



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE COUNCIL CHAMBERS
AT 120 E MAIN STREET
AT 6:00 P.M., TUESDAY, FEBRUARY 7, 2017

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, February 7, 2017 to be approved as proposed or amended.

Consent:

1. Council Minutes 01-17-2017
2. Council Minutes 01-24-2017
3. Council Minutes 01-31-2017
4. Kevin D. Olson, Professional Services for January, 2017, \$1,399.80
5. Iowa Department of Transportation, Repayment of RISE Grant Funds, \$49,862.00
6. Bolton & Menk, Aircraft Parking Apron, \$5,566.05
7. Veenstra & Kimm, Industrial Park RISE Grant Improvements, \$834.15
8. Caldwell Tanks, Elevated Water Storage Tank Project, Pay App #12, \$101,048.04
9. Hy-Vee Food Store, 528 Hwy 1 S, Class B Wine, Class C Beer Permit (BC), Sunday Sales, **(renewal)**
10. Columbus Club of Washington, Iowa, Class C Liquor License (LC) (Commercial), **(renewal)**
11. Bp One Trip, 1504 E. Washington St., Class C Beer Permit (BC), Class B Native Wine Permit, Sunday Sales, **(renewal)**
12. Department Reports.

Consent – Other:

1. DeLong Construction, Court House Sewer Separation Project, \$61,302.70

Claims and Financial Reports:

Claims as Presented.

SPECIAL PRESENTATION

1. FY16 Audit Report – State Auditor’s Office.
2. Tree Committee Annual Report
3. Nuisance Abatement Update

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

NEW BUSINESS

Discussion and Consideration of Application for Tax Abatement – Chris & Melanie Shelman.

Discussion and Consideration of Former Library Building Marketing Timeframe.

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Public Hearing: On a Resolution Establishing Intent to Dissolve the Park Commission as an Administrative Agency Under Iowa Code 392.7.

Discussion and Consideration of a Resolution Establishing Intent to Dissolve the Park Commission as an Administrative Agency Under Iowa Code 392.7.

Discussion and Consideration of Change Order #5 - Court House Sewer Separation Project.

Discussion and Consideration of a Resolution Accepting Court House Sewer Separation Project as Completed.

Discussion and Consideration of Change Order #1 – 0.5 MG Elevated Water Storage Tank Project.

Discussion and Consideration of a Resolution Accepting 0.5MG Elevated Water Storage Tank Project as Completed.

Discussion and Consideration of a Resolution Fixing Date for a Public Hearing on the Issuance of \$500,000 General Obligation Bonds.

Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 165.07 – Agricultural Zones.

Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 165.23(2B) – Front Yard Setbacks.

Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 165.20 – Signs.

DEPARTMENTAL REPORT

Police Department
City Administrator
City Attorney

MAYOR & COUNCILPERSONS

Sandra Johnson, Mayor
Brendan DeLong
Steven Gault
Kerry Janecek
Jaron Rosien
Kathryn Salazar

Millie Youngquist

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 01-17-2017

The Council of the City of Washington, Iowa, met in Regular Session in the council chambers, 120 E. Main Street, at 6:00 P.M., Tuesday, January 17, 2017. Mayor Johnson in the chair. On roll call present: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Absent: none.

Motion by DeLong, seconded by Salazar, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, January 17, 2017 be approved as proposed. Motion carried.

Consent:

1. Council Minutes 01-03-2017
2. Washington Chamber of Commerce, 2017 Membership, \$944.90
3. Fox Engineering, Well #6 Pump Replacement, \$2,731.52
4. Fox Engineering, Elevated Water Storage Tank, \$926.00
5. Fox Engineering, Well #7 Pump Replacement & Electrical Modifications, \$719.25
6. Fox Engineering, W. 5th St Parallel Water Main, \$768.00
7. Fox Engineering, Water Treatment Plant Improvements, \$13,564.70
8. Fox Engineering, Sanitary Sewer Collection System Evaluation, \$3,435.00
9. Simmering-Cory, CDBG Water/Sewer Program Grant Writing, \$1,000.00
10. Bolton & Menk, Airport Parking Apron Project, \$23,842.50
11. PAWS & More Animal Shelter, Animal Services (Oct.-Dec. 2016), \$4,250.00
12. PAWS & More Animal Shelter, 2016 Trap, Neuter, Release (cats) Project, \$980.00
13. Victor Stanley, Benches - Columbariums at Elm Grove Cemetery, \$1,974.00
14. Hy-Vee Wine & Spirits, 1004 W. Madison St., Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (Carryout Beer), Sunday Sales. **(renewal)**
15. Fareway Store #554, 301 N. Marion Ave., Class C Beer Permit (Carryout Beer), Class B Wine Permit, Class E Liquor License (LE), **(renewal)**
16. Wine & Spirits, 106 W. 2nd Street, Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License (LE), Sunday Sales, **(renewal)**
17. Department Reports.

Consent - Other:

1. DeLong Construction, Industrial Park Water Main, Retainage, \$8,992.35
2. DeLong Construction, Industrial Park RISE Improvements, Final, \$45,227.25

Motion by Salazar, seconded by Rosien, that consent items 1-17 be approved. Motion carried.

Motion by Rosien, seconded by Janecek, that consent – other be approved. Motion carried. DeLong abstained with conflict.

Motion by Rosien, seconded by Youngquist, to approve payment of all claims. Motion carried.

Finance Officer Kelsey Brown gave the financial reports for December, 2016.

Motion by Youngquist, seconded by Gault, to approve the financial reports as presented. Motion carried.

Motion by Rosien, seconded by Salazar, to affirm the mayoral appointment of Connie Larsen and Merle Hagie to the Planning & Zoning Commission to a term ending June 30, 2022. Motion carried.

Motion by Rosien, seconded by Youngquist, to approve the PAWS & More request for the 19th Annual PAWS & More Central Park Car Show, Sunday, August 20, 2017 (6am – 5pm). Motion carried.

Motion by DeLong, seconded by Gault, to approve the Resolution Adopting and Levying Final Schedule of Assessments and Providing for the Payment Thereof for the Sitler Drive 2016 Paving Project. Roll call on motion as follows: Ayes: Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. DeLong abstained with conflict. **(Resolution No. 2017-005)**

After discussion, motion by Rosien, seconded by Youngquist, to set a public hearing date of February 7 on proposed changes to Chapter 23 “Park Commission” (dissolve current board and adopt an ordinance establishing a 5 member appointed board). Motion carried.

Motion by DeLong, seconded by Salazar, to approve an Engineering Services Agreement with Garden & Associates for S. 15 Avenue Project in the amount of \$59,500. Motion carried.

Motion by Salazar, seconded by Rosien, to approve the first reading of an Ordinance Amending Chapter 165.07 – Agricultural Zones. Roll call on said motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Rosien, seconded by Janecek, to approve the first reading of an Ordinance Amending Chapter 165.23(2B) – Front Yard Setbacks. Roll call on said motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by DeLong, seconded by Salazar, to approve the first reading of an Ordinance Amending Chapter 165.20 – Signs. Roll call on said motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Rosien, seconded by Salazar, to approve the Resolution Regarding Employee Recognition Event. Roll call on said motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-006)**

The council will meet in a special/budget work session, Tuesday, January 24, 2017, at 6:00 P.M. in the State Bank Room, in the Washington Public Library, 115 W. Washington Street.

The council will meet in a special/budget work session, Tuesday, January 31, 2017, at 6:00 P.M. in the Nicola-Stoufer Room, in the Washington Public Library, 115 W. Washington Street.

Motion by Rosien, seconded by Salazar, that the Regular Session held at 6:00 P.M., Tuesday, January 17, 2017, be adjourned. Motion carried.

Illa Earnest, City Clerk

Council Minutes 01-24-2017

The Council of the City of Washington, Iowa, met in a Special Budget Workshop Session in the State Bank Meeting Room, in the Washington Public Library, 115 W. Washington Street, at 6:00 P.M., Tuesday, January 24, 2017. Mayor Johnson in the Chair. On roll call present: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Absent: none.

Motion by Salazar, seconded by Youngquist, that the agenda for the Special Budget Workshop Session to be held at 6:00 P.M., Tuesday, January 24, 2017 be approved as proposed. Motion carried unanimously.

Jim Gorham, 608 W. Washington Blvd, came before the council to speak in support of using the old library for city hall offices if the building is not sold.

Richard Paul, 910 E. Adams Street, came before the council to urge use of the old library for city hall offices.

Motion by Rosien, seconded by Gault, to approve the Revised Resolution – Riverboat Municipal Grant Application. **(Resolution No. 2017-007)**

City Administrator Brent Hinson gave the council a power point presentation of the proposed FY18 Budget.

The Council will meet in a Special Budget Workshop Session on Tuesday, January 31, 2017, at 6:00 P.M., in the Nicola-Stoufer Meeting Room, in the Washington Public Library at 115 W. Washington Street to continue work on the FY18 Budget.

Motion by Rosien, seconded by DeLong, that the Special Session held at 6:00 P.M., Tuesday, January 24, 2017 be adjourned. Motion carried unanimously.

Illa Earnest, City Clerk

Council Minutes 01-31-2017

The Council of the City of Washington, Iowa, met in a Special Budget Workshop Session in the Nicola-Stoufer Meeting Room, in the Washington Public Library, 115 W. Washington Street, at 6:00 P.M., Tuesday, January 31, 2017. Mayor Johnson in the Chair. On roll call present: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Absent: none.

Motion by Salazar, seconded by Youngquist, that the agenda for the Special Budget Workshop Session to be held at 6:00 P.M., Tuesday, January 31, 2017 be approved as proposed. Motion carried unanimously.

Jim Gorham, 608 W. Washington Blvd, came before the council to ask about space needs for city offices, the size of current spaces, and space available in city buildings.

Motion by Rosien, seconded by Janecek, to approve the Resolution Setting a Public Hearing for February 7 Prior to Considering Dissolving the Park Commission as an Administrative Agency under Iowa Code 392.7. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.
(Resolution No. 2017-008)

After discussion, motion by Salazar, seconded by Rosien to approve the Listing Change to \$245,000 for the Old Library Building and Further Discuss the Matter at the February 7, 2017, Council Meeting. Motion carried. Janecek voted no.

The Council went through the proposed city department budgets with city department heads who were present to go over their proposed budgets and requests for FY18.

Motion by Salazar, seconded by Rosien, that the Special Session held at 6:00 P.M., Tuesday, January 31, 2017 be adjourned. Motion carried unanimously.

Illa Earnest, City Clerk

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

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

December 30, 2016

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

JANUARY, 2017 INVOICE

For legal services rendered to the City of Washington, Iowa

TOTAL HOURS	13.5 hours (reg)
TOTAL MILEAGE	330 miles
Hourly Rate	\$90/hour- Reg
Mileage Rate	\$0.56 per mile
TOTAL FOR THIS INVOICE	\$1,399.80



**INVOICE
PAYABLE UPON RECEIPT**

PAGE: 1

INVOICE NUMBER: 38533

01/23/17

MAKE CHECK PAYABLE TO: IOWA DEPARTMENT OF TRANSPORTATION

CUST: 01241 WASHINGTON, CITY OF

STOCK ISSUE:

WASHINGTON, CITY OF
215 E. WASHINGTON ST
WASHINGTON,

IA 52353

REPAYMENT FOR RISE GRANT FUNDS RECEIVED

QUANTITY	LINE DESCRIPTION	STOCK NUMBER	AMOUNT DUE
			49,862.00
** T O T A L D U E **			49,862.00

I HEREBY CERTIFY THAT THE
ABOVE ITEM(S) AS LISTED ARE
TRUE, CORRECT & WHOLLY UNPAID

Seah Drees-Lindsay

DETACH AND RETURN WITH PAYMENT TO:

CASHIER OFFICE
IOWA DEPARTMENT OF TRANSPORTATION
800 LINCOLN WAY
AMES, IA 50010

WASHINGTON, CITY OF

INVOICE NO: 38533 AMOUNT ENCLOSED: _____

PLEASE WRITE YOUR INVOICE NUMBER ON YOUR CHECK



Real People. Real Solutions.

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

To Ensure Proper Credit, Provide Invoice Numbers with Payment



* 2 0 1 6 *



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City of Washington
 1625 South Airport Road
 Washington, IA 52353

December 30, 2016
 Project No: T51.109617
 Invoice No: 0198768

Washington Airport/Construct Apron

Design and Construct Aircraft Parking Apron

Construction Phase (004)

Description: Assist with Grant Application, Grant Administration, and Construction Observation

Professional Services

	Hours	Amount	
Clerical	1.00	60.00	
Project Design Engineer	27.50	2,887.50	
Totals	28.50	2,947.50	
Total Labor			2,947.50

Consultants

Braun Intertec Corporation		2,618.55	
Total Consultants		2,618.55	2,618.55

Total this Task \$5,566.05

Total this Invoice \$5,566.05

301-6-6020-6791
 RAMP
 1-26-17



VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

STATEMENT OF PROFESSIONAL SERVICES

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

January 27, 2017
Project No: 24645
Invoice No: 11

Project Manager Leland Belding III

Engineering services for Industrial Park Rise Improvements - General Services:

Professional Services from December 11, 2016 to January 21, 2017

Professional Personnel

	Hours	Rate	Amount	
Engineer III-A	7.00	119.00	833.00	
Totals	7.00		833.00	
Total Labor				833.00

Unit Billing

Duplication			.30	
Duplication-8.5 X11 Color			.85	
Total Units			1.15	1.15

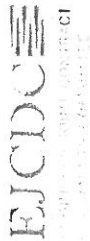
Billing Limits

	Current	Prior	To-Date
Total Billings	834.15	27,277.94	28,112.09
Limit			36,000.00
Remaining			7,887.91

Total this Invoice \$834.15

Billings to Date

	Current	Prior	Total
Labor	833.00	26,320.00	27,153.00
Expense	0.00	682.81	682.81
Unit	1.15	275.13	276.28
Totals	834.15	27,277.94	28,112.09



Contractor's Application for Payment No. TWELVE (12)

Application Period	08/31/2016 TO 12/30/2016	Application Date	12/30/2016
To (Owner)	City of Washington, Iowa	Via (Engineer)	FOX Engineering Associates, Inc.
Project	500,000 Gallon Elevated Water Storage Tank	Contract	CALDWELL TANKS, INC
Owner's Contract No.		Contractor's Project No.	E-8351
		Engineer's Project No.	3424-14A

**Application For Payment
Change Order Summary**

Approved Change Orders Number	Additions	Deductions
CO1A	\$1,187.25	
CO1B		\$400.00
CO1C	\$1,350.00	
CO1D		\$18,000.00
TOTALS	\$2,537.25	\$18,400.00
NET CHANGE BY CHANGE ORDERS		-\$15,862.75

1. ORIGINAL CONTRACT PRICE..... \$ 1,434,800.00
2. Net change by Change Orders..... \$ -15,862.75
3. Current Contract Price (Line 1 ± 2)..... \$ 1,418,937.25
4. TOTAL COMPLETED AND STORED TO DATE
(Column F total on Progress Estimates)..... \$ 1,418,937.25
5. RETAINAGE:
 - a. X \$1,418,937.25 Work Completed..... \$
 - b. X Stored Material..... \$
 - c. Total Retainage (Line 5.a + Line 5.b)..... \$
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 1,418,937.25
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 1,317,889.21
8. AMOUNT DUE THIS APPLICATION..... \$ 101,048.04
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G total on Progress Estimates + Line 5.c above)..... \$

<p>Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective</p>	
Payment of \$	\$ 101,048.04 (Line 8 or other - attach explanation of the other amount)
is recommended by	<i>R. J. Baker, P.E.</i> (Engineer) 1/13/2017 (Date)
Payment of \$	(Line 8 or other - attach explanation of the other amount)
is approved by	(Owner) (Date)
Approved by	Funding or Financing Entity (if applicable) (Date)
By: <i>[Signature]</i>	Date: 12/30/2016

Applicant License Application (BC0030371)

Name of Applicant: <u>Hy-Vee, Inc.</u>		
Name of Business (DBA): <u>Hy-Vee Food Store</u>		
Address of Premises: <u>528 Hwy 1 S</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>
Business	<u>(319) 653-5406</u>	
Mailing	<u>5820 Westown Pkwy</u>	
City <u>West Des Moines</u>	State <u>IA</u>	Zip: <u>50266</u>

Contact Person

Name <u>Denae Elgin</u>	
Phone: <u>(515) 267-2874</u>	Email <u>delgin@hy-vee.com</u>

Classification Class C Beer Permit (BC)

Term: 12 months

Effective Date: 03/17/2017

Expiration Date: 03/16/2018

Privileges:

Class B Wine Permit

Class C Beer Permit (BC)

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>19862</u>	Federal Employer ID <u>42-0325638</u>

Ownership

Randy Edeker

First Name: Randy **Last Name:** Edeker
City: Urbandale **State:** Iowa **Zip:** 50322
Position: CEO, President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Michael Jurgens

First Name: Michael **Last Name:** Jurgens
City: Des Moines **State:** Iowa **Zip:** 50312
Position: Vice President, Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Michael Skokan

First Name: Michael **Last Name:** Skokan
City: Waukee **State:** Iowa **Zip:** 50263

Position: CFO, Treasurer

% of Ownership: 0.00%

U.S. Citizen: Yes

Jeffrey Pierce

First Name: Jeffrey

Last Name: Pierce

City: Waukee

State: Iowa

Zip: 50263

Position: Ass't Treasurer, Financial

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Applicant License Application (LC0035929)

Name of Applicant: <u>COLUMBUS CLUB OF</u>		
Name of Business (DBA): <u>COLUMBUS CLUB OF WASHINGTON, IOWA</u>		
Address of Premises: <u>606 WEST THIRD</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>
Business (319) 653-5000		
Mailing <u>606 WEST THIRD</u>		
City <u>Washington</u>	State <u>IA</u>	Zip: <u>52353</u>

Contact Person

Name DAVE SCHANTZ
Phone: (319) 750-2451 Email schantzdave@gmail.com

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 03/05/2016

Expiration Date: 03/04/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>
Corporate ID Number: <u>72767</u> Federal Employer ID <u>42-0953842</u>

Ownership

DAVE SCHANTZ

First Name: DAVE **Last Name:** SCHANTZ
City: WASHINGTON **State:** Iowa **Zip:** 52353
Position: PRESIDENT
% of Ownership: 0.00% **U.S. Citizen:** Yes

DANIEL CONRAD

First Name: DANIEL **Last Name:** CONRAD
City: WASHINGTON **State:** Iowa **Zip:** 52353
Position: BOARD MEMBER
% of Ownership: 0.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Tokio Marine Specialty Insurance Company</u>

Applicant License Application (BC0027956)

Name of Applicant: <u>Cobb Oil Co., Inc.</u>		
Name of Business (DBA): <u>bp One Trip</u>		
Address of Premises: <u>1504 E Washington St</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>
Business	<u>(319) 653-2243</u>	
Mailing	<u>1504 E Washington St</u>	
City <u>Washington</u>	State <u>IA</u>	Zip: <u>52353</u>

Contact Person

Name <u>Mark Cobb</u>
Phone: <u>(319) 653-2243</u> Email <u>lcobb@cobboil.com</u>

Classification Class C Beer Permit (BC)

Term: 12 months

Effective Date: 04/01/2017

Expiration Date: 03/31/2018

Privileges:

Class B Native Wine Permit

Class C Beer Permit (BC)

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>
Corporate ID Number: <u>8663</u> Federal Employer ID <u>42-1110174</u>

Ownership

Mark Cobb

First Name: Mark

Last Name: Cobb

City: Brighton

State: Iowa

Zip: 52540

Position: President

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>First Western Insurance</u>	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective Date	Temp Transfer Expiration Date:

**WWTP report
February 7, 2017
Council meeting**

- **After hour alarm and dog call outs –**
17th WWTP alarm, west EQ sub drain pump station alarm, 2:00 a.m. Parker
17th WWTP alarm, high TSS alarm, 10:30 p.m. Jason
23rd dog call, Safety Center reported a dog to be picked up at 520 South 7th, 2:00 p.m. Parker
- **Dept Head meetings –** I attended the meetings on January 17th, 24th, & 31st.
- **West EQ sub drain pump station –** Parker was called out to the WWTP at 2:00 a.m. for high water alarm. Jason determined there was a bad pump float in the wet well after he got to work. Jason and Parker replaced the bad float on the same day.
- **New USEPA electronic reporting form for the annual bio solids land application report –**
The USEPA has developed a new electronic reporting form to be used for the annual bio solids land application report. Jason and I participated in a webinar sponsored by the EPA for training on registering, filling out, completing, and submitting the new form to them on or before February 21, 2017.
- **Parker –** He attended the National Animal Control & Humane Officer Academy (NACHO) module A training on January 30 – February 3, 2017 in St Louis. He plans to attend NACHO module B training in Chicago in September 2017. When he completes module B he will be nationally certified in Animal Control.
- **Hach dissolved oxygen (D.O.) and total suspended solids (TSS) meters –** I asked for quotes from two (2) companies to service and calibrate the seven (7) D.O. meters and the one (1) TSS meter located at the WWTP. Onsite Service Solutions, LLC (OSS) quote was \$2,526.00 and the Hach Company's quote was \$3,862.00. The only difference in the quotes was Hach would've calibrated the TSS meter twice in one (1) year while the OSS quote only included one (1) calibration. If Hach would of quoted only one (1) calibration of the TSS meter their quote would have come in at \$3,358.00. I have contacted OSS to schedule this work to be done sometime soon after they have received the parts and the temperature stays above freezing.
- **WWTP equipment –** Jason has been cleaning (pressure washing) some the equipment and pulling maintenance on it when the SCADA controls notifies us that maintenance is required.

**Fred E. Doggett
2/3/2017 10:35 AM**

Council Report for February 7th, 2017

Water Dept.

I'm sure that Council had seen the emails that Brent had sent out regarding our issues with Well 7. Let me give a brief overview of what occurred and when.

On Tuesday, January 21st, I experienced a failure at Well 7. I went to the well house and saw that the VFD had tripped due to "overcurrent". That is when the motor is pulling more amps than the breaker is rated. I reset the VFD and the well started back up just fine. I monitored the amps for the next several minutes and didn't notice anything out of the ordinary.

The following day, Automatic Systems came to replace the VFD with a new one. This was totally unrelated to the problem from the previous day. Weeks before, we had noticed that the VFD was particularly loud and it was determined by the manufacturer that it should be replaced. After the new VFD was installed, we turned on the well; it tripped out again due to overcurrent. Obviously, that struck me as a pretty bad sign that two days in a row and on two different VFDs that the motor tripped. We called Eaton, the manufacture of the VFD, to double check our settings. Everything appeared fine in that regard and we were encouraged to try turning the well back on. In doing so, the well made a very loud noise and blue arcs started to come out of the conduit at the well head. We called Neumiller, the electrical contractor, and Cahoy, the well contractor, about this problem. Both came within the next 90 minutes. It was determined that there was short in the metallic elbow coming off the well head. The insulation on one of the motor leads had worn through causing it to ground to the well plate. Cahoy tested the motor and confirmed that all three leads read to ground which meant that the motor was dead.

With Well 6 being completely non-operational, this left us with only being able to run on Well 5, our lowest producing well. At this point, we were roughly half full in the GSR and mostly full in the towers. This bought us some time but not much since Well 5 can't keep up with demand and we'd be losing water everyday. Plus, a water main break or a large fire would have severely affected our ability to keep the City with water.

Since it was already late in the afternoon on a Wednesday, there was no way to get a new motor shipped to us in the timeframe in which we needed it which was Friday morning. At that time, I decided that I could drive to Franklin Electric in Little Rock, Arkansas and make it back sooner than we could have the motor shipped to us. I left that night around 6:00 pm, drove to Poplar Bluff, MO and stayed the night, then drove the rest of the way the next morning. I had no issues getting the motor and returned to Washington late Thursday night. Twenty minutes after I had made it home, I received an alarm for low GSR - this was what we were trying to avoid.

Cahoy came early on Friday morning and ran into issues pulling the hose and what should have taken an hour, took six, setting us back significantly. We ended up needing a back-hoe in order to lay the hose out across the ground. I can't thank Rick Wagenknecht enough for helping us throughout that process, he worked with us for three days and never complained once.

Once the hose was pulled, we prepped everything along with installing the new motor and that Saturday morning we started to put everything back down the hole. Once we had the motor and sub-cable below the water line, we rechecked the wiring to make sure that everything still checked out fine. Unfortunately, our electrical testing came back bad and we had to pull the hose and motor a second time. Once we got the motor out, we tested it dry and submerged in a tank of water, it tested good.

We had tested the sub-cable prior to installation and it tested fine but obviously, it was culprit in this case; Cahoy did have new sub-cable so we went about replacing it.

At this point, it was getting dark and there were dozens of straps that had to be undone, the old cable removed, new cable put into place, and then the re-strapping of the cable. This process was long and tedious and since it was spread out 400 ft. across a dark field we were in need of lighting. Thanks to the fire dept. and Brendan DeLong for providing us lighting that night as it enabled us to finish prepping the hose for a morning installation.

On Sunday morning, we started the process of putting everything back down into the well. One of the three Cahoy workers walked off the job immediately that morning and wasn't seen again; that turned me into a rig hand for the day since they were now shorthanded. Even though the day started out ominous, everything went fairly smooth and we were pumping water by early afternoon.

Since the hose was dragged across a muddy field two separate times, I couldn't put the well back into service without a bacteria test. Being that it was a Sunday, I didn't have any good options for testing but since I personally know the owner of QC Analytical Lab in LeClaire, I was able to call him and make arrangements to start the 24 hour test on Sunday instead of waiting until Monday. We were already low in the GSR and towers and we really couldn't afford to wait another day. When I did hear back on Monday that our sample was good, our high service pumps ran dry shortly after. The City ran on only the water towers for rest of the day Monday and overnight as the GSR was completely empty.

We were able to catch up with both Well 5 and 7 operating together during the overnight hours and by Tuesday afternoon were within normal operating ranges for the towers and GSR.

Cahoy took responsibility for what happened at Well 7 since they used the wrong style of conduit fitting on the wellhead that caused the problem in the first place. Overall, it was a crazy few days and we were on the brink of a pretty major water issue but in the end, we managed to dodge a full-blown crisis.

I suppose this may not have been super brief but I wanted to be as transparent as possible about what happened and why. Again, major thanks to Rick Wagenknecht, without his help, this issue would have been several times worse.

On a totally separate issue, the day before all of this happened, the feed pump on EDR 3 experienced a motor failure as well. It appears that the fan had stopped working and it overheated. We removed it on Monday, the 30th, and took it to Hupp Electric in Cedar Rapids. We should be able to salvage the pump end but the motor will have to be replaced. It should be in the range of \$5,000 or so and I hate to have to spend that on these units at this stage in the game but we have no choice, we need that unit to operate.

Aside from all of this other excitement, Northway has been at Well 6 working on the recasing project and we have been wrapping things up with the new radio modems for communication between the water plant and well houses.

Street/Traffic Lighting Dept.

There are a few cobra heads that need some work. I am currently arranging for that to get done.

Chad McCleary

Maintenance and Construction Report

1/14/17-1/27/17

STREETS: M/C Personnel installed two sign posts (Stop signs) located at Iowa-Van Buren & 12th-Main, hit by vehicles. Street sweeper made it around town and cleaned the downtown with the warm temperatures. Personnel cold mixed holes covering the majority of the town. The streets were salted after a storm made for slick conditions.

WATER DISTRIBUTION: M/C Personnel repaired a water box located at 414 South 2nd Ave (broken rod). Personnel continued to investigate the water leak located at 1246 South Ave E. Personnel had 18 water shutoffs for nonpayment.

SEWER COLLECTION: M/C Personnel jetted 460 ft of sewer main located at 12th-Main, 200 ft North Iowa-East 5th St using 3,000 gallons of water. This line needed televised thus needing cleaned and dewatered. Personnel excavated manhole #7 on the West Interceptor west side of Hwy 1 so the Fair Board can install a gravity sewer line for their facility building. Personnel excavated City Hall's sewer service line due to recent problems, repaired the 4 inch line outside of the building in the southwest corner all the way to the manhole in the alley. Personnel also investigated 3 intakes south side of East Washington on South 15th Ave, which go into the old County storm line that dumps into the creek east of East Creek Addition. Also investigated the Hickenbottom inside the UP Home where it was found entering the sanitary sewer, located on East Madison (Cedar Dr) east of 12th Ave (between Ash Lane & Linden Lane) on the south side.

STORM SEWER COLLECTION: M/C Personnel jetted the storm line to the north of the Underpass Lift Station using 2,000 gallons of water. Personnel repaired an intake at the Airport using 1.5 yards of concrete, left over concrete was put into four utility pole stands, which a couple will be for parking at the Soccer fields.

MECHANIC/SHOP: M/C Personnel serviced PD Durango (oil & rotated tires), #144 (Tank Truck, finished booster repair for brakes), #501 (finished brake job), PD 97 (inspect for engine miss, change throttle body and deprogram), PD 79 (repair front marker light), #005 (diagnosis rear end noise) and get vehicles ready for auction.

OTHER: M/C Personnel responded to 21 One Call Locates.

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

DELONG CONSTRUCTION, INC.
WASHINGTON COURTHOUSE SEWER SEPARATION
FINAL QUANTITIES COMPLETE, AS OF 12/30/16

					JTD Qty complete	Previous Qty	Qty this period	JTD Extension
1.1	TRAFFIC CONTROL	1	LS	\$ 11,000.00		1	1	0 \$ 11,000.00
1.2	MOBILIZATION	1	LS	\$ 17,500.00		1	1	0 \$ 17,500.00
1.3	CONSTRUCTION SURVEY	1	LS	\$ 12,500.00		1	1	0 \$ 12,500.00
1.4	EROSION CONTROL	1	LS	\$ 5,000.00		1	1	0 \$ 5,000.00
1.5	SPECIAL BACKFILL	1,025	TON	\$ 30.00	1286.36	1286.36	0	\$ 38,590.80
1.6	INTAKE REMOVAL	3	EA	\$ 1,525.00		6	6	0 \$ 9,150.00
1.7	PAVEMENT REMOVAL	537	SY	\$ 37.00	2258.32	1658.21	600.11	\$ 83,557.84
1.8	GRADING	1	LS	\$ 12,700.00		1	1	0 \$ 12,700.00
1.9	FLOWABLE MORTAR	3	CY	\$ 700.00		1	1	0 \$ 700.00
1.10	SEEDING	1	LS	\$ 10,000.00		1	1	0 \$ 10,000.00
1.11	OPEN CUT POINT REPAIR	2	EA	\$ 3,100.00				0 \$ -
1.12	SANITARY SEWER IN PLACE							
1.12.1	8" PVC	41	LF	\$ 103.00	41	41	0	\$ 4,223.00
1.12.2	12" PVC	50	LF	\$ 115.00				0 \$ -
1.13	STORM SEWER PIPE IN PLACE							
1.13.1	12" RCP 2000D	352	LF	\$ 55.00	380	380	0	\$ 20,900.00
1.13.2	15" RCP 2000D	385	LF	\$ 60.00	998	998	0	\$ 59,880.00
1.13.3	8" PVC	162	LF	\$ 46.00	123	123	0	\$ 5,658.00
1.13.4	12" PVC	145	LF	\$ 50.00	105	105	0	\$ 5,250.00
1.13.5	15" PVC	776	LF	\$ 54.00	143	143	0	\$ 7,722.00
1.14	SANITARY SEWER MANHOLE SW-301	2	EA	\$ 5,340.00		1	1	0 \$ 5,340.00
1.15	SANITARY SEWER MH SW-301, TOP ONLY	1	EA	\$ 2,475.00		1	1	0 \$ 2,475.00
1.16	STORM SEWER MANHOLE SW-401	1	EA	\$ 3,700.00		1	1	0 \$ 3,700.00
1.17	INTAKES							
1.17.1	SW-501	6	EA	\$ 3,415.00	6	6	0	\$ 20,490.00
1.17.3	SW-508	2	EA	\$ 4,050.00	2	2	0	\$ 8,100.00
1.17.4	SW-511	4	EA	\$ 2,800.00	4	4	0	\$ 11,200.00
1.17.5	SW-541	3	EA	\$ 2,810.00	3	3	0	\$ 8,430.00
1.18	NYLOPLAST BASINS	6	EA	\$ 2,600.00	5	5	0	\$ 13,000.00
1.18A	NYLOPLAST BASIN - MATERIAL PROVIDED TO CITY	1	EA	\$ 1,050.00		1	1	\$ 1,050.00
1.19	SANITARY SEWER CLEAN-OUT	2	EA	\$ 3,590.00	3	3	0	\$ 10,770.00
1.20	PORTLAND CEMENT CONCRETE							
1.20.1	8" PAVEMENT	301	SY	\$ 64.00	582.66	582.66	0	\$ 37,290.24
1.20.2	7" PAVEMENT	1,097	SY	\$ 60.00	1134.7	1134.7	0	\$ 68,082.00
1.20.3	6" DRIVEWAY	191	SY	\$ 56.00	218.93	218.93	0	\$ 12,260.08
1.20.4	4" SIDEWALK	330	SY	\$ 43.00	322.03	322.03	0	\$ 13,847.29
1.21	DETECTABLE WARNINGS	178	SF	\$ 30.00	444.5	444.5	0	\$ 13,335.00
CHANGE ORDER NO. 1								
1a	PAVEMENT REMOVAL	150	SY	\$ 37.00			0	\$ -
1b	7" PCC PAVEMENT	150	SY	\$ 60.00			0	\$ -
1c	SPECIAL BACKFILL	760	TON	\$ 30.00	760		760	\$ 22,800.00
1d	15" PVC SANITARY SEWER PIPE	150	LF	\$ 90.00	144	144	0	\$ 12,960.00
1e	SERVICE HOOKUPS	4	EA	\$ 825.00	6	6	0	\$ 4,950.00
1f	4" SIDEWALK AT 2ND STREET & MARION	20	SY	\$ 43.00			0	\$ -
1g	DETECTABLE WARNINGS AT 2ND STREET & MARION	20	SF	\$ 30.00			0	\$ -
1h	SIDEWALK REMOVAL SOUTH OF CHURCH	4	SY	\$ 37.00			0	\$ -
1i	4" SIDEWALK SOUTH OF CHURCH	4	SY	\$ 43.00			0	\$ -
1j	FLOWABLE MORTAR	3	CY	\$ 700.00			0	\$ -
1k	CUT HOLE IN MANHOLE	1	EA	\$ 2,000.00			0	\$ -
1l	15" FERNCO CONNECTION	1	EA	\$ 200.00	1		1	\$ 200.00
2a	6" C900 PVC WATERMAIN	300	LF	\$ 15.00	287	287	0	\$ 4,305.00
2b	FIRE HYDRANT ASSEMBLY	1	EA	\$ 1,200.00	1	1	0	\$ 1,200.00
2c	1" SERVICE TAP	8	EA	\$ 150.00	8	8	0	\$ 1,200.00
2d	1" COPPER TUBING	200	LF	\$ 15.00	204	204	0	\$ 3,060.00
2e	MAIN TIE-IN	2	EA	\$ 2,000.00	2	2	0	\$ 4,000.00
2f	ROCK (SPECIAL BACKFILL)	200	TON	\$ 30.00	200	42.91	157.09	\$ 6,000.00
CHANGE ORDER NO. 3								
1a	PAVEMENT REMOVAL	24	SY	\$ 37.00	34.33		34.33	\$ 1,270.21
1b	7" PCC PAVEMENT	24	SY	\$ 60.00	20.33		20.33	\$ 1,219.80
1c	TRAFFIC CONTROL	1	LS	\$ 100.00	1		1	\$ 100.00
1d	SEEDING	1	LS	\$ 500.00	1		1	\$ 500.00
1e	8" PVC SANITARY SEWER PIPE	130	LF	\$ 29.38	126		126	\$ 3,701.88
1f	8" TAP INTO EXISTING	2	EA	\$ 500.00	1		1	\$ 500.00
1g	DETECTABLE WARNINGS	12	SF	\$ 30.00	12		12	\$ 360.00
1h	SIDEWALK REMOVAL	16	SY	\$ 37.00	16.67		16.67	\$ 616.79
1i	4" PCC SIDEWALK	16	SY	\$ 43.00	16.67		16.67	\$ 716.81
2a	TRAFFIC CONTROL	1	LS	\$ 500.00	1	1	0	\$ 500.00
2b	SURVEY	1	LS	\$ 400.00	1		1	\$ 400.00
2c	SEEDING	1	LS	\$ 750.00	1	1	0	\$ 750.00
2d	PAVEMENT REMOVAL	157	SY	\$ 37.00	257.77	257.77	0	\$ 9,537.49
2e	7" PCC DRIVE	143	SY	\$ 60.00	251.47	251.47	0	\$ 15,088.20
2f	6" PCC DRIVE	14	SY	\$ 56.00			0	\$ -
2g	4" PCC SIDEWALK	20	SY	\$ 43.00	14.33	14.33	0	\$ 616.19
2h	SIDEWALK REMOVAL SOUTH OF CHURCH	20	SY	\$ 37.00	15.9	15.9	0	\$ 588.30
2i	DETECTABLE WARNING PANELS	16	SF	\$ 30.00	15.9	15.9	0	\$ 477.00
2j	15" STORM SEWER PVC	135	LF	\$ 54.00	131	131	0	\$ 7,074.00
2k	15" ELBOW PVC	1	EA	\$ 400.00			0	\$ -
2l	CONCRETE COLLAR	1	EA	\$ 250.00	1		1	\$ 250.00
2m	SW-501	1	EA	\$ 3,415.00	1	1	0	\$ 3,415.00
2n	SW-301 ADJUSTMENT	1	EA	\$ 250.00	1	1	0	\$ 250.00
2o	TYPE A WALLS	7	CY	\$ 750.00	7	7	0	\$ 5,250.00
ALLEY AT BOARDWELLS								
6" PVC		58.5	LF	\$ 35.00	58.5		58.5	\$ 2,047.50
4" PVC		10	LF	\$ 10.00	10		10	\$ 100.00
GEOGRID		89.78	SY	\$ 5.00	89.78		89.78	\$ 448.90

VALUE OF COMPLETED WORK: \$ 650,154.32
LESS 3% RETAINAGE: \$ 19,504.63
LESS PREVIOUS PAYMENTS: \$ 569,346.99
DUE: \$ 61,302.70

CITY OF WASHINGTON, IOWA

CLAIMS REPORT FOR 2/7/2017

POLICE	ACE-N-MORE	CHIEF'S NEW OFFICE	20.43
	ALLIANT ENERGY	SERVICE	185.93
	CUSTOM IMPRESSIONS INC	ENGRAVED SIGNS/WALL PLATE/NOTARY STAMP	55.45
	IACP - INT'L ASSOC OF CHIEFS OF POLICE	MEMBERSHIP RENEWAL	150.00
	IOWA PRISON INDUSTRIES	DESK - CHIEF	561.00
	KCTC	INTERNET PROVIDER	85.00
	KIESLER'S POLICE SUPPLY INC	PISTOL	429.00
	MARCO, INC.	KONICA MINOLTA PMT	103.00
	MID-STATES ORGANIZED CRIME	MEMBERSHIP FEE	150.00
	MOORE'S BP AMOCO INC	BUICK TOWING AND STORAGE	200.00
	QUILL	OFFICE SUPPLIES	337.94
	UPS	UPS CHARGES	9.08
	USPCA	CANINE MEMBERSHIP	100.00
	VISA	PHONE CHARGERS & BACKUP SE	492.18
	WAL-MART	SUPPLIES	14.73
	WASHINGTON LUMBER	SUPPLIES-CHIEF'S NEW OFFICE	321.43
		TOTAL	3,215.17
FIRE	ACE-N-MORE	FIRE TRUCK LADDER LIGHTS S	7.80
	ALLIANT ENERGY	SERVICE	371.85
	ARNOLD MOTOR SUPPLY	PARTS	104.95
	BUSINESS RADIO SALES INC	BATTERIES FOR PAGERS	247.20
	COBB OIL CO, INC.	KEYS	38.50
	HIWAY SERVICE CENTER	PARTS	7.69
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	225.00
	LEET'S REFRIGERATION	ICE MACHINE MAINT	38.00
	TISOR, RANDY	BOOT REIMBURSEMENT	100.00
	WINDSTREAM IOWA COMMUNICATIONS	PHONE SERVICE	173.03
		TOTAL	1,314.02
DEVELOPMENT SERVICES	ACE-N-MORE	SUPPLIES/GLOVES	244.93
	ARNOLD MOTOR SUPPLY	PARTS	159.47
	GREINER DISCOUNT TIRES	TIRES	485.48
	IOWA CHAPTER OF IAPMO	PLUMBING TRAINING-STEVE D	120.00
	MARK'S SANITATION	ABATEMENT	225.00
	ROSS AUTO & MUFFLER SHOP INC	FRONT END ALIGNMENT	51.74
	VISA	PHONE CHARGERS & BACKUP SE	299.31
	WAL-MART	SUPPLIES	29.41
		TOTAL	1,615.34
LIBRARY	ACCESS SYSTEMS	COPIER MAINTENANCE	121.20
	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	AMAZON	MATERIALS & SUPPLIES	1,422.51
	BROWN, JOEL	PIANO DUETS	40.00
	GALE/CENGAGE LEARNING	WESTERNS	36.34
	JEWELL, MIKE	CONCERTS IN 2016	40.00
	KCTC	ELEVATOR LINE	34.80
	LALAGA, JERRY	PIANO DUETS	40.00
	RAY, CAROL	FIBER ARTS PROGRAM	40.00
	RECORDED BOOKS LLC	BOOKS	63.00
	SOUKUP, LINDA	CONCERTS IN 2016	40.00
		TOTAL	1,921.85
PARKS	ACE-N-MORE	SUPPLIES FOR REPAIRS	146.19
	ALLIANT ENERGY	SERVICE	1,352.42
	ARMSTRONG HEATING & AIR CONDITIONING I	SHOP HEATER SRV	105.21
	JOHN DEERE FINANCIAL	SUPPLIES	9.78
	NORTHERN SAFETY CO., INC.	SUPPLIES & SAFETY SUPPLIES	186.14
	VISA	REIMB MEAL, PLEXIGLASS	258.52

	WAL-MART	SUPPLIES	100.12
	WASHINGTON CO EXTENSION	APPLICATORS REGISTRATION	35.00
		TOTAL	2,193.38
POOL	DAVE LONG PROTECTIVE INC	POOL SHADE REPAIR	225.00
		TOTAL	225.00
CEMETERY	ACE-N-MORE	BENCH INSTALLATION SUPPLIE	155.86
	ALLIANT ENERGY	SERVICE	145.43
	CERTIFIED LABORATORIES	DIESEL CAN	118.98
	LOWRY EQUIPMENT	REPAIR PARTS	570.46
	WASH CO COMMUNICATIONS CT	BLDG ALARM SERV FEES	120.00
		TOTAL	1,110.73
FINAN ADMIN	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	ALLIANT ENERGY	SERVICE	485.14
	ARCHER APPLIANCE	VACUUM	199.99
	BAKER PAPER CO.	COPIER PAPER	59.70
	CARSON PLUMBING & HEATING SRVS INC	REPAIR PIPE ON STEAM LINE	370.47
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	138.67
	HAWKEYE FIRE & SAFETY	EXTINGUISHER SUPPLIES	75.50
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	37.50
	INTERNATIONAL INSTITUTE OF MUNICIPAL C	MEMBERSHIP RENEWAL-EARNEST	160.00
	KCTC	INTERNET PROVIDER	84.99
	LEET'S REFRIGERATION	ICE MACHINE MAINT	38.00
	PURCHASE POWER	POSTAGE REFILLS	1,510.00
	QUILL	OFFICE SUPPLIES	83.35
	S.E.I.C.C.A.	MEMBERSHIP RENEW-BROWN/EAR	40.00
	SCHUMACHER	ELEVATOR MAINTENANCE	386.19
	SORRELL GLASS	CLEANING SUPPLIES	45.00
	VISA	PHONE CHARGERS & BACKUP SE	149.66
	VIVIAL	DIRECTORY	23.20
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	144.10
		TOTAL	4,075.46
AIRPORT	ACTERRA GROUP INC.	FUEL PUMP	961.06
	ALLIANT ENERGY	SERVICE	1,216.71
	CARSON PLUMBING & HEATING SRVS INC	WATER VALVE	312.62
	GREINER DISCOUNT TIRES	TIRE	22.00
	IDEAL READY MIX	CONCRETE	285.00
	JAMIESON, JEAN	CLEANING	196.00
	ROE, MIKE	MILEAGE REIMBURSMET	124.66
	VETTER'S INC-CULLIGAN WATER	SALT	34.45
		TOTAL	3,152.50
ROAD USE	ACE-N-MORE	SUPPLIES	90.51
	ARNOLD MOTOR SUPPLY	SUPPLIES	266.10
	COBB OIL CO, INC.	TUBE GREASE	154.20
	DOUDS STONE LLC	ROADSTONE	504.93
	LAWSON PRODUCTS INC	SUPPLIES	65.88
	MOSE LEVY CO INC	FLAT & TUBE	74.55
	WASH CO TREASURER	ROADSTONE	165.43
	WASHINGTON LUMBER	SUPPLIES	65.34
		TOTAL	1,386.94
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	9,665.34
		TOTAL	9,665.34
LIBRARY GIFT	AMAZON	MATERIALS & SUPPLIES	211.61

		TOTAL	211.61
WATER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	13,727.06
	ANIMAL HEALTH INTRNATIONAL, INC	GLOVES	14.23
	ARNOLD, MICHAEL D.	WATER DEPOSIT REFUND	61.01
	BACH, CHRISTINE & KE	WATER DEPOSIT REFUND	39.84
	BROWN, HEATHER	WATER DEPOSIT REFUND	59.30
	CARROLL, SUSAN	MILEAGE REIMBURSEMENT	17.28
	GARCIA, SANTIAGO	WATER DEPOSIT REFUND	57.65
	HACH COMPANY	LAB TESTING SUPPLIES	776.88
	JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	9.72
	MURILLO, BELGICA	WATER DEPOSIT REFUND	70.02
	POSTMASTER	BULK MAILING- WATER BILLS	793.53
	STATE HYGIENIC LAB	TESTING	145.00
	STREFF, ROSE	MILEAGE REIMBURSEMENT	2.70
	WEIDNER, COURTNEY	WATER DEPOSIT REFUND	99.77
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	41.82
		TOTAL	15,915.81
WATER DISTRIBUTION	ACE-N-MORE	SUPPLIES	261.89
	ALLIANT ENERGY	ALLIANT ENERGY	161.31
	ARNOLD MOTOR SUPPLY	OIL	60.97
	HIWAY SERVICE CENTER	PARTS	63.38
	KIRKWOOD COMMUNITY COLL	TRAINING - GLANDON	125.00
	LEET'S REFRIGERATION	ICE MACHINE MAINT	38.00
	MOSE LEVY CO INC	ANGLES	5.54
	QUIGLEY, JAY	BOOT REIMBURSEMENT	90.09
	TIFCO INDUSTRIES	CUTTER SET	179.95
	USA BLUEBOOK	SUPPLIES	243.34
	WAL-MART	SUPPLIES	26.93
	WASHINGTON LUMBER	SUPPLIES	9.96
	WELLINGTON, EARL	TOOLS	489.95
		TOTAL	1,756.31
SEWER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	9,081.64
	ARNOLD MOTOR SUPPLY	SUPPLIES	262.41
	CENTRAL IOWA DISTRIBUTING	GLOVES	123.00
	HIWAY SERVICE CENTER	PARTS	16.04
	LAWSON PRODUCTS INC	SUPPLIES	17.48
	LAWSON PRODUCTS INC	SUPPLIES	45.84
	SUPPLY WORKS	MAINT SUPPLIES	154.87
	TESTAMERICA LABORATORIES INC	TESTING FEES	1,360.80
	TIFCO INDUSTRIES	TOOLS	289.50
	UNITED LABORATORIES	LIFT STATION DEGREASER	587.40
	USA BLUEBOOK	SUPPLIES	144.88
	WASHINGTON LUMBER	SUPPLIES	669.99
		TOTAL	12,753.85
SEWER COLLECTION	ACE-N-MORE	SUPPLIES	68.44
	ALLIANT ENERGY	SERVICE	1,450.16
	ARNOLD MOTOR SUPPLY	PARTS	181.53
	CHEMSEARCH	SUPPLIES	368.00
	IOWA ONE CALL	SERVICE	31.10
	KIMBALL MIDWEST	SUPPLIES	65.36
	LEET'S REFRIGERATION	ICE MACHINE MAINT	38.00
	WAL-MART	SUPPLIES	18.97
	WASHINGTON LUMBER	SUPPLIES	30.91
		TOTAL	2,252.47
SANITATION	WEMIGA WASTE INC.	JANUARY RECYCLING	3,500.00
	WASH CO HUMANE SOCIETY	JANUARY COLLECTIONS	415.96

LUKE WASTE MANAGEMENT

REFUSE AND RECYCLING/BULKY
TOTAL

28,536.00
32,451.96

UNEMPLOYMENT SELF INS

IOWA WORKFORCE DEVELOPMENT

UIACCOUNT#104129-2 UNEMPLO
TOTAL

2,242.00
2,242.00

TOTAL

97,459.74

CITY OF WASHINGTON, IA
VISA Card Charges - 2017

CLAIMS REPORT 02/07/2017

Category	Description	Amount	Sub-Category	Sub-Description	Sub-Amount
POLICE	A WIRELESS WASHINGTON - 2 CHARGES AND CASE FOR S. ALTENHOFEN PHONE DROPBOX - GOODMAN AND SEE VIDEO STORAGE	128.37	DEVELOP SERV	DROP BOX - DONNOLLY & HAGIE STORAGE	299.31
		363.81			
FINAN ADMIN	DROP BOX - HINSON STORAGE	492.18	PARKS	ARBYS - PACHA MEAL WHILE AT CLASS PLEXIGLASS - BASKETBALL HOOP BACKBOARD REPAIR	258.52
		149.66			
		-			-
		-			-
		-			-

B #	Ward	Complainant	Nuisance/Complaint/Concern	Complaint Date	Warning Date	Method of Warning	Clean up deadline	Pics	Action/Results	City Official	Status
JANUARY 2017											
		ADDRESS									
1	2	city	trash bags at curb no stickers	5-Jan	5-Jan	48 hr hanger	7-Jan	*	1-9-17 ABATED	MH	ABATED 1
2	2	city	recliner by house	9-Dec	9-Dec	hanger	11-Jan			MH	CLOSED 2
3	2	city	trash bags at curb no sticker	9-Jan	9-Jan	hanger	23-Jan	*		MH	CLOSED 3
4	2	city	junk on porch	9-Jan	10-Jan	letter				MH	CLOSED 4
5	2	city	TV AT curb	9-Jan	9-Jan	hanger				MH	CLOSED 5
6	1	city	trash bags at curb no sticker	9-Jan	9-Jan	hanger	11-Jan			MH	CLOSED 6
7	1	city	recliner by house	9-Jan	9-Jan	hanger				MH	CLOSED 7
8	1	city	trash bags at curb no sticker	9-Jan	9-Jan	hanger	11-Jan			MH	CLOSED 8
9	1	city	trash bags in trailer	9-Jan	9-Jan	hanger	11-Jan			MH	CLOSED 9
10	1	city	trash bag by curb no sticker	9-Jan	9-Jan	48 hr hanger	11-Jan		1-12-17 Mark's to abate	MH	ABATED 10
11	1	city	junk at curb	11-Jan	11-Jan	email & phone	18-Jan			MH	CLOSED 11
12	2	city	mattress by house	11-Jan	11-Jan	hanger				MH	CLOSED 12
13	2	city	trash bags by deck	11-Jan	11-Jan	48 hr hanger	13-Jan			MH	CLOSED 13
14	2	city	trash bags on porch and yard	11-Jan	11-Jan	48 hr hanger	13-Jan			MH	CLOSED 14
15	1	city	refrigerator by garage	11-Jan	11-Jan	hanger				MH	CLOSED 15
16	1	city	chair at curb chair by garage	11-Jan	11-Jan	hanger	13-Jan			MH	CLOSED 16
17	1	city	trash bags at curb	11-Jan	11-Jan	48 hr hanger	14-Jan			MH	CLOSED 17
18	1	city	trash bags at curb	12-Jan	12-Jan	48 hr hanger				MH	CLOSED 18
19	3	city	recliner by house	12-Jan	12-Jan	hanger				MH	CLOSED 19
20	1	city	trash can and bags at curb no stickers	17-Jan	17-Jan	hanger				MH	CLOSED 20
21	1	city	trash bags on porch tires behind garage	17-Jan	17-Jan	letter			1-30-17 Called Kevin to remove tires	MH	CLOSED 21
22	1	city	oversize trash bags at curb	18-Jan	18-Jan	hanger				MH	CLOSED 22
23	2	city	trash bags at curb	18-Jan	18-Jan	hanger				MH	CLOSED 23
24	2	city	truck parked on grass causing ruts	23-Jan	23-Jan	hanger				MH	CLOSED 24
25	3	city	junk/construction trash all over yard	24-Jan	24-Jan	informal letter	1-Mar			SED	open 25
26	3	Citizen	junk/construction trash all over yard	20-Jan	24-Jan	phone call	30-Jan		1/24- called owner. He will work on it. Told him to clean up. Recheck Monday 1/30	SED	CLOSED 26
27	2	city	cabinet at curb	24-Jan	24-Jan	hanger				MH	CLOSED 27
28	4	city	trash bags on porch and on ground by porch	24-Jan	24-Jan	48 hr hanger	26-Jan	*	1-30-17 Tim Elliott says he will take care of trash	MH	CLOSED 28
29	2	city	trash cans at curb expired stickers	24-Jan	24-Jan	hanger				MH	CLOSED 29
30	2	city	trash cans at curb expired stickers	24-Jan	24-Jan	hanger				MH	CLOSED 30
31	2	city	several trash bags N side of house	24-Jan	24-Jan	hanger			women called to complain about tag. Not happy. Son very sick. We should have went to door and told her.	MH	open 31
32	1	city	trash bags at curb	24-Jan	24-Jan	48 hr hanger	26-Jan		1-30-17 called Raph he will get renters to remove trash	MH	CLOSED 32
33	4	city	trash can at curb expired sticker	25-Jan	25-Jan	hanger				MH	CLOSED 33
34	4	city	trash can at curb expired sticker	25-Jan	25-Jan	hanger				MH	CLOSED 34
35	4	city	recliner on porch	26-Jan	26-Jan	hanger	2-Feb			MH	open 35
36	4	city	trash cans at curb expired sticker	30-Jan	30-Jan	hanger			Talked to owner manager never picked up stickers	MH	open 36
37	2	citizen	trash/junk all over property	26-Jan	26-Jan	hanger				MH	open 37
38	2	city	recliner on porch	31-Jan	31-Jan	hanger				MH	open 38
39	1	city	many trash bags behind business	31-Jan	31-Jan	hanger				MH	open 39

APPLICATION FOR TAX ABATEMENT UNDER THE
WASHINGTON URBAN REVITALIZATION PLAN FOR
WASHINGTON, IOWA

Prior Approval for Intended Improvements

Approval of Improvements Completed

FOR PROPERTY TAX EXEMPTION FOR IMPROVEMENTS UNDER THE PROVISIONS OF THE WASHINGTON URBAN REVITALIZATION PLAN ADOPTED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA

The Washington Urban Revitalization Plan allows property tax exemptions as follows:

Residential

All qualified real estate assessed as residential property is eligible to receive a one hundred percent (100%) exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the improvements. The exemption is for a period of three (3) years. Improvements must increase the assessed value by a minimum of 10%.

Commercial/Industrial

All qualified real estate assessed as commercial and/or industrial property is eligible to receive a partial exemption from taxation on the actual value added by the improvements. The exemption is for a period of five (5) years. Improvements must increase the assessed value by a minimum of 10%. The amount of the partial exemption is equal to a percent of the actual value added by the improvements, determined as follows:

- 1) First Year – 75% Exemption
- 2) Second year – 60% Exemption
- 3) Third Year – 45% Exemption
- 4) Fourth Year – 30% Exemption
- 5) Fifth Year – 15% Exemption

Commercial includes property that consists of 3 or more separate living quarters with at least 75% of the space used for residential purposes.

In order to be eligible, the property must be located in the Washington Revitalization Area. A map is available for inspection at City Hall.

This application must be filed with the City by February 1 of the assessment year for which the exemption is first claimed, but not later than 2 years after the February 1st following the year that the improvements are first assessed for taxation.

Address of Property: 1307 N. 2nd Ave Washington

Legal Description: 03 26 Highland Park Add

Title Holder or Contract Buyer: Chris + Melanie Shelman

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): 319-653-2151 (Melanie)

Is there a Tenant on the Property that will be displaced by the Improvements who has occupied the same dwelling unit continuously for 1 year prior to _____ [insert date of adoption of the Plan]? Yes ___ No

Existing Property Use: Residential ___ Commercial ___ Industrial ___ Vacant

Proposed Property Use: New home

Nature of Improvements: New Construction ___ Addition ___ General Improvements

Specify: New home construction

Permit Number(s) from the City of Washington Building Department

Date Permit(s) Issued: 5/4/16

Permit(s) Valuation: 85,000.00 [Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: 2/10/17

Estimated or Actual Cost of Improvements: 149,000.00

Signature: Tim Elliott

Name (Printed) Tim Elliott

Title: Realtor

Company: Elliott Realty Group

Date: 1/30/17

FOR CITY USE

CITY COUNCIL	Application Approved/Disapproved
	Reason (if disapproved) _____
	Date _____ Resolution No. _____
	Attested by the City Clerk _____
ASSESSOR	Present Assessed Value of Structure _____
	Assessed Value with Improvements _____
	Eligible or Noneligible for Tax Abatement _____
	Assessor _____ Date _____

* Example: To receive a full 5 year exemption on Improvements that were first fully assessed on 1-1-2012, the property owner must file the application with the City no later than 2-1-2014.

This Application is a summary of some of the Plan terms; for complete information, read a copy of the WASHINGTON URBAN REVITALIZATION PLAN, available at City Hall.

ATTACHMENTS: ATTACH YOUR APPROVED BUILDING PERMIT TO THIS APPLICATION

This Application is to be forwarded by the City to the County Assessor by March 1.



Zoning Permit Application

Applicant's Signature: _____
 Permit Amount: \$ 577.69 Permit #: 16-116
 Valuation of Project: \$ 85,000.00
 Date Permit Issued 5 / 4 / 16
 Authorized By: *Steve E. Donnelly*
Digitally signed by Steve Donnelly
 DN: cn=Steve Donnelly, o=City of Washington,
 ou=Building Official,
 email=sdonnolly@washingtioniowa.net, c=US
 Date: 2016.05.04 11:09:30 -0500

SECTION 1. GENERAL INFORMATION

Property Owner: Matt Vogel Phone Number (319) 461 - 4125
 Address of Property Owner: 1430 Ridgeview Court

SECTION 2. SITE & CONSTRUCTION INFORMATION Zoning District R-2

Address of site: 1307 N. 2nd Ave. Use of Property residential
 Change in use: yes no if yes, from bare lot to house
 Class of work: New Addition Remodel Repair
 Setbacks of Structure: Front yard 23 ft. Side yard (1) 12 ft. (2) 12 ft. Rear yard 63 ft.
 Height of structure 20 ft. Construction Dimensions 40 x 43 = 1720 Sq. Ft.
 Describe Work: construct new house with attached garage
 Work will be preformed by: Homeowner Contractor (supply information below)
 Contractor: Vogel Construction Contact Number (319) 461 - 4125

ZONING ADMINISTRATOR

Setback/pin verification: Preconstruction by: Steve Donnelly Date: 5 / 3 / 16
 (If required) Construction by: _____ Date: ___ / ___ / ___

Inspection Notes: _____

*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*

Memorandum

February 2, 2017

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

From: Brent Hinson
City Administrator

Re: Former Library Timeframe

For reference, I have attached the listing agreement for the building. The current end date is June 29, 2017, with the new listing price of \$245,000.

The Council will need to discuss and determine if it wants to set a different end date than June 29. I look forward to discussion at the meeting.



Lepic-Kroeger Realtors

Commercial Listing Contract

Dated: June 30th, 2016

THIS EXCLUSIVE LISTING AGREEMENT ("Agreement") is made this 20th day of May, 2016 at Iowa City, Iowa, between Lepic-Kroeger, Realtors. ("Broker") and the following person or entity ("Owner"):

Owner's Name: City of Washington, Iowa

IN CONSIDERATION OF THE MUTUAL PROMISES IN THIS AGREEMENT, OWNER AGREES TO:

(1) Grant Broker the sole and exclusive right to find a purchaser / tenant for the real estate described below (the "Property") for a period commencing on June 30th, 2016 and ending on June 29th, 2017 (the "Term"), with 11:59 p.m. of the last day of the Term known as the "Expiration Time". In the event the Seller has accepted an offer to purchase this Property, whether subject to conditions or not, prior to the expiration of this listing Agreement, and the closing will occur after the expiration of this Agreement, the Broker is hereby authorized to sign and submit to the Multiple Listing Service documentation extending the listing to expire one day after the closing date. Such documentation shall be exclusively for the purpose of allowing the sale to be counted in the MLS statistical records. In the event that the contract fails to close on the date specified in the purchase agreement, the Seller may cancel the listing at any time after the original expiration date stated above.

(2) Authorize Broker to place an appropriate sign on the Property and to immediately refer to Broker all inquiries regarding the Property.

(3) Give possession of the Property on: Upon closing

Legal Description or Local Address of the Property: 120 E. Main Street, Washington, Iowa 52353 Consisting of 9,863 square feet.

IF THIS AGREEMENT IS FOR THE SALE OF THE PROPERTY, OWNER FURTHER AGREES TO:

(1) Offer to sell the Property for the sum of \$571,000.00, subject to these terms/conditions: Cash

(2) Furnish an Abstract of Title continued to date of sale showing that Owner has good and merchantable title to the Property, subject to existing restriction(s), and to furnish at the closing of the sale (the "Closing") a General Warranty Deed conveying good title to the Property, as well as such other documents as may be legally required.

(3) Pay to Broker at Closing a commission of 6% of the sales price, with a **minimum commission of \$17,130 for a sale of the entire property.**

However, this commission shall be deemed earned by Broker and payable by Owner if: (1) Broker procures a purchaser who is ready, willing and able to purchase the Property on the terms set forth in this Agreement (or other terms acceptable to Owner), whether or not there is a Closing and/or (2) the Property is otherwise sold during the Term. **All sales must be expressly approved by the Washington City Council. If the City of Washington purchases the Property, or any portion thereof, there will be no commission owed or paid on that sale.**

IF THIS AGREEMENT IS FOR THE LEASE OF THE PROPERTY, OWNER FURTHER AGREES TO:

(1) Offer to lease the Property on these terms and conditions: n/a.

(2) Pay Broker when the lease is executed by tenant a n/a commission on the gross lease. This commission shall be deemed earned by Broker and payable by Owner if: (1) Broker procures a tenant who is ready, willing and able to lease the Property on the terms set forth in this Agreement (or other terms acceptable to Owner), whether or not a lease is signed and/or (2) the Property is otherwise leased during the Term. In the event the property is sold during the term of this lease listing, the Owner shall pay the Broker a commission of n/a at the closing of the sale.

IN CONSIDERATION OF THE MUTUAL PROMISES IN THIS AGREEMENT, BROKER AGREES TO: (1) USE ITS BEST EFFORTS TO PROCURE A PURCHASER/TENANT FOR THE PROPERTY PURSUANT TO THE TERMS OF THIS AGREEMENT, (2) FURNISH ANY ADDITIONAL INFORMATION ABOUT THE PROPERTY REQUESTED BY OTHER REALTORS AND (3) PROMPTLY SUBMIT THIS LISTING TO THE IOWA CITY AREA MULTIPLE LISTING SERVICE.

IN CONSIDERATION OF THE MUTUAL PROMISES IN THIS AGREEMENT, THE PARTIES FURTHER AGREE: Conveyance of the Property by other means, (i.e., a like-kind exchange), shall be considered a "sale" within the meaning of this Agreement. All funds involved in the completion of a sale or lease transaction for the Property (such as earnest money, option fees, etc), shall be paid to Broker and held in Broker's trust account until Closing of the sale/lease.

Owner has furnished to Broker all relevant information concerning the Property, including specifically all information regarding any underground storage tanks, hazardous wastes or wells situated on the Property. Owner agrees to make any and all records and documents pertaining to the property available to the Broker, and agrees to allow Broker to show the property at reasonable times and upon reasonable notice, and to commit no act which might tend to obstruct the Broker's performance hereunder. Owner warrants and represents that the information provided is true, correct and complete to the best of Owner's knowledge. Owner agrees to indemnify and hold Broker harmless from any and all loss, damage or expense (including attorney's fees) in connection with any breach of this representation and warranty by Owner.

Broker shall be protected for a period of 365 days after the Expiration Time on all prospects introduced to the Property during the Term, if Broker submits the names and addresses of such prospects to Owner on or before the Expiration Time. This Agreement shall be binding upon the heirs, successors and assigns of the Owner. Nothing in this Agreement shall be construed to make Broker the manager of the Property. Owner is the manager of the Property and has all responsibility for collection of income and payment of expenses associated with the Property. In the event of suit to collect commissions due Broker under this Agreement, Owner agrees to pay Broker's attorney's fees. Broker may collect commissions due out of lease payments from tenant if commissions due are not paid by Owner.

RELEASE OF INFORMATION: I / we authorize third parties (banks, lenders, lawyers, abstracting companies) to release any information to Broker pertaining to the above indicated property. This may include loan balance, payoff, interest paid, repayment terms, title condition, vesting, and other financial or title concerns.

THIS IS A LEGALLY BINDING AGREEMENT. IF NOT UNDERSTOOD SEEK LEGAL ADVICE BEFORE SIGNING. THE POSSIBILITY OF DUAL AGENCY IS PART OF THIS AGREEMENT. The undersigned Owner warrants that he is the owner of record of the property or has the authority to execute this agreement.

EXCHANGE: Should other property be accepted by me in exchange, I hereby consent to you representing and accepting compensation from all parties to the transaction.

MARKETING: I authorize the placing of a lock box on this property. In order to show the property, you and your agents shall have access to it at all reasonable times, and I will give you all possible assistance in marketing the property. You are authorized to place a "For Sale" or "For Lease" sign on the property. You are authorized to and directed to submit this listing to the Multiple Listing Service of the Iowa City Area Association of REALTORS®, to be published and disseminated to its participants and to report to the Multiple Listing Service and its members, both before and after the sale, any information concerning price and terms of sale, encumbrances and financing as they may request. You are authorized to list the property on the Internet.

EXCLUSIVE RIGHT TO SELL: This listing shall be designated as an **Exclusive Right to Sell** listing. We authorize the listing broker as the exclusive entity to sell our property but further authorize the listing broker to cooperate with other brokers, including Buyer's brokers, in the sale of this listed property and to compensate such broker out of the commission provided for herein.

NON-DISCRIMINATION: This property is offered without regard to race, color, sex, sexual orientation, creed, religion, national origin, handicap and familial status. I further recognize, authorize and direct that the property be marketed in full compliance with all applicable federal, state and local statutes, regulations and ordinances relating to fair housing.

EARNEST MONEY: It is further understood that out of any forfeited earnest money, 100% shall go to the Seller. The seller agrees to be bound by the terms of the Initial Property Inspection Form of the Iowa City Area Association of REALTORS® relative to property repair issues.

REPRESENTATION: As the Seller, I will furnish to you the information concerning this property via this listing contract and I represent to the best of my knowledge and belief that such information is true and accurate. I further agree to inform you of any changes of this information during this contract period. If it is established that such information and/or representation is incorrect or untrue, I agree to indemnify and hold you harmless from any and all loss, damage or expense in connection therewith, including court costs and reasonable attorney's fees. I agree that at the time of possession, all included fixtures and appliances, furnace and other mechanical equipment will be operation and in good working order, except None

GENDER AND NUMBER: Words and phrases herein shall be construed as in the singular or plural number, as masculine, feminine or neuter gender, as may be indicated by the context hereof.

City of Washington, Iowa
Owner's Legal Name (Please Print)

[Signature] City Administrator
Owner's Signature or Authorized Officer

Illie Earnest
Owner's Legal Name (Please Print)

[Signature]
Owner's Signature or Authorized Officer

Lepic-Kroeger, Realtors

*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*

Memorandum

February 2, 2017

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

From: Brent Hinson
City Administrator

Re: Discontinue Park Commission- Public Hearing and Resolution

As previously discussed, the next step is to hold a public hearing and then have the Council consider a resolution to continue the process. For your information, I have attached a rough draft of the replacement ordinance, edited in reference to the existing ordinance (blue is additions to the current ordinance; red is deletions). The goal of this draft was to have the Park Board continue to operate as it has in recent years, with the only changes being that we will be going from a 3-member elected board serving six-year terms to a 5-member appointed board serving four-year terms. I have shared this draft with the existing Park Board for their review. If we stay on schedule, the first reading of this replacement ordinance will not be until April 18.

Washington Park Board Ordinance Change Tentative Schedule
As of 2/2/17

November 16, 2016	<ul style="list-style-type: none"> • During annual goal-setting, Council discusses idea of broadening Park Board representation.
Late November	<ul style="list-style-type: none"> • City Attorney investigates legal procedures for going from an elected to appointed board and provides information to City Administrator.
December 21	<ul style="list-style-type: none"> • City Administrator and Park Superintendent meet with Park Board to discuss.
January 17, 2017	<ul style="list-style-type: none"> • Council meets to discuss in more detail.
January 25	<ul style="list-style-type: none"> • Staff drafts proposed replacement ordinance based on existing ordinance and review of ordinances from comparable cities. Ordinance is provided to existing Park Board for review.
January 31	<ul style="list-style-type: none"> • Council directs staff to publish notice of public hearing regarding intent to discontinue current administrative agency.
February 7	<ul style="list-style-type: none"> • Public hearing on discontinuing of administrative agency; discussion & consideration of a resolution discontinuing agency.
March 21	<ul style="list-style-type: none"> • First reading of an ordinance discontinuing administrative agency.
April 4	<ul style="list-style-type: none"> • Second reading of an ordinance discontinuing administrative agency.
April 18	<ul style="list-style-type: none"> • Third & final reading of an ordinance discontinuing administrative agency, effective July 1, 2017.
April 18	<ul style="list-style-type: none"> • First reading of an ordinance setting up new board. Council also authorizes 45-day advertisement for board members as per gender balance policy.
May 2	<ul style="list-style-type: none"> • Second reading of an ordinance setting up new board.
May 16	<ul style="list-style-type: none"> • Third & final reading of an ordinance setting up new board.
June 6	<ul style="list-style-type: none"> • Council considers confirmation of Mayoral appointments for new board, effective July 1, 2017.
June 30	<ul style="list-style-type: none"> • Existing Park Board dissolves as of 11:59 PM.
July 1	<ul style="list-style-type: none"> • New Park Board takes office effective at 12:00 midnight.

RESOLUTION NO. _____

RESOLUTION OF INTENT TO DISCONTINUE THE BOARD OF PARK
COMMISSIONERS FOR THE CITY OF WASHINGTON.

WHEREAS, the Board of Park Commissioners, outlined in Chapter 23 of the Code of Ordinances of the City of Washington is an administrative agency of the City pursuant to Chapter 392 of the Code of Iowa; and

WHEREAS, the City Council has heretofore deemed it desirable to abolish said agency and replace it with a Commission that provides recommendations to the City Council; and

WHEREAS, to that end, the City Council of the City of Washington held a public hearing on February 7, 2017, on the question of whether to dissolve said Board of Park Commissioners as of June 30, 2017.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, finds that that this Resolution is the City's intent pursuant to Section 392.7 of the Code of Iowa, of the City Council's intention to dissolve the Board of Park Commissioners as of 11:59 p.m. on June 30, 2017.

BE IT FURTHER RESOLVED, that the Board of Park Commissioners will hereby dissolve, without further action of this Council as of 11:59 p.m. on June 30, 2017.

Passed and approved this 7th day of February, 2017.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

CHAPTER 23

PARK ~~COMMISSION~~ AND RECREATION BOARD

23.01 Park Board
23.02 Election - Term
23.03 Organization
23.04 Treasurer
23.05 Compensation
23.06 Budget Certified
23.07 Records and Reports
23.08 Jurisdiction and Authority

23.09 Poles and Wires
23.10 Acquisition of Land
23.11 Sale or Lease of Property
23.12 Limited Leases
23.13 Rules and Regulations
23.14 Penalties
23.15 Median Strips

23.01 ~~PARK BOARD~~ BOARD CREATED. There ~~shall be a Board of Park Commissioners~~ is hereby established a Park and Recreation Board ~~for the oversight of~~ City-owned parks, recreational activities and other duties and functions as listed in Section 23.05 ~~consisting of three (3) citizens of legal age.~~

(Code of Iowa, Sec. 392.1)

~~**23.02 ELECTION TERM.** One commissioner shall be elected at each regular City election for a term of six (6) years.~~

(Code of Iowa, Sec. 392.1)

23.032 BOARD ORGANIZATION. The Mayor, with the approval of the Council, shall appoint five (5) citizens of legal age to four (4) year terms. The Mayor and Council are to see that terms of no more than two (2) members expire in any single year, and are empowered to take action to ensure proper staggering of terms. At the first regular meeting following January 1 of each year ~~Within ten (10) days following the regular City election,~~ the Board shall elect one of its members as Chairperson and one as Secretary.

(Code of Iowa, Sec. 392.1; O.A.G. 1972, p. 287)

~~**23.04 TREASURER.** The City Clerk shall be the treasurer of the Board and pay out all moneys under the control of the Board on orders signed by the Chairperson and Secretary, but shall receive no compensation for such services as treasurer.~~

(Code of Iowa, Sec. 392.1)

23.053 COMPENSATION. ~~There shall be no compensation attached to the office of Park Commissioner, and all services performed by said commissioner shall be rendered without compensation therefore.~~ Members of the board shall serve without compensation, except for their actual expenses, which shall be subject to the approval of the Council.

(Code of Iowa, Sec. 372.13[8] and 392.1)

~~23.06 BUDGET CERTIFIED.~~ The Board shall submit annually to the finance officer a proposed budget and tax levy for general park purposes for the ensuing fiscal year. The Council shall include such tax levy, or so much thereof as it may deem necessary, in the levy for the general fund of the City as certified to the County Auditor.

~~(Code of Iowa, Sec. 392.1)~~

~~23.074 RECORDS AND REPORTS.~~ The Board shall keep a record of all its transactions and proceedings and submit a detailed annual report to the Council no later than June first of each year of the amounts of money expended and the purposes for which used. ANNUAL REPORT. The Board shall provide orally or in written form an annual report of its activities to the City Council.

(Code of Iowa, Sec. 392.1)

23.05 DUTIES. The Board shall have the following duties, functions and powers:

A. To act in an advisory capacity to the Council in all matters pertaining to public recreation, and as such, shall develop plans for the maintenance and improvement of parks and recreational programs.

B. To exert advisory authority over the activities of personnel dedicated to parks and recreation, in cooperation with the City Administrator.

C. To develop a proposed budget for review by the City Council, in coordination with the processes followed by all departments of the City, and to responsibly manage and monitor the adopted budget.

D. To oversee the administration of all monetary gifts given to the City for park purposes.

E. To establish rules and guidelines for the use of public parks and facilities under its authority, with the approval of the City Council, and to advise the Council on any proposed ordinances for the regulation and operation of public parks.

F. To maintain all median strips in the same manner as public parks.

G. To advise the Council in matters of land acquisition and land development for public parks.

H. To establish its own bylaws or otherwise set forth procedural guidelines for its operation.

~~23.08 JURISDICTIONS AND AUTHORITY.~~ The Board shall have exclusive control of all parks and pleasure grounds acquired by it or of any other ground owned by the City and set apart for like purposes within or without the City. All ordinances of the City shall be in full force and effect in and over the territory occupied by such parks.

(Code of Iowa, Sec. 392.1)

~~**23.09 POLES AND WIRES.** The Board may regulate or forbid the erection of poles or the stretching of wire for electric light, street, railway, or other purposes in parks or in or along streets or highways or over public places laid out or controlled by it.~~

(Code of Iowa, Sec. 392.1)

~~**23.10 ACQUISITION OF LAND.** The Board may acquire real estate within or without the City for park purposes by donation, lease, purchase, or condemnation, take the title to real estate in the name of the Board in trust for the public and hold it exempt from taxation.~~

(Code of Iowa, Sec. 392.1)

~~**23.11 SALE OR LEASE OF PROPERTY.** The Board may, subject to the approval of the Council, sell, exchange, or lease any real estate acquired by it which in its discretion is unfit, not desirable, unnecessary, or not required for park purpose.~~

(Code of Iowa, Sec. 392.1)

~~**23.12 LIMITED LEASES.** The Board may lease under reasonable rates and requirements a particular park or portion thereof.~~

- ~~1. Organizations. For a period not in excess of ten (10) days to charitable, fraternal and patriotic organizations for the conduct of celebrations, anniversaries and entertainment.~~

(Code of Iowa, Sec. 392.1)

- ~~2. Professional Games. For such time or times, not to exceed six (6) consecutive months, for the purpose of permitting the playing of professional baseball or other professional games.~~

(Code of Iowa, Sec. 392.1)

~~**23.13 RULES AND REGULATIONS.** The Board shall have the power to make rules and regulations for the use of park or other facilities under its control, such rules shall be posted on the facility or otherwise publicized in a manner to provide adequate notice to the public.~~

(Code of Iowa, Sec. 392.1)

~~**23.14 PENALTIES.** Any person who violates a Board rule or regulation, which has been approved by the Council and adopted by ordinance, may be subjected to the penalties provided for in the ordinance adopting the rule or regulation.~~

(Code of Iowa, Sec. 392.1)

~~**23.15 MEDIAN STRIPS.** When any street in the City has been paved as a boulevard, in such a manner that a park or space remains unpaved in the center of such street, with a permanent curb protecting and~~

~~separating the same from the pavement proper on each side thereof, such unpaved portions of such streets are considered public parks and a part of the park system of the City. Such areas are under the sole supervision and control of the Park Commissioners and such commissioners shall plant such areas with suitable lawn grasses, shrubs and such other ornamental plants as will beautify the grounds and make the same uniform in appearance with the other public parks of the City; and otherwise improve and maintain the same in all respects as public parks.~~

*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*

Memorandum

February 2, 2017

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

From: Brent Hinson
City Administrator

A handwritten signature in blue ink, appearing to be "B. Hinson", is written over the name "Brent Hinson" in the "From:" field.

Re: Courthouse Sewer Separation Project Closeout

After nearly two years of difficulties and cost overruns, we are finally ready to close out the Courthouse Sewer Separation project. The good news is that the project was constructed well by the contractor, and we should have achieved a very significant reduction in sewer inflow/infiltration as a result of the project. However, we unfortunately do have a final change order in the amount of \$82,490.92, which pushes the final budget beyond the numbers provided in June 2016 at the time the previous change order was being considered.

The net that has to come out of the Sewer Fund for this project, in addition to what was programmed, is \$97,406.45. As of today, we have expended \$138,864.08 of the \$300,000 budgeted for sewer maintenance and repair for this fiscal year, so while this overage is painful, we should be able to handle it from a budgetary point of view. We are planning a major project for FY18, but will hopefully not go over the \$300,000 in this current fiscal year, with all factors considered.



February 1, 2017

CHANGE ORDER NO. 5

COURT HOUSE SEWER SEPARATION
WASHINGTON, IOWA

Change Order No. 5 is for the following modifications to the project:

2.5	Special Backfill	861.36 Tons @ \$30/Ton	\$ 25,840.80
2.6	Intake Removal	3 Ea. @ \$1,525/Ea.	\$ 4,575.00
2.7	Pavement Removal	1,604.99 SY @ \$37/SY	\$ 59,384.63
2.9	Flowable Mortar	-2 CY @ \$700/CY	\$ (1,400.00)
2.11	Open Cut Point Repair	-2 Ea. @ \$3,100/Ea.	\$ (6,200.00)
2.12	Sanitary Sewer Pipe in Place		
2.12.2	12" PVC	-50 LF @ \$115/LF	\$ (5,750.00)
2.13	Storm Sewer Pipe in Place		
2.13.1	12" RCP 2000D	28 LF @ \$55/LF	\$ 1,540.00
2.13.2	15" RCP 2000D	578 LF @ \$60/LF	\$ 34,680.00
2.13.3	8" PVC	-39 LF @ \$46/LF	\$ (1,794.00)
2.13.4	12" PVC	-40 LF @ \$50/LF	\$ (2,000.00)
2.13.5	15" PVC	-633 LF @ \$54/LF	\$ (34,182.00)
2.14	Sanitary Manhole SW-301	-1 Ea. @ \$5,340/Ea.	\$ (5,340.00)
2.18	Nyloplast Basins	-1 Ea. @ \$2,600/Ea.	\$ (2,600.00)
2.19	Sanitary Sewer Clean-out	1 Ea. @ \$3,590/Ea.	\$ 3,590.00
2.20	Portland Cement Concrete		
2.20.1	8" Pavement	281.66 SY @ \$64/SY	\$ 18,026.24
2.20.2	7" Pavement	-77.5 SY @ \$60/SY	\$ (4,650.00)
2.20.3	6" Driveway	13.93 SY @ \$56/SY	\$ 780.08
2.20.4	4" Sidewalk	-36.97 SY @ \$43/SY	\$ (1,589.71)
2.21	Detectable Warnings	246.4 SF @ \$30/SF	\$ 7,392.00
CO1	15" PVC Sewer	-6 LF @ \$ 90/LF	\$ (540.00)
CO1	Service Hookups	2 Ea. @ \$825/Ea.	\$ 1,650.00
CO1	Flowable Mortar	-3 CY @ \$700/CY	\$ (2,100.00)
CO1	Cut hole in manhole	-1 Ea. @ \$2,000/Ea.	\$ (2,000.00)
CO1	6" C-900 PVC water main	-13 LF @ \$15/LF	\$ (195.00)
CO1	1" Copper Tubing	4 LF @ \$15/LF	\$ 60.00
CO2	Pipe Removal	-35 LF @ \$10/LF	\$ (350.00)
CO3	8" PVC Sanitary Sewer Pipe in Place	-4 LF @ \$29.38/LF	\$ (117.52)
CO3	8" Tap into existing	-1 Ea. @ \$500/Ea.	\$ (500.00)
CO3	15" PVC Elbow	-1 Ea. @ \$400/Ea.	\$ (400.00)



VEENSTRA & KIMM, INC.

860 22nd Avenue, Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

CO4	Type A Retaining Wall	-9 CY @ \$750/CY	\$ (6,750.00)
New	6" PVC	58.5 LF @ \$35/LF	\$ 2,047.50
New	4" PVC	10 LF @ \$10/LF	\$ 100.00
New	Geogrid	89.78 SY @ \$5/SY	\$ 448.90
2.18A	Nyloplast Basin - Material Provided to City	1 Ea. @ \$1,050/Ea.	\$ 1,050.00
			Total: \$ 82,490.92

Change Order No. 5 increases the contract amount by \$ 82,490.92.

Original Contract Price	\$444,398.00
Approved Change Order No. 1	\$60,780.00
Approved Change Order No. 2	\$10,590.00
Approved Change Order No. 3	\$39,895.40
Approved Change Order No. 4	\$12,000.00
Change Order No. 5	<u>\$82,490.92</u>
Revised Contract Price	\$650,154.32

DELONG CONSTRUCTION, INC.

CITY OF WASHINGTON, IOWA

By _____

By _____

Title _____

Title _____

Date _____

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By [Signature]

By _____

Title Project Engineer

Title _____

Date 2-1-17

Date _____

City of Washington
 Courthouse Sewer Separation
 Budget as of 2/2/17

<u>Expenditures</u>	Budget as of 8/4/15		Effect of Changes Including CO #5		Totals Including CO #5
Construction Contract	\$	444,398.00	\$	205,756.32	\$ 650,154.32
Contingency	\$	43,980.00	\$		-
Engineering- Design	\$	28,000.00	\$		28,000.00
Engineering- General Services	\$	4,000.00	\$		4,000.00
Engineering- Other	\$	1,000.00	\$	3,393.29	4,393.29
Misc Legal & Admin	\$	-	\$	157.41	157.41
	\$	521,378.00	\$	209,307.02	686,705.02
<u>Sources</u>					
Sewer Fund	\$	418,076.88	\$		418,076.88
West Side Int- Balance in CP301	\$	103,301.12	\$		103,301.12
Water Fund- CO #1 W. Jeff			\$	25,412.57	25,412.57
Road Use- CO#3 B & Monroe			\$	30,508.00	30,508.00
Road Use- CO#4 Sidewalk Ret Wall			\$	12,000.00	12,000.00
	\$	521,378.00	\$	67,920.57	589,298.57
Surplus/(Deficit)			\$		(97,406.45)*

* Pay balance from Sewer Fund

CERTIFICATE OF COMPLETION

**COURT HOUSE SEWER SEPARATION
WASHINGTON, IOWA**


December 30, 2016

We hereby certify that we have made an on-site review of the completed construction of the Court House Sewer Separation under the Contract as performed by DeLong Construction, Inc. of Washington, Iowa.

As Engineers for the project it is our opinion that the work performed is in substantial accordance with the plans and specifications, and that the final amount of the contract is Six Hundred Fifty Thousand One Hundred Fifty-Four and 32/100 Dollars (\$650,154.32).

VEENSTRA & KIMM, INC.

Accepted: **CITY OF WASHINGTON, IOWA**

By  _____

By _____

Title Project Engineer

Title Mayor

Date February 1, 2017

Date _____

RESOLUTION NO. _____

RESOLUTION ACCEPTING THE COURTHOUSE SEWER SEPARATION PROJECT AS COMPLETED.

WHEREAS, the City Council of the City of Washington did award a construction contract to DeLong Construction, Inc. in the amount of \$444,398.00 for the “Courthouse Sewer Separation Project” (the “Project”); and

WHEREAS, the Project has now been completed in accordance with the plans and specifications as per the attached Engineer’s Statement of Completion; and

WHEREAS, it is necessary for the City Council to formally accept the Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that the construction of the Project is hereby accepted as completed, with a final contract price of Six Hundred Fifty Thousand One Hundred Fifty-Four Dollars and Thirty-Two Cents (\$650,154.32).

BE IT FURTHER RESOLVED that retainage in the amount of \$19,504.63 for the completion of the Project will be paid 30 days after the date of this Resolution if no claims are filed against the retainage, without further action from this Council.

Passed and approved this 7th day of February, 2017.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk



January 16, 2017

City of Washington
215 East Washington Street
Washington, Iowa 52353

Re: New 0.5 MG Elevated Water Storage Tank
FOX Project Number 3424-14A

Honorable Mayor and City Council Members:

Enclosed is the final application for payment for the New 0.5 MG Elevated Water Storage Tank project. Since the last payment application (August 2016), there was a delay with the startup of the facility due to a major water leak in the City. Following the resolution of that problem, Caldwell completed startup and the tank was operational on September 21, 2016. Caldwell completed the remainder of the work and FOX visited the site on October 13, 2016 and provided a punch list on October 19, 2016. FOX found that the Caldwell had completed the last of the punch list items on December 5, 2016. Overall, there have been some delays, but it appears that the delays have not resulted in damages incurred by the City. The Contractor has made satisfactory efforts to complete the work in a timely manner. This project includes a two-year maintenance bond, so any defects will be repaired at no additional cost to the Owner for two years after the substantial completion date (9/21/2017).

Change Order No. 1 is also enclosed and was signed by the Engineer and Contractor on December 6, 2016. The change order included the change to the completion dates and accounted for a few minor changes in the Work. These included adding rock to the access road due to poor weather conditions in late Fall 2015, a deduction for a gate which was 1 foot narrower than specified (but functional and acceptable to City Staff), and additional field tile repairs than were originally included on the bid form. The bid amount included a contingency allowance for \$18,000, but only \$2,137.25 was needed. The remaining \$15,862.75 was deducted from the total project cost. We recommend approval of Change Order No. 1.

The New 0.5 MG Elevated Water Storage Tank Project's original contract amount was \$1,434,800.00, while the final contract amount (with change order) is \$1,418,937.25. We have enclosed a final payment application with the remainder of the amount due, \$101,048.04. Since this is a final payment, Iowa Code requires that the City retain 5% of the final contract amount, or \$70,946.86 for thirty days. Deducting the retainage amount from the final amount due, the amount due within 30 days is \$30,101.18. If the Council approves the final payment on February 7, 2017, then the retainage should be released on or after March 9, 2017.

We recommend that the City Council approve a resolution to accept this project. An example of this resolution is enclosed. After the resolution of acceptance is approved by the council, please have all copies of the Engineer's Statement of Completion signed and distributed.

Sincerely,

Robbie J. Baker, P.E.

Enclosures: Change Order No. 1, Engineer's Statement of Completion, Final Application for Payment,
Example Resolution of Acceptance

Date of Issuance: December 20, 2016	Contract Date: June 1, 2016
Owner: City of Washington, Iowa	Owner's Contract No.:
Contractor: Caldwell Tanks	Contractor's Project No.: E-8351
Engineer: FOX Engineering	Engineer's Project No.: 3424-14A
Project: New 0.5 MG Elevated Water Storage Tank	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description:

- Item 1: Per WCD001, provide additional rock to repair access road. (Add \$1,187.25).
- Item 2: Per WCD002, the City accepted a substitution which included a fence gate which was about 1 foot narrower than specified. (Deduct \$400.00)
- Item 3: Change field tile repair quantity from 50 LF to 125 LF at a unit price of \$18.00 per LF. (Add \$1,350.00)
- Item 4: Adjust value of the Contingency Allowance per Items 1, 2, and 3 above. (Deduct \$15,862.75)
- Item 5: Add 43 days to the original contract substantial completion date because of a delay in filling the tank due to a major water main leak in July/August 2016. Add 88 days to the final completion date.

Attachments: WCD001, WCD002.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 1,434,800.00</u>	Original Contract Times: Substantial Completion: <u>August 9, 2016</u> Ready for Final Payment: <u>September 8, 2016</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : <u>\$ 0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days
Contract Price prior to this Change Order: <u>\$ 1,434,800.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>August 9, 2016</u> Ready for Final Payment: <u>September 8, 2016</u> days or dates
[Increase] [Decrease] of this Change Order: <u>\$ 15,862.75</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>43</u> Ready for Final Payment: <u>88</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 1,418,937.25</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>September 21, 2016</u> Ready for Final Payment: <u>December 5, 2016</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>R. J. Baker</u>	By: _____	By: <u>Maria Y. Bowman</u>
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: <u>R. J. Baker, P.E.</u>	Title: _____	Title: <u>Project Manager Director</u>
Date: <u>12/6/2016</u>	Date: _____	Date: <u>12/6/16</u>

RESOLUTION NO. _____

RESOLUTION ACCEPTING THE NEW 0.5 MG ELEVATED WATER STORAGE TANK PROJECT AS COMPLETED.

WHEREAS, the City Council of the City of Washington did award a construction contract to Caldwell Tanks, Inc. in the amount of \$1,434,800.00 for the “New 0.5 MG Elevated Water Storage Tank Project” (the “Project”); and

WHEREAS, the Project has now been completed in accordance with the plans and specifications as per the attached Engineer’s Statement of Completion; and

WHEREAS, it is necessary for the City Council to formally accept the Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that the construction of the Project is hereby accepted as completed, with a final contract price of One Million Four Hundred Eighteen Thousand Nine Hundred Thirty-Seven Dollars and Twenty-Five Cents (\$1,418,937.25).

BE IT FURTHER RESOLVED that retainage in the amount of \$70,946.86 for the completion of the Project will be paid 30 days after the date of this Resolution if no claims are filed against the retainage, without further action from this Council.

Passed and approved this 7th day of February, 2017.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

Engineer's Statement of Completion

Project: New 500,000 Gallon Elevated Water Storage Tank	Date of Contract: June 1, 2016
Owner: City of Washington, Iowa	Owner's Contract No.:
Engineer: FOX Engineering	Engineer's Project No.: 3424-14A
Contractor: Caldwell Tanks	

I hereby state that the construction of **New 500,000 Gallon Elevated Water Storage Tank** project by a Contract dated June 1, 2016 has been satisfactorily completed in general compliance with the terms, conditions, and stipulations of said Contract.

The work was completed on December 5, 2016. The Contract completion date was September 8, 2016.

I further state that the total amount due to the Contractor for the fulfillment of said Contract is \$1,418,937.25.

The derivation of this total amount is tabulated on the attached sheet.

Ninety-five percent (95%) of the total amount due to the Contractor should be paid after the acceptance of the construction by resolution of the City Council. The remaining five percent (5%) shall then be paid no sooner than thirty (30) days following formal acceptance of the construction by the City Council provided that no unpaid claims exist in connection with this Contract. The Contractor will receive interest on any unpaid balance at the maximum legal rate from and after thirty (30) days following acceptance of the project by the City Council.

Signed:

FOX Engineering Associates

By:  R.J. BAKER

Iowa Registration No.: 19510

Date: 12/5/2016

FOX PN: 3424-14A

Distribution:

- Engineer
- Contractor
- Owner
- IDNR

Accepted by:

Owner: _____

Resolution: _____

Date: _____

Date Signed: _____

Title: _____

Attest: _____

Council Member _____ introduced the following Resolution entitled "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$500,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF WASHINGTON, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$500,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF WASHINGTON, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that the City of Washington, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$500,000, as authorized by Sections 384.24A and 384.25, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential corporate purpose projects as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the City thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Council proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the City to such action.

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

Section 1. That this Council meet in the Council Chambers, 120 E. Main Street, Washington, Iowa, at _____ .M., on the 21st day of February, 2017, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$500,000 General Obligation Capital Loan Notes, for essential corporate purposes, the proceeds of which notes will be used to provide funds to pay the costs of opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds; the construction, reconstruction, and repairing of any street improvements; the acquisition, installation, and repair of sidewalks, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices; and the acquisition of any real estate needed for any of the foregoing purposes.

Section 2. To the extent any of the projects or activities described in this resolution may be reasonably construed to be included in more than one classification under Division III of Chapter 384 of the Code of Iowa, the Council hereby elects the "essential corporate purpose" classification and procedure with respect to each such project or activity, pursuant to Section 384.28 of the Code of Iowa.

Section 3. The Clerk is authorized and directed to proceed on behalf of the City with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the City's obligations to a principal amount of not to exceed \$500,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the City and this Council and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the City and acceptable to the Council.

Section 4. That the Clerk is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 5. The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: February 16, 2017)

NOTICE OF MEETING OF THE CITY COUNCIL OF THE CITY OF WASHINGTON, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$500,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY (FOR ESSENTIAL CORPORATE PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of Washington, State of Iowa, will hold a public hearing on the 21st day of February, 2017, at _____ .M., in the Council Chambers, 120 E. Main Street, Washington, Iowa, at which meeting the Council proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$500,000 General Obligation Capital Loan Notes, for essential corporate purposes, to provide funds to pay the costs of opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds; the construction, reconstruction, and repairing of any street improvements; the acquisition, installation, and repair of sidewalks, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices; and the acquisition of any real estate needed for any of the foregoing purposes. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At the above meeting the 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 Council will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the City Council of the City of Washington, State of Iowa, as provided by Sections 384.24A and 384.25 of the Code of Iowa.

Dated this _____ day of _____, 2017.

City Clerk, City of Washington, State of Iowa

(End of Notice)

PASSED AND APPROVED this 7th day of February, 2017.

Mayor

ATTEST:

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*

Memorandum

February 1, 2017

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

From: Brent Hinson
City Administrator

A handwritten signature in blue ink, appearing to be "Brent Hinson", is written over the printed name and title.

Re: Agricultural Zoning Amendment

Connected with the Airport Land Use Plan process and following the recommendation of the Planning & Zoning Commission, the Council approved the first reading of an ordinance amending Chapter 165.07 ("A-1" Agricultural Zoning) at the last regular meeting. However, we inadvertently left out a portion of the P&Z recommendation, which was to repeal the "A-2" zoning classification as part of the adoption of this ordinance amendment. The "A-2" classification is no longer needed due to the change in approach we have ended up taking on this issue vs. the original approach, which involved the creation of "A-2" zoning for agricultural land located around the airport.

The ordinance in your packets has been revised to include repealing the "A-2" zoning classification.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON BY CHANGING PERMITTED PRINCIPAL USES IN THE “A-1” AGRICULTURAL DISTRICT.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Amendment. Section 165.07(1) of the Code of Ordinances is hereby amended by deleting subsections B, D, E, F, G and renumbering all subsequent sections.
2. Amendment. Section 165.07(2) of the Code of Ordinances is hereby amended by adding following sections to “When Authorized by Board of Adjustment”:
 - F. Public parks, playgrounds, and recreational areas.
 - G. Cemeteries of ten (10) acres or more in size.
 - H. Churches, chapels, or parish houses located not less than twenty (20) feet from any side lot line in any “R” district.
 - I. Any building or structure occupied or used for nursery, elementary, junior high or high schools, public libraries, and similar public cultural uses located not less than twenty (20) feet from any side lot line.
 - J. A single family detached dwelling located on a lot or parcel which is less than twenty (20) acres as long as the lot of parcel upon which said single family detached dwelling will be constructed was:
 - i. Part of an original lot or parcel that totals more than forty (40) acres; and
 - ii. The original lot or parcel was occupied by, and owned or beneficially controlled, by a lineal descendant of ancestor of the beneficial owner of the original lot or parcel as defined in Section 450.9 of the Code of Iowa
 - K. Sale of nursery and greenhouse products.
3. Amendment. Section 165.07A, “A-2” Agricultural District, is hereby repealed.
4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.
5. Effective Date. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this _____ day of _____, 2017.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: _____ January 17, 2017

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____, 2017.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON BY ALLOWING AVERAGE FRONT YARD SETBACKS IN CERTAIN AREAS OF THE CITY.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Amendment. Section 165.23(2)(B) of the Code of Ordinances is hereby amended by deleting the ordinance in its entirety and replacing it with the following:

“In all residential districts, there shall be a required minimum front yard as stated in each individual residential zoning classification district. However, in the case where lots within two hundred (200) feet on either side of a lot of record are developed with a greater or lesser setback than required in each individual zoning district, the front yard setback for this particular lot shall be the average of the building setbacks for the lots of record within two hundred (200) feet on either side of said lot. The final determination of the setback shall be computed by the Building and Zoning Administrator.”

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

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

Passed and approved this _____ day of _____, 2017.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: January 17, 2017
Approved on Second Reading: _____
Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____, 2015.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON BY SETTING A TIME LIMIT FOR THE REMOVAL OF CERTAIN SIGNS.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Amendment. Section 165.20(1)(e) of the Code of Ordinances is hereby amended by deleting the section in its entirety and replacing it with the following:

“Removal of Certain Signs. The following signs shall be removed at the owner’s expense:

1. Any existing sign which previously advertised a bond fide business or product sold shall be removed after thirty (30) days from the date at which the bona fide business no longer exists on the site of the sign.

2. Any existing sign which advertises, promotes or advocates for an event that occurs on a specific date shall be removed within fourteen (14) days after said specific event.”

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

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

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

Passed and approved this _____ day of _____, 2017.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: January 17, 2017
Approved on Second Reading: _____
Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____, 2015.

City Clerk