



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE NICOLA-STOUFER ROOM
AT 115 W. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, MAY 2, 2017

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, May 2, 2017 to be approved as proposed or amended.

Consent:

1. Council Minutes 04-18-2017
2. Council Minutes 04-25-2017
3. Garden & Associates, 15th Ave. Project, \$1,220.66
4. Powercom Motor Control Corp., Central Park Fountain Lighting Project, \$6,117.33
5. Fareway Stores #554, 301 N. Marion Avenue, Cigarette Retail Permit, **(renewal)**
6. Kevin Olson, Professional Services, \$1,100.88
7. Department Reports

Consent - Other:

Claims and Financial Reports:

Claims as Presented.

SPECIAL PRESENTATION

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

NEW BUSINESS

Discussion and Consideration of Debra Montoya, 312 S. Ave. D, Urban Chicken Permit (new)

Discussion and Consideration of Setting a Public Hearing on FY17 Budget Amendment #2.

Discussion and Consideration of CLG Application for Woodlawn Cemetery Shelter & Gates.

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Discussion and Consideration of a Resolution Approving Specifications, Form of Contract, Cost Estimate, and Setting Dates for a Public Hearing and Receipt of Bids for the 2017 Seal Coat Project.

Discussion and Consideration of a Resolution Establishing a Fire Station Project Committee.

Discussion and Consideration of a Resolution Requesting Changes to the City of Washington's Federal Street Functional Classifications.

Discussion and Consideration of First Reading of an Ordinance – Utility Rates.

Discussion and Consideration of Third Reading of an Ordinance – Stop Signs S. 11th Avenue and E. Madison Street.

Discussion and Consideration of Third Reading of an Ordinance – Establish Park & Recreation Board.

Closed Session per Iowa Code 21.5(j) Real Estate.

DEPARTMENTAL REPORT

Police Department
City Attorney
City Administrator

MAYOR & COUNCILPERSONS

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

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 04-18-2017

The Council of the City of Washington, Iowa, met in Regular Session in the Nicola-Stoufer Room, 115 W. Washington Street, at 6:00 P.M., Tuesday, April 18, 2017. Mayor Johnson in the chair. On roll call present: DeLong, Gault, Janecek, Salazar, Youngquist. Absent: Rosien.

Motion by Youngquist, seconded by Salazar, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, April 18, 2017 be approved as proposed. Motion carried.

Consent:

1. Council Minutes 04-04-2017
2. Breneman Builders, Roofing Park Shelters, \$3,000.00
3. Fox Engineering, Lead Soil Removal at Old Water Plant Site, \$534.70
4. Fox Engineering, Well #7 Pump Replacement & Electrical Modifications, \$440.00
5. Fox Engineering, Well #6 Pump Replacement, \$773.50
6. Fox Engineering, Water Treatment Plant Improvements, \$58,683.90
7. Fox Engineering, Sanitary Sewer Collection System Evaluation, \$840.00
8. Titan Machinery, Service Work, \$5,735.90
9. Terracon, Water Treatment Plant Project, \$3,680.00
10. Department Reports.

Consent - Other:

Brendan DeLong, 2016-2017 Sidewalk Replacement Program, \$306.24

DeLong Construction, Sitler Dr & Ave. H, Dec. Invoice & Retainage (Project Complete & Accepted), \$39,848.77

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

Motion by Salazar, seconded by Gault, to approve consent - other. Motion carried. DeLong abstained with conflict.

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

Finance Director Kelsey Brown gave the March Financial Reports.

Motion by Salazar, seconded by DeLong, to approve the March Financial Reports. Motion carried.

Special Presentations:

Motion by Youngquist, seconded by Salazar, to approve the request from Main Street Washington for Movies on Main to show movies in Central Park June 2, July 7, and August 4. Motion carried.

Motion by Youngquist, seconded by DeLong, to approve the request from Washington Chamber of Commerce for Summer Classic events June 1-4. Motion carried.

Motion by DeLong, seconded by Gault, to approve the Chamber of Commerce Request for the Volunteer Appreciation Event on May 23. Motion carried.

Washington Chamber of Commerce Director Michelle Redlinger came before council to tell them that the Chamber is advocating for a hotel/motel tax referendum. Motion by Salazar, seconded by Gault, to proceed with committee meetings and planning and direct staff to contact the bond council for appropriate wording for a hotel/motel tax referendum. Motion carried. The referendum language will come before council at the May 16 meeting.

Motion by DeLong, seconded by Youngquist, to approve the Day of Yoga – June 21 “The Longest Day” Alzheimer’s Benefit Event use of Central Park. Motion carried.

Nuisance Abatement Officer Merle Hagie gave council an update on March Nuisance Abatements.

Bids received for new snow plow:

Future Line	BOS 10’ Snow Plow	\$6,365.43
Bozene Hydraulic Service	Heavyweight Unimount 10’ Plow	\$5,995.00
Midwest Frame & Axle	Western 10’ Snow Plow	\$7,866.00

Motion by Salazar, seconded by DeLong, to approve the bid from Future Line in the amount of \$6,365.43. Motion carried.

Motion by Salazar, seconded by Janecek, to approve the CDBG Contract with IEDA – Water Treatment Plant Project. Motion carried.

Motion by Salazar, seconded by Youngquist, to approve CDBG Administration Contract with Simmering-Cory not to exceed \$20,000. Motion carried.

Motion by Salazar, seconded by Gault, to approve Equal Opportunity Policy Statement. Motion carried.

Motion by DeLong, seconded by Youngquist, to approve the Mayor’s Proclamation Regarding a Policy on the Prohibition of the Use of Excessive Force. Motion carried.

Motion by Youngquist, seconded by Salazar, to approve Affirmative Fair Housing Policy. Motion carried.

Motion by Salazar, seconded by Janecek, to approve City of Washington – Residential Anti-Displacement and Relocation Assistance Plan. Motion carried.

Motion by Salazar, seconded by Youngquist, to approve the Resolution Approving the Final Airport Land Use Study – Revised December 2016. Roll call on motion: Ayes: DeLong, Gault, Janecek, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-023)**

Motion by Youngquist, seconded by Salazar, to approve the Resolution Authorizing Interfund Transfer (library gift/trust). Roll call on motion: Ayes: DeLong, Gault, Janecek, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-024)**

Motion by Salazar, seconded by Gault, to approve the third reading and adopt the Ordinance Dissolving Park Commission Administrative Agency. Roll call on motion: Ayes: DeLong, Gault, Janecek, Salazar, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1059)**

Motion by Salazar, seconded by Youngquist, to approve the first reading of an Ordinance as amended Adopting a New Chapter 23 “Park & Recreation Board”. Roll call on motion: Ayes: DeLong, Gault, Janecek, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Salazar, seconded by Janecek, to Authorize Advertisement for Board Members for Park & Recreation Board. Motion carried.

Motion by DeLong, seconded by Youngquist, to approve the first reading of an Ordinance Placing Stop Signs – S. 11th Avenue and E. Madison Street. Roll call on motion: Ayes: DeLong, Gault, Janecek, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Salazar, seconded by Janecek, to approve the Resolution Adopting a Code of Conduct (Water Plant CDBG). Roll call on motion: Ayes: DeLong, Gault, Janecek, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-025)**

Motion by Salazar, seconded by Gault, to approve a Resolution Adopting Procurement Policy (Water Plant CDBG). Roll call on motion: Ayes: DeLong, Gault, Janecek, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-026)**

Motion by Youngquist, seconded by DeLong, to approve the Resolution Setting a New Meeting Location for Regular Council Meetings. Roll call on motion: Ayes: DeLong, Gault, Janecek, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-027)**

Motion by DeLong, seconded by Gault, to Approve the Fireworks Permit for July 4 – City of Washington. Motion carried.

Motion by Janecek, seconded by DeLong, that the Regular Session held at 6:00 P.M., Tuesday, April 18, 2017 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

Council Minutes 04-25-2017

The Council of the City of Washington, Iowa, met in Special/Work Session in the Nicola-Stoufer Room, 115 W. Washington Street, at 6:00 P.M., Tuesday, April 25, 2017. Mayor Johnson in the chair. On roll call present: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Absent: none.

Motion by Youngquist, seconded by Salazar, that the agenda for the Special/Work Session to be held at 6:00 P.M., Tuesday, April 25, 2017 be approved as proposed. Motion carried.

Motion by Salazar, seconded by Rosien, to approve the Resolution Creating a Wellness Park Project Committee and Confirming Appointments. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-028)**

After discussion, motion by Salazar, seconded by Gault, to put the discussion and consideration of Chapter 55 – Animal Control & Protection on a future workshop and ask personnel from PAWS & More to attend the workshop. Motion carried.

Motion by Rosien, seconded by Youngquist, to approve the second reading of an Ordinance – Stop Signs at S. 11th Avenue and E. Madison Street. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Salazar, seconded by Youngquist, to approve the second reading of an Ordinance – Establish Park & Recreation Board. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Rosien, seconded by Janecek, to approve the Resolution Authorizing, Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-029)**

Motion by DeLong, seconded by Rosien, to approve the Resolution Authorizing Interfund Transfers. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2017-030)**

Motion by Rosien, seconded by Janecek, that the Special/Work Session held at 6:00 P.M., Tuesday, April 25, 2017 be adjourned. Motion carried.



GARDEN & ASSOCIATES, LTD.

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

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

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

April 19, 2017
Invoice No: 35230

Project 5016276 Washington - 15th Ave Paving, Storm Sewer, Sanitary Sewer, Water Main.
Client ID #20040

Professional Services for the Period: March 17, 2017 to April 13, 2017

Professional Services

	Hours	Rate	Amount	
Principal Engineer	8.50	137.00	1,164.50	
Totals	8.50		1,164.50	
Total Professional Services				1,164.50

Unit Billing

Mileage			56.16	
Total Units			56.16	56.16

Total Project Invoice Amount \$1,220.66

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE



Powercom Motor Control Corp.

210 N. Marion Ave.
PO Box 871
Washington IA 52353
Phone: 319-653-3150
Fax: 319-653-4753

Email: accounts@powercom.us

INVOICE

DATE 4/20/2017
CUSTOMER ID WPD-90549
INVOICE # 13339

BILL TO:
City of Wash. Parks Dept.
215E Washington St
Washington, IA 52353

SHIP TO:
City of Wash. Parks Dept.
215E Washington St
Washington, IA 52353

ORDER DATE	ORDER #	PURCHASE ORDER #	CUSTOMER CONTACT
4/1/2017	13339	Fountain LED	Nick Pacha

DESCRIPTION	ORDER QTY	PRICE
From Quote # Q3596 for fountain lighting and sound		
1 st 1/3 rd payment \$6117.33	1	\$6,117.33
2 nd 1/3 rd payment \$6117.33	0	\$0.00
Final Payment \$6117.34	0	\$0.00
Total of Invoice \$18,352.00		

Initials MP
EXP. LED Fountain Light Payment
Vender # _____ Date Rec. _____
Due Date _____ Inv # _____

TOTAL: 1 \$6,117.33

Comments:

NET 30 TERMS

If you have any questions or concerns, please contact
319-653-3150 with your order number
Thank You For Your Business!



SEE INSTRUCTIONS ON THE REVERSE SIDE

For period (MM/DD/YYYY) 07/01/2017 through June 30, 2018

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA: Fareway Stores, Inc. # 554
Physical Location Address: 301 North Marion Avenue City: WASHINGTON ZIP: 52353
Mailing Address: 301 North Marion Avenue City: WASHINGTON State: IA ZIP: 52353
Business Phone Number: (319) 653-5064

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP: Fareway Stores, Inc.
Mailing Address: PO Box 70 City: Boone State: IA ZIP: 50036
Phone Number: (515) 433-5336 Fax Number: (515) 433-4416 Email: twilson@farewaystores.com

Retail Information:

Types of Sales: Over-the-counter Vending machine
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

SIGNATURE OF OWNER(S), PARTNER(S), OR CORPORATE OFFICIAL(S)

Name: Frederick R. Greiner Name: _____
Signature: *Frederick R. Greiner* Signature: _____
Date: 4/12/17 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

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

April 29, 2017

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

INVOICE

For legal services rendered to the City of Washington, Iowa

TOTAL HOURS	11.0 hours (reg)
TOTAL MILEAGE	198 miles
Hourly Rate	\$90/hour- Reg
Mileage Rate	\$0.56 per mile
TOTAL FOR THIS INVOICE	\$1,100.88

**WWTP report
May 2, 2017
Council meeting**

- **After hour alarm and dog call outs**
10th dog call, Safety Center reported a dog to be picked up at 514 N Marion, 7:37 p.m. Parker
15th dog call, Safety Center reported a dog to be picked up at 820 South 3rd, 7:40 p.m. Parker
16th dog call, Safety Center reported a dog to be picked up at Hometown Inn, 10:50 a.m. Parker
17th dog call, Safety Center reported a dog to be picked up at 1206 East 2nd, 6:34 p.m. Parker
18th dog call, Public reported a dog to be picked up in 700 Blk E Harrison, 6:10 p.m. Parker
- **Dept Head meetings** – I attended the meetings on April 18th & 25th.
- **Evaluations** - I have completed the evaluations I'm responsible for and have turned them over to the proper recipients.
- **WWTP/YWC** – We will extend our hours on Saturday mornings from 7:00 a.m. to 10:00 a.m. on the following dates: April 29, May 6, 13, 20, & 27 so Washington residents can haul their own yard waste out here.
- **IAMU mock OSHA WWTP walk through inspection** – Hired Joe Marie to correct some electrical issues that were pointed out during the inspection. Joe & crew have completed this work. Working on getting quotes to have the nine (9) cranes/hoists at the WWTP inspected. We are still waiting on the written inspection report to see what else we need to address to be compliant.
- **National Weather Service (NWS)** – Staff from the Quad Cities NWS office were here to service their equipment for the spring/summer seasons.
- **2016 biosolids land application report** – I submitted the additional information IDNR in Des Moines had requested for the 2016 report on April 19, 2017. This information was due by May 1, 2017.
- **Mowing** – Continues at the WWTP and lift stations.
- **SCADA computer** – The SCADA computer was froze up again on April 25, 2017 when we got to work. Jason was able to get it going after rebooting it twice. It has been running good since then.
- **Bi-annual sampling** – Jason collected samples for the bi-annual sampling at Bazooka-Farm, Inc and Montchevre-Betin, Inc (goat milk transfer station) on April 19, 2017.
- **Operations building water heater replacement** – Miller & Sons replaced the water heater and Joe Marie made necessary electrical changes for the water heater on April 14, 2017. The Ops building eyewash was put back in service the same day.

**Fred E Doggett
4/28/2017 6:58 AM**

POLICE	ARNOLD MOTOR SUPPLY	PARTS	27.62	
	AUTOZONE	FLOOR MATS	49.99	
	BP	FUEL	140.02	
	CITY OF WASH - PETTY CASH	PETTY CASH	20.00	
	GALLS LLC	CAMERA CLIPS	111.27	
	LOGIN / IACP NET	DUES	525.00	
	MARCO, INC.	COPIER MAINT	103.00	
	MIDWEST K-9	SORRELS- DETECTOR DOG TRIA	75.00	
	MINCER FORD	PARTS - PD 79 (OLDER EXPLORER)	463.05	
	OFFICE EXPRESS	GLOVES	62.91	
	QUILL	SUPPLIES	84.34	
	UPS	UPS SHIPPING	36.32	
	WAL-MART	SUPPLIES	15.05	
	WASH CO AUDITOR	APRIL COMMUNICATIONS	20,682.58	
		TOTAL	22,396.15	
	FIRE	ARNOLD MOTOR SUPPLY	PARTS	38.03
GALLS LLC		WRIST GLOVES	353.94	
HEIMAN FIRE EQUIPMENT		HOOK W/4'STRAP	181.45	
IOWA STATE UNIVERSITY-TREASURER'S OFFI		TRAINING REGISTRATIONS	1,120.00	
MOORE'S BP AMOCO INC		FUEL	13.01	
RELIANT FIRE APPARATUS		PARTS	796.33	
VISA		RESCUE BAGS	1,377.40	
WASHINGTON RENTAL		REPAIR	38.52	
WINDSTREAM IOWA COMMUNICATIONS		SERVICE	172.91	
		TOTAL	4,091.59	
DEVELOP SERV		ARNOLD MOTOR SUPPLY	PARTS	23.29
		CITY OF WASH - PETTY CASH	PETTY CASH	10.00
	KELTEK	VEHICLE CABLE	199.50	
	LUKE WASTE MANAGEMENT	MATTRESS IN ALLEY	25.00	
	MARK'S SANITATION	ABATE TRASH 807 S. 2ND	250.00	
		TOTAL	507.79	
LIBRARY	AMAZON	LIBRARY MATERIALS	994.96	
	CINTAS CORP LOC. 342	RUG SERVICE	52.15	
	MANGO LANGUAGES	3 YEAR SUBSCRIPTION	3,031.88	
	ORIENTAL TRADING COMPANY INC	PROGRAM SUPPLIES	19.76	
	READ, TIM	SUMMER READING PROGRAM	125.00	
	RECORDED BOOKS LLC	AUDIO BOOKS	134.99	
	SCHOLASTIC LIBRARY PUBLISHING	BOARDBOOKS	25.02	
	STATE LIBRARY OF IOWA	REG- WEIDNER, HARRIS	100.00	
		TOTAL	4,483.76	
PARKS	ALLIANT ENERGY	ALLIANT ENERGY	70.07	
	ARNOLD MOTOR SUPPLY	PARTS	179.99	
	CASH-N-CARRY CHEMICALS LLC	CHEMICALS	97.25	
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	324.95	
	CINTAS FIRST AID & SAFETY	SAFETY SUPPLIES	45.54	
	FRANZEN, DENNIS	LIGHT @ POOL	537.90	
	SITLER'S SUPPLIES INC.	SIGN LIGHTS	12.00	
	STOUTNER PROPERTY MAINTENANCE	GROUNDS MAINT- PARK	321.25	
	WAL-MART	SUPPLIES	56.89	
	WASHINGTON AG SUPPLY	SOCCER FIELD	190.00	
	WASHINGTON EVENING JOURNAL	LEGAL & DISPLAY ADVERTISIN	79.98	
	WASHINGTON LUMBER	LUMBER	15.99	
	WASHINGTON RENTAL	TILLER REPAIR	11.09	
		TOTAL	1,942.90	
	CEMETERY	ALLIANT ENERGY	ALLIANT ENERGY	188.77
ARNOLD MOTOR SUPPLY		OIL FILTER/PARTS	22.56	
CINTAS FIRST AID & SAFETY		FIRST AID SUPPLIES	66.11	

		TOTAL	277.44
FINAN ADMIN	ALLIANT ENERGY	ALLIANT ENERGY	1,047.41
	BAKER PAPER & SUPPLY	COPY PAPER	104.70
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	56.84
	CITY OF WASH - PETTY CASH	PETTY CASH	36.19
	IMFOA	DUES-ILLA&KELSEY	100.00
	J & M DISPLAY	2017 FIREWORKS	4,000.00
	VISA	LODGING FOR MEETING	211.28
	VIVIAL	SERVICE	24.15
	WASHINGTON EVENING JOURNAL	LEGAL & DISPLAY ADVERTISIN	1,313.45
		TOTAL	6,894.02
AIRPORT	ALLIANT ENERGY	SERVICE	1,084.84
	ERPELDING, KEVIN	REGISTRATION MILEAGE	216.72
	ROE, MIKE	CONFERENCE/MILEAGE REIMB	584.34
		TOTAL	1,885.90
ROAD USE	ACE-N-MORE	SUPPLIES	72.54
	ALLIANT ENERGY	SERVICE	74.41
	ARNOLD MOTOR SUPPLY	PARTS	237.50
	CENTRE STATE INTERNATIONAL	SUPPLIES	344.25
	DOUDS STONE LLC	ROADSTONE	245.15
	FASTENAL COMPANY	SUPPLIES	164.70
	GREINER DISCOUNT TIRES	TIRES	164.00
	HIWAY SERVICE CENTER	PARTS	239.18
	HY-VEE	SASSO MTG	30.74
	MIDWEST WHEEL	SUPPLIES & EQUIP	323.11
	MOSE LEVY CO INC	METAL	107.80
	WAL-MART	SUPPLIES	66.92
	WASHINGTON LUMBER	LUMBER	22.36
		TOTAL	2,092.66
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	236.18
		TOTAL	236.18
CAPITAL EQUIP	KELTEK	EXPLORER ACCESSORIES	2,064.74
		TOTAL	2,064.74
CAPITAL PROJECTS	CITY OF WASH - PETTY CASH	PETTY CASH	14.00
	KROTZ, NATHAN	MASONRY WORK-DAYCARE BLDG	260.00
		TOTAL	274.00
SIDEWALK REPAIR/REPLACE	PROHASKA, JASON	SIDEWALK REPLACEMENT	796.60
		TOTAL	796.60
TREE REMOVAL	MARIE ELECTRIC INC.	BRANCH REMOVAL	25.00
		TOTAL	25.00
LIBRARY GIFT	ACCESS SYSTEMS	GENEOLOGY COPIER	104.78
	AMAZON	LIBRARY MATERIALS	34.14
	MAY, JONATHAN	SUMMER READING PROGRAM	300.00
	READ, TIM	SUMMER READING PROGRAM	125.00
		TOTAL	563.92
WATER PLANT	ALTORFER	COMP MACHINE TESTING	1,239.00
	ALLIANT ENERGY	ALLIANT ENERGY	5,991.04
	CARROLL, SUSAN	MILEAGE REIMBURSMET	15.12
	CHRISTOFFERSON , EIL	WATER DEPOSIT REFUND	37.03
	CINTAS FIRST AID & SAFETY	SAFETY SUPPLIES	54.45

	IOWA ASSN. OF MUNICIPAL UTILITIES	MEMBERSHIP DUES	848.66
	KNERR, DAVID	WATER DEPOSIT REFUND	13.57
	MALAGA, RODRIGO	WATER DEPOSIT REFUND	42.61
	MARTIN, BOBBI	WATER DEPOSIT REFUND	73.75
	POSTMASTER	BULK MAILING WATER BILLS	802.02
	STREFF, ROSE	MILEAGE REIMBURSEMENT	2.70
	WATER SOLUTIONS UNLIMITED	CHEMICALS	3,278.15
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	41.84
		TOTAL	12,439.94
WATER DIST	ACE-N-MORE	SUPPLIES	277.92
	ALLIANT ENERGY	ALLIANT ENERGY	48.50
	ARENDT, NATHAN	TOOLS	64.16
	ARNOLD MOTOR SUPPLY	PARTS	11.07
	BARRON MOTOR SUPPLY	TOOLS	194.99
	FUTURE LINE LLC	VIBRATOR KIT	930.00
	IOWA ONE CALL	SERVICE	86.60
	KIMBALL MIDWEST	DRILL BITS	388.57
	LAWSON PRODUCTS INC	CLAMPS, PLUGS, GLOVES, & PARTS	517.02
	MOORE'S BP AMOCO INC	FUEL	84.00
	TIFCO INDUSTRIES	INFERNO FLAP DISC/SAFETY SUPPLIES	123.58
	USA BLUEBOOK	CHEMICALS	607.33
	WAL-MART	SUPPLIES	24.97
	WELLINGTON, EARL	PART	250.00
		TOTAL	3,608.71
WATER CAPITAL PROJ	CITY OF WASH - PETTY CASH	PETTY CASH	16.48
		TOTAL	16.48
SEWER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	10,223.38
	ARNOLD MOTOR SUPPLY	PARTS	31.56
	CENTRAL IOWA DISTRIBUTING	SHOP SUPPLIES	134.60
	JETCO	SCADA CUMPUTER REPAIR	998.00
	MILLER & SONS, INC.	WATER HEATER REPLACEMENT	946.63
	TESTAMERICA LABORATORIES INC	TESTING FEES	1,423.80
	TIFCO INDUSTRIES	SHOP SUPPLIES	74.25
	UNITED LABORATORIES	LIFT STATION DEGREASER	599.40
	USA BLUEBOOK	TESTING SUPPLIES	278.10
		TOTAL	14,709.72
SEWER COLLECTION	HIWAY SERVICE CENTER	PARTS	69.00
	IDEAL READY MIX	CEMENT 17TH ST	357.00
	WAL-MART	SUPLIES	93.79
	HY-VEE	MTG	26.80
	VACSTAR	SITE GLASS FOR TRAILER	58.16
		TOTAL	604.75
SANITATION	LUKE WASTE MANAGEMENT	REFUSE AND RECYCLING	28,460.00
	LUKE WASTE MANAGEMENT	SPRING CLEANUP	14,916.00
	LUKE WASTE MANAGEMENT	APPLIANCE AND TV STICKERS	1,500.00
	LUKE WASTE MANAGEMENT	BULKY STICKERS	628.00
	WASH CO HUMANE SOCIETY	COLLECTIONS FOR APRIL	408.00
		TOTAL	45,912.00
UNEMPLOYMENT SELF INS	IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT INS - 4 EMPLOYEES	10,706.23
		TOTAL	10,706.23
		TOTAL	136,530.48

CITY OF WASHINGTON, IA
 VISA Card Charges - 2017

CLAIMS REPORT 05/02/2017

FIRE	SHERATION IOWA CITY HOTEL - BRENT LODGING FOR IA MUNICIPAL MANAGEMENT CONFERENCE	211.28	FINAN ADMIN RESCUE SOURCE - RESCUE BAGS	1,377.40
		211.28		1,377.40
		-		-
		-		-
		-		-
		-		-
		-		-

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



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

Urban Chicken Permit Application

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

1. Applicant Information

Name Debra Mentoya
 Property Address 312 S. D. AVE Washington Ia 52353
 Daytime Phone # 319 461 1920 Evening Phone # 319 461 1920
 Number of chickens to be kept 4
 (No roosters are allowed, Maximum number of hens is 4)

2. Application Checklist

Resident's Submittal

Staff Review

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

_____ *ie*

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

_____ *ie*

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

_____ *ie*

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

_____ *ie*

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

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

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

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

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

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

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

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

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

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

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

DM 11) I understand that the City Council's approval is good for two years and I must reapply for my continued keeping of chickens.

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

Signature Sheila Montoya Date 4/10/17

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

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

Landlord Signature _____ Date _____

Brent Hinson, City Administrator
 Sandra Johnson, Mayor
 Illa Earnest, City Clerk
 Craig Arbuckle, City Attorney



City of Washington
 215 East Washington Street
 Washington, Iowa 52353
 (319) 653-6584 Phone
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**NEIGHBOR SIGN-OFF FOR URBAN CHICKEN PERMIT
 EXHIBIT A TO PERMIT APPLICATION**

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

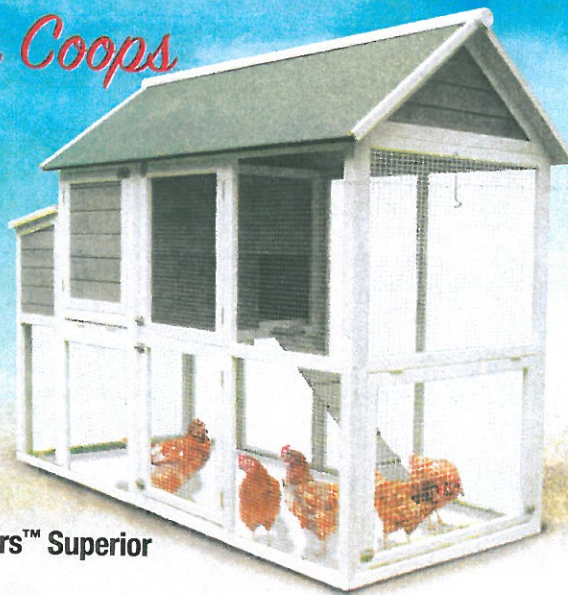
Applicant Name: Debra Montoya
 Site Address: 312 S.D Ave Washington Ia 52353

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

Name(s) & Address	Phone	Signature(s) & Date
Noemi Delos Santos 415 W Jefferson	319-621-8261	Noemi Delos Santos 4/10/17
Armando Cervase Sr 302 S.D. Ave	(319) 931-2380	Armando Cervase Sr 4/10/17
Edwin Pina	319-759-1429	Edwin Pina 4-11-17
Taylor Scott McElwain 355 AVE C, APT 1	319-930-6384	Taylor Scott McElwain 4/10/17
323 S. Ave D Proctor Dean Elmore	319-653-5678	Proctor Dean Elmore 4/11/17

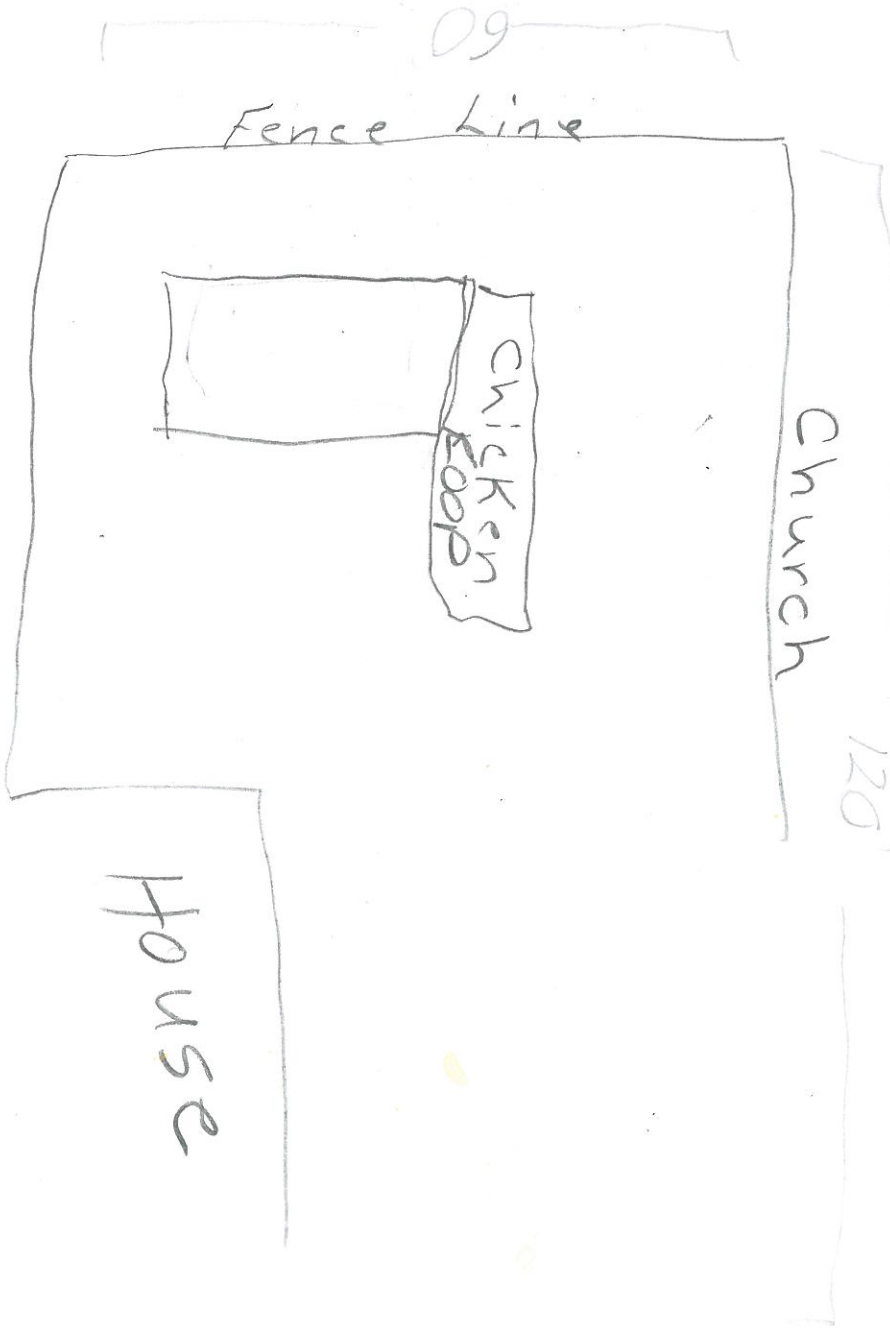
(For additional adjacent property owners, please attach additional sheets)

Chicken Coops



Coops & Feathers™ Superior Hen House

74 in. x 35 in. x 57 in. Walk in coop with split door
entry, triple nest box, front latching door to open for
free ranging. Accommodates 4-6 chickens.
107365885



322
S. DAVE

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2016-2017 CITY BUDGET**

The City Council of Washington in WASHINGTON County, Iowa
will meet at Washington Free Public Library, 115 W Washington Street
at 6:00 P.M. on 5/18/2017
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2017
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	3,409,212		3,409,212
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	3,409,212	0	3,409,212
Delinquent Property Taxes	4	0		0
TIF Revenues	5	194,720		194,720
Other City Taxes	6	794,082		794,082
Licenses & Permits	7	122,775		122,775
Use of Money and Property	8	135,754		135,754
Intergovernmental	9	3,310,548	289,408	3,599,956
Charges for Services	10	4,931,659		4,931,659
Special Assessments	11	56,000		56,000
Miscellaneous	12	328,934	112,155	441,089
Other Financing Sources	13	5,476,537	93,870	5,570,407
Transfers In	14	6,210,465	247,760	6,458,225
Total Revenues and Other Sources	15	24,970,686	743,193	25,713,879
Expenditures & Other Financing Uses				
Public Safety	16	1,841,167	12,843	1,854,010
Public Works	17	1,457,251	99,862	1,557,113
Health and Social Services	18	0		0
Culture and Recreation	19	845,273	17,000	862,273
Community and Economic Development	20	38,639	182,975	221,614
General Government	21	881,154	-148,975	732,179
Debt Service	22	1,292,235	625,731	1,917,966
Capital Projects	23	3,020,216	196,085	3,216,301
Total Government Activities Expenditures	24	9,375,935	985,522	10,361,457
Business Type / Enterprises	25	11,380,782	122,055	11,502,837
Total Gov Activities & Business Expenditures	26	20,756,717	1,107,577	21,864,294
Transfers Out	27	6,210,465	229,408	6,439,873
Total Expenditures/Transfers Out	28	26,967,182	1,336,985	28,304,167
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-1,996,496	-593,792	-2,590,288
Beginning Fund Balance July 1	30	7,279,612		7,279,612
Ending Fund Balance June 30	31	5,283,116	-593,792	4,689,324

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Amending for additional Local Option Sales Tax revenue, bond payments, carryover capital projects, and additional streetwork expenses

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Kelsey Brown

City Clerk/ Finance Officer Name

Previously Approved Projects/Purchases

	GF Admin Transfer to Library gift	MiniBus	LOST Fund to General Fund	LOST Fund to Municipal Building Fund	Road Use - Contractual Services	Series 2016B Debt Payments	Series 2016C Debt Payments	Cap Proj - Business Park	Cap Proj - Airport Runway Construction	Cap Proj - S 15th Paving/Subdivision	Cap Proj - Central Park Fountain	Municipal Building Fund	Sanitation - Other Contractual Services	Transfer from Library Trust to Library Gift
001	52.14													
001	34,000.00													
121	34,000.00													
121	98,133.00													
110	49,652.00													
200	54,106.46													
200	571,624.67													
301	14,483.13													
301	103,250.27													
301	30,000.00													
301	18,352.00													
309	0.00													
670	42,769.51													
910	218,673.55													

Items Requiring Council Approval

001	4,025.00	Highway Safety Program - grant
001	3,114.92	Police - Other Contractual services
001	5,702.98	Police - Other Contractual services
001	10,000.00	Fire - Operational Equipment Repair
001	7,000.00	Pool - Utilities
001	50,000.00	Cemetery - Hourly Wages
110	58,749.25	Road Use - Street Maint Expense
308	10,000.00	Industrial Development
311	10,000.00	Sidewalk Repair & Replace
312	10,000.00	Tree Removal
Total	\$1,379,149.63	

Transfers (Included Above)

From	Out Amount	To	In Amount	Purpose
GF Admin	52.14	Library Gift	52.14	Fix fund discrepancy - Resolution 2017-024
LOST Revenue	132,133.00	General Fund	34,000.00	Extra LOST to Mini-Bus
		Municipal Building Fund	98,133.00	Extra LOST to Municipal Building Proj
Riverboat Foundation CP	18,352.00	Capital Projects	18,352.00	To cover central park lighting project
Library Trust	218,673.55	Library Gift	218,673.55	Transfer per Resolution 2017-024
	<u>369,210.69</u>		<u>369,210.69</u>	

Reclassification items that do not affect overall expenses/revenues

	Employee Benefits	Transfer from Employee Benefits to various funds	TIF Reclassification from General Govt to Comm and Econ Develop	TIF Reclassification from General Govt to Comm and Econ Develop	TIF Reclassification from General Govt to Comm and Econ Develop	TIF Reclassification from General Govt to Comm and Econ Develop	TIF Reclassification from General Govt to Comm and Econ Develop	Transfer from Employee Benefits to various funds	Reclassification from Transfer in to Revenue	Transfer from Employee Benefits to various funds
112	79,285.80									
	(79,285.80)									
125	45,000.00									
129	33,374.00									
132	26,618.00									
133	66,344.55									
134	11,638.89									
950	31,538.78									
	(31,538.78)									
951	10,626.42									
	(10,626.42)									

Transfers from above reclassifications

Employee Benefits	Out Amount	Purpose	In Amount
Various funds -Dvpt Partners, Water, Sewer	(31,538.78)	Self insurance	(60,440.22)
Various funds ->Airport,Dvpt Partners, Water, Sewer	(10,626.42)	Unemployment Self Ins	(18,845.58)
		Self insurance	(31,538.78)
		Unemployment Self Ins	(10,626.42)
	<u>(121,451.00)</u>		<u>(121,451.00)</u>

Totals After Reclass	Expense	Revenue
	\$1,336,984.43	\$743,192.68

Other Notes

Transfer for fund discrepancy (approved by resolution) 25% of LOST Revenue
 Extra LOST to Mini-bus
 Extra LOST to Municipal Building Fund
 Fillmore Repayment - Money was transferred into Road Use fund in a prior fiscal year, so there is no offsetting revenue this year
 Debt payments from Bond Proceeds issued last year
 Debt payments from Bond Proceeds issued last year
 Carryover into FY from FY16
 Carryover into FY from FY16
 Not previously budget project, but approved by council
 Fountain lighting and sound project
 From 120 E Main Street
 New contract with Luke Waste Management
 Transfer per Resolution 2017-024

Grant for car camera covered 100%
 This was the overpayment by RAGBRAI for police wages, that was returned to RAGBRAI
 Repair to fire dept garage door
 Per new agreement, city is responsible for utilities
 Increase in hourly wages due to Nick's absence
 Additional street maintenance
 Taxes/Farm expenses/Business Park expenses
 Additional reimbursements - large reimbursement this year for school
 Additional tree removal expenses

This is just a reclassification - we had this in transfers for the original budget but needed to change it per Auditors

Per Auditors, TIF expenses should be classified as Comm and Econ Develop instead of General Govt. We just need to reclassify these expenses. The total is \$182,975.44 which is why you will see an increase of that amount in the Community and Economic Development column. You will also see this reflected in the General Government column as a negative. The amounts will not equal due to an increase in General Government for the Minibus payment increase.

This is just a reclassification - we had this in transfers in the original budget but needed to change it per Auditors

This is just a reclassification - we had this in transfers in the original budget but needed to change it per Auditors

RESOLUTION NO. 2017-_____

A RESOLUTION APPROVING SPECIFICATIONS, FORM OF CONTRACT,
COST ESTIMATE, AND SETTING DATES FOR A PUBLIC HEARING AND
RECEIPT OF BIDS FOR THE 2017 SEAL COAT PROJECT

WHEREAS, specifications, form of contract, and cost estimate have been prepared for the 2017 Seal Coat Project and are filed with the City Engineering Technician; and

WHEREAS, these specifications, form of contract, and cost estimate appear to be correct and suitable for the purpose intended;

WHEREAS, the 2017 Seal Coat Project is to be paid with Road Use Tax funds;

NOW, THEREFORE, be it resolved by the City Council of Washington, Iowa that:

Section 1. The above specifications, form of contract, and cost estimate referred to are approved.

Section 2. On May 16, 2016 at 6:00 p.m. in the City Council Chambers, Washington, Iowa, this Council shall hold a public hearing on the specifications, form of contract, and cost estimate for this proposed project.

Section 3. The City Clerk shall give notice of such public hearing by publication of a notice in the Washington Evening Journal not less than four (4) nor more than fourteen (14) days prior to the date set for the hearing. The notice shall be in the following form:

(NOTICE OF PUBLIC HEARING ATTACHED)

Section 4. Sealed proposals for the 2017 Seal Coat Project will be received at the office of the City Clerk, City Hall, Washington, Iowa until 9:00 a.m. on May 15, 2017. The City Clerk shall open the proposals received and announce the results at 9:05 a.m. on the same day.

Section 5. The City Clerk is directed to give notice of such reception of bids by publication of a notice in the Washington Evening Journal not less than seven (7) nor more than thirty (30) days prior to the date for reception of bids. The notice shall be in the following form:

(NOTICE TO BIDDERS ATTACHED)

Section 6: All resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed.

PASSED AND APPROVED this 2nd day of May, 2017.

Sandra Johnson, Mayor

ATTEST

Illa Earnest, City Clerk

PUBLIC NOTICE

NOTICE SETTING TIME AND PLACE OF PUBLIC HEARING ON THE 2017 SEAL COAT PROJECT

Public Notice is hereby given that the City Council of the City of Washington, Iowa will hold a public hearing to hear comments on the specifications, form of contract, and cost estimate for the proposed 2017 Seal Coat Project. The project will be located on various streets though out the town. Said hearing will be held in the Nicola-Stoufer Room, Washington Public Library, 115 W. Washington Street, Washington, Iowa, on May 16, 2017 at 6:00 p.m. All interested persons are invited to attend and will be given an opportunity to be heard relative to this matter.

Illa Earnest, City Clerk

CITY OF WASHINGTON, IOWA

2017 SEALCOAT PROJECT

NOTICE TO BIDDERS

Notice is hereby given that there are on file in the Development Services office of the City of Washington, Iowa, proposed specifications, and form of contract for the public improvements hereinafter described for the 2017 Sealcoat Project.

Sealed proposals for the construction of the said improvements will be received at the office of the City Clerk for the City of Washington, Iowa until **9:00 A.M., May 15, 2017**. At 9:05 A.M. all sealed proposals will be publicly opened and read aloud.

The general description of the work involved is as follows:

2017 Sealcoat project is approximately of 48,714 SY of seal coat overlay and 224 SY of surface correction.

Bids will be received for work under one contract.

The City will be issuing a sales tax exemption certificate, so the cost of sales tax should not be included in the bid.

Each proposal shall be made on the proposal form prepared for this purpose, which may be obtained from Garden & Associates, LTD or on a form approved by Garden & Associates, LTD. Each proposal shall be accompanied by a bid bond on the form included in the specifications or another approved form, or a cashier's check or certified check drawn on a bank or credit union in Iowa or a bank chartered under the laws of the United States, and filed in a sealed envelope separate from the one containing the proposal. The contractor's **bid bond**, cashier's or certified check shall be in an amount of **10%** of the bid price made payable to the Treasurer of the City of Washington, Iowa. The bid bond will act as security that, if awarded a contract by resolution of the Council, the Bidder will enter into a contract at the prices bid and furnish the required performance and payment bonds and certificate of insurance. The bid bond will be forfeited and the proceeds retained as liquidated damages if the bidder fails to execute a contract or file acceptable performance and payment bonds and an acceptable certificate of insurance within fifteen (15) days after the acceptance of his proposal by resolution of the council. No Bidder may withdraw a proposal within thirty (30) days after the date set for opening bids.

Payment for said work will be made in cash from proceeds to be received from the **Road Use Tax** funds of said City and/or cash funds of said City that are available and that may be legally used for said purpose.

Payments will be made to the Contractor based on monthly estimates in amounts equal to ninety-five percent (95%) of the contract value of the work completed during the preceding month. Estimates will be prepared the last week of the month by the Contractor and approved by the City of Washington's Engineering Technician. The City of Washington's Engineering Technician will certify the approved estimate to the Council for payment on the next regularly scheduled Council meeting of the following month. Such payment will in no way be construed as an act of acceptance for any part of the work partially or totally, completed. The balance of the **five percent** due the Contractor will be paid not earlier than 31 days from the date of final acceptance of said work by the City, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payment will be due until the Contractor has certified to the City Clerk that the materials, labor, and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications. The Contractor may be required to submit lien waivers prior to

payment approval. The Contractor shall submit a **2-year maintenance bond** for the total amount of the project prior to final payment and acceptance of the project.

All work and equipment is to be in accordance with the specifications and form of contract now on file in the Development Services' office and by this reference made a part hereof as though fully set out and incorporated herein.

The work shall be completed by **August 4, 2017**.

Liquidated damages in the amount of two hundred fifty dollars (\$250.00) per calendar day will be assessed for each day the work shall remain uncompleted after the contract completion date, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor and approved by the City.

The successful bidder will be required to furnish a corporate **surety bond** in an amount equal to one hundred percent (**100%**) of the contract price prior to commencing work on the project. Said bond shall be issued by a responsible surety approved by the City Council, and shall guarantee the faithful performance of the contract and the terms and conditions until the time of acceptance of the improvements by the City.

Specifications governing the construction of the proposed improvements have been prepared by Veenstra & Kimm, inc. for the City of Washington, Iowa. Said specifications and the proceedings of the City Council referring to and defining said improvements are hereby made a part of this notice, and the proposed contract by reference, and the proposed contract shall be executed in compliance therewith.

Said specifications and proposed contract documents are now on file in the Development Services' office at 215 East Washington Street, Washington, Iowa, for examination by bidders. Copies of specifications, form of proposal, and form of contract may be secured at the office of Veenstra & Kimm, Inc. by bona fide bidders.

The City reserves the right to reject any and all bids and to waive informalities and technicalities in any bid, and to enter into such contract, or contracts, as it shall deem for the best interest of the City.

The Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of letting.

By virtue of statutory authority, a preference will be given to products and provisions grown and produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes. The Iowa Reciprocal Act (SF 2160) applies to the contract with respect to bidders who are not Iowa residents.

2017 Sealcoat Project - List of Streets

<u>SECTION #</u>	<u>NAME</u>	<u>LOCATION</u>
28	14TH ST	7TH AVE : 8TH AVE
108	6TH ST	MARION : IOWA
110	6TH ST	2ND AVE : 3RD AVE
111	6TH ST	3RD AVE : 4TH AVE
112	6TH ST	4TH AVE : 5TH AVE
113	6TH ST	5TH AVE : 6TH AVE
114	6TH ST	6TH AVE : 7TH AVE
208	MAIN ST	CITY LIMITS : +300LF
209	MAIN ST	+300LF : +600LF
210	MAIN ST	+600LF : +900LF
211	MAIN ST	+900LF : HWY 92
212	MAIN ST	HWY 92 : +300LF
213	MAIN ST	+300LF : +600LF
214	MAIN ST	+600LF : +900LF
215	MAIN ST	+900LF : +1200LF
216	MAIN ST	+1200LF : +1500LF
217	MAIN ST	+1500LF : RR TRACKS
218	MAIN ST	RR TRACKS : +300LF
219	MAIN ST	+300LF : +600LF
220	MAIN ST	+600LF : +900LF
221	MAIN ST	+900LF : +1200LF
222	MAIN ST	+1200LF : +1500LF
223	MAIN ST	+1500LF : H AVE
338	MONROE ST	4TH AVE : 6TH AVE
342	ADAMS ST	C AVE : B AVE
352	ADAMS ST	15TH AVE : DEAD END
374	VAN BUREN ST	12TH AVE : 13TH AVE
375	VAN BUREN ST	13TH AVE : 14TH AVE
378	HARRISON ST	IOWA : 2ND AVE
379	HARRISON ST	2ND AVE : 3RD AVE
380	HARRISON ST	3RD AVE : 4TH AVE
388	HARRISON ST	14TH AVE : 15TH AVE
395	TAYLOR ST	13TH AVE : 14TH AVE
407	TYLER ST	8TH AVE : 9TH AVE
497	AVE G	MADISON : MONROE
509	AVE E	MADISON : MONROE
510	AVE E	MONROE : ADAMS
518	AVE E	LINCOLN : +300LF
519	AVE E	+300LF : +600LF
520	AVE E	+600LF : CITY LIMITS
523	AVE D	5TH ST : +300LF
524	AVE D	+300LF : 3RD ST
526	AVE D	2ND ST : MAIN ST
530	AVE D	MADISON : MONROE
531	AVE D	MONROE : ADAMS
537	AVE C	8TH ST : 7TH ST
539	AVE C	6TH ST : 5TH ST
542	AVE C	3RD ST : 2ND ST
543	AVE C	2ND ST : MAIN ST
545	AVE C	WASHINGTON:JEFFERSON
546	AVE C	JEFFERSON : MADISON
555	AVE B	7TH ST : 6TH ST
556	AVE B	6TH ST : 5TH ST
667	3RD AVE	17TH ST : +300LF
668	3RD AVE	+300LF : 15TH ST
695	4TH AVE	17TH ST : +300LF
696	4TH AVE	+300LF : 15TH ST
734	5TH AVE	7TH ST : 6TH ST
765	7TH AVE	15TH ST : 14TH ST
766	7TH AVE	14TH ST : 13TH ST
769	7TH AVE	11TH ST : +300LF
770	7TH AVE	+300LF : 10TH ST
776	7TH AVE	4TH ST : 3RD ST
784	7TH AVE	ADAMS : +300LF
785	7TH AVE	+300LF : VAN BUREN
802	9TH AVE	3RD ST : 2ND ST
861	13TH AVE	VAN BUREN : HARRISON
862	13TH AVE	HARRISON : TAYLOR
889	ALLEY	B AVE/C AVE:500 BLOCK
890	ALLEY	B AVE/C AVE:600 BLOCK
891	ALLEY	B AVE/MARION:800 BLOCK
892	ALLEY	MADISON/JEFFERSON:300 BLOCK

*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

April 28, 2017

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

From: Brent Hinson
City Administrator

Re: Fire Station Project Committee

With the sale of the Former Library now finalized, we should be ready to proceed with the Fire Station project. Attached is a resolution setting up the project committee, as well as an updated project schedule. I look forward to working on this important project.

RESOLUTION NO. _____

**A RESOLUTION CREATING A FIRE STATION
PROJECT COMMITTEE AND CONFIRMING APPOINTMENTS**

WHEREAS, the City Council wishes to move forward with formal planning and design for construction of a new Fire Station adjacent to the current Municipal Building; and

WHEREAS, the Council wishes to engage a committee to assist in this process.

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

Section 1. The City Council approves the creation of a Fire Station Project Committee to guide the process of facility planning, design and construction, subject to full City Council approval as necessary.

Section 2. The City Council accepts the recommended appointments of Jaron Rosien, Brendan DeLong, Tom Wide, Joe Redlinger, Mark Chenoweth, Greg Goodman, Kelsey Brown, Brent Hinson, Cara Sorrells and Matt Miller to the Committee.

PASSED AND APPROVED this 2nd day of May, 2017.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

Washington Fire Station Project Preliminary Schedule

As of 4/28/17

Date	Action	Complete
May 2, 2017	<ul style="list-style-type: none"> • Council establishes Fire Station Project Committee • Council provides direction on property acquisition, if needed 	
May 8	<ul style="list-style-type: none"> • Committee begins meeting with initial topics including: <ul style="list-style-type: none"> ○ General project discussion ○ Determination of process for selecting architect ○ Determination of other comparable facilities to visit 	
May (remainder of)	<ul style="list-style-type: none"> • Committee site visits to other Fire Station facilities in comparable communities • Development of architect request for proposals (RFP) by committee and confirmation by Council • Council authorizes engineering task order for relocation of “egg” sewer 	
June	<ul style="list-style-type: none"> • Committee receives and analyzes architect proposals, interviews architects, and develops recommendations for City Council review • Committee site visits to other Fire Station facilities in comparable communities 	
July	<ul style="list-style-type: none"> • Architect contract is negotiated and finalized, with Council approval • Committee begins meeting with architect to discuss design • Architect is consulted to determine ideal timing for egg sewer relocation 	
August	<ul style="list-style-type: none"> • Committee continues design discussions with architect, involving additional City Hall/Police staff and others as needed to work toward common conceptual design of Fire and Police/City Hall facilities • Council asked to consider recommended project parameters prior to authorization of conceptual design 	
September/October	<ul style="list-style-type: none"> • Architect develops detailed conceptual designs and firm project cost estimates • Possible timeframe for relocation of egg sewer 	
November	<ul style="list-style-type: none"> • Public charette/presentations, presentations to service clubs 	
December	<ul style="list-style-type: none"> • Committee/Council consideration of any design/concept changes based on public feedback 	
January 2018	<ul style="list-style-type: none"> • Council authorizes architect to proceed with final design 	
February	<ul style="list-style-type: none"> • Initiate bond proceedings, subject to advice from financial adviser 	
March/April	<ul style="list-style-type: none"> • Architect prepares detailed plans, specifications and final cost estimates 	

Washington Fire Station Project Preliminary Schedule

As of 4/28/17

	<ul style="list-style-type: none">• Council approves contract procedure	
May	<ul style="list-style-type: none">• Bid out project, receive and consider bids	
June/July	<ul style="list-style-type: none">• Construction begins	
July 2019	<ul style="list-style-type: none">• Construction completed	

*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

April 28, 2017

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

From: Brent Hinson 
City Administrator

Re: West Buchanan Federal Functional Classification

In 2012, the City Council established a plan to build a Business Park off Highway 1, and to establish a new paved route into the southwest side of town. The first portion of this project was funded in part by a DOT RISE grant for Phase I of the Business Park, which was completed last year. The Council authorized applying to the Regional Planning Affiliation in October 2014 to set aside Federal Aid funds for the rest of the paving, and this was approved pending the City getting West Buchanan classified as an eligible route under the Federal Functional Classification system.

The City began the process of getting West Buchanan into the FFC system in July 2012, with the passage of a resolution very similar to the one now being presented for your review. This process was delayed first by the DOT's updating of "Urban Area Boundaries" following the 2010 Census, then by the DOT's recommendation that we complete paving of the Business Park Phase I before applying, and then by the requirement that the project be shown in a specific year in our Capital Improvements Plan (completed March 2017). Mercifully, it appears we are ready to proceed with the completion of this process.

RESOLUTION NO. _____

**A RESOLUTION REQUESTING CHANGES TO THE
CITY OF WASHINGTON'S FEDERAL STREET
FUNCTIONAL CLASSIFICATIONS**

WHEREAS, functional classification is the process by which streets and highways are grouped into classes according to the character of service they are intended to provide; and

WHEREAS, the City of Washington periodically reviews the system of streets and highways for appropriate changes to classification of the various segments of the system; and

WHEREAS, a recent review of the system has revealed the need for a change to the federal functional classification of road segments due to the need to provide for an urban collector connecting Highway 1 to the south-central area of town and development of a new industrial area along the route.

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

Section 1. The City of Washington requests the Iowa Department of Transportation to request the Federal Highway Administration to make the following changes in federal functional classification:

- A. West Buchanan from Iowa 1 to easterly end of newly paved route from "Local" to "Urban Collector" (0.13 mi).
- B. Proposed West Buchanan from end of newly paved route easterly to meet existing West Buchanan Street from "Future Built" to "Proposed Urban Collector" (0.31 mi).
- C. West Buchanan from east end of Proposed West Buchanan Street easterly to South E Avenue from "Local" to "Urban Collector" (0.19 mi).
- D. South E Avenue from West Buchanan Street northerly to Sitler Drive from "Local" to "Urban Collector" (0.13 mi).
- E. Sitler Drive from South E Avenue easterly to South Iowa Avenue from "Local" to "Urban Collector" (0.34 mi).

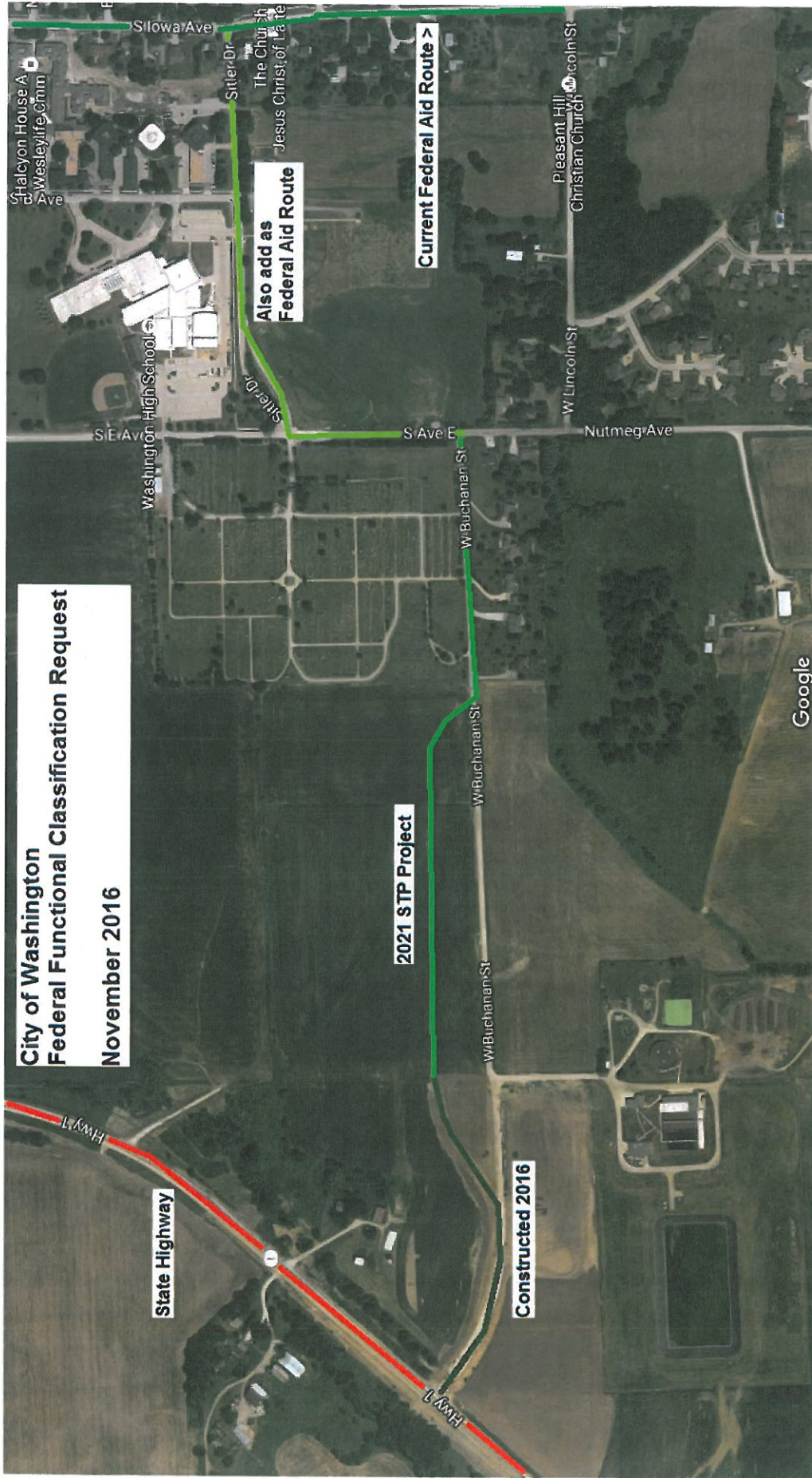
PASSED AND APPROVED this 2nd day of May, 2017.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

**City of Washington
Federal Functional Classification Request
November 2016**



State Highway

2021 STP Project

Current Federal Aid Route >

**Also add as
Federal Aid Route**

Constructed 2016

Google

ORDINANCE NO. _____

**AN ORDINANCE AMENDING SECTION 92, WATER RATES,
SECTION 99, SEWER USER CHARGE AND
SECTION 106, COLLECTION OF SOLID WASTE**

BE IT ORDAINED by the City Council of the City of Washington, Iowa:

SECTION 1. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 92.02, titled, "Rates for Service", is hereby amended to read as follows by amending Section 92.02 (1) and (2):

"92.02 RATES FOR SERVICE. Water service shall be furnished at the following rates with the City:

1. Base Charge. There shall be a basic monthly water service charge of seventeen dollars and eighty-five cents (\$17.85) per account.
2. Usage Rates. Customers shall be charged for water usage in accordance with the following rate schedule:

(Code of Iowa, Sec. 384.84[1])

Cubic Feet Used Per Month	Rate
All Usage	\$3.84 per 100 cubic feet

”

SECTION 2. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 99.05, titled, "Rates for Service", is hereby amended to read as follows by amending Section 99.05(1) and (2):

"99.05 CHARGES. The monthly sewer use charge shall be in accordance with the following:

1. Non-Residential Customers.
 - A. For each water meter of every nonresidential property receiving municipal sewer service using 1,400 cubic feet or less of water, with or without a water meter, the charge shall be an amount equal to the sum of \$31.50 per month plus \$3.83 per 100 cubic feet of water used.
 - B. For each water meter of every nonresidential property receiving municipal sewer service using between 1,401 and 15,000 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$63.00 per month plus \$3.83 per 100 cubic feet of water used.

C. For each water meter of every nonresidential property receiving municipal sewer service using between 15,001 and 100,000 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$126.00 per month plus \$3.83 per 100 cubic feet of water used.

D. For each water meter of every nonresidential property receiving municipal sewer service using more than 100,001 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$252.00 per month plus \$3.83 per 100 cubic feet of water used.

2. Residential Customers. For each water meter of every residential property (including multiple-family residential properties) receiving municipal sewer service, with or without a water meter, the charge shall be an amount equal to the sum of \$31.50 per month per dwelling unit plus \$3.83 per 100 cubic feet of water used.”

SECTION 3. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 106.08, titled, “Collection Fees”, is hereby amended to read as follows by amending Section 106.08(1):

“106.08 COLLECTION FEES. The collection and disposal of solid waste as provided by this chapter are declared to be beneficial to the property served or eligible to be served and there shall be levied and collected fees therefore in accordance with the following:

1. Fees.

A. The fee for solid waste collection and disposal service used or available, for each residential premise, is seven dollars and thirty-five cents (\$7.35) per month.

B. The fee for the identification stickers for disposable containers is two dollars (\$2.00) each.

C. The fee for the annual identification sticker for reusable containers is ninety dollars (\$90.00) per year prorated monthly.”

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

SECTION 5. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED AND APPROVED by the City Council on the ____ day of _____, 2017.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

Residential Water Utility Rates

City of Washington, IA
Effective July 1, 2017

	Old	New
Water Minimum Charge	\$ 17.00	\$ 17.85
Water Usage	\$ 3.65	\$ 3.84
Sewer Minimum Charge	\$ 30.00	\$ 31.50
Sewer Usage	\$ 3.64	\$ 3.83
Garbage	\$ 7.00	\$ 7.35
Bag Fee (effective 07/01/16)	\$ 2.00	\$ 2.00
Annual Sticker (effective 01/01/17)	\$ 90.00	\$ 90.00
Water Deposit	\$ 150.00	\$ 150.00

NEW RATES

Consumption in Cu. Ft	100	200	300	400	500	600	700	800	900	1000	1100	1200
Water	17.85	21.69	25.53	29.37	33.21	37.05	40.89	44.73	48.57	52.41	56.25	60.09
Sewer	31.50	35.33	39.16	42.99	46.82	50.65	54.48	58.31	62.14	65.97	69.80	73.63
Garbage	7.35	7.35	7.35	7.35	7.35	7.35	7.35	7.35	7.35	7.35	7.35	7.35
Tax	1.25	1.52	1.79	2.06	2.32	2.59	2.86	3.13	3.40	3.67	3.94	4.21
TOTAL	57.95	65.89	73.83	81.77	89.70	97.64	105.58	113.52	121.46	129.40	137.34	145.28

OLD RATES

Consumption in Cu. Ft	100	200	300	400	500	600	700	800	900	1000	1100	1200
Water	17.00	20.64	24.30	27.95	31.60	35.25	38.90	42.55	46.20	49.85	53.50	57.15
Sewer	30.00	33.64	37.28	40.92	44.56	48.20	51.84	55.48	59.12	62.76	66.40	70.04
Garbage	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Tax	1.19	1.44	1.70	1.96	2.21	2.47	2.72	2.98	3.23	3.49	3.75	4.00
TOTAL	55.19	62.72	70.28	77.83	85.37	92.92	100.46	108.01	115.55	123.10	130.64	138.19

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 65.02 "SPECIAL STOPS REQUIRED"- CEDAR DRIVE AND SOUTH 11TH AVENUE

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

SECTION 1. **Delete Phrase.** Section 65.02, "Special Stops Required", Paragraph 12 is hereby repealed.

SECTION 2. **Add Phrase.** Section 65.02, "Special Stops Required", New Paragraph 12 "Cedar Drive and South 11th Avenue (northbound stop)."

SECTION 3. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

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

Passed and approved this _____ day of _____, 2017.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: _____ April 18, 2017 _____

Approved on Second Reading: _____ April 25, 2017 _____

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 CREATING A NEW CHAPTER 23-
PARK AND RECREATION BOARD IN THE CODE OF
ORDINANCES OF THE CITY OF WASHINGTON**

BE IT ENACTED by the City Council of the City of Washington, Washington County, Iowa:

SECTION 1. Purpose: The purpose of this ordinance is to create an appointed board named the Park and Recreation Board, which will replace the elected Board of Park Commissioners.

SECTION 2. A new Chapter 23 of the Code is created as follows:

23.01 BOARD CREATED. There 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.

23.02 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 three (3) 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, the Board shall elect one of its members as Chairperson and one as Secretary.

23.03 COMPENSATION. Members of the board shall serve without compensation, except for their actual expenses, which shall be subject to the approval of the Council.

23.04 ANNUAL REPORT. The Board shall provide orally or in written form an annual report of its activities to the City Council.

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.

SECTION 3. The original appointment of the members of the Board shall be two members (2) for two (2) years, and three members (3) for four (4) years, from July 1 following the year of such appointment or until their successor is appointed to serve for the term of four (4) years.

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

SECTION 5. This Ordinance shall be in effect July 1, 2017 at 12:00 a.m. following 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: _____ April 18, 2017

Approved on Second Reading: _____ April 25, 2017

Approved on Third & Final Reading: _____

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

City Clerk