

Special Class C Liquor License (BW) (Beer/Wine)

Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Sole Proprietorship</u>		
<b>Corporate ID Number:</b> <u>XXXXXXXXXX</u>	<b>Federal Employer ID</b>	<u>XXXXXXXXXX</u>

**Ownership**

**HUA mei**

**First Name:** HUA

**Last Name:** mei

**City:** Washington

**State:** Iowa

**Zip:** 52353

**Position:** Owner

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>West Bend Mutual Insurance Company</u>		
<b>Policy Effective Date:</b> <u>11/15/2017</u>	<b>Policy Expiration</b>	<u>11/15/2018</u>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>	
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>	
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>	

Washington Volunteer Fire Department  
October 4, 2017

August Fires

11 City fires	1790.00
1 rural fires	280.00
0 Drill	00.00
12 fires and 0 drill	2070.00

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Bill Hartsock made a motion to pay all bills against the department. Seconded by Dan Stigers.

Passed

Committees; Social ;Meal before meeting

Fire Prevention; Week of October 8-14 will go to schools Oct. 10 & 11

Tuesday at 7:30am Lincoln and St. James at 1.

Wednesday at 7:30 Stewart

Application. We do have some apps the committee will be looking at.

Rescue

Communications; none

Old business: Kirkwood Fire School Randy Epperly went to Drones in the fire service.

High angle rescue class went well. Next follow up class in April.

County meeting was here. Program was First Aid for animals.

New Business: Dave birney would like a fire truck when he burns his wetlands.

Operation Edith will be next Wednesday.

Trench rescue training is coming October 19 at 4pm.

Pipeline training November 8 at the KC Hall. Fire Meeting will be moved to 8PM.

Tom Wide gave an update on the new station and asked for input from the members.

Election will be in December. Those seeking office are: Chief: Tom Wide and Jerry Guengerich.

1st Asst: Craig Rembold, Doug Sanders, Randy Tisor, Bruce McAvoy.

2nd. Asst. Jim Williams. Secretary. Tom Beauchamp.

Joe Redlinger made a motion to not allow proxy votes. 2nd. by Bill Wagner. Motion passed.

Discussion of calls;

Roll call taken

Everyone needs to get direct deposit.

No other business, meeting adjourned.

Secretary  
Tom Beauchamp

**WWTP report  
October 17, 2017  
Council meeting**

- **After hour alarm and dog call outs –**  
1<sup>st</sup> dog call, Safety Center reported a dog to be picked up at 806 South 2<sup>nd</sup>, 10:48 p.m. Parker  
4<sup>th</sup> WWTP and Lexington lift station, generator running alarms, 2:00 a.m. Jason  
12<sup>th</sup> dog call, Safety Center reported a dog to be picked at 408 E Harrison, 5:27 p.m. Jason  
12<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 1420 Campbell Dr, 8:08 p.m. Jason
  
- **Dept Head meetings** - I attended the meetings on the 3<sup>rd</sup> & 10<sup>th</sup>.
  
- **WWTP September 2017 Discharge Monitoring Report (DMR)** – Average daily flow 1.171 million gallons (mg), maximum daily flow 2.356 mg, minimum daily flow 0.997 mg. There were no violations of the WWTP's NPDES discharge permit. Total precipitation for September 2017 = 2.33" (recorded at the WWTP).  
  

<b>CBOD5 removal 85% required</b>	<b>result = 98.6%</b>
Influent CBOD5 monthly average =	183.8 mg/L
Effluent CBOD5 monthly average =	2.6 mg/L

<b>TSS removal 85% required</b>	<b>result = 97.9%</b>
Influent TSS monthly average =	458.0 mg/L
Effluent TSS monthly average =	9.7 mg/L
  
- **Dog pound report for September 2017** – Nine (9) calls total for September 2017. Four (4) call outs during normal hours and five (5) call outs after hours. Three (3) dogs were returned to the owners. Three (3) dogs taken to Paws and More. One (1) adopted out, one (1) found dead, and one (1) euthanized.
  
- **SBR maintenance** – We finally got all the necessary parts to fix the mud valve in SBR #4. Jason made the repairs to the mud valve on October 5, 2017. We started refilling and reseeded basin #4 on the 5<sup>th</sup>. It will take some time to get #4 back in service since most of the treatment bacteria was lost (drained out) during the repairs to the mud valve.
  
- **Treated bio-solids testing** – We have received all the test results back from the samples we collected and sent in for analysis. The results all came back under the IDNR 503 regs so we'll be ready for land application when the land application project has been approved and the crops have harvested.
  
- **Land application of treated bio-solids project** – I sent out letters to four (4) area manure contractors asking for cost estimates for land applying our bio-solids. I only received one (1) cost estimate back from Iowa Grow, Inc (IGI) for three (3) cents per gallon. Please see WWTP memo to Brent and a copy of IGI's cost estimate letter included in the council packet. This project is included as part of the consent agenda.
  
- **Fall cleanup 2017** – This event went well despite the rainy conditions. I believe there were forty six (46) vehicles on Friday and sixty one (61) on Saturday. Low turnout compared to previous years.
  
- **SASSO safety meeting** – Parker and I attended the meeting in Washington on the 11<sup>th</sup>. Jason attended the meeting in Mt Pleasant on the 11<sup>th</sup>. The topics were Lockout/Tag out and Confined Space Entry. We all earned three (3) hours of continuing education to be used for our waste water/water state licenses.

- **Iowa Renewable Energy (IRE)** – Brent, Jason, Rob Baker (FOX), and I met with Ron and Lonnie of IRE, and Jim Kacer of the local IDNR Field Office to discuss some changes IRE would like to implement on the pretreatment agreement they have with the City and the City's NPDES discharge permit parameters. We will be working on these changes over the next few months.
- **SBR diffuser membrane testing** – I received the lab results from the membranes we sent to Environmental Dynamics International (**EDI**) for analysis. It was determined overall the membranes appear to be operating quite well for the time (5 years) they have been in service. EDI stated this is likely the result of the WWTP staff performing routine maintenance on the membranes. It appears the membranes have several more years of mechanical life left within them.
- **Mowing** – Jason got some mowing done in between showers with the LS tractor and new bat wing mower. He got the East EQ field and the City wetlands on HWY 1 mowed.
- **Extended hours at the WWTP and Yard Waste Center (YWC)** – On Saturdaymornings starting on October 21, 2017 and ending on November 18, 2017 the WWTP and YWC will be open from 7:00 a.m. to 10:00 a.m. Washington residents can haul their own yard waste and tree trimmings to the YWC during these hours.
- **New entrance sign for WWTP, YWC, and dog pound** – Thanks to Dennis C of the M/C Dept for installing new sign at the HWY 1 entrance.

**Fred E Doggett**  
**10/13/2017 10:40 AM**

# Maintenance and Construction Report

9/23/17-10/6/17

**STREETS:** M/C Personnel seeded numerous areas of previous excavation and 10 of the hazard tree holes where stumps were grinded below grade. Personnel measured numerous concrete patches mostly from previous excavation areas to be put out for bid for the work to be constructed in the spring. Personnel hauled black dirt to the storage bin with the future wet forecast. The street sweeper operated around the City.

**WATER DISTRIBUTION:** M/C Personnel switched 4 water services over from an old 4 inch CIP to the 12 inch CIP located in the 700 block of East 7<sup>th</sup> St. Personnel had 20 water services to shut off for nonpayment. Personnel exercised more water main gate valves surrounding the Water Treatment Plant for a connection to be constructed by De Long's in the near future. Personnel repaired the 24<sup>th</sup> water main break of 2017, located at 1408 East Main St where a 7 ft piece of 4 inch PVC and 2 repair sleeves were used.

**SEWER COLLECTION:** M/C Personnel hauled 56 concrete blocks from Ideal to the WWTP and formed two bays for wood chips only and logs only. Personnel televised 300 ft of sanitary sewer to locate a sewer tap located at South 2<sup>nd</sup> Ave-East Jackson St. Another sanitary sewer south of the old GST on East 5<sup>th</sup> St was televised and loaded onto a thumb drive along with two blocks of previous video from North 4<sup>th</sup> Ave for FOX Eng to analyze. Personnel loaded over a 150 ton of red granite rock for two different buyers, \$12.50/ton. Personnel assisted with the fall clean up at the WWTP.

**STORM SEWER COLLECTION:** M/C Personnel N/A

**MECHANIC/SHOP:** M/C Personnel brought the two new beds for the tonner trucks from Cedar Rapids and began prepping them for installation, under coating, welding and painting. Personnel serviced FD #2 (batteries & alternator), yard waste trailer (new tire and rotate), 611 (wire and cylinder head), PD 97, Parks bench (repair), WWTP tank (temporary drain), PD speed trailer (finish service) and ordered parts for welder and leaf vac.

**OTHER:** M/C Personnel responded to 72 One Call Locates. Personnel hauled the entire wood chips pile that had been mixed with stump grindings to Clemons Creek and an area south of Washington on W 55. Personnel continued with yard waste and brush pick up, YTD bags 13,000.

*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.*

<b>POLICE</b>	ACE-N-MORE	KEYS	4.98	
	AMAZON CAPITAL SERVICES	CHARGER	40.08	
	AXON ENTERPRISES, INC	HOLSTER #107	51.52	
	BDH TECHNOLOGY	OCTOBER & NOV COMPUT MAINT SRVC	540.00	
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	43.06	
	COBB OIL CO, INC.	FUEL	1266.28	
	GALLS LLC	TROUSERS & PATCHES	171.39	
	GREINER DISCOUNT TIRES	TIRE REPAIR	18.50	
	JOHN DEERE FINANCIAL	DOG FOOD	21.99	
	KCTC	INTERNET	98.99	
	KELTEK	TOUGHBOOK-UNIT 905	1800.00	
	MOORE'S BP AMOCO INC	IMPOUND F150-STORAGE	255.00	
	QUILL	OFFICE SUPPLY	22.58	
	RACOM CORPORATION	DOCKING CRADLE	272.50	
	RAY O'HERRON CO.,INC.	CLOTHING	181.96	
	UPS	9/29-10/2-10/5 UPS CHARGES	29.01	
	VERIZON WIRELESS	WIRELESS SERVICE	1438.89	
	WASH CO AMBULANCE	CPR RECERTIFICATION	15.00	
	WASH CO AUDITOR	OCTOBER COMMUNICATIONS	20976.08	
	WASHINGTON PUBLIC HEALTH	FLU SHOTS	270.00	
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	369.67	
		<b>TOTAL</b>	<b>27887.48</b>	
	<b>FIRE</b>	ACE-N-MORE	BATTERY	89.99
		ALLIANT ENERGY	ALLIANT ENERGY	48.69
		ARNOLD MOTOR SUPPLY	PARTS	322.13
		COBB OIL CO, INC.	FUEL	213.08
		DON'S TRUCK SALES, INC	PARTS	8.00
		GALLS LLC	FIRE VESTS & BOOTS	517.32
		HIWAY SERVICE CENTER	PARTS	67.58
		KIRKWOOD COMMUNITY COLL	EPPERLY - TRAINING	30.00
		MIDWEST BREATHING	SERVICE	504.25
		MORNING SUN FARM	PARTS	29.83
VERIZON WIRELESS		WIRELESS SERVICE	184.32	
		<b>TOTAL</b>	<b>2015.19</b>	
<b>DEVELOP SERV</b>		COBB OIL CO, INC.	FUEL	204.52
		CUSTOM IMPRESSIONS INC	BUSINESS CARDS-PETERSON	70.00
	VERIZON WIRELESS	WIRELESS SERVICE	250.16	
		<b>TOTAL</b>	<b>524.68</b>	
<b>LIBRARY</b>	ACE-N-MORE	HARDWARE FOR PODIUM	15.85	
	ALLIANT ENERGY	ALLIANT ENERGY	1767.89	
	BAKER & TAYLOR	BOOKS & SCI SAT	976.25	
	CINTAS CORP LOC. 342	WALK-ON MATS	58.39	
	DEMCO	BOOK PROCESSING SUPPLIES	79.93	
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	147.82	
	FAREWAY STORES	OFFICE SUPPLIES/JF PROGRAM SUPPLIES	18.63	
	GALE/CENGAGE LEARNING	WESTERNS	36.34	
	IPERS	RETIREMENT CONTRIBUTIONS	50.23	
	KCTC	TELEPHONE & INTERNET	346.40	
	PLASTICARDS INC.	LIBRARY CARDS	465.00	
	RECORDED BOOKS LLC	RECORDED BOOKS	91.80	
	STAPLES ADVANTAGE	TONER AND SUPPLIES	350.40	
	STATE OF IA, DIV OF LABOR	ELEVATOR INSPECTION	225.00	
	WCDC INC	WINDOW WASHING	30.00	
		<b>TOTAL</b>	<b>4659.93</b>	
	<b>PARKS</b>	ACE-N-MORE	SUPPLIES/PAINT/FERT	433.69
		ACTION SERVICES INC	PORTABLE TOILETS-SOCCER FI	200.00
		ALLIANT ENERGY	ALLIANT ENERGY	1039.28
CINTAS FIRST AID & SAFETY		FIRST AID SUPPLIES	57.19	
COBB OIL CO, INC.		FUEL	409.57	
JOHN DEERE FINANCIAL		SUPPLIES	6.66	
KCTC		PHONE & INTERNET	120.85	



	POWER COM MOTOR CONTROL	FOUNTAIN MOTOR REPAIR	994.00
	SITLER'S ELECTRIC	DOWNTOWN LIGHT REPAIR	18.67
	WASHINGTON LUMBER	LUMBER	21.34
		<b>TOTAL</b>	<b>3301.25</b>
<b>POOL</b>	ACE-N-MORE	POOL PAINT	32.39
	ALLIANT ENERGY	ALLIANT ENERGY	464.75
	GRAINGER	POOL REPAIR	5.32
		<b>TOTAL</b>	<b>502.46</b>
<b>CEMETERY</b>	ACE-N-MORE	CONCRETE TOOLS/PARTS	247.58
	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	55.09
	DULTMEIER SALES	SPRAYER PUMPS	483.48
	JOHN DEERE FINANCIAL	HYD HOSE - BACKHOE	191.71
	LIQUI-GROW OF WASH INC.	1 GAL- 2-4D	23.11
	STRANSKY, JIM	POLE SAW/CHAINSAW CHAINS	665.15
	TIFCO INDUSTRIES	BOLT SET	207.43
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	135.65
		<b>TOTAL</b>	<b>2099.20</b>
<b>FINAN ADMIN</b>	ALLIANT ENERGY	ALLIANT ENERGY	23.58
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	140.86
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	251.60
	FAREWAY STORES	SUPPLIES	47.35
	GOOGLE INC	MONTHLY SERVICE	220.83
	GOVERNMENT FINANCE OFFICERS ASSOC	MEMBERSHIP RENEWAL- BROWN	170.00
	IOWA LEAGUE OF CITIES	BUDGET CONFERENCE-HINSON, BROWN	90.00
	KCTC	INTERNET	99.00
	MARTIN'S FLAG CO.	IOWA FLAGS FOR CITY HALL	95.49
	QUILL	OFFICE SUPPLIES	187.99
	ROSIEN, JARON	MILEAGE, PARKING, TAXI	130.73
	VERIZON WIRELESS	WIRELESS SERVICE	134.37
	WASH COUNTY MINIBUS	LOST- SEPTEMBER 2017	16475.05
	WASHINGTON PUBLIC HEALTH	FLU SHOTS	210.00
	WINSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	1015.60
	WMPF GROUP LLC	LEGAL & DISPLAY ADVERTISIN	405.74
		<b>TOTAL</b>	<b>19698.19</b>
<b>AIRPORT</b>	ACE-N-MORE	SUPPLIES	222.23
	BOLTON & MENK, INC.	NEW HANGAR	1440.00
	JAMIESON, JEAN	SEPTEMBER CLEANING	196.00
	VERIZON WIRELESS	WIRELESS SERVICE	26.04
	VETTER'S INC-CULLIGAN WATER	WATER	21.93
	WEST LAWN CARE	AIRPORT MOWING	1140.00
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	180.49
		<b>TOTAL</b>	<b>3226.69</b>
<b>ROAD USE</b>	ALTORFER	PARTS	15.00
	ACE-N-MORE	KEYS	15.92
	COBB OIL CO, INC.	FUEL	1087.76
	L L PELLING CO	PREMIX- HOTMIX	2761.76
	LIQUI-GROW OF WASH INC.	DISCHARGE HOSE	342.26
		<b>TOTAL</b>	<b>4222.70</b>
<b>STREET LIGHTING</b>	ALLIANT ENERGY	ALLIANT ENERGY	10435.11
	TRAFFIC & TRANSPORATION	TRAFFIC LIGHTS REPAIR	5700.00
		<b>TOTAL</b>	<b>16135.11</b>
<b>CAPITAL PROJECTS</b>	BOLTON & MENK, INC.	RAMP	3372.05
		<b>TOTAL</b>	<b>3372.05</b>
<b>INDUSTRIAL DEVELOP</b>	WASH TITLE & GUARANTY CO	LEGAL WORK	650.00
		<b>TOTAL</b>	<b>650.00</b>
<b>SIDEWALK REPAIR/REPALCE</b>	KUNZ, DAVID	SIDEWALK REPLACEMENT PROGR	159.00
	METHODIST CHURCH	SIDEWALK REPLACEMENT PROGR	1536.00
		<b>TOTAL</b>	<b>1695.00</b>

<b>LIBRARY GIFT</b>	BAKER & TAYLOR	BOOKS & SCI SAT	385.90
	LIBRARY FURNITURE INERNATIONAL, INC	SHELVING	2398.00
		<b>TOTAL</b>	<b>2783.90</b>
<b>WATER PLANT</b>	ACE-N-MORE	SUPPLIES	31.56
	ALLIANT ENERGY	ALLIANT ENERGY	27142.83
	ALTORFER	MACHINE INSPECT & TESTING	1239.00
	IA DEPT OF NATURAL RESOURCES	PERMIT 2523, ANNUAL 2018	134.00
	STATE HYGIENIC LAB	TESTING	722.50
	VERIZON WIRELESS	WIRELESS SERVICE	52.19
	WATER SOLUTIONS UNLIMITED	CHEMICALS	3401.90
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	55.38
		<b>TOTAL</b>	<b>32779.36</b>
<b>WATER DIST</b>	ALLIANT ENERGY	ALLIANT ENERGY	45.56
	COBB OIL CO, INC.	FUEL	255.97
	PRODUCTIVITY PLUS	PARTS	99.51
	VERIZON WIRELESS	WIRELESS SERVICE	158.64
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	91.03
		<b>TOTAL</b>	<b>650.71</b>
<b>SEWER PLANT</b>	ACE-N-MORE	CHEST WADERS	149.98
	ALLIANT ENERGY	ALLIANT ENERGY	719.11
	COBB OIL CO, INC.	FUEL	281.64
	ENVIRONMENTAL DYNAMICS INTERNATIONAL	MEMBRANE TESTING	750.00
	JOHN DEERE FINANCIAL	JD RIDER REPAIR	301.10
	O'REILLY AUTOMOTIVE INC	CALIPER	22.99
	STATE HYGIENIC LAB	TESTING	81.00
	UNITED LABORATORIES	PLANT CHEMICALS	599.40
	USA BLUEBOOK	SAFETY GLOVES	139.45
	VERIZON WIRELESS	WIRELESS SERVICE	421.16
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	253.00
		<b>TOTAL</b>	<b>3718.83</b>
	<b>SEWER COLLECT</b>	ACE-N-MORE	MARKING PAINT
ALLIANT ENERGY		ALLIANT ENERGY	629.53
COBB OIL CO, INC.		FUEL	501.88
FASTENAL COMPANY		SUPPLIES	10.00
JOHN DEERE FINANCIAL		SUPPLIES	122.14
VERIZON WIRELESS		WIRELESS SERVICE	88.23
WINDSTREAM IOWA COMMUNICATIONS		TELEPHONE SERVICE	91.03
		<b>TOTAL</b>	<b>1608.43</b>
<b>SANITATION</b>		JOHN DEERE FINANCIAL	DOG FOOD
	WEMIGA WASTE INC.	SEPTEMBER SERVICES	3500.00
		<b>TOTAL</b>	<b>3529.98</b>
	<b>TOTAL</b>	<b>134971.14</b>	

CITY OF WASHINGTON, IOWA  
MONTH TO DATE TREASURERS REPORT  
SEPTEMBER 30, 2017

FUND	9/1/2017 BEGINNING CASH BALANCE	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	9/30/2017 ENDING CASH BALANCE
001-GENERAL FUND	511,017.93	183,299.28	-	292,973.51	-	401,343.70
002-AIRPORT FUND	230,670.67	17,347.51	-	32,175.37	-	215,842.81
010-CHAMBER REIMBURSEMENT	1,505.44	7,491.14	-	4,774.24	-	4,222.34
011-MAIN STREET REIMBURSEMENT	(2,437.46)	4,253.07	-	3,819.56	-	(2,003.95)
012-WEDG REIMBURSEMENT	1,114.94	8,679.28	-	5,610.18	-	4,184.04
110-ROAD USE	766,417.29	95,020.92	-	44,209.85	-	817,228.36
112-EMPLOYEE BENEFITS	209.46	36,590.60	-	-	-	36,800.06
114-EMERGENCY LEVY	2.46	3,177.96	-	-	-	3,180.42
121-LOCAL OPTION SALES TAX	-	65,900.21	-	65,900.21	-	-
125-UNIF COMM UR-NE IND	-	495.12	-	-	-	495.12
129-SC RES UR	-	11.45	-	-	-	11.45
145-HOUSING REHABILITATION	40,210.80	-	-	661.00	-	39,549.80
146-LMI TIF SET-ASIDE	69,331.10	-	-	-	-	69,331.10
200-DEBT SERVICE	12,197.10	45,666.49	-	-	-	57,863.59
300-CAPITAL EQUIPMENT	134,178.38	-	-	-	-	134,178.38
301-CAPITAL PROJECTS FUND	89,679.08	112,447.26	-	163,750.34	-	38,376.00
305-RIVERBOAT FOUND CAP PROJ	-	112,540.78	-	-	-	112,540.78
308-INDUSTRIAL DEVELOPMENT	33,263.93	18.72	-	3,675.00	-	29,607.65
309-MUNICIPAL BUILDING	1,403,541.60	37.66	-	112,389.01	-	1,291,190.25
310-WELLNESS PARK	44,488.61	-	-	-	-	44,488.61
311-SIDEWALK REPAIR & REPLACE	65,102.81	-	-	96.00	-	65,006.81
312-TREE REMOVAL & REPLACE	33,654.67	-	-	-	-	33,654.67
510-MUNICIPAL BAND	3,843.70	-	-	-	-	3,843.70
520-DOG PARK	4,984.85	-	-	57.26	-	4,927.59
530-TREE COMMITTEE	9,210.21	150.00	-	24.60	-	9,335.61
540-POLICE FORFEITURE	1,742.49	-	-	-	-	1,742.49
545-SAFETY FUND	400.00	-	-	-	-	400.00
550-PARK GIFT	150,071.73	14.29	-	-	-	150,086.02
570-LIBRARY GIFT	274,821.91	219.06	-	716.18	-	274,324.79
580-CEMETERY GIFT	11,103.00	-	-	-	-	11,103.00
590-CABLE COMMISSION	10,761.14	-	-	-	-	10,761.14
600-WATER UTILITY	1,040,546.20	158,596.12	75.00	99,544.74	-	1,099,522.58
601-WATER DEPOSIT FUND	23,590.00	1,500.00	-	1,575.00	-	23,515.00
603-WATER CAPITAL PROJECTS	(20,672.36)	162,250.69	-	62,212.08	-	79,366.25
610-SANITARY SEWER	919,101.69	189,367.73	-	90,154.22	-	1,018,315.20
613-SEWER CAPITAL PROJECTS	277,381.13	-	-	1,360.75	-	276,020.38
670-SANITATION	142,491.31	24,240.02	-	37,254.36	-	129,476.97
950-SELF INSURANCE	166,216.92	1,319.44	-	3,231.21	-	164,305.15
951-UNEMPLOYMENT SELF INS	6,716.03	-	-	-	-	6,716.03
<b>TOTAL BALANCE</b>	<b>6,456,458.76</b>	<b>1,230,634.80</b>	<b>75.00</b>	<b>1,026,164.67</b>	<b>-</b>	<b>6,660,853.89</b>

Cash in Bank - Pooled Cash

Wash St. Bank - Operating Account	1,141,636.92 (1)	<u>Interest Rate</u>
Wash St. Bank - Airport Fuel Account	0.45	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	257,525.17	0.01%
Investment in IPAIT	2,191,936.37	0.07%
Wash St - Farm Mgmt Acct	64,790.37	
Wash St Bank - CD - 1/9/13 - renewed	500,000.00	0.75%
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00	0.70%
Wash St Bank - CD 04/22/2015 - renewed	500,000.00	0.85%
CBI Bank & Trust - CD - 10/8/2015	504,614.61	1.25%
Wash St Bank - CD 02/23/2017	500,000.00	1.25%
Wash St Bank - CD 03/09/2017	500,000.00	1.25%
<b>TOTAL CASH IN BANK</b>	<b>6,660,853.89</b>	

(1) Washington State Bank	1,196,839.19
Outstanding Deposits & Checks	(55,202.27)
	<u>1,141,636.92</u>

CITY OF WASHINGTON, IOWA  
YEAR TO DATE TREASURERS REPORT  
SEPTEMBER 30, 2017

FUND	7/1/2017 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	9/30/2017 ENDING CASH BALANCE
001-GENERAL FUND	1,000,000.00	384,062.46	-	982,718.76	-	401,343.70
002-AIRPORT FUND	204,275.40	115,766.08	-	104,198.67	-	215,842.81
010-CHAMBER REIMBURSEMENT	440.00	18,215.92	-	14,433.58	-	4,222.34
011-MAIN STREET REIMBURSEMENT	1,106.99	8,506.14	-	11,617.08	-	(2,003.95)
012-WEDG REIMBURSEMENT	-	21,179.28	-	16,995.24	-	4,184.04
110-ROAD USE	747,498.73	288,532.04	-	218,802.41	-	817,228.36
112-EMPLOYEE BENEFITS	-	43,206.54	-	6,406.48	-	36,800.06
114-EMERGENCY LEVY	-	3,767.48	-	587.06	-	3,180.42
121-LOCAL OPTION SALES TAX	-	198,851.26	-	198,851.26	-	-
125-UNIF COMM UR-NE IND	-	495.12	-	-	-	495.12
129-SC RES UR	-	11.45	-	-	-	11.45
145-HOUSING REHABILITATION	40,210.80	-	-	661.00	-	39,549.80
146-LMI TIF SET-ASIDE	69,331.10	-	-	-	-	69,331.10
200-DEBT SERVICE	3,569.34	69,388.88	-	15,094.63	-	57,863.59
300-CAPITAL EQUIPMENT	161,276.77	5,992.00	-	33,090.39	-	134,178.38
301-CAPITAL PROJECTS FUND	124,526.44	330,580.11	-	416,730.55	-	38,376.00
305-RIVERBOAT FOUND CAP PROJ	-	112,540.78	-	-	-	112,540.78
308-INDUSTRIAL DEVELOPMENT	41,124.09	94.01	-	11,610.45	-	29,607.65
309-MUNICIPAL BUILDING	1,403,118.70	460.56	-	112,389.01	-	1,291,190.25
310-WELLNESS PARK	44,488.61	-	-	-	-	44,488.61
311-SIDEWALK REPAIR & REPLACE	69,176.19	-	-	4,169.38	-	65,006.81
312-TREE REMOVAL & REPLACE	33,654.67	-	-	-	-	33,654.67
510-MUNICIPAL BAND	4,043.70	-	-	200.00	-	3,843.70
520-DOG PARK	4,918.85	66.00	-	57.26	-	4,927.59
530-TREE COMMITTEE	6,085.92	3,650.00	-	400.31	-	9,335.61
540-POLICE FORFEITURE	1,742.49	-	-	-	-	1,742.49
545-SAFETY FUND	400.00	-	-	-	-	400.00
550-PARK GIFT	150,315.38	1,238.53	-	1,467.89	-	150,086.02
570-LIBRARY GIFT	269,462.46	6,470.33	-	1,608.00	-	274,324.79
580-CEMETERY GIFT	11,158.00	-	-	55.00	-	11,103.00
590-CABLE COMMISSION	10,761.14	-	-	-	-	10,761.14
600-WATER UTILITY	999,522.64	468,169.31	-	368,169.37	-	1,099,522.58
601-WATER DEPOSIT FUND	23,665.00	5,550.00	-	5,700.00	-	23,515.00
603-WATER CAPITAL PROJECTS	-	261,659.50	-	182,293.25	-	79,366.25
610-SANITARY SEWER	735,273.09	557,266.65	-	274,224.54	-	1,018,315.20
613-SEWER CAPITAL PROJECTS	280,236.13	-	-	4,215.75	-	276,020.38
670-SANITATION	143,429.17	96,196.42	-	110,148.62	-	129,476.97
950-SELF INSURANCE	174,718.13	1,791.16	-	12,204.14	-	164,305.15
951-UNEMPLOYMENT SELF INS	6,716.03	-	-	-	-	6,716.03
<b>TOTAL BALANCE</b>	<b>6,766,245.96</b>	<b>3,003,708.01</b>	<b>-</b>	<b>3,109,100.08</b>	<b>-</b>	<b>6,660,853.89</b>

Cash in Bank - Pooled Cash

Wash St. Bank - Operating Account	1,141,636.92 (1)	<u>Interest Rate</u>	0.01%
Wash St. Bank - Airport Fuel Account	0.45		
Cash in Drawer	350.00		N/A
Wash St Bank - MM	257,525.17		0.01%
Investment in IPAIT	2,191,936.37		0.07%
Wash St - Farm Mgmt Acct	64,790.37		
Wash St Bank - CD - 1/9/13 - renewed	500,000.00		0.75%
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00		0.70%
Wash St Bank - CD 04/22/2015 - renewed	500,000.00		0.85%
CBI Bank & Trust - CD - 10/8/2015	504,614.61		1.25%
Wash St Bank - CD 02/23/2017	500,000.00		1.25%
Wash St Bank - CD 03/09/2017	500,000.00		1.25%
<b>TOTAL CASH IN BANK</b>	<b>6,660,853.89</b>		

(1) Washington State Bank	1,196,839.19
Outstanding Deposits & Checks	(55,202.27)
	<u>1,141,636.92</u>



205 West Main Street • Washington, IA 52353 • (319) 653-3918 • Fax (888) 833-3529

October 10, 2017

City of Washington  
Washington City Council  
215 E Washington Street  
Washington, IA 52353

Dear Council Members,

Main Street Washington is excited to host the 10th Annual SNOW (Showcasing Nights of Washington), a series of activities to showcase our downtown's Christmas spirit! These events will celebrate the holiday season all while showcasing Washington's unique retail businesses, beautiful lighted historic architecture, and community spirit.

Introduced during the 2008 Holiday Season, the Annual SNOW was developed to encourage customers to shop locally and to create awareness of what downtown Washington has to offer. This series of events includes activities that have become tradition in Washington including the Twilight Shop & Stroll, Lighting Ceremony, Lighted Holiday Parade, Santa's Headquarters, and Breakfast with Santa. The planning committee continues to enhance activities and build partnerships to increase the number of opportunities for patrons to shop local as well as partake in the holiday spirit.

We are asking for your help to make this year's SNOW a success. Main Street Washington requests to:

- Block parking around the square on Saturday, November 25<sup>th</sup> from 5 pm – 8 pm for a safe and fun parade. We also ask to block parking on Washington Boulevard from S Avenue B to S Avenue F for parade line-up.
  - For the safety of the parade watchers as well as the participating floats we request barricades to block off all traffic to the square for a few minutes immediately preceding and a few minutes after the end of the parade due to safety concerns from last year.
- Hang our festive flower baskets, banners, and snowflakes from the street lamps around the square and down the 100 block of east Washington Street as well as the new garland for the bandstand, through the months of November and December.
- Reserve parking at the north entrance of Central Park from 5:30 pm – 8:00 pm on Saturday, November 25th. During the festivities MSW provides free horse drawn hayrack rides and need space along the North side of the park to offer this activity.

Main Street Washington is excited to present you with these ideas to continue to enhance and rejuvenate activity in our downtown district. We thank you for your continued support and consideration in our ongoing efforts to revitalize Downtown Washington.

Sincerely,

A handwritten signature in black ink that reads "Sarah Grunewaldt".

Sarah Grunewaldt  
Executive Director, Main Street Washington

*The mission of Main Street Washington is to create a culturally diverse, economically vibrant downtown district. This will be accomplished through strong partnerships, historic preservation, and coordinated events by empowering and educating businesses, volunteers, and the community*



CITY OF WASHINGTON

BOARD/COMMISSION APPLICATION FORM

Please return to: City of Washington, ATTN: City Clerk, PO Box 516, Washington, IA 52353

Application for: \_\_\_ Airport Commission \_\_\_ Planning & Zoning Commission \_\_\_ Board of Adjustment
\_\_\_ Forestry Commission \_\_\_ Library Board \_\_\_ Historic Preservation Commission [X] Park Board
\_\_\_ Washington Cable TV Commission \_\_\_ Washington Tree Beautification Committee

NAME Trenton Stout HOME ADDRESS 1407 Campbell Dr. Washington, IA 52353
OCCUPATION General Manager EMPLOYER Stout Seed Sales, LLC
PHONE NUMBER: HOME 563-260-8199 BUSINESS 319-657-2020 E-
MAIL ADDRESS trent@stoutseedsales.com

EXPERIENCE AND/OR ACTIVITIES WHICH YOU FEEL QUALIFY YOU FOR THIS POSITION
Worked directly with sports complexes, parks, recreational facilities, etc
as a supplier. Served on Advisory Committee for Washington Wellness Park.

WHAT IS YOUR PRESENT KNOWLEDGE OF THIS ADVISORY BOARD
None

WHAT CONTRIBUTIONS DO YOU FEEL YOU CAN MAKE TO THIS ADVISORY BOARD? (OR STATE REASON FOR APPLYING)
I feel strongly I could help guide decision making processes when it comes
to quality supplies and vendors for needs that arise. General
understanding of operation and considerations needed in daily activities.

Trenton Stout Digitally signed by Trenton Stout
Date: 2017.09.06 10:10:01 -05'00'
Signature

09/06/2017
Date



**CITY OF WASHINGTON**

**BOARD/COMMISSION APPLICATION FORM**

Please return to: City of Washington, ATTN: City Clerk, PO Box 516, Washington, IA 52353

Application for:  Airport Commission  Planning & Zoning Commission  Board of Adjustment  
 Forestry Commission  Library Board  Historic Preservation Commission  Park Board  
 Washington Cable TV Commission  Washington Tree Beautification Committee

NAME \_\_\_\_\_ Shawn Loy \_\_\_\_\_ HOME ADDRESS \_\_\_\_\_ 1307 Timber Ridge  
Dr. \_\_\_\_\_

OCCUPATION \_\_\_\_\_ RN \_\_\_\_\_ EMPLOYER \_\_\_\_\_ Highland Community School  
District/Washington County Hospital \_\_\_\_\_

PHONE NUMBER: HOME \_\_\_\_\_ 319-461-1395 \_\_\_\_\_ BUSINESS \_\_\_\_\_ 319-461-  
1395 \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ loyclan5@yahoo.com \_\_\_\_\_

**EXPERIENCE AND/OR ACTIVITIES WHICH YOU FEEL QUALIFY YOU FOR THIS POSITION**

   I feel that I have the experience to be on the Park Board due to the me utilizing the area park system for many  
years. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**WHAT IS YOUR PRESENT KNOWLEDGE OF THIS ADVISORY BOARD**

   I do not know much about the Park Board, but I am excited to learn and to make contribution towards the  
board. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**WHAT CONTRIBUTIONS DO YOU FEEL YOU CAN MAKE TO THIS ADVISORY BOARD? (OR STATE REASON FOR APPLYING)**

   I have traveled to 49 states and have seen many different park systems throughout the US. I have seen  
what other cities have done for their Residents. I am hoping to contribute positive suggestions for maintaining and  
improving our park systems. I would also like to promote health and wellness for our  
Residents. \_\_\_\_\_

\_\_\_\_\_

---

Shawn Loy

Signature

Date 10/3/17



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WWTP MEMORANDUM

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TO: BRENT HINSON  
FROM: FRED E. DOGGETT FED  
SUBJECT: FALL 2017 LAND APPLICATION OF TREATED BIO-SOLIDS  
DATE: MONDAY, OCTOBER 9, 2017

IT'S THAT TIME OF THE YEAR AGAIN WE'LL BE LAND APPLYING BIO-SOLIDS IN THE NEAR FUTURE. I SENT OUT COST ESTIMATE LETTERS TO FOUR (4) AREA MANURE CONTACTORS. I ONLY RECEIVED ONE (1) LETTER BACK FROM IOWA GROW, INC (IGI). IGI'S COST ESTIMATE WAS THREE (3) CENTS PER GALLON. I'M ESTIMATING THERE WILL BE APPROXIMATELY ONE POINT FIVE MILLION GALLONS (1,500,000). THIS PROJECT WILL EXCEED \$5,000.00, SO COUNCIL APPROVAL IS NECESSARY. WE WON'T KNOW THE TOTAL COST UNTIL THE TANK IS EMPTY AND THE NUMBER OF GALLONS ARE TOTALED. PLEASE NOTE WE ARE ONLY APPLYING BIO-SOLIDS ONCE PER YEAR INSTEAD OF TWICE A YEAR. THERE IS MONEY AVAILABLE IN ACCOUNT # 610-6-8015-6599 FOR THIS PROJECT. P'LL ASK ILLA TO INCLUDE THIS PROJECT ON THE CONSENT AGENDA FOR THE OCTOBER 17, 2017 COUNCIL MEETING.

THANKS

COPY

Iowa Grow, Inc.  
Gilbert Troyer, Pres.  
831 14<sup>th</sup> Street  
Kalona, IA 52247

October 5, 2017

City of Washington  
City Clerks Office  
Washington, Iowa 52356

Re: Sludge pumping at wastewater treatment plant

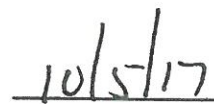
Iowa Grow, Inc. of Kalona, Iowa will provide machinery, labor and fuel for pumping sludge storage tank and approximately 1.5 million gallons of sludge. Sludge will be applied according to IDNR rules and monitored by waste water facility.

Price for pumping and application: Three cents per gallon with gallons tallied by city flow meter.

Respectfully submitted,

Gilbert Troyer, President  
Iowa Grow, Inc.

  
\_\_\_\_\_  
by Susan Troyer, VP  
Signed by Gilbert Troyer

  
\_\_\_\_\_  
Date

## City of Washington

### Elm Grove & Woodlawn Cemetery

Elm Grove & Woodlawn Cemetery would like to request City Council's consideration for purchase of a used compact utility tractor for use in Elm Grove & Woodlawn Cemetery. We have inspected several at equipment dealerships close to us and found a suitable tractor at City Tractor in North Liberty. City Tractor would also accept our trade in (Massey Ferguson 135) and give us \$2000.00 for it. We had budgeted \$15,000 for the replacement of this tractor.

The tractor is a 2000 John Deere 4300, with hydrostatic transmission and 4wd. It also has a John Deere 430 loader with it. We would also like to get a set of pallet forks for the loader and a quick hitch for the rear 3-point. They are included in the bid.

The trade in value is fair for the Massey Ferguson 135. They are selling for around \$1,000 - \$2,500 on Tractorhouse, and Fastline.

**City Tractor: \$9,636.00 - \$2000.00 (trade in) = \$7,636.00**

If you have any questions, please feel free to contact me. I will be happy to answer any questions that you may have. Thank you for your consideration.

Sincerely,

Nicholas Duvall

Cemetery Sexton

Elm Grove & Woodlawn Cemetery

319-653-3927 Office

319-461-1490 Cell

[nduvall@washingtioniowa.net](mailto:nduvall@washingtioniowa.net)

# City Tractor Co.

"Good Clean Deals"



JOHN DEERE

October 12, 2017

To: City of Washington  
Nick DuVall

From: Andrew Buck, Sales  
City Tractor Co.  
North Liberty, IA

RE: Tractor Pricing

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1 – Used '00 John Deere 4300 HST 4WD Tractor with 430 Loader and Bucket	\$8,600.00
1 – New John Deere i-Match Quick Hitch	\$ 338.00
1 – New Pair Worksaver/JD 2000 lb Forks	\$ 698.00
Trade Allowance:	
1 – 1970 Massey Ferguson 135 2WD Gas Tractor -Power Steering, 2500 hours +/-	(\$2,000.00)
Total	\$7,636.00

Above unit will be held until 10/18/17.

Tax exempt for City Government.

Tractor sold as is, but in good running mechanical condition.

## Brent Hinson

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**From:** Nick Duvall  
**Sent:** Friday, October 13, 2017 11:00 AM  
**To:** Brent Hinson  
**Subject:** RE: Tractor replacement for councils approval

No, they didn't have anything except new tractors out here.

On Oct 13, 2017 9:47 AM, "Brent Hinson" <[bhinson@washingtioniowa.net](mailto:bhinson@washingtioniowa.net)> wrote:

Nick:

Thanks for this information. Did they not have anything comparable at the local Sinclair dealership?



### Brent D. Hinson

City Administrator  
City of Washington (Pop. 7,266)  
215 East Washington St.  
Washington, IA 52353  
(p) 319-653-6584 X134  
(f) 319-653-5273

**From:** Nick Duvall [mailto:[nduvall@washingtioniowa.net](mailto:nduvall@washingtioniowa.net)]  
**Sent:** Friday, October 13, 2017 9:36 AM  
**To:** Brent Hinson <[bhinson@washingtioniowa.net](mailto:bhinson@washingtioniowa.net)>  
**Subject:** Tractor replacement for councils approval

City tractor will hold the tractor for us until next Wednesday, if we can get it on Tuesday's agenda that would be great. Thank you.

--

Nicholas Duvall  
Cemetery Sexton  
Elm Grove & Woodlawn Cemetery  
City of Washington

[215 E Washington St](#)

<u>Dealer</u>	<u>Location</u>	<u>Year</u>	<u>Model</u>	<u>Price</u>	<u>Hours</u>	<u>Stock #</u>	<u>Fuel</u>
City Tractor	North Liberty, IA	2000	JD 4300	\$ 8,600.00	2911	34837C	Diesel
City Tractor	North Liberty, IA	2001	JD 4400	\$ 10,900.00	2840	34456C	Diesel
City Tractor	North Liberty, IA	2010	JD 2305	\$ 13,800.00	223		Diesel
City Tractor	North Liberty, IA	2007	JD 2520	\$ 14,900.00	501	28810C	Diesel
Farmers Supply	Kalona, IA	2012	JD 3320	\$ 19,750.00	790	24435	Diesel
Farmers Supply	Kalona, IA	2011	JD 2320	\$ 18,000.00	190	24537	Diesel
Sinclair	Sigourney, IA	2015	JD 3032E	\$ 18,500.00	224	85113	Diesel
Tom Hassenfritz	Mt. Pleasant, IA	2015	JD 1025R	\$ 14,995.00			Diesel
Sinclair	Mediapolis, IA	2008	JD 2320	\$ 12,500.00	890	89764	Diesel

*Brent Hinson, City Administrator  
Sandra Johnson, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney*



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

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## **Memorandum**

October 10, 2017

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator

Re: Goal-Setting Process

A proposed letter of agreement with facilitator Mark Jackson is attached. I was pleased with Mark's fee proposal. Even with reimbursable expenses such as mileage, meals, etc., we should be under \$2,000. Mark does a great job with goal-setting based on my past experience, so I am very much looking forward to this year's process.

Brent Hinson, City Administrator  
Sandra Johnson, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney



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

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**Letter of Agreement**

WHEREAS, the City of Washington ("the City") wishes to retain Mark A. Jackson ("the Facilitator") to conduct a goal-setting process for the City; and

WHEREAS, both parties wish to formally delineate the process.

THEREFORE, the parties agree to the following:

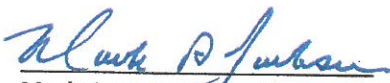
**Obligations of Facilitator**

- 1) Facilitator agrees to make two (2) trips to Washington, the first of which will involve a meeting with department heads and individual meetings with City Council members, including those newly elected November 7, 2017. The second, to be conducted 2-4 weeks later, will involve facilitating a goal-setting session with the full City Council including outgoing and incoming members. At this time, the agreed upon dates are November 14 and November 28, but this may be adjusted if needed, with good cause and advance communication to the City Council.
- 2) Facilitator agrees to provide a written report summarizing the process and the conclusions reached in the goal-setting session.

**Obligations of the City**

- 1) City agrees to provide scheduling and logistical assistance for all sessions and meetings to be conducted by the Facilitator.
- 2) City agrees to provide all background information requested by the Facilitator in a timely manner.
- 3) City (City Administrator) agrees to provide a written progress report on goals to date.
- 4) City agrees to pay Facilitator \$1,555.00, plus reasonable reimbursable expenses, for his services as described above.

Dated this 17<sup>th</sup> day of October, 2017.

  
Mark A. Jackson, Facilitator

\_\_\_\_\_  
Sandra Johnson, Mayor

\_\_\_\_\_  
Illa Earnest, City Clerk



*Brent Hinson, City Administrator  
Sandra Johnson, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney*



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

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## **Memorandum**

October 13, 2017

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson   
City Administrator

Re: East Washington Sidewalk

As was discussed at the September special meeting, I have solicited an engineering proposal to survey the right-of-way of East Washington Street/Highway 92, develop site concepts for either side of the highway, and provide cost estimates for each option. Ideally, all this work can be completed prior to budget time to allow the Council to include the design & construction in the FY19 budget if desired.



## GARDEN & ASSOCIATES, LTD.

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1701 3<sup>rd</sup> Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

October 13, 2017

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

Attn: Brent Hinson, City Administrator

Re: East Washington Sidewalk Extension  
Washington, IA

Dear Brent:

Below is our cost proposal for the East Washington Sidewalk Extension. We propose to perform the following tasks for the estimated costs listed.

Field Survey (ROW and Topo) -	\$8,000
Develop Concepts (Staff Visit) -	\$3,000
Prepare Costs Estimates -	\$2,500
<b>Total</b>	<b>\$13,500</b>

Our understanding of the project is we will perform the field survey for the proposed corridor, develop alternate concepts for the project extension, and then develop costs for the alternates proposed. This information will be submitted to council to assist in final selection of sidewalk location.

Should the project move to design, we estimate approximately \$12,000 to \$14,000 to prepare plans and specifications for bidding.

If you have any questions, please contact me at 641-672-2526.

Sincerely,  
GARDEN & ASSOCIATES, LTD.

Jack Pope, P.E.

JP/lm

ENGINEERS AND SURVEYORS  
OSKALOOSA, IOWA                      CRESTON, IOWA

*Brent Hinson, City Administrator  
Sandra Johnson, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney*



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

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## **Memorandum**

October 13, 2017

To: Mayor and City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator

Re: Egg Sewer Relocation/Boundary Survey

FOX has done all the survey work necessary, and found a number of discrepancies between the current legal record and the actual locations of property pins, which is not unusual in a case like this. Therefore, they are proposing that they do a more extensive boundary survey to produce a plat of survey that can be recorded. I recommend you authorize FOX to proceed with this work.

**Task Order**

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In accordance with paragraph 1.01 of the Master Agreement Between Owner and Engineer for Professional Services dated May 1, 2013 ("Agreement"), Owner and Engineer agree as follows:

**Specific Project Data**

- A. Title: City Hall Sanitary Sewer Interceptor Reroute
- B. Description: Boundary survey to facilitate planning and design for the Fire Station project. The boundary survey will include completing the field and courthouse research necessary to produce a plat of survey for the proposed fire station project site area as indicated in the Attachment A.

**1. Services of Engineer**

Exhibit A shall apply to this project in its entirety, with the following exceptions and additions:

A1.01 Study and Report Phase – Not included; study and report phase has already been completed and revisions are not anticipated to be necessary.

A1.02 Preliminary Design Phase – Not Included.

A1.03 Final Design Phase – Not Included.

A1.04 Bidding Phase – Not Included.

A1.05 Construction Phase – Not Included.

A1.06 Commissioning and Post Construction Phase – Not Included.

A.2.01 Additional Services Requiring Owner's Authorization in Advance – per Exhibit A, except as follows or as specifically identified in this document as part of other phases of work:

- 1. Property Boundary Survey –The Engineer will provide boundary surveying services associated with aiding the Owner in completing a plat of survey for the property. The anticipated area of the boundary survey is included in Attachment A.

Exhibit D shall apply to this project in its entirety for any RPR services requested by the Owner in writing during the construction period.

**2. Owner's Responsibilities**

Exhibit B shall apply to this project in its entirety.

3. **Times for Rendering Services:**

<b>Phase</b>	<b>Days</b>
<u>Boundary Survey</u>	<u>45 days</u>

The above days are after the date of approval of the agreement and based on Owner providing the necessary information, comments, approvals, etc. to Engineer in a timely manner to allow work to proceed. If there are protracted delays for reasons beyond Engineer's control, the schedule will be adjusted to reflect such delays.

4. **Payments to Engineer**

Owner shall pay Engineer for services within each phase as follows:

<b>Phase</b>	<b>Method of Payment</b>	<b>Amount</b>
Additional Services - Boundary Survey	Lump Sum	\$3,900

*Total Fee: \$3,900*

5. **Engineer's Consultants:**

Stumbo & Associates Land Surveyors.

6. **Other Modifications to Master Agreement:** None

7. **Attachments:** Attachment A.

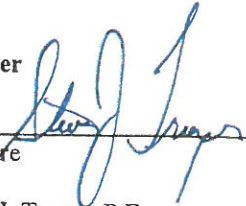
8. **Documents Incorporated By Reference:** None

Approval and Acceptance: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this document as part of the Agreement. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_, 2017.

Engineer

Signature



10-11-17  
Date

Steven J. Troyer, P.E.

Name

Principal

Title

Owner

Signature

Date

Name

Title

Designated Representative for Task Order:

Steven P. Soupir, P.E.

Name

Project Manager

Title

414 South 17<sup>th</sup> Street, Suite 107

Ames, IA 50010

Address

sps@foxeng.com

E-Mail Address

515-233-0000

Phone

515-233-0103

Fax

Designated Representative for Task Order:

Brent Hinson

Name

City Administrator

Title

215 E. Washington Street

Washington, IA 52353

Address

bhinson@washingtoniowa.net

E-Mail Address

(319) 653-6584

Phone

Fax



NOTICE OF MEETING FOR APPROVAL OF A  
DEVELOPMENT AGREEMENT WITH DAVID G. AND LISA M. NACOS

The City Council of the City of Washington, Iowa, will meet at the Nicola-Stoufer Room, Washington Free Public Library, 115 West Washington Street, on the 17<sup>th</sup> day of October, 2017, at 6:00 o'clock p.m., at which time and place a public hearing will be held on the proposal to enter into a Development Agreement between the City and David G. and Lisa M. Nacos, in connection with the development of building lots for housing construction in Washington.

The Agreement involves City infrastructure investment to assist in the development of the lots.

At the meeting, the City Council will receive oral or written objections from any resident or property owner of the City. Thereafter, the City Council may, at the meeting or at an adjournment thereof, take additional action to approve said Development Agreement or may abandon the proposal.

This notice is given by order of the Washington City Council.

/s/ \_\_\_\_\_  
Illa Earnest, City Clerk



NOTICE OF MEETING OF THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$5,500,000 WATER REVENUE CAPITAL LOAN NOTES, AND THE PUBLIC HEARING ON THE AUTHORIZATION AND ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of Washington, Iowa, will hold a public hearing on the 17th day of October, 2017, at 6:00 o'clock P.M., in the Nicola-Stoufer Room, Washington Public Library, 115 W. Washington Street, Washington, Iowa, at which meeting the City Council proposes to take additional action for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority, and the issuance to the Iowa Finance Authority of not to exceed \$5,500,000 Water Revenue Capital Loan Notes to evidence the obligations of the City under said Loan and Disbursement Agreement, in order to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Water Utility, including those costs associated with the Water Revenue Capital Loan Anticipation Project Note, Series 2016, dated November 18, 2016. The Notes will not constitute general obligations or be payable in any manner by taxation, but will be payable from and secured by the net revenues of the Municipal Water Utility.

At the above meeting the City Council shall receive oral or written objections from any resident or property owner of the City, to the above action. After all objections have been received and considered, the City Council will at this meeting or at any adjournment thereof, take additional action for the authorization of said Loan and Disbursement Agreement and the issuance of Notes or will abandon the proposal to issue the Notes.

This Notice is given by order of the City Council of the City of Washington, Iowa, as provided by Sections 384.24A, 384.82 and 384.83, as amended.

Dated this 27th day of September, 2017.

Illa Earnest, City Clerk  
City of Washington, State of Iowa

The City Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member \_\_\_\_\_ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$5,500,000 WATER REVENUE CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings to the meeting to be held at \_\_\_\_\_ o'clock \_\_\_\_\_ .M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, at this place.

Council Member \_\_\_\_\_ seconded the motion. The roll was called and the vote was,

AYES: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE  
ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN  
AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF  
NOT TO EXCEED \$5,500,000 WATER REVENUE CAPITAL LOAN  
NOTES

WHEREAS, pursuant to notice published as required by law, this Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority, and the issuance to the Iowa Finance Authority of not to exceed \$5,500,000 Water Revenue Capital Loan Notes to evidence the obligations of the City under said Loan and Disbursement Agreement, for the purpose of paying costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Water Utility, including those costs associated with refunding the Water Revenue Capital Loan

Anticipation Project Note, Series 2016, dated November 18, 2016, and has considered the extent of objections received from residents or property owners as to said proposal and, accordingly the following action is now considered to be in the best interests of the City and residents thereof:

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

Section 1. That this Council does hereby institute proceedings and takes additional action for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority, and the issuance to the Iowa Finance Authority in the manner required by law of not to exceed \$5,500,000 Water Revenue Capital Loan Notes for the foregoing purpose.

Section 2. That this Council does hereby consent to the terms and conditions of the DWSRF Loan Program, which terms and conditions and the disclosures provided with respect thereto are hereby acknowledged, accepted and approved.

Section 3. That the Clerk, with the assistance of the City Attorney and bond counsel, is hereby authorized and directed to proceed with the preparation of such documents and proceedings as shall be necessary to authorize the City's participation in the DWSRF Loan Program, to select a suitable date for final Council authorization of the required Loan and Disbursement Agreement and issuance of the Note to evidence the City's obligations thereunder, and to take such other actions as the Clerk shall deem necessary to permit the completion of a loan on a basis favorable to the City and acceptable to this Council.

Section 4. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above loan agreement. The amounts so advanced shall be reimbursed from the proceeds of the Loan Agreement not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the loan amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 17th day of October, 2017.

\_\_\_\_\_  
Mayor

ATTEST:

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

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

**A RESOLUTION APPROVING HISTORIC PROPERTY DEMOLITION FORM**

WHEREAS, the City Council recently adopted revisions to Chapter 28 of the Code of Ordinances (Historic Preservation Commission); and

WHEREAS, the Council wishes to provide formal sanction for the proposed administrative procedures and form regarding requests for demolition of buildings or structures contributing to a historic district, individually listed on the National Register of Historic Places, or listed as a local historical landmark; and

WHEREAS, the Council recognizes that changes or adjustments may need to be made in the future, and further Council action will not be needed for these changes as long as any administrative forms or procedures remain in strict compliance with the adopted Chapter 28.

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

Section 1. Under the auspices of the revised Chapter 28, the Council hereby approves the administrative form attached as Exhibit A to this Resolution.

Section 2. The Council hereby sets the permit fee at \$100.

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

PASSED AND APPROVED this 17<sup>th</sup> day of October, 2017.

\_\_\_\_\_  
Sandra Johnson, Mayor

\_\_\_\_\_  
Illa Earnest, City Clerk

Applicant name \_\_\_\_\_

Application Date \_\_\_\_\_

The City of Washington, Iowa  
**Historic Property Demolition Form**  
**Site Information**

Location address: \_\_\_\_\_

Building(s)/Structure(s) to be demolished: \_\_\_\_\_

Property owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner's address: \_\_\_\_\_

Contractor for demolition: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor's address: \_\_\_\_\_

**Utilities**

**The undersigned agrees to contact the City of Washington for inspection of all of the utility disconnects checked below, before a permit is issued.**

Electric + Gas-Applicant must contact Alliant Utilities for disconnection.

Alliant contact person: \_\_\_\_\_ phone: \_\_\_\_\_

Water & sewer Contractor: \_\_\_\_\_

Inspected by City representative: \_\_\_\_\_

Applicant is also responsible for notifying the telephone and cable companies for disconnections.

**Hazardous Materials**

List any hazardous materials known to be on site i.e. Asbestos, underground tanks, mercury (thermostats), lead, ballasts, etc. \_\_\_\_\_

\_\_\_\_\_

If there are any hazardous materials, describe abatement plans and contractor.

\_\_\_\_\_

\_\_\_\_\_

(Use a separate sheet if needed.)

Questions regarding hazardous materials should be made to the Building Department, the IDNR at 319-653-2135 or SEMCO at 1-319-456-6171.

## Solid Waste Disposal/Recycle

Square footage of area being demolished _____ # of stories _____
Total square footage _____
Estimated amount of materials to be buried in land fill: _____ % Landfill to be used: _____
Estimated amount to be used as fill materials: _____ % Location of fill site: _____
Estimated amount to be reused or recycled: _____ % Name and location of recycler: _____
= 100%
You will be required to provide receipts documenting the amount of materials sent to an approved landfill.

## Economic Information

<b>Estimate of Demolition Costs:</b>
Estimated Disposal fee: _____
Termination of Utilities fee: _____
Equipment Rental fee: _____
Safety Fencing fee: _____
Asbestos Abatement fee: _____
Additional Demolition fee(s): _____
TOTAL ESTIMATED DEMOLITION COSTS: _____
<b>Estimated Market Value</b> (prepared by a real estate appraiser) of the property:
1. Current condition of property and building: _____
2. After completion of the proposed demolition: _____
3. After rehabilitation of the existing property for continued use: _____
Real Estate Appraiser Name: _____ Phone: _____
Appraiser's address: _____
<b>Estimate of a construction professional</b> , experienced in rehabilitation, as to the costs to rehabilitate or reuse the existing building on the property: _____
Construction Professional Name: _____ Phone: _____
Professional's address: _____

**Additional Information**

**(attach to application any or all of these items if specifically requested by the City Council or Historic Preservation Commission)**

1. A report from a licensed structural engineer or architect with experience in rehabilitation as to the structural soundness of any buildings and their suitability for rehabilitation.
2. Information regarding the current economic viability of the building.
3. Information regarding the potential economic viability of the building, such as a statement in regard to applicant's efforts to obtain financing, tax incentives, preservation grants and other incentives sufficient to allow the applicant to earn a reasonable economic return from the property in its current condition, and after rehabilitation of the existing property for continued use.
4. Evidence showing the applicant's efforts in ongoing maintenance and repair.
5. The owner's proposed plans for reuse of the property.

Note: The Commission may request access to the inside of the building from the owner.

*The IDNR must be notified if the demolition or renovation is a use that will be anything other than a single family residence use. Call 1-515-281-8443 for more information or go online: [www.iowadnr.com](http://www.iowadnr.com)*

Signature of Owner or Authorized Agent: \_\_\_\_\_

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

\_\_\_\_\_  
TO BE COMPLETED BY HISTORIC PRESERVATION COMMISSION

Date Complete Form Received: \_\_\_\_\_

The City of Washington Historic Preservation Commission recommends:  
Approval      Denial  
of this Historic Property Demolition Request for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
TO BE COMPLETED BY BUILDING OFFICIAL

Approved by City Official: \_\_\_\_\_

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

Permit # \_\_\_\_\_

Start date \_\_\_\_\_

Completion date \_\_\_\_\_

Pictures: \_\_\_\_\_

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

**A RESOLUTION APPROVING THE REVISED SITE PLAN FOR THE UNITED PRESBYTERIAN HOME QUALITY FIRST SERVICES EXPANSION**

WHEREAS, the United Presbyterian Home previous filed and the City Council approved a Site Plan for its Quality First Services expansion as required under Chapter 164 of the Washington Code of Ordinances; and

WHEREAS, the UP Home has determined that a different stormwater detention strategy should be pursued than the strategy proposed in the plan that was previously approved; and

WHEREAS, the City Engineer has reviewed said revised Site Plan; and

WHEREAS, the Planning & Zoning Commission recommends to the City Council the approval of said revised Site Plan.

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

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

Section 2. All resolutions or parts of resolutions in conflict with the provisions of this resolution are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 17<sup>th</sup> day of October, 2017.

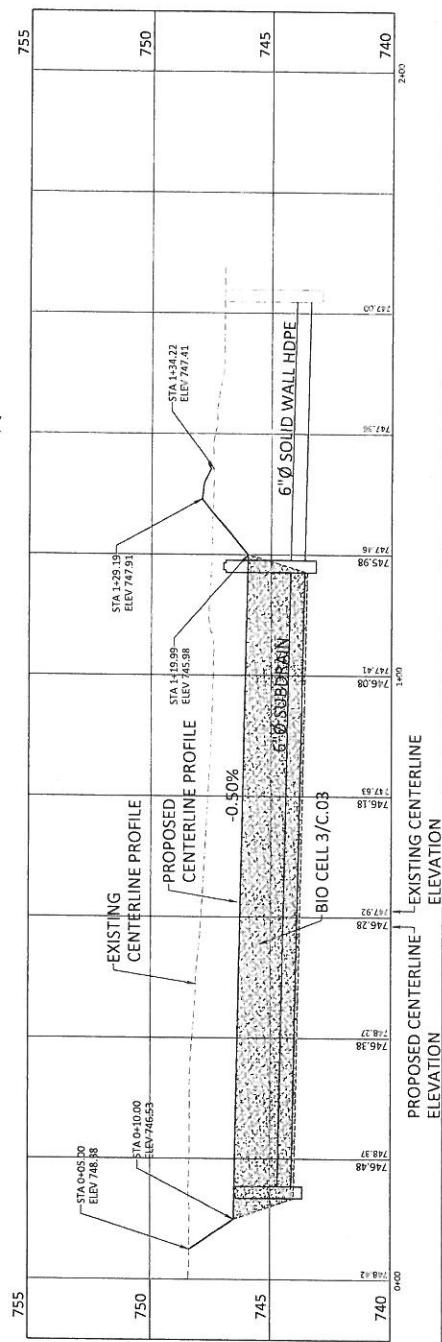
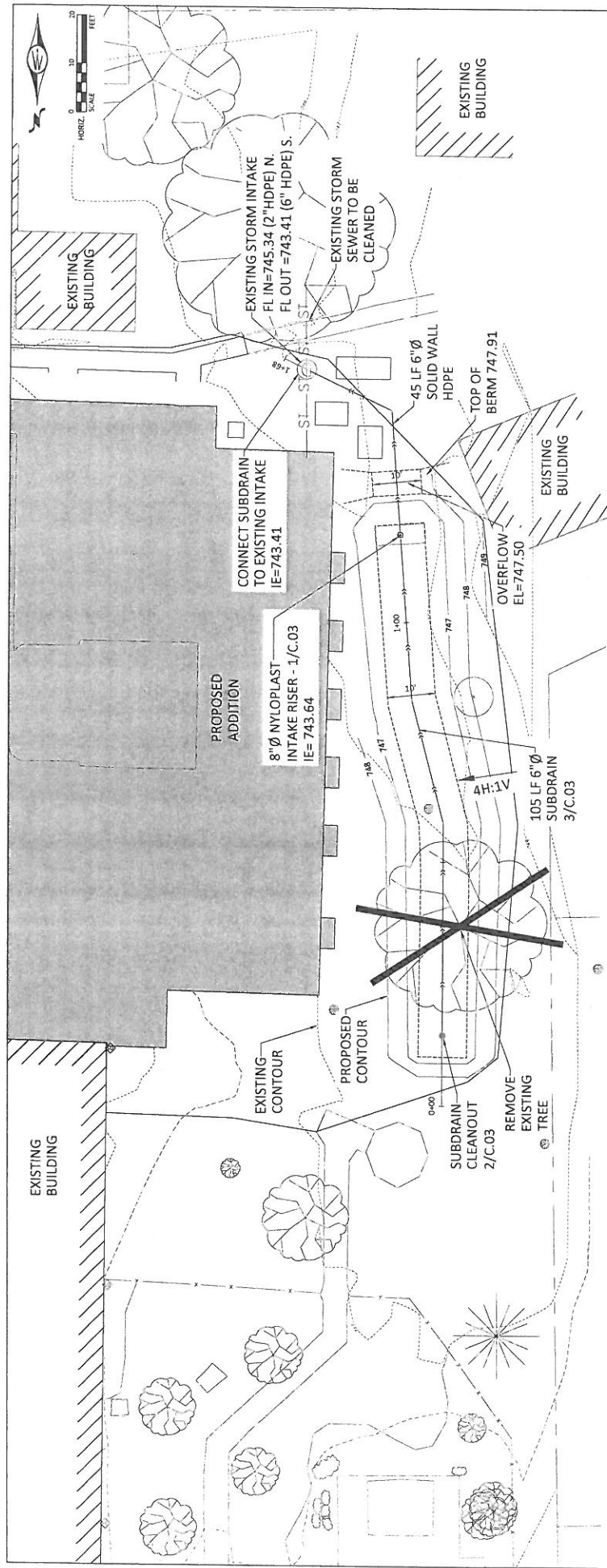
\_\_\_\_\_  
Sandra Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk







PROPOSED CENTERLINE ELEVATION

EXISTING CENTERLINE ELEVATION

PROPOSED CENTERLINE ELEVATION

EXISTING CENTERLINE ELEVATION

PROPOSED ADDITION

8" Ø NYLOPLAST INTAKE RISER - 1/C.03  
IE= 743.64

CONNECT SUBDRAIN TO EXISTING INTAKE  
IE=743.41

EXISTING STORM INTAKE  
FL IN=745.34 (2" HDPE) N.  
FL OUT =743.41 (6" HDPE) S.

EXISTING STORM SEWER TO BE CLEANED

45 LF 6" Ø SOLID WALL HDPE

TOP OF BERM 747.91

OVERFLOW EL=747.50

105 LF 6" Ø SUBDRAIN 3/C.03

4H:1V

REMOVE EXISTING TREE

EXISTING CONTOUR

PROPOSED CONTOUR

SUBDRAIN CLEANOUT 2/C.03

EXISTING BUILDING

EXISTING BUILDING

EXISTING BUILDING

755

750

745

740

0+00 1+00 2+00

STA 0+05.00 ELEV 748.38

STA 0+10.00 ELEV 746.85

STA 1+29.19 ELEV 747.91

STA 1+34.22 ELEV 747.41

STA 1+34.22 ELEV 747.41

6" Ø SUBDRAIN

6" Ø SOLID WALL HDPE

BIO CELL 3/C.03

HORIZ. SCALE

0 20 40 FEET

HORIZ. SCALE

0 20 40 FEET

BSS WORTHINGTON BUSINESS DEVELOPMENT, SUITE 2A  
1000 W. 10TH ST., SUITE 200  
PHOENIX, AZ 85001  
Phone: (602) 944-3331  
Email: cdb@boltonandmenk.com  
www.boltonandmenk.com

**BOLTON & MENK**

REGISTERED PROFESSIONAL ENGINEERS  
STATE OF ARIZONA

UNITED PRESBYTERIAN HOME  
STORM WATER MANAGEMENT PLAN

BIO-CELL PLAN AND PROFILE

PROJECT NO. 15-0001

DATE: 5/13/17

DESIGNER: ALH

SHEET C.01

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C:\CCM\PROJECTS\15-0001\15-0001-017.dwg, 2/15/2017 11:52:53 AM

ALH





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

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

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

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

WHEREAS, the City Council has determined the projects and initiatives for which it would like to allocate these funds for Fiscal Year 2018-2019.

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

Section 1. The City Council hereby requests that the Washington County Riverboat Foundation allocate anticipated municipal grant funds for the fiscal year beginning July 1, 2018 in the following manner:

- A. Wellness Park: \$200,000
- B. Business Park, Phase II: \$225,000

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

Section 3. The City Council acknowledges and approves the attached applications for these projects, which utilize the forms and procedures identified by the Riverboat Foundation.

PASSED AND APPROVED this 17<sup>th</sup> day of October, 2017.

\_\_\_\_\_  
Sandra Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk



## MUNICIPAL GRANT APPLICATION

### Applicant Organization Information:

1. Applicant Organization: CITY OF WASHINGTON
2. Mailing Address: 215 East Washington Street
3. City, State, Zip: Washington, IA 52353
4. Federal Tax ID#: 42-6005318

### Contact Information:

9. Primary Contact Name: BRENT HINSON
10. Title in Organization: City Administrator
11. Daytime Phone: 319-653-6584 ext 134
12. E-mail address: bhinson@washingtioniowa.net
13. Alternate Contact Name: Illa Earnest
14. Alternate Phone: 319-653-6584 ext. 131      Alt. E-mail:  
iearnest@washingtioniowa.net

### Project/Program Information:

15. Project Title: WASHINGTON AREA WELLNESS PARK
16. Project Address: 1000' Northwest of Intersection of W. 7<sup>th</sup> Street and N. Avenue D
17. WCRF Funding Requested: \$200,000 for FY19 (Previously requested \$200,000 for FY18)
18. Matching Funds: \$1,000,000
19. Total Cost (17+18): \$1,400,000      (include itemized budget if over \$5,000)
20. Anticipated project start: April 2018
21. Anticipated completion date: June 2019



22. Provide a brief description of the project you are seeking funds for. You may attach additional pages to describe your project/program in more detail. Additional supporting material may also be submitted.

Washington lacks any central community athletic field complex, and efforts began in approximately 2007 to build a central complex, with additional features such as recreational trails, fitness stations, etc. known as the "Wellness Park". Several efforts have taken place to bring this project closer to reality, with the largest step being the City's purchase of 90 acres of land for the Wellness Park in 2009, and a later land swap to provide for a parcel closer to the downtown area for eventual construction of a new YMCA. The City utilized Municipal Grant funds to make this land purchase. In succeeding years, the City was able to build soccer fields in partnership with the YMCA along West 18<sup>th</sup> with the assistance of the Riverboat Foundation, and other generous donations. However, a major effort is still needed to construct additional ballfields and other improvements on the main site. Exact parameters of the project are expected to be established by the City Council, in cooperation with the project committee, but it is generally thought that this phase will include 3 baseball/softball fields, a playground, a parks shop/restrooms/concessions building, and possible trail connection to the nearby Kewash Trail.

Subject to reverse referendum, the City Council has authorized planning for the issuance of a \$1,000,000 general obligation bond for this purpose in 2018. However, additional funds are needed to make the project a reality.

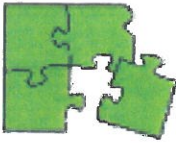
The City of Washington is requesting \$200,000 in supplemental funds allocation for FY19 to allow us to make additional improvements, most likely associated with the soccer complex. We believe enhancing the existing soccer complex with a concessions/ restrooms/ storage building and by improving the parking areas will make it a great asset for the long term, and will allow us to focus other resources toward creating the new ballfield complex and extending trails to and through the site(s).

23. In the space below, explain how the project/program will address the Foundation's interest category. See WCRF Grant Application Guidelines

We believe this project will stretch across three of the four interest categories: Community Development & Beautification, Economic Development, and Human & Social Needs. The project will help create a more attractive community and allow for the expansion of programming for our youth.

24. List name of matching funding sources and if contribution is projected (P) or confirmed (C). Private donations can generally be grouped together as one line item. Line "A" should show any cash contribution from the Applicant organization. **Do not include "in-kind" (non-cash) contributions in this table.** The "Total Matching Funds" should equal Line 18.

Source of Match Funds	Projected or Confirmed	Amount
-----------------------	------------------------	--------



**W · C · R · F**  
**WASHINGTON COUNTY**  
**RIVERBOAT FOUNDATION**

A. (Applicant) General Obligation Bond	Projected	\$ 1000000
B.	Projected	\$
C.	Projected	\$
D.	Projected	\$
E.	Projected	\$
F.	Projected	\$

**Total Matching Funds:**

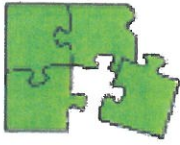
\$ 1M
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25. Complete the following budget form. List each work element for the project. To show the source of matching funds, reference the letter (A, B, C, etc.) from the table in Line 24. More than one source (letter) may be entered for a single work element. The Total Matching Fund should equal the amount entered in Line 18. The Total WCRF Funding Request should equal the amount entered in Line 17. **If the total project is over \$5,000, please attach a detailed itemization of the expected project expenses.**

Project	Matching Fund Source (letters)	Matching Fund \$ Amount	WCRF Funding Request	Total
1. Wellness Park Design & Construction (FY18 Approved)	A	\$ 1,000,000	\$ 200,000	\$ 1,200,000
2. Wellness Park Supplemental (FY19)		\$	\$ 200,000	\$ 200,000
3.		\$	\$	\$
4.		\$	\$	\$
5.		\$	\$	\$
6.		\$	\$	\$
7.		\$	\$	\$
<b>TOTAL</b>		<b>\$ 1,000,000</b>	<b>\$ 400,000</b>	<b>\$ 1,400,000</b>

NOTE: The WCRF does not normally fund personnel expenses, except for outside contracted services for specific projects. Personnel expenses include salaries and benefits for full- and part-time employees. Capital expenses include construction or remodeling costs. Equipment expenses include machinery, tools, vehicles, and appliances that are likely to remain in use for more than one year. Supplies refers to items which are consumable





26. Explain the source of additional matching funds shown in Questions 25 and 26, and the amounts necessary to complete the project/program. Include cash contributions from all other sources besides the WCRF.

The City plans to issue a \$1,000,000 general obligation bond, payable by its debt service property tax levy over a term of 12-15 years.

27. Explain any "in kind" non-cash contributions, if any. Include donated time, labor, materials, etc. Note that these "in kind" contributions should not be included in the matching funds (Line 18) or in the Total Cost of the project (Line 19).

N/A at this time, although significant in-kind contributions are expected to be needed to successfully complete a quality project.

28. Has your project been started? If yes what is the status?

No, the project is currently in the conceptual design stage.

29. Explain how the Washington County Riverboat Foundation will be recognized by your organization for contributing to the project/program.

The WCRF will be recognized in the local newspaper and radio station, and by permanent signage at the site.

30. I hereby affirm that this application has been approved by its governing body. All data in this application and supporting material are correct and true. If awarded funds by the WCRF, the Applicant will comply with WCRF guidelines and grant agreement.

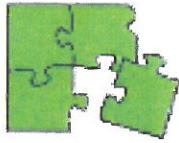
Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signed by Primary Contact from Line 9.)

\*\* Please note that your application becomes a public document upon submission. \*\*

Send 1 signed copy and supporting documents to:

WCRF  
205 W Main  
Washington, IA 52353

Scan another copy with supporting documents and email to [wcrf@riverboatfoundation.org](mailto:wcrf@riverboatfoundation.org)



## MUNICIPAL GRANT APPLICATION

### Applicant Organization Information:

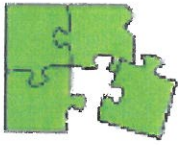
1. Applicant Organization: CITY OF WASHINGTON
2. Mailing Address: 215 East Washington Street
3. City, State, Zip: Washington, IA 52353
4. Federal Tax ID#: 42-6005318

### Contact Information:

9. Primary Contact Name: BRENT HINSON
10. Title in Organization: City Administrator
11. Daytime Phone: 319-653-6584 ext 134
12. E-mail address: bhinson@washingtoniowa.net
13. Alternate Contact Name: Illa Earnest
14. Alternate Phone: 319-653-6584 ext. 131      Alt. E-mail:  
iearnest@washingtoniowa.net

### Project/Program Information:

15. Project Title: WASHINGTON BUSINESS PARK, PHASE II  
(SAVING FOR MAJOR CAPITAL IMPROVEMENTS)
16. Project Address: 600-1000 Block of West Buchanan Street
17. WCRF Funding Requested: \$225,000
18. Matching Funds: \$0 (Total project of \$2.55 Million)
19. Total Cost (17+18): \$225,000      (include itemized budget if over \$5,000)
20. Anticipated project start: July 2020
21. Anticipated completion date: June 2021



22. Provide a brief description of the project you are seeking funds for. You may attach additional pages to describe your project/program in more detail. Additional supporting material may also be submitted.

With the Riverboat Foundation’s assistance, the City of Washington developed the Washington Business Park, with construction completed in late 2016. Since that time, we have sold two lots and have been fielding several additional inquiries. The first phase of the project included building turn lanes on Highway 1 and paving approximately 1400’ of a route that was intended to be Phase I of a new paved route connecting the southwest side of Washington to Highway 1 and allowing for further buildout of the Business Park. The City would like to set aside Municipal Grant funds for the next three years toward Phase II of this project, which will allow for construction in FY21, when matching federal funds will be available for this project. The total project estimate is \$2.55 million. See attached for concept and cost estimate.

23. In the space below, explain how the project/program will address the Foundation’s interest category. See WCRF Grant Application Guidelines

We believe this project will primarily address the Economic Development category. The project will create opportunities for expanded tax base as well as better street connectivity.

24. List name of matching funding sources and if contribution is projected (P) or confirmed (C). Private donations can generally be grouped together as one line item. Line “A” should show any cash contribution from the Applicant organization. **Do not include “in-kind” (non-cash) contributions in this table.** The “Total Matching Funds” should equal Line 18.

Source of Match Funds	Projected or Confirmed	Amount
A. (Applicant) Federal STP Funds	Confirmed	\$ 1826438
B. City Budgeted Funds- FY21	Projected	\$ 21851
C.	Projected	\$
D.	Projected	\$
E.	Projected	\$
F.	Projected	\$
<b>Total Matching Funds:</b>		<b>\$ 1848289</b>

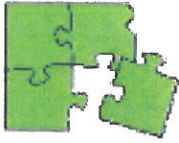
25. Complete the following budget form. List each work element for the project. To show the source of matching funds, reference the letter (A, B, C, etc.) from the table in Line 24. More than one source (letter) may be entered for a single work element. The Total Matching Fund



should equal the amount entered in Line 18. The Total WCRF Funding Request should equal the amount entered in Line 17. **If the total project is over \$5,000, please attach a detailed itemization of the expected project expenses.**

Project	Matching Fund Source (letters)	Matching Fund \$ Amount	WCRF Funding Request	Total
1. Business Park Phase II (FY19 Request)		\$	\$ 225,000	\$ 225,000
2. Projected FY20 & FY21 Municipal Grant Requests	A,B	\$ 1,848,289	\$ 475,000	\$ 2,323,289
3.		\$	\$	\$
4.		\$	\$	\$
5.		\$	\$	\$
6.		\$	\$	\$
7.		\$	\$	\$
TOTAL		\$ 1,848,289	\$ 700,000	\$ 2,548,289

NOTE: The WCRF does not normally fund personnel expenses, except for outside contracted services for specific projects. Personnel expenses include salaries and benefits for full- and part-time employees. Capital expenses include construction or remodeling costs. Equipment expenses include machinery, tools, vehicles, and appliances that are likely to remain in use for more than one year. Supplies refers to items which are consumable



26. Explain the source of additional matching funds shown in Questions 25 and 26, and the amounts necessary to complete the project/program. Include cash contributions from all other sources besides the WCRF.

The City plans to budget additional funds in the FY21 budget to cover any shortfall in project funds versus the actual cost. It is likely this amount will be larger than the \$21,851 projected, but we believe we can cover this cost and repay ourselves with tax increment produced by the development of the new lots if needed.

27. Explain any "in kind" non-cash contributions, if any. Include donated time, labor, materials, etc. Note that these "in kind" contributions should not be included in the matching funds (Line 18) or in the Total Cost of the project (Line 19).

N/A.

28. Has your project been started? If yes what is the status?

No, the project is currently in the conceptual design stage, but the City has done all necessary work to set aside federal funds for the project. Formal design of the improvements will likely begin in calendar year 2019.

29. Explain how the Washington County Riverboat Foundation will be recognized by your organization for contributing to the project/program.

The WCRF will be recognized in the local newspaper and radio station, and by permanent signage at the site.

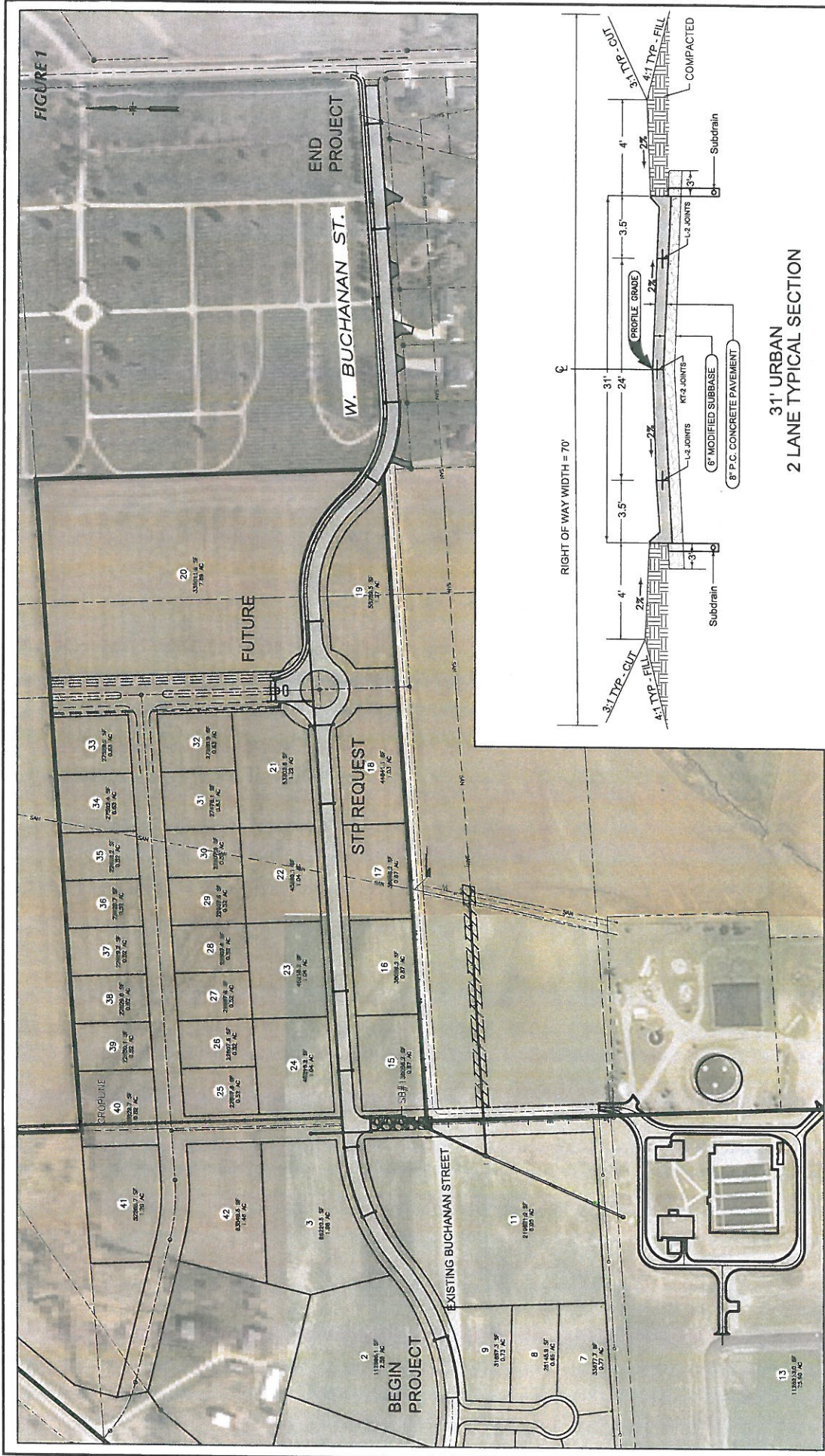
30. I hereby affirm that this application has been approved by its governing body. All data in this application and supporting material are correct and true. If awarded funds by the WCRF, the Applicant will comply with WCRF guidelines and grant agreement.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signed by Primary Contact from Line 9.)

\*\* Please note that your application becomes a public document upon submission. \*\*

Send 1 signed copy and supporting documents to:  
WCRF  
205 W Main  
Washington, IA 52353

Scan another copy with supporting documents and email to [wcrf@riverboatfoundation.org](mailto:wcrf@riverboatfoundation.org)



W. BUCHANAN STREET - PHASE 2  
CITY OF WASHINGTON  
FIGURE 1

VEENSTRA & KIMM, INC.



**Opinion of Cost for Buchanan Street - Phase 2**  
**Washington, Iowa**  
**10/16/2014**

No.	Item Code	Description	Unit	Unit Price	Phase 2	
					Buchanan - Ave M to Ave E	Quantity
1	2101-0850002	CLEAR+GRUBB	UNIT	\$200.00	100	\$20,000.00
2	2102-2710070	EXCAVATION, CL 10, RDWY+BORROW	CY	\$10.00	8000	\$80,000.00
3	2102-2713090	EXCAVATION, CL 13, WASTE	CY	\$15.00	600	\$9,000.00
4	2105-8425015	TOPSOIL, STRIP, SALVAGE+SPREAD	CY	\$10.00	4000	\$40,000.00
5	2115-0100000	MODIFIED SUBBASE	CY	\$35.00	2730.00	\$95,550.00
6	2123-7450000	SHLD CONSTRUCTION, EARTH	STA	\$100.00	6800.00	\$680,000.00
7	2301-1033080	STD/S-F PCC PAV'T, CL C CL 3, 8"	SY	\$40.00	13170.00	\$526,800.00
8	2312-8260051	GRANULAR SURF ON RD, CL A CR STONE	TON	\$25.00	500.00	\$12,500.00
9	2416-0100018	APRON, CONC, 18"	EACH	\$500.00	1.00	\$500.00
10	2435-0140148	MANHOLE, STORM SWR, SW-401, 48"	EACH	\$4,000.00	4.00	\$16,000.00
11	2435-0140172	MANHOLE, STORM SWR, SW-401, 72"	EACH	\$5,000.00	2.00	\$10,000.00
12	2435-0250800	INTAKE, SW-508	EACH	\$4,000.00	28.00	\$112,000.00
13	2502-8212034	SUBDRAIN, LONGITUDINAL, (SHLD) 4"	LF	\$10.00	6800.00	\$68,000.00
14	2502-8220196	SUBDRAIN OUTLET, RF-19E	EACH	\$200.00	56.00	\$11,200.00
15	2503-0132042	STORM SWR G-M/CAS,TRNCHED, RCP 2000D,12"	LF	\$32.00	1687.00	\$53,984.00
16	2503-0132048	STORM SWR G-M/CAS,TRNCHED, RCP 2000D,15"	LF	\$35.00	93.00	\$3,255.00
17	2503-0134212	STORM SWR G-M/CAS,TRNCHED, RCP 2000D,18"	LF	\$38.00	570.00	\$21,660.00
18	2503-0134224	STORM SWR G-M/CAS,TRNCHED, RCP 2000D,24"	LF	\$40.00	472.00	\$18,880.00
19	2503-0134227	STORM SWR G-M/CAS,TRNCHED, RCP 2000D,27"	LF	\$42.00	355.00	\$14,910.00
20	2503-0134230	STORM SWR G-M/CAS,TRNCHED, RCP 2000D,30"	LF	\$45.00	80.00	\$3,600.00
21	2507-8029000	EROSION STONE	TON	\$40.00	50.00	\$2,000.00
22	2510-6745850	RMVL OF PAV'T	SY	\$10.00	525.00	\$5,250.00
23	2511-7526005	SIDEWALK, PCC, 5"	SY	\$35.00	1500.00	\$52,500.00
24	2515-2475006	DRIVEWAY, PCC, 6"	SY	\$40.00	525.00	\$21,000.00
25	2526-8285000	CONSTRUCTION SURVEY	LS	\$50,000.00	1.00	\$50,000.00
26	2528-8445110	TRAFFIC CONTROL	LS	\$10,000.00	1.00	\$10,000.00
27	2533-4980005	MOBILIZATION	LS	\$50,000.00	1.00	\$50,000.00
28	2601-2634100	MULCH	ACRE	\$1,000.00	10.00	\$10,000.00
29	2601-2636044	SEED+FERTILIZE (URBAN)	ACRE	\$1,000.00	10.00	\$10,000.00
30	2602-0000020	SILT FENCE	LF	\$2.00	10000.00	\$20,000.00
31	2602-0000071	RMVL OF SILT FENCE/SILT FENC-DITCH CHECK	LF	\$1.00	10000.00	\$10,000.00
32	2602-0000101	MAINT OF SILT FENC/SILT FENC-DITCH CHECK	LF	\$2.00	10000.00	\$20,000.00

<b>Subtotal</b>		<b>\$2,038,589.00</b>
Contingency	10%	\$203,900.00
<b>Construction Total &amp; Contingency</b>		<b>\$2,242,489.00</b>
Engineering, Legal, Administration	15%	\$305,800.00
<b>Project Total</b>		<b>\$2,548,289.00</b>

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

**A RESOLUTION SETTING A PUBLIC HEARING  
ON THE DISPOSAL OF EXCESS PROPERTY**

WHEREAS, the City acquired a property located at 208 East Jefferson Street; and

WHEREAS, the house located at this property may be suitable for moving to a different site by a qualified contractor, which will also clear the site for Fire Station construction; and

WHEREAS, the City owns a bare lot at 415 West Madison, which could be suitable for said house to be moved.

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

Section 1. The City Council hereby sets November 21, 6 PM at the Nicola-Stoufer Room of the Washington Free Public Library as the public hearing date regarding consideration of bids for the proposed disposal of the house located at 208 East Jefferson and the disposal of the lot at 415 West Madison, if this is the desired location of the selected contractor.

Section 2. The City Council accepts the attached bid documents as the format to be followed for this proposed sale.

PASSED AND APPROVED this 17<sup>th</sup> day of October, 2017.

\_\_\_\_\_  
Sandra Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk



*Brent Hinson, City Administrator  
Sandra Johnson, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney*



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

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**Memorandum**

October 13, 2017

To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator

Re: Sale of House at 208 East Jefferson/ Lot at 415 West Madison

As the Council is aware, we recently acquired the property at 208 East Jefferson for the future Fire Station. I am proposing that we seek bids from contractors on moving the house to a different location. I am also proposing that we offer our lot at 415 West Madison as a site for the house to be moved. We did a public hearing on the sale of this property back in March, but did not receive any bids at that time. We do not have any other solid prospects for the lot at the current time.

*Brent Hinson, City Administrator  
Sandra Johnson, Mayor  
Illa Earnest, City Clerk  
Kevin Olson, City Attorney*



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

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**Public Bid Announcement**  
**Sale of House Located at 208 East Jefferson Street**  
**Sale of Residential Building Lot by the City of Washington**

The City of Washington, Iowa, will open public bids on the 17<sup>th</sup> day of November, 2017, at 9 o'clock A.M. in the City Clerk's office, City Hall, 215 East Washington Street, Washington, Iowa, for the moving of the house currently located at 208 East Jefferson Street. The house must be moved no later than April 15, 2018. The garage located at the site is included in the sale, and may either be moved or demolished by the successful bidder. All permits, relocation costs, insurance requirements, and restoration costs for the house and/or garage are the responsibility of the successful bidder. The successful bidder will be responsible for keeping a safe site and for all non-City utility disconnections. The City will separately arrange for removal of the existing foundation, filling in the basement, and disconnection of the water and sewer lines.

Further, to facilitate the moving of this house the City offers for public bids the following described real estate located in Washington County, Iowa, to-wit:

- Lot Number Three (3), in Block Number Two (2), in Orr's Sub-Division of Out Lot Number Six (6) and the West Eleven (11) poles of Out Lot Number Seven (7) in the addition to the town, now City of Washington, Washington County, Iowa (local address 415 West Madison Street), exact legal description to be obtained from the abstract of title.

If the buyer intends to move the house to a different site, a bid does not need to be offered for the 415 West Madison lot.

Bid packets containing information regarding the house, lot, and conditions of the sale are available at City Hall, located at 215 East Washington Street. Anyone submitting a bid for the above-listed property must agree in writing to meet the conditions set by the City of Washington.

There is no minimum bid for the house, and the minimum bid for the lot shall be \$5,000. Bids will be opened immediately following the deadline.

The Washington City Council will hold a public hearing and act on bids for the above-described real estate on Tuesday, November 21, 2017 at 6 o'clock P.M. at the Washington

Free Public Library, 115 West Washington Street. At that time, the City Council may accept the bids and award the sale to the bidder whose application is the most advantageous to the citizens of the City. The City Council may reject any and all bids in its sole discretion. The City may waive any discrepancies or technicalities associated with said bid.

Published by order of the City Council of Washington, Iowa  
Illa Earnest, City Clerk

## Sale of House & Lot

The house currently located at 208 East Jefferson Street being sold is to be moved to facilitate the construction of a new municipal fire station. The house was constructed in 1917, and is a two-story frame house with 1,329 square feet of living space. The house has an enclosed porch and detached 10' x 19' garage. The house is being offered "as is" and without warranty of any kind. It is unknown if it contains asbestos, lead paint, or other hazardous material. Bidders must provide proof of insurance & references/similar size house-moving jobs handled previously.

Tours of the house are expected to be available starting November 2. Please contact Steve Donnolly at 653-6584 ext. 124 to set up an appointment. Bidders will be responsible for securing all necessary permits needed for the project, and Mr. Donnolly will also serve as the point of contact for any inquiries related to permits needed.

If desired by the successful bidder for the house to be moved, the City is offering for sale a bare lot it owns at 415 West Madison Street. The City has cleared the property and removed all known construction debris. Water and sewer services have been temporarily discontinued, but the City makes no warranty as to the viability of the existing lines, and disconnection of the existing sewer from the main, if needed, is the sole responsibility of the buyer.

The property is being sold "AS IS," so the bidder should make itself familiar with the lot prior to making a bid on the property.

The lot will be conveyed to the successful purchaser by warranty deed with right of reversion and the City of Washington will furnish an abstract. Closing shall take place within 90 days of award of the lot to the chosen bidder and entire bid price will be due and payable at the closing.

If the house is moved to the City-owned lot, the following requirements apply:

- 1) A garage must be constructed with alley access, and driveway must be continuously paved from garage to alley right-of way.
- 2) Existing trees should be maintained to the extent possible, or replaced on a 1:1 basis if removal is required, except as approved in writing. In all cases, the finished property should contain at least two trees.
- 3) The existing public sidewalk along the property must be brought up to code.
- 4) The finished property must conform to all building and zoning codes, including required setbacks.

The minimum sale price for the lot is \$5,000. The City has 3-year tax abatement available for improvements made to the property.

**Bid for City-Owned Property**

House Location: 208 East Jefferson Street

- My bid for house: \_\_\_\_\_
- Location house is being moved to: \_\_\_\_\_  
 \_\_\_\_\_ (if not 415 West Madison)

(OPTIONAL)

Lot location: 415 West Madison Street

- My bid for lot: \_\_\_\_\_ (\$5,000 minimum)

Please list any local (Washington County) subcontractors or suppliers: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_ I acknowledge and agree to all of the requirements detailed in the Public Bid Announcement, and specifically acknowledge and agree to the requirement to move the house from 208 East Jefferson no later than April 15, 2018.

\_\_\_\_ I acknowledge and agree to fully comply with the requirements of the Washington Code of Ordinances as it may relate to this project.

\_\_\_\_ I acknowledge and agree that the City of Washington has the right to reject any and all bids.

**Bidder Information:**

Name: \_\_\_\_\_

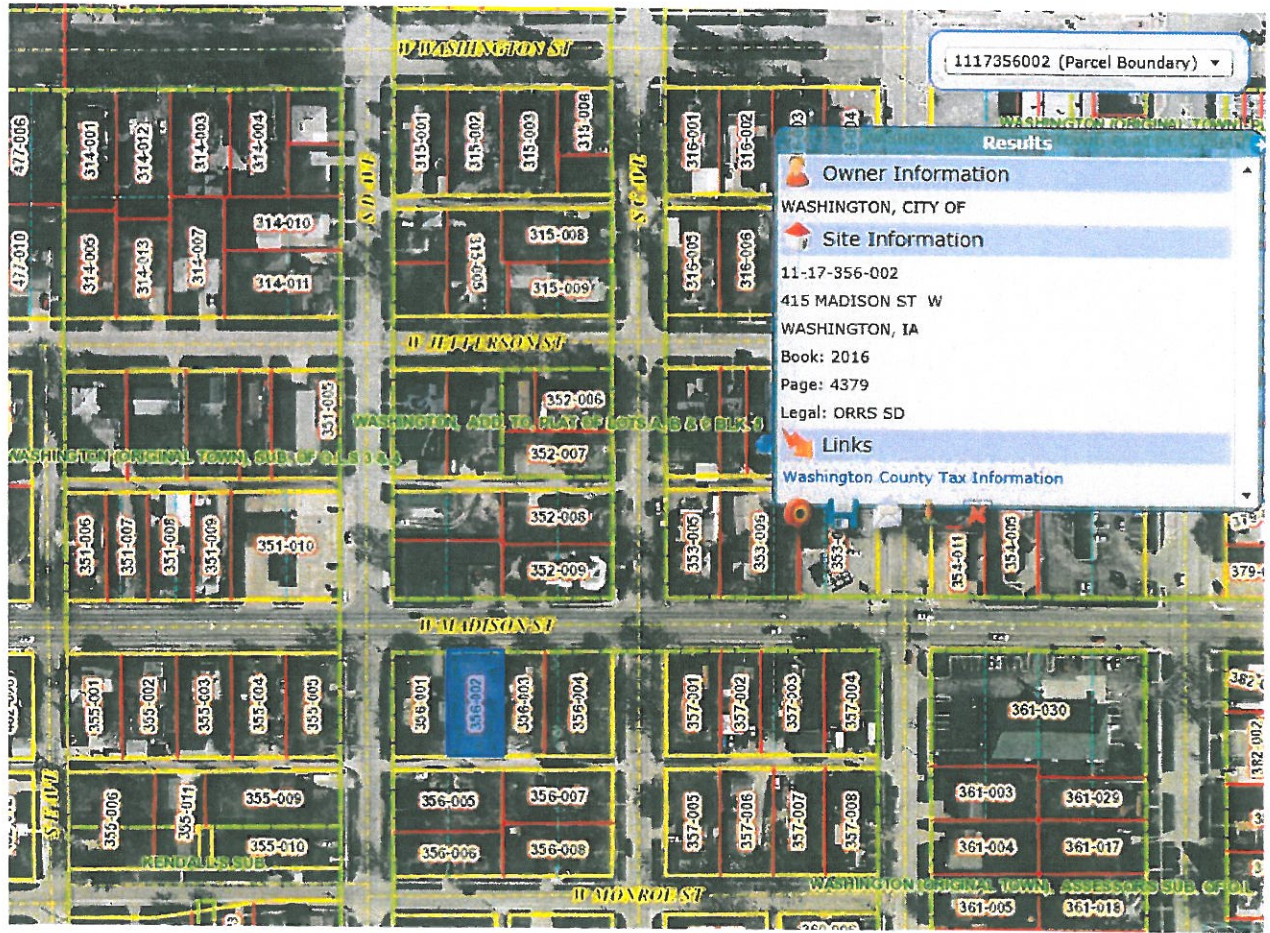
Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

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

Please seal your bid in an envelope and submit to Washington City Hall at 215 East Washington Street by November 17<sup>th</sup> at 9 AM.

**Exhibit: Location of 415 West Madison**



*"One of the 100 Best Small Towns in America"*

208 WA JEFFERSON ST E, WASHINGTON

Deed: TORRES, SERAPIO & NORMA E.

Map Area: WASH. CITY RES

Contract:

Route: 000-000-000

Checks/Tags:

Lister/Date:

CID#:

Tax Dist: WACWS

Review/Date: CT, 06/17/2010

DBA:

Plat Page: 11-17F

Entry Status: Info From Owner

MLS:

Subdiv: [EMPTY]

URBAN / RESIDENTIAL

Legal: 06 20 OP S1/2

Land		Land		Land	
Land Basis	Front	Rear	Side 1	Side 2	R. Lot
FF Main	66.00	66.00	66.00	66.00	0.00
Sub Total			4,356.00		
Grand Total			4,356.00		

Street		Utilities		Zoning		Land Use	
FF Main	Paved	City	City	City	City	City	City
							Not Applicable

Sales		Building Permits		Values					
Date	\$ Amount	NUTC	Recording	Date	Tag \$ Amount	Type	Appraised	B of R	Pr Yr
04/04/2000	\$59,000	D0	360-164			Land	\$11,000		\$11,000
09/03/1999	\$57,000	D0	340-107			LandC	\$0		\$0
02/06/1992	\$34,000	D0	70-186			Dwlg	\$59,600		\$53,200
						Impr	\$0		\$0
						Total	\$70,600		\$64,200

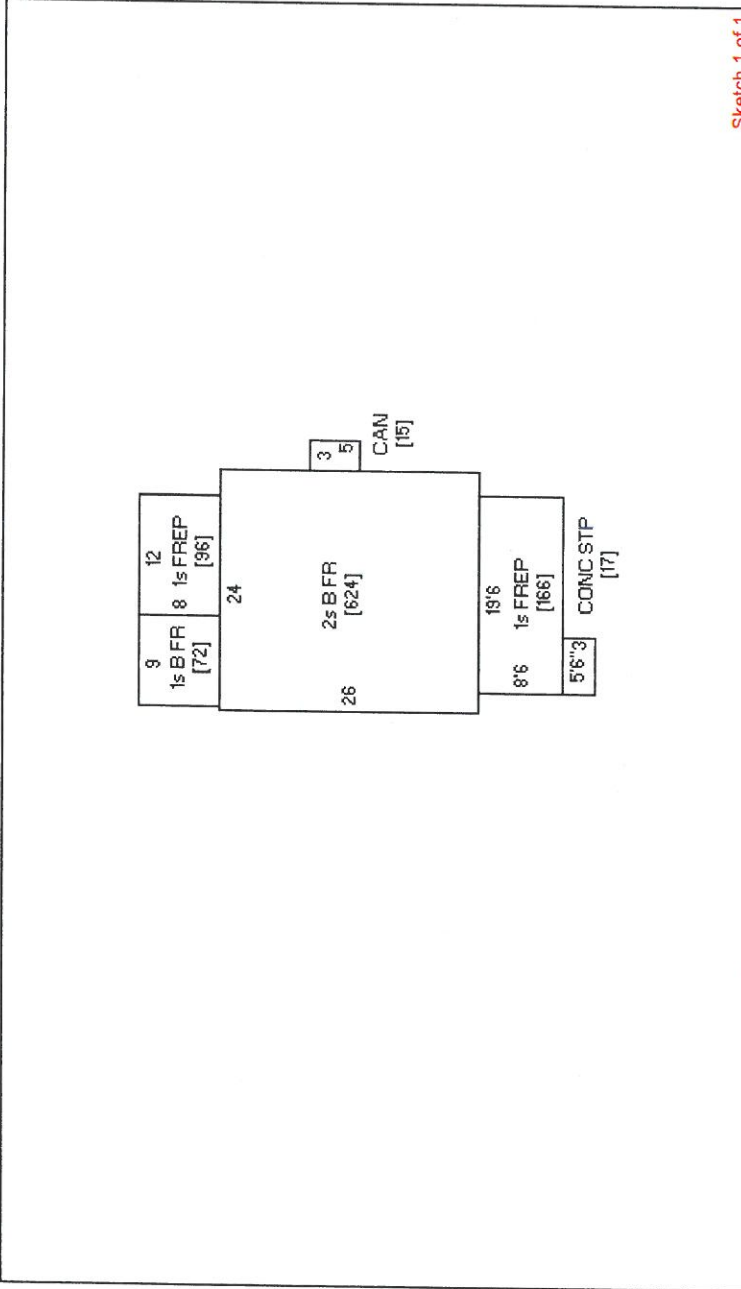
Res. Structure		Finish		Plumbing		Addition		Garage	
Occ. Code	Occ. Descr.	Ttl Rooms Above #	Bedrooms Above #	Full Bath	Shower Stall Bath	1 of 2	Addition	Garage	1 of 1
	Single-Family / Owner Occupied	6	0	1	1	1917	Year Built	Style	Det Frm
		0	0	1	1	100	EFA	WXL	10' X 19'
	100 / 1917					1917	EFA Year	Area (SF)	190
	100 / 1917					1 Sty F rm	Style	Year Built	1900
	N/A					72	Area (SF)	EFA	117
	2 Story Frame					72	Condition	EFF Year	1900
	624 / 1,329						Bsmt (SF)	Condition	
	705 / 624						NoBsmt Flr(SF)	Bsmt (SF)	None
							Heat	Qtrs Over	
							AC	Qtrs Over (SF)	
							Attic (SF)	Qtrs AC (SF)	
							See other pages for more additions.		
								Door Opns	
								Stalls-Bsmt / Sid	



Bldg / Adtn	Description	Units	Year
	101 — Single-Family / Owner Occupied		
	2 Story Frame	624	
	Base Heat: FHA - Gas		
	Add Central Air	624	
#1	Porch: 1S Frame Enclosed	96 SF	
#2	Porch: 1S Frame Enclosed	166 SF	
	Plumbing	3	
	B.I. Appliances	1	
1 of 2 Adtn	1 Story Frame	72 SF	1917
	Basement area	72 SF	
2 of 2 Adtn	1 Story Frame	9 SF	1917
	Garage: Det Frame	10' X 19'	1900



Prior Year	Comment	Value Type	Location	Class	Land Value	Dwelling Value	Improvement Value	M & E Value	Total Value
2016		Appr	URBAN	Res	\$11,000	\$53,200	\$0	\$0	\$64,200
2015		Appr	URBAN	Res	\$11,000	\$53,200	\$0	\$0	\$64,200
2014		Appr	URBAN	Res	\$11,000	\$53,200	\$0	\$0	\$64,200
2013		Appr	URBAN	Res	\$11,000	\$53,200	\$0	\$0	\$64,200



Sketch 1 of 1

