



AGENDA OF THE SPECIAL/WORK SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE NICOLA-STOUFER ROOM.
PUBLIC LIBRARY AT 115 W. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, APRIL 24, 2018

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Special/Work Session to be held at 6:00 P.M., Tuesday, April 24, 2018 to be approved as proposed or amended.

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

UNFINISHED BUSINESS

1. Discussion and Consideration of a Development Agreement with David and Lisa Nacos. **(Tabled 10-17-2017)**
2. Discussion and Consideration of the Third Reading of an Ordinance Amending the Code of Ordinances of the City of Washington, Iowa, Chapter 69 "Parking Regulations" – Marshall's Parking Requests.

NEW BUSINESS

1. Discussion and Consideration of a Resolution Endorsing Application for Grant Funds (HRDP Grant for Woodlawn Shelter)
2. Discussion and Consideration of a Proposal for Owner-Occupied Housing Rehabilitation Program Administration (ECICOG)
3. Discussion and Consideration of a Resolution Approving Amendments to Memorandum of Agreement Re: Voluntary Annexation (Country Club Road)
4. Discussion of Proposed Park Regulations Ordinance Chapter
5. Discussion of Parking Concerns

DEPARTMENTAL REPORT

Police Department

City Attorney
City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor
Brendan DeLong
Steven Gault
Kerry Janecek
Elaine Moore
Fran Stigers
Millie Youngquist

ADJOURNMENT

Illa Earnest, City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 69, "PARKING REGULATIONS"

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

SECTION 1. New Paragraph. A new Section 69.08, "No Parking Zones", Paragraph 89 is hereby adopted as follows:

89. "South Marion Avenue, on the west side, for a distance of one hundred twenty-four (124) feet north from the centerline of West Madison Street".

SECTION 2. New Paragraph. A new Section 69.11, "Parking Limited to Two Hours", Paragraph 6 is hereby adopted as follows:

6. "West Jefferson Street, on the north side, for a distance of one hundred sixteen (116) feet west from the centerline of South Iowa Avenue".

SECTION 3. New Paragraph. A new Section 69.11, "Parking Limited to Two Hours", Paragraph 7 is hereby adopted as follows:

7. "West Jefferson Street, on the south side, between a distance of one hundred twelve (112) and one hundred seventy-eight (178) feet east from the centerline of South Marion Avenue".

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

SECTION 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 _____, 2018.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: _____ April 3, 2018
Approved on Second Reading: _____ April 17, 2018
Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day
of _____, 2018.

City Clerk

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Memorandum

April 19, 2018

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

From: Brent Hinson
City Administrator

A blue ink signature of Brent Hinson, the City Administrator, is written over the text "City Administrator". The signature is stylized and cursive.

Re: Woodlawn Cemetery HRDP Grant Application

Through significant work by the City's Historic Preservation Commission (HPC), the City was able to get the gates and shelter at Woodlawn Cemetery on the National Register of Historic Places. The shelter and gates are a rare example of the Egyptian Revival style. The HPC was able to get a technical assistance grant last year to obtain cost estimates on possible historic renovations to the shelter. We attempted to obtain funding last year, but the application was not funded. The State Historic Preservation Office (SHPO) does provide detailed feedback on applications that are not funded, so it is hoped that the changes that have been made will make the application this time around more competitive.

The Council approved up to \$25,000 local match in the FY19-23 Capital Improvements Plan for this project, and this local match was also included in the FY19 budget. The grant would be for an equal amount to this local match.

RESOLUTION NO. _____

A RESOLUTION ENDORSING AN APPLICATION FOR GRANT FUNDS

WHEREAS, the City Council recognizes the importance of historic preservation in our community; and

WHEREAS, to this end, the City has created and supported a Historic Preservation Commission; and

WHEREAS, the Historic Preservation Commission was able to get the Woodlawn Cemetery Gates and Shelter listed on the National Register and has indicated interest in applying for an HRDP grant: of Historic Places and wishes to apply for grant funding to renovate the shelter.

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

Section 1. The City Council endorses the submission of an application for grant funds to the State Historical Society of Iowa for the Historic Resource Development Program to assist in the historic rehabilitation of the Woodlawn Cemetery Shelter.

Section 2. The City Council pledges \$25,000 as local match for said grant application.

PASSED AND APPROVED this 24th day of April, 2018.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator



215 East Washington Street
Washington, Iowa 52353
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Memorandum

April 19 2018

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

From: Brent Hinson
City Administrator

Re: Owner-Occupied Housing Rehabilitation Program

In the Fall 2017 goal-setting process, the Council identified as one of the goals to, “[c]ontinue to emphasize improved private property maintenance”. One of the sub-items specifically discussed was partnering with the ECICOG/Federal Home Loan Bank home repairs program to provide funding for additional home rehabilitations using Low and Moderate Income Tax Increment Financing (LMI TIF) funds as our match.

Unfortunately, the ECICOG program did not get funded in the last cycle, so they do not currently have funds available. We were later approached by Habitat for Humanity with a similar-sounding program and were looking into this. However, after further examination of the matter and learning of other resources available, we are instead recommending we apply to the East Central Iowa Housing Trust Fund for grant funds, using our LMI TIF funds as match. I would propose we dedicate \$37,800 match to this application and seek \$113,400 in grant funds (1:3 ratio of match to grant). We could then do an owner-occupied housing rehabilitation program along the lines of the CDBG program, but with far less strings attached and perhaps more focused on exterior improvements. This would allow for grants of \$15,000 for rehabilitation of 9 homes. I would propose we hire ECICOG to administer the program at a cost of \$1,800 per home. They have an excellent housing inspector, and great experience in programs of this nature, including income-qualifying applicants (applicants would need to be at or below 80% of the median household income). As per my request, they prepared the attached proposal.

Being able to offer this program, of course, is contingent on successfully applying to the Housing Trust Fund for funding. However, we would like your agreement in principle to proceed, subject to obtaining the grant. The Housing Trust Fund has an open application

cycle, so we could apply at any time. We would bring the proposed application back to a future meeting for your approval before submitting.

Like the CDBG program, we would propose selecting a geographic area of around 150 homes that would be eligible this time around. ECICOG has found that this is about the right amount of homes so that 9 homes rehabilitated would show a noticeable impact, while the area is large enough to ensure that you will get enough qualified applicants. If the proposed program is successful, and subject to continued availability of Housing Trust Fund grants, we could continue this program in future years for other areas.

I have attached a spreadsheet showing a projection of future LMI TIF funds and proposed uses. We have a significant amount of undesignated current and future funds because until recently, we had been holding these funds back for a possible historic renovation of the Goncho Apartments building. However, with that project having gone a different way, we now have funds available that should be put to work for the benefit of our LMI residents.

You will notice that I have designated match funds for a future CDBG Housing Rehabilitation application. While this program does have significant administrative headaches associated with it, it also offers the opportunity to obtain significant federal grant funds for housing rehabilitation. The City last applied in 2010, and five homes were rehabilitated under that program (in that program, qualifying residents can get a grant for up to \$24,999 for rehabilitation plus \$8,001 for lead paint abatement).

City of Washington
LMI TIF Projections 4/19/18

		<u>FY18</u>		<u>FY19</u>		<u>FY20</u>		<u>FY21</u>
Fund Balance at 7/1	\$	69,331.10	\$	2,153.21	\$	22,661.14	\$	32,338.36
Revenues:								
Projected LMI Taxes	\$	17,622.11	\$	20,507.93	\$	20,507.93	\$	20,507.93
Goncho TIF Repayment	\$	-	\$	-	\$	9,169.29	\$	9,169.29
Expenditures:								
Goncho TIF Loan	\$	(47,000.00)						
CDBG Housing Local Match				\$	(20,000.00)			
Proposed New Program	\$	(37,800.00)				\$	(37,800.00)	
Fund Balance at 6/30	\$	2,153.21	\$	22,661.14	\$	32,338.36	\$	24,215.58

Proposed New Program

Sources:

LMI TIF Fund Local Match	\$	37,800.00
ECIHTF Grant Request	\$	113,400.00
Total Sources	\$	151,200.00

Uses:

Rehab 9 Houses @ \$15,000 ea	\$	(135,000.00)
ECICOG Administration	\$	(16,200.00)
Total Uses	\$	(151,200.00)

Balance \$ -

**PROPOSAL FOR OWNER-OCCUPIED HOUSING REHABILITATION
ADMINISTRATION
CITY OF WASHINGTON, IOWA**

TO: Brent Hinson, City Administrator
Jaron Rosien, Mayor
City Council Members

FROM: Doug Elliott, Executive Director
Melanie Riley, Housing Planner
Mark Culver, Housing Specialist

The East Central Iowa Council of Governments (ECICOG) appreciates the opportunity to submit this proposal for the General Administration & Technical Services Administration of a Housing Rehabilitation Program for the City of Washington. ECICOG staff's experience, qualifications, and proximity to Washington are distinct advantages for the community. Should you have questions concerning our proposal, please contact Melanie Riley, Housing Planner, at (319) 365-9941.

Experience in administering housing rehabilitation programs

Writing and administering successful Housing Fund applications & projects has long been a function of ECICOG. Since 2000, ECICOG staff has provided technical services & administered grants totaling \$9 million in Housing Fund assistance for twenty-one local governments in our six-county planning region. All of the below projects (table) were administered, with general administration & technical services provided by ECICOG. ECICOG's Housing Fund administrative capabilities are held in high regard by the Iowa Economic Development Authority and post-monitoring letters are available upon request.

ECICOG's housing and community development staff has a great deal of experience and are well-prepared to provide technical services & administer housing rehabilitation programs. This staff includes Chad Sands, Lead Planner (22 years' experience); Melanie Riley, Housing Planner (9 years' experience), Mark Culver, Housing Specialist (22 years' construction industry experience) and Gary Hughes, Planner (30 years' experience).

Main agency employees who will oversee the day-to-day operations of the program:

- Melanie Riley - Iowa Notary Public, Commission #777265, expires 3/01/2019
- Mark Culver - State of Iowa Certified Lead Inspector Risk Assessor, Certification # LEAD-INSP10047, expires 12/8/2020

In addition to programs funded through the Housing Fund, ECICOG has administered programs funded by HUD, USDA, and the Federal Home Loan Bank (FHLB). For example, ECICOG secured funding for and is administering county-wide repair/limited rehabilitation programs in Benton, Iowa, Johnson, Jones, Linn, and Washington Counties.

In 2004, ECICOG created its own Housing Specialist position to prepare specifications, conduct lead testing, and monitor contractor progress. In the past, this function had been subcontracted to a third party. Having this function in-house allows the agency to more effectively monitor individual construction projects and enhances the overall success of a local program. The Housing Specialist is required to obtain a state Lead Paint Inspector/Risk Assessor Certification.

Local Government	Year	Housing Project	Funds Awarded
City of Crawfordsville	2000	Rehabilitation	\$276,990
City of Fairfax		Rehabilitation	\$273,990
City of North English		Rehabilitation	\$276,990
City of Anamosa	2001	Rehabilitation	\$379,850
City of Coralville		Rehabilitation	\$417,411
City of Martelle		Rehabilitation	\$307,986
City of Norway		Rehabilitation	\$265,985
City of Olin		Rehabilitation	\$379,850
City of Washington		Homebuyer Assistance	\$189,874
Linn County		Senior Housing	\$122,807
City of Vinton	2002	Homebuyer Assistance	\$317,573
City of Wellman		Rehabilitation	\$379,850
City of Brighton	2003	Rehabilitation	\$370,600
City of Lone Tree		Rehabilitation	\$320,312
City of Washington		Homebuyer Assistance	\$198,845
City of Marion	2004	Rehabilitation	\$396,790
City of Anamosa	2005	Rehabilitation	\$422,790
City of Solon		Rehabilitation	\$288,295
City of Coralville	2006	Rehabilitation	\$197,855
City of Kalona		Rehabilitation	\$220,234
City of Belle Plaine	2008	Rehabilitation	\$238,234
City of Marion		Rehabilitation	\$238,234
City of Olin	2009	Rehabilitation	\$226,234
City of North Liberty		Rehabilitation	\$214,234
City of Washington	2010	Rehabilitation	\$218,234
City of Wellman		Rehabilitation	\$226,234
City of Coralville	2011	Rehabilitation	\$214,234
City of Lone Tree		Rehabilitation	\$224,634
City of Wyoming	2014	Rehabilitation	\$232,074
City of Lisbon	2015	Rehabilitation	\$224,574
City of Oxford Junction		Rehabilitation	\$232,494
City of Olin	2017	Rehabilitation	\$234,994
City of Brighton	2017	Rehabilitation	\$234,994
TOTAL			\$8,964,279

Ability to proceed promptly

Due to the agency's extensive experience with housing rehabilitation programs, ECICOG is ready to proceed with the provision of administrative & technical services of this housing project. ECICOG has well-established program templates and processes resulting in smooth and timely implementation of a program.

Familiarity with the City of Washington and its housing needs

ECICOG has provided successful grant writing assistance, project administration and technical services to the City of Washington over the years that have allowed the agency to become keenly familiar with the community and its housing and community development needs. ECICOG was involved in the City of Washington's Housing Rehabilitation programs in 2010 with our successful grant writing, general administration & technical services.

Cost

The \$63.00 per hour fee includes the costs of staff time, travel, and material reimbursements for the project. The hourly rate will not change during the life of the project, nor will fees ever exceed the total administrative contract amount.

The following costs are a "not-to-exceed" amount based on recently funded programs that ECICOG has administered and the services required by the City of Washington for this program.

Administrative & Technical Services – ECICOG budgets technical services costs at \$1,800/unit. Based on the City's intention of rehabilitating nine (9) units, this cost would be \$16,200.

Lead-based Paint Carrying Costs – based on previous discussion, lead reduction will not be included in this proposal. If required, will be available at an additional cost per home.

Administrative & Technical Services include; application intake, ranking of applicants, applicant/income eligibility, property inspection, work specification write-up, preconstruction meeting/documents, contractor contact and final inspection.

References

City of Brighton Housing Rehabilitation Program
100 E. Washington Street/PO Box 336
Brighton, IA 52540
Chris Davies - City Clerk, brighton_clerk@hotmail.com
319-694-2695

City of Oxford Junction Housing Rehabilitation Program
103 E Broadway /PO Box 374
Oxford Junction, IA 52323
Stacia Hansen - City Clerk, oicthyhal@netins.net
563-826-2400

City of Lisbon Housing Rehabilitation Program
115 N. Washington Street/PO Box 68
Lisbon, IA 52253
Connie Meier - City Administrator, lisboncityadmin@cityoflisbon-ia.gov
319-455-2459

Employer Identification Number

42-1023296

Legal Status

The East Central Iowa Council of Governments (ECICOG) is an intergovernmental council of governments established in 1973 under Chapter 28E and provided for under Chapter 28H of the Code of Iowa.

Contact Information

Doug Elliott, Executive Director
East Central Iowa Council of Governments
700 16th Street NE, Suite 301
Cedar Rapids, Iowa 52402
319.365.9941, ext. 122
319.365-9981 (fax)
doug.elliott@ecicog.org

Attachment A
Sample Listing of Grants Secured by ECICOG
2005-2017

Applicant	Award	Activity	Funding Agency
City of Wellman	\$338,175.	Childcare Center	IDED
Iowa County	\$268,000	Rural Water	IDED
Iowa County	\$500,000	Sanitary Sewer	IDNR
City of Mt. Auburn	\$133,300	Sanitary Sewer	IDED
Tama Co. Solid Waste	\$13,000	Recycling in Schools	IDNR
City of Monticello	\$500,000	Childcare Center	IDED
City of Williamsburg	\$500,000	Childcare Center	IDED
City of Wyoming	\$200,000	Water	IEDA
City of Wyoming	\$300,000	Childcare Center	IEDA
City of Center Junction	\$131,000	Water	IEDA
City of Belle Plaine	\$500,000	Façade	IEDA
City of Anamosa	\$3,069,000	Wastewater (Disaster Recovery)	IEDA
City of Belle Plaine	\$1,500,000	Façade	IEDA
City of Belle Plaine	\$300,000	Streetscape	IEDA
City of Oxford Junction	\$300,000	Water	IEDA
City of Wellman	\$500,000	Water	IEDA
City of Oxford Junction	\$300,000	Water	IEDA
Washington County (HACAP)	\$542,001	Community Facility	IEDA
City of Wellman	\$500,000	Water & Wastewater	IEDA
Benton County (Timber Ridge)	\$146,000	Water	IEDA
Jones County (Advancement Services)	\$600,000	Community Facility	IEDA
City of Onslow	\$197,000	Wastewater	IEDA
City of Coggon	\$300,000	2013 Wastewater	IEDA
City of Oxford	\$300,000	2013 Wastewater	IEDA
City of Wellman	\$500,000	2013 Wastewater	IEDA
City of Wyoming	\$300,000	2013 Wastewater	IEDA
City of Marengo	\$600,000	2014 Wastewater	IEDA
City of Belle Plaine	\$600,000	2015 Wastewater	IEDA
City of Marengo	\$600,000	2015 Wastewater	IEDA
City of Wellman	\$500,000	2016 Wastewater	IEDA
City of Anamosa	\$600,000	2017 Water	IEDA
City of Lisbon	\$500,000	2017 Water/Sewer	IEDA
City of Central City	\$500,000	2018 Wastewater	IEDA

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Memorandum

April 20, 2018

To: Mayor & 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: Country Club Road Improvement Project

In 2012, the City annexed 3 properties (Tom & Sue Basten, David & Shari Mitchell and Bob & Krista Gaal) as part of the Oakwood Village Subdivision project and agreed to accept Country Club Road as a City street (it had previously been a private road). This was necessary in order to provide clear legal standing for what was (and is) the only access to Oakwood Village from the public road network. As part of the annexation, the City agreed in writing to a number of concessions with the property owners, including extension of water and sewer service to those properties at no cost to the property owners. Since then, we have had numerous delays in moving forward, from legal hang-ups to engineering challenges and many other factors.

In July 2016, the City Council authorized moving forward with the construction of the water and sewer improvements, but the 3 property owners then objected to this on the basis of not being satisfied with the design of the sewer. Since that point, we switched engineers from V&K to FOX, did significant work in identifying the exact elevations of the sewers coming out of the houses, and came up with a different design. However, no matter how we approach it, all three homes will require lift pumps to connect to the City system. These properties are at the end our system, at the shallowest point, and the homes have walk-out basements and thus a significant drop-off from the front to the back of the properties, where the current septic tanks outlet. Neither of these items are anyone's fault, but they do make it impossible to deliver gravity sewer with the existing collection system.

The City's only legal issue in this matter is the placement of the sewer. The agreement we signed says the sewer will be placed south of the homes; however, it is clear to us after extended work on this issue that this would not be desirable for us or the property owners

and it is much better to place the sewer in the front yards of the houses. However, we probably would have a legal issue as it stands if we decided to proceed with construction in the front yards without the property owners' concurrence. In my memo to the Council of August 11, 2017, I recommended as a proposed solution to the issues to make an additional payment to the property owners of \$2,500 each to cover the cost of a lift pump, but additional research by the property owners on longer-term costs of the lift pumps plus the additional cost of longer service lines to get to the public sewer to be placed in front of their properties led them to propose a larger settlement amount. The proposed amount in the attached agreements is \$8,000 per household.

We have signed agreements from all three property owners reflecting these changes. I believe we are ready to proceed to finally get the project put to bed. While the proposed settlement amount is significant, I believe it is the only way solve all the issues and retain a measure of goodwill. The M/C crew is ready to start on the project June 1, pending your approval of the settlement.

For your information, I have attached the project plan. Keith is going to revise this on Monday, as to save cost, we are not planning to do the widening on the south side of the road for now (we will still widen the road on the outside of the curve headed south to the Country Club and at the mouth of the intersection with Wayland Road). We have already purchased all of the pipe materials and manholes for this project in 2016, so the only other direct costs at this time should be the concrete.

Please contact me if you have any questions.

Prepared by: Kevin D. Olson, Washington City Attorney, 1400 5th Street, Coralville, Iowa 52241 (319)351-2277
Return to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

**AMENDMENT TO MEMORANDUM OF AGREEMENT
RE: VOLUNTARY ANNEXATION**

REFERENCE IS HEREBY MADE to that certain Memorandum of Agreement re: Voluntary Annexation (the "Agreement"), by and between the City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52333 (the "City") and Robert A. Gaal and Krista R. Gaal, husband and wife (hereafter collectively "Gaal"), said Agreement being recorded as Instrument No. 2013-1378 in the Records of the Washington County Recorder.

WHEREAS, Gaal is the owner of the property legally described as follows:

Lot C in Third Country Club Subdivision, as shown by the Plat of Survey recorded in Plat Book 13 at page 48, Records of the Washington County Recorder, located in the NE ¼ NW ¼ of Section 29, Township 75 North, Range 7 West of the 5th P.M. (the "Property")

; and

WHEREAS, the City and Gaal have mutually agreed, pursuant to the Agreement, the location of the installation of the sanitary sewer on the Property by the City, said location being between the house on the Property and the street; and

WHEREAS, in exchange for the agreement on the location of the sanitary sewer line, the City has agreed to certain compensation to Gaal.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein, the parties agree as follows:

1. That Section 8 of the Agreement is hereby amended to reflect the location of the sanitary sewer as being north of the existing home between the home and the street.
2. That in exchange for said relocation, the City shall pay Gaal the sum of \$8,000 upon execution of this Agreement by Gaal.
3. That Gaal shall complete a Form W-9 and submit to the City as part of this transaction.

4. That Gaal expressly acknowledges and agrees that the execution of this Amendment by Gaal and the City's installation of the sanitary sewer main in the amended location represents complete fulfillment of the City's obligation under the Agreement as it pertains to the installation of a sanitary sewer and Gaal hereby releases the City from said obligations.

5. That in all other respects, this Amendment does not affect any other terms of the Agreement, and all other aspects of the Agreement remain in full force and effect.

Dated this 13 day of April, 2018.

CITY:

GAAL:

By: _____
Jaron P. Rosien, Mayor

By: _____
Robert A. Gaal

ATTEST:

By: _____
Krista R. Gaal

By: _____
Illa Earnest, City Clerk

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this ____ day of _____, 2018, by Jaron P. Rosien and Illa Earnest as Mayor and City Clerk respectively of the City of Washington, Iowa.

Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this 13 day of April,
2018, by Robert A. Gaal and Krista R. Gaal, husband and wife.

Jeffrey P. Hazelett
Notary Public



Prepared by: Kevin D. Olson, Washington City Attorney, 1400 5th Street, Coralville, Iowa 52241 (319)351-2277
Return to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

**AMENDMENT TO MEMORANDUM OF AGREEMENT
RE: VOLUNTARY ANNEXATION**

REFERENCE IS HEREBY MADE to that certain Memorandum of Agreement re: Voluntary Annexation (the "Agreement"), by and between the City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52333 (the "City") and David J. Mitchell and Shari L. Mitchell, husband and wife, 1610 Country Club Drive, Washington, Iowa 52353 (hereinafter collectively "Mitchell"), said Agreement being recorded as Instrument No. 2013-1378 in the Records of the Washington County Recorder.

WHEREAS, Mitchell is the owner of the property legally described as follows:

Lot B in Third Country Club Subdivision, as shown by the Plat of Survey recorded in Plat Book 13 at page 48, Records of the Washington County Recorder, located in the NE ¼ NW ¼ of Section 29, Township 75 North, Range 7 West of the 5th P.M. (the "Property")

; and

WHEREAS, the City and Mitchell have mutually agreed, pursuant to the Agreement, the location of the installation of the sanitary sewer on the Mitchell by the City, said location being between the house on the Property and the street; and

WHEREAS, in exchange for the agreement on the location of the sanitary sewer line, the City has agreed to certain compensation to Mitchell.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein, the parties agree as follows:

1. That Section 8 of the Agreement is hereby amended to reflect the location of the sanitary sewer as being north of the existing home between the home and the street.
2. That in exchange for said relocation, the City shall pay Mitchell the sum of \$8,000 upon execution of this Agreement by Mitchell.
3. That Mitchell shall complete a Form W-9 and submit to the City as part of this transaction.

4. That Mitchell expressly acknowledges and agrees that the execution of this Amendment by Mitchell and the City's installation of the sanitary sewer main in the amended location represents complete fulfillment of the City's obligation under the Agreement as it pertains to the installation of a sanitary sewer and Mitchell hereby releases the City from said obligations.

5. That in all other respects, this Amendment does not affect any other terms of the Option, and all other aspects of the Option remain in full force and effect.

Dated this 5th day of April, 2018.

CITY:

MITCHELL:

By: _____
Jaron P. Rosien, Mayor

By: David Mitchell
David J. Mitchell

ATTEST:

By: Shari L. Mitchell
Shari L. Mitchell

By: _____
Illa Earnest, City Clerk

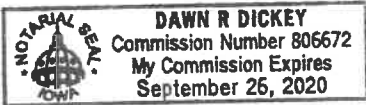
STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this _____ day of _____, 2018, by Jaron P. Rosien and Illa Earnest as Mayor and City Clerk respectively of the City of Washington, Iowa.

Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this 5th day of April, 2018, by David J. Mitchell and Shari L. Mitchell, husband and wife.



Dawn R Dickey
Notary Public

Prepared by: Kevin D. Olson, Washington City Attorney, 1400 5th Street, Coralville, Iowa 52241 (319)351-2277
Return to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

**AMENDMENT TO MEMORANDUM OF AGREEMENT
RE: VOLUNTARY ANNEXATION**

REFERENCE IS HEREBY MADE to that certain Memorandum of Agreement re: Voluntary Annexation (the "Agreement"), by and between the City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52333 (the "City") and Thomas A. Basten and Susan M. Basten, husband and wife, 1620 Country Club Drive, Washington, Iowa 52353 (hereinafter collectively "Basten"), said Agreement being recorded as Instrument No. 2013-1378 in the Records of the Washington County Recorder.

WHEREAS, Basten is the owner of the property legally described as follows:

Lot A in Third Country Club Subdivision, as shown by the Plat of Survey recorded in Plat Book 13 at page 48, Records of the Washington County Recorder, located in the NE ¼ NW ¼ of Section 29, Township 75 North, Range 7 West of the 5th P.M. (the "Property")

; and

WHEREAS, the City and Basten have mutually agreed, pursuant to the Agreement, the location of the installation of the sanitary sewer on the Basten by the City, said location being between the house on the Property and the street; and

WHEREAS, in exchange for the agreement on the location of the sanitary sewer line, the City has agreed to certain compensation to Basten.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein, the parties agree as follows:

1. That Section 8 of the Agreement is hereby amended to reflect the location of the sanitary sewer as being north of the existing home between the home and the street.
2. That in exchange for said relocation, the City shall pay Basten the sum of \$8,000 upon execution of this Agreement by Basten.
3. That Basten shall complete a Form W-9 and submit to the City as part of this transaction.

4. That Basten expressly acknowledges and agrees that the execution of this Amendment by Basten and the City's installation of the sanitary sewer main in the amended location represents complete fulfillment of the City's obligation under the Agreement as it pertains to the installation of a sanitary sewer and Basten hereby releases the City from said obligations.

5. That in all other respects, this Amendment does not affect any other terms of the Option, and all other aspects of the Option remain in full force and effect.

Dated this 14 day of April, 2018.

CITY:

BASTEN:

By: _____
Jaron P. Rosien, Mayor

By: Thomas A. Basten
Thomas A. Basten

ATTEST:

By: Susan M. Basten
Susan M. Basten

By: _____
Illa Earnest, City Clerk

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this _____ day of _____, 2018, by Jaron P. Rosien and Illa Earnest as Mayor and City Clerk respectively of the City of Washington, Iowa.

Notary Public

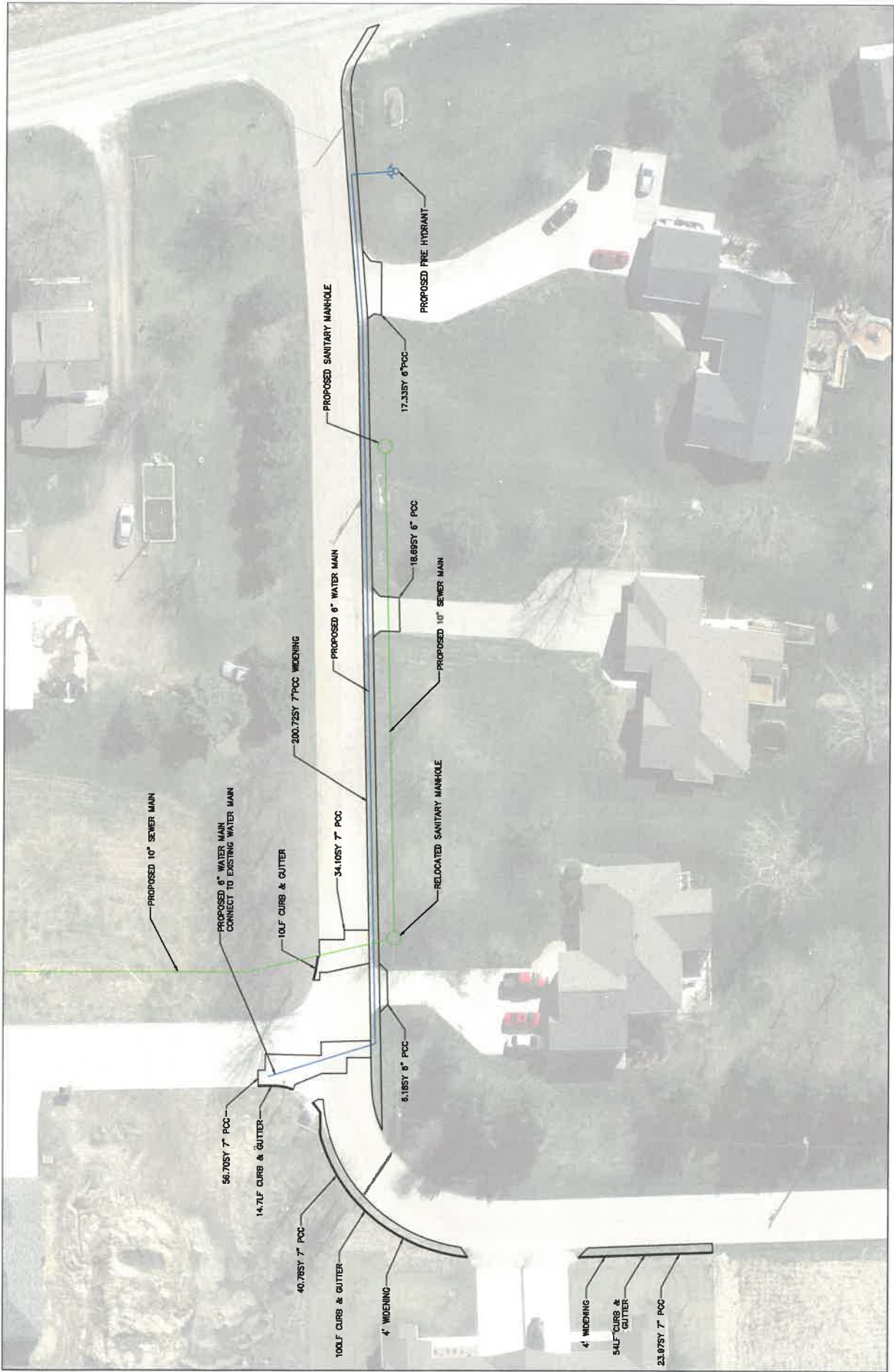
STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this 14th day of April, 2018, by Thomas A. Basten and Susan M. Basten, husband and wife.



Notary Public





*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Memorandum

April 19, 2018

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: Possible Park Regulations Code Chapter

In the course of the recodification effort we have been undertaking with Iowa Codification, it was suggested that we might consider a new chapter to the code related to park regulations. In the past, these have largely been set by the passage of policies by the Park Board, but it is thought that the force of ordinance would make these rules more clear and enforceable. The proposed ordinance is also much more comprehensive than any regulations currently on the books.

The Park Board reviewed the ordinance offered by the codifier and recommends that you consider its passage at a future meeting.

CHAPTER 43

PARK REGULATIONS

43.01 Purpose
43.02 Definitions
43.03 Use of Drive Required
43.04 Fires
43.05 Littering
43.06 Parks Closed
43.07 Park Property
43.08 Sanitation
43.09 Traffic

43.10 Recreational Activities
43.11 Behavior
43.12 Vending and Peddling
43.13 Park Operating Policy
43.14 Swimming Pool
43.15 Enforcement
43.16 Special Permits
43.17 Extensions or Restrictions

43.01 PURPOSE. The purpose of this chapter is to facilitate the enjoyment of park facilities by the general public by establishing rules and regulations governing the use of park facilities and regulating public access.

43.02 DEFINITIONS. The following terms, phrases, words, and their derivations shall have the meanings given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

1. "Park" means a park, reservation, playground, swimming pool, wading pool, recreation center, or any other area in the City, owned or used by the City, and devoted to active or passive recreation.
2. "Person" means any person, firm, partnership, association, corporation, company or organization of any kind.
3. "Vehicle" means any wheeled conveyance, whether motor powered, animal-drawn, or self-propelled. The term includes any trailer in tow of any size, kind or description. Exception is made for baby carriages and vehicles in the service of the City parks.

43.03 USE OF DRIVES REQUIRED. No person shall drive any car, cycle other vehicle, or ride or drive any horse, in any portion of a park except upon the established drives or roadways therein or such other places as may be officially designated by the City.

43.04 FIRES. No fires shall be built, except in a place provided therefor, and such fire shall be extinguished before leaving the area unless it is to be immediately used by some other party.

43.05 LITTERING. No person shall place, deposit, or throw any waste, refuse, litter or foreign substance in any area or receptacle except those provided for that purpose.

43.06 PARKS CLOSED. No person shall enter or remain within any park between the hours of 10:30 p.m. and 6:00 a.m.

43.07 PARK PROPERTY. No person in a park shall:

1. Willfully mark, deface, disfigure, injure, tamper with or displace or remove, any building, bridge, table, bench, fireplace, railing, paving or paving materials, water line or other public utilities or parts or appurtenances thereof, signs, notices or placards whether temporary or permanent, monuments, stakes, posts or other boundary markers, or other structures or equipment, facilities, or park property or appurtenances whatsoever, either real or personal.
2. Fail to cooperate in maintaining restrooms in a neat and sanitary condition. No person

over the age of five (5) years shall use the restrooms and washrooms designated for the opposite sex.

3. Dig, or remove any sand, soil, rock, stones, trees, shrubs or plants, down timber or other wood or materials, or make any excavation by tool, equipment, blasting or other means or agencies, except on special written permit issued hereunder.

4. Construct or erect any building or structure of whatever kind, whether permanent or temporary in character, or run or string any public service utility into, upon., or across such lands, except on special written permit issued hereunder.

5. Damage, cut, carve, transplant or remove any tree or plant or injure the bark, or pick the flowers or seeds, of any tree or plant. A person shall not dig in or otherwise disturb grass areas, or in any way injure or impair the natural beauty or usefulness of any area.

6. Climb any tree or walk, stand or sit upon monuments vases,, fountains, railing, fences or upon any other property not designated or customarily used for such purposes.

7. Tie or hitch a horse or other animal to any tree or plant.

8. Hunt, molest, harm frighten, kill, trap, chase, tease, shoot or throw missiles at any animal, reptile or bird; nor remove or have in possession the young of any wild animal, or the eggs or nest, or young of any reptile or bird.

43.08 SANITATION. No person in a park shall:

1. Pollution of Waters. Throw, discharge, or otherwise place or cause to be placed in the waters of any fountain, pond, lake, stream, swimming pool or wading pool, any substance, matter or thing, liquid or solid,, which will or may result in the pollution of said waters.

2. Refuse and Trash. Have brought in or shall dump, deposit or leave any bottles, broken glass, ashes, paper boxes, cans, dirt, rubbish, waste, garbage, or refuse, or other trash. No such refuse or trash shall be placed in any waters in or contiguous to the park, or left anywhere on the grounds thereof, but shall be placed in the proper receptacles where these are provided. Where receptacles are not so provided, all such rubbish or waste shall be carried away from the park by the person responsible for its presence, and properly deposited elsewhere.

43.09 TRAFFIC. No person in a park shall:

1. State Motor Vehicle Laws Apply. Fail to comply with all applicable provisions of the state motor vehicle traffic laws and the traffic laws of the City of Carlisle in regard to equipment and operation of vehicles together with such regulations as are contained herein.

2. Enforcement of Traffic Regulations. Fail to obey all traffic officers and park employees, such persons being hereby authorized and instructed to direct traffic whenever and wherever needed in the parks and on the highways, streets or roads immediately adjacent thereto in accordance with the provisions of this chapter as supplemented by any other regulations or ordinances duly adopted and passed by the City.

3. Obey Traffic Signs. Fail to observe carefully all traffic signs indicating speed, direction, cautions, stopping or parking, and others posted for proper control and to safeguard life and property.

4. Speed of Vehicles. Ride or drive a vehicle at a rate of speed exceeding ten (10) miles an hour, except upon such roads as designated by posted signs for speedier travel.

5. Operation Confined to Roads. Drive any vehicle on any area except the paved parking road or parking areas, or such other areas as may on occasion be specified or designated as temporary parking area.

6. Parking.

A. Full Parking. Full park on any road or driveway at time so as to block traffic.

B. Double Parking. Double park any vehicle on road or parkway unless directed by a public official.

C. Persons with Disabilities Parking. Park any vehicle in a designated persons with disabilities parking.

7. Bicycles.

A. Confined to Roads. Ride a bicycle on other than paved vehicular roads or path designated for that purpose. A bicyclist shall be permitted to wheel or push a bicycle by hand over any grassy area or wooded trail or any paved area reserved for pedestrian use.

B. Immobile. Leave bicycles on the ground or paving, or set against trees, or in any other place or position where other persons may trip over or be injured by them.

43.10 RECREATIONAL ACTIVITIES. No person in a park shall:

1. Picnic Areas and Use.

A. Regulated. Fail to observe that tables and benches shall be used on a first come, first served basis.

B. Non-exclusive. Use any portion of the picnic areas or park, or any other building or structures therein for the purpose of holding picnics to the exclusion of other persons nor shall any person use such area and facilities for an unreasonable time if the facilities are crowded, unless reserved by special permit.

C. Open Burning and Fires Prohibited. Build or maintain a fire in a place other than park-provided cooking facilities, or commercially manufactured cooking equipment.

D. Camping. Camp in other than designated camping areas.

E. Games. Take part in or abet the playing of any games involving throwing or otherwise propelling objects such as arrows, stones, javelins, shot puts, or model airplanes except in areas set apart for such forms of recreation.

2. Horseback Riding. Ride a horse except on designated bridle trails. Where permitted, horses shall be thoroughly broken and properly restrained, and ridden with due care, and shall not be allowed to graze or go unattended, nor shall they be hitched to any rock, tree or shrub.

43.11 BEHAVIOR. No person in a park shall:

1. Fireworks and Explosives by Permit Issued by Authorized City Official. Bring, or have in possession, or set off or otherwise cause to explode or discharge or burn, any firecrackers, torpedo, rocket, or other fireworks or explosives of inflammable material, or discharge them or throw them into any area except by permit issued by authorized City officials.

2. Domestic Animals. All dogs or other domestic animals shall be restrained at all times on adequate leashes.

3. Fires. Build or attempt to build a fire except in such designated areas. No person shall with malicious intent throw, or otherwise scatter lighted matches, burning cigarettes or cigars or other inflammable material within any park area or on any highway, road or street abutting or contiguous thereto.

4. Closed Areas. Enter an area posted as "Closed to the Public," or use, or abet the use of any area in violation of posted notices.

5. Loitering. Remain idle in essentially one location, which includes the concepts of spending time idly, loafing, walking about aimlessly, and the colloquial expression "hanging around."

6. Boisterousness. Engage in any loud, boisterous, threatening, abusive, insulting or indecent language, or engage in any disorderly conduct or behavior tending to breach the public

peace.

7. Interfere with Permittees. Disturb or interfere unreasonably with any person or persons occupying any area, or participating in any activity under the authority of a permit.

43.12 VENDING AND PEDDLING. No person in a park shall:

1. Expose or offer for sale any article or thing, except under authority of a permit.
2. Announce, advertise, or call the public attention in any way to any article or service for sale or hire, or paste, glue, tack or otherwise post any sign, placard, advertisement or inscription whatever, nor shall any person erect or cause to erect any sign whatever on any public land or highways or roads adjacent to the park.

43.13 PARK OPERATING POLICY.

1. Hours. Parks shall be open to the public during the designated dates as set by the City Council. The opening and closing hours for each individual park shall be posted therein for public information.
2. Closed Areas. Any section or part of the park may be declared closed to the public.
3. Lost and Found Articles. The finding of lost articles by the park attendant shall be reported to the office of the City Clerk, who shall make every reasonable effort to locate the owners.
4. Permit. Special permits may be issued by the City Council with reference to extraordinary or unusual uses of the park system in question. Such permits may be obtained for conventions, concerts, sporting events and similar uses resulting in the accumulating of unusual crowds. Such permits shall be within the discretion of the City Council, which shall review the application in question, and either allow or deny said application. In the event of a denial, said denial shall contain a statement with reference to reasons for such action.
5. Applications. Applications with reference to park use shall be in writing and shall contain the following:
 - A. The name and address of the applicant.
 - B. The name and address of the persons, person, corporation or association sponsoring the activity, if any.
 - C. The day and hours for which the permit is desired.
 - D. The park or portion thereof for which the permit is desired.
 - E. Any other information which the City Council shall find reasonably necessary for fair determination as to whether or not a permit should be issued.
6. Designated Officials. The City may designate any officials or park attendants necessary to maintain said park and enforce the provisions of this chapter.

43.14 SWIMMING POOL. The City shall have exclusive control of the city swimming pool and the area surrounding it which is incidental to or a part of the pool.

43.15 ENFORCEMENT. The designated representatives of the City shall, in addition to the police force, have the authority to eject from the park any person acting in violation of this chapter. Such representatives shall be State, County or City officials or auxiliary police.

43.16 SPECIAL PERMITS. The City Council reserves the right and shall have the authority to issue special permits to groups or individuals pursuant to applications made by said persons with reference to exclusive or overtime use of any portion or portions of City-owned parks, which permit may restrict the use and either limit or extend said use with reference to the foregoing access time limitations.

43.17 EXTENSIONS OR RESTRICTIONS. The City Council may, by resolution, extend or restrict the hours of public access with reference to city-owned parks, and may in its discretion at any time restrict public access to said parks.

Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator



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

Memorandum

April 20, 2018

To: Mayor & City Council

Cc: Illa Earnest, City Clerk; JJ Bell, M/C Superintendent; Greg Goodman, Police Chief

From: Brent Hinson
City Administrator

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

Re: Parking Regulations- Revised/Expanded Memo

As I have discussed with you since my initial memo on April 5, I am providing a revised and expanded memo to provide more detail on the various parking issues that have been raised recently. The recommendations listed came out of a staff meeting that included Chief Goodman, Keith Henkel, JJ Bell, and me. Hopefully, each of you has also had a chance to think about the issues and talk with constituents, and we can have a detailed and productive discussion at the April 24 special meeting. The new elements to this memo are lettered below and in bold (**A, B, etc.**), but I have also added 4 items below (they are numbered 9-12).

Here are the issues I discussed in my April 5 memo, with additional detail and recommendations as applicable. We do not have proposed solutions for all of the identified issues; in some cases, we think the best action is to take no action, but it is ultimately up to the Council to weigh these recommended courses of action versus your knowledge, experiences, and what you believe to be the broad sentiments of your constituents.

- 1) South B, South C, North Iowa, North Marion: Go to parking on one side to facilitate better traffic flow? Currently with parking on both sides, the streets are limited to one lane of traffic in spots. South B is already no parking on the west side from Madison to Tyler and on the east side from Tyler to Sitler from 7:30AM-4PM on school days.
 - A. South B: As this is already no parking on the west side on school days, we do not believe further action is warranted at this time.**
 - B. South C: It could be argued that circumstances have changed since this street was last reviewed (I'm not sure when that was, but it hasn't been formally reviewed in my 6 ½ years here), due to the construction/**

- relocation of the high school. If the Council believes action is warranted, the Council could consider going to no parking on school days on one side of the street, as with B.
- C. **North Iowa:** It appears that the issue identified really only exists between 5th and 6th Street. This is a lower-traffic street, and we do not recommend any change at this time.
- D. **North Marion:** This street is higher-traffic than North Iowa, but the primary concern I have heard is from residents about speed. Again, this seems to be a fairly limited problem that may create more harm than good if we attempt to address it. However, see more discussion below in #9.
- 2) Sight distance at C & Monroe: Consider no parking further back from intersection?
A. **We have still not been able to observe this issue. See more discussion below under Item #10 (no parking on West Monroe).**
- 3) Sight distance at South Iowa & Tyler: Consider no parking further back from intersection? I have attached photos of this issue, which seem to indicate the need for possible parking restrictions along Tyler to keep parked cars from blocking the sidewalk, as well as restrictions along South Iowa to provide for better sight distance for north-turning traffic from Tyler.
A. **We believe that the issues along Tyler can largely be addressed with enforcement of the current ordinance prohibiting blocking a sidewalk.**
B. **We believe restricting parking for at least 50' south of the intersection on South Iowa would be helpful for sight distance looking south. However, we would recommend we have Garden & Associates review this intersection and give us a formal recommendation.**
- 4) North 6th Avenue: Currently no parking on west side from East 11th Street to East 17th Street. Requester would like parking to be allowed on both sides. Our staff research thus far indicated that the ordinance restricting parking on this street was done when the street was paved in 1979. As the requester points out, there are no similar restrictions on adjacent paved streets. I have attached an email from the requester.
A. **We are not sure why this street is no parking on one side between 11th and 15th. The street is actually one of our wider side streets (approx. 35' curb to curb) and should allow for two full lanes of traffic in addition to parking on both sides. Between 15th and 17th should remain the same, as that is a narrow sealcoat street with ditches.**
- 5) Downtown Parking: As presented to Council, the requester has concerns about the narrowness of available lanes of traffic on the square and suggested removing one of the two center parking aisles. This would result in the loss of approximately 60 parking stalls in downtown if implemented. I would remark at this time that I have already received several inquiries from downtown businesspeople very concerned about any reductions in available parking since this request was mentioned in the paper.

I received comments from a different individual, who has limited mobility, that feels

that when the parking adjacent to Central Park is blocked off for special events, there is not enough handicap parking remaining. This individual also mentioned that he had seen a push-button operated crosswalk light he had seen that he felt might work for the mid-block crosswalk from the Library to Central Park.

An additional item I received contact on is related to the amount of time parking stalls are occupied on the square. Currently, it is technically 2-hour parking from 8AM-5PM except Sundays and holidays on the following street segments "along the curb" (I believe this is meant to not include parking adjacent to Central Park, even though there is a curb there):

- i. Washington Street from 2nd Avenue to Avenue B
- ii. Main Street from 2nd Avenue to Avenue B
- iii. Iowa Avenue from Jefferson Street to Second Street
- iv. The north side of West Second Street from Iowa Avenue to Marion Avenue
- v. North Avenue B from West Main Street to the alley north of the Washington County Courthouse

I have attached a map showing how I would interpret this code section to apply.

- A. We recommend the Council change the ordinance to clarify the meaning of the "along the curb" 2-hour restriction to be defined as along the business storefronts, not along Central Park.**
 - B. We are not sure why Marion is not restricted for 2-hour parking like the other streets around the square; this could be examined if desired.**
 - C. We believe removal of large amounts of parking stalls to create wider driving lanes would be highly counterproductive to the functioning of downtown, as it would create major headaches for businesses and downtown residents as well as acting to speed up traffic in downtown. However, we believe that the issue of vehicles not fully pulled into spots/blocking traffic lanes is enforceable under the current ordinance and increased enforcement activity is merited.**
 - D. As to the issue of not having enough handicap parking when special events are occurring, we probably need more analysis. There may be a way to establish a policy that those planning special events have a set area for temporary handicap parking spots without an ordinance change.**
- 6) South 4th Avenue just north of intersection with Tyler: This area has been a frequent source of concern over the years, and I received a fresh complaint recently. It appears that this is primarily WCHC employees parking on both sides of South 4th as currently allowed. We have had some issues in the past with both mail delivery to these houses, as well as people parking too close to driveways.
- A. We believe the best solution to this issue, which is limited to a relatively small area (like North Iowa), but is different because it involves "business" parking rather than adjacent resident parking, is to paint parking stalls for the first half block north of 4th and Tyler. Then the parking would fall**

under Section 69.16 of the Code of Ordinances, which establishes a duty to park within stalls provided. We would take the further step of painting the curb along the driveway approaches yellow to make sure residents can get in and out more easily.

- 7) Handicap parking request on East Main: A request from Allen Mitchell CPAs is attached. They would like a handicap stall added near their location on East Main in the former Kent Dallmeyer office location.

A. We believe this request is merited, and the best place to put the handicap stall is in the first stall east of Iowa on the south side of Main. This stall is already unusually large and could easily be striped for handicapped parking. The stall also offers relatively easy access to the curb ramp on the south side of Iowa and Main. The only catch is that we would have to get permission to post a handicap parking sign on the side of the building adjacent to the requester's location. However, this building owner is also the landlord for the requester, and an initial conversation I had with him seemed favorable to the idea as long as the sign was mounted in a way to not cause any damage to his building. See attached concept picture.

- 8) On Van Buren at Case Field, the code currently reads: “[No parking on] East Van Buren Street, on the south side, for a distance of one hundred thirty five (135) feet east from its intersection with South Ninth Avenue throughout the year; and from that point to a point seven hundred seventy (770) feet east of said intersection and from South Seventh Avenue to South Ninth Avenue from August 15 to November 15 of each year”.

The issue that staff has identified is that parking is a major concern in the area of Case Field at times other than football season, namely track season. While the permanent solution is for the School District to construct a significant-sized parking lot along the lines we have discussed, in the meantime it may make sense to restrict parking for this area beyond the 3 months currently included in ordinance.

A. On review, our recommendation is to establish year-round no parking on the south side of Van Buren for the entire length of Case Field. We would continue the seasonal parking restriction along Van Buren between 7th and 9th.

New issues identified since my April 5 memo are:

- 9) North Marion: a resident indicated that they would like to see it go to alternate-side parking and would further like to see people required to move their vehicles off the street for snow removal.
- 10) Monroe from C to E: the street here is relatively narrow. There is currently no parking on the south side. The requester asked us to look at no parking on both sides. Having reviewed this issue as a staff, we believe the street is fine as is, and we are not concerned about limitations to access for emergency vehicles in this stretch.

- 11) North B and 2nd Street: There was a concern expressed with a truck parking in the first stall north of 2nd on the west side of B facing south and blocking the view of southbound traffic when eastbound on 2nd. I have attached a picture of what is my understanding of the issue.

- 12) Prospect Place: this is frankly a poorly designed subdivision where the street is essentially the width of an alley and people park on the sidewalks. This makes snow removal very difficult. However, on review, the sidewalks actually appear to be on private property, so there is probably very little we can productively do about it. I have attached a picture so you can see the concern.

We will clearly have a lot to talk about at the meeting.

Pictures for 4/20/18 Parking Memo



Limited distance looking south at Tyler and South Iowa



Parking across sidewalk at Tyler and South Iowa

Pictures for 4/20/18 Parking Memo

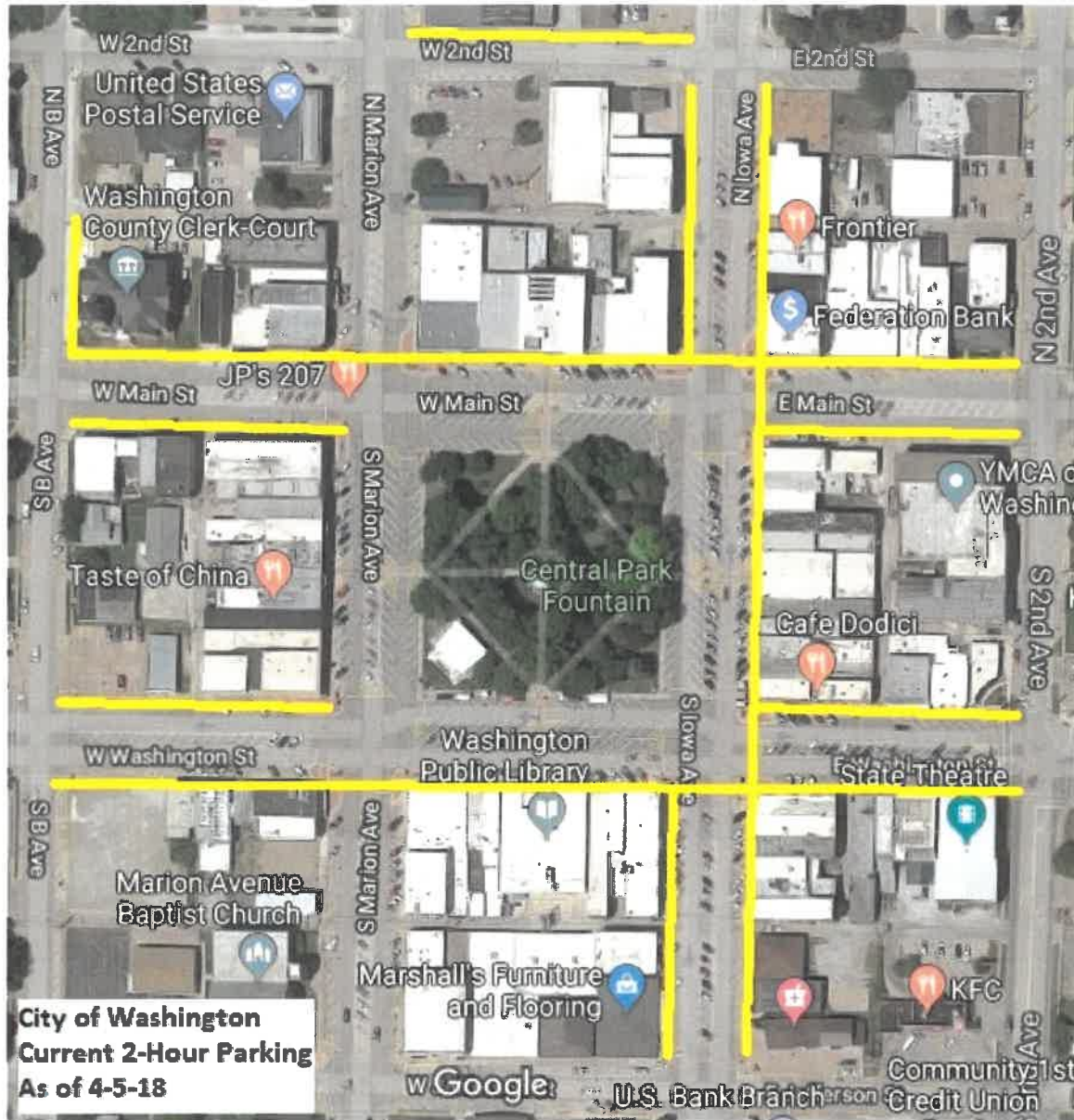


South 4th & Tyler parking on both sides



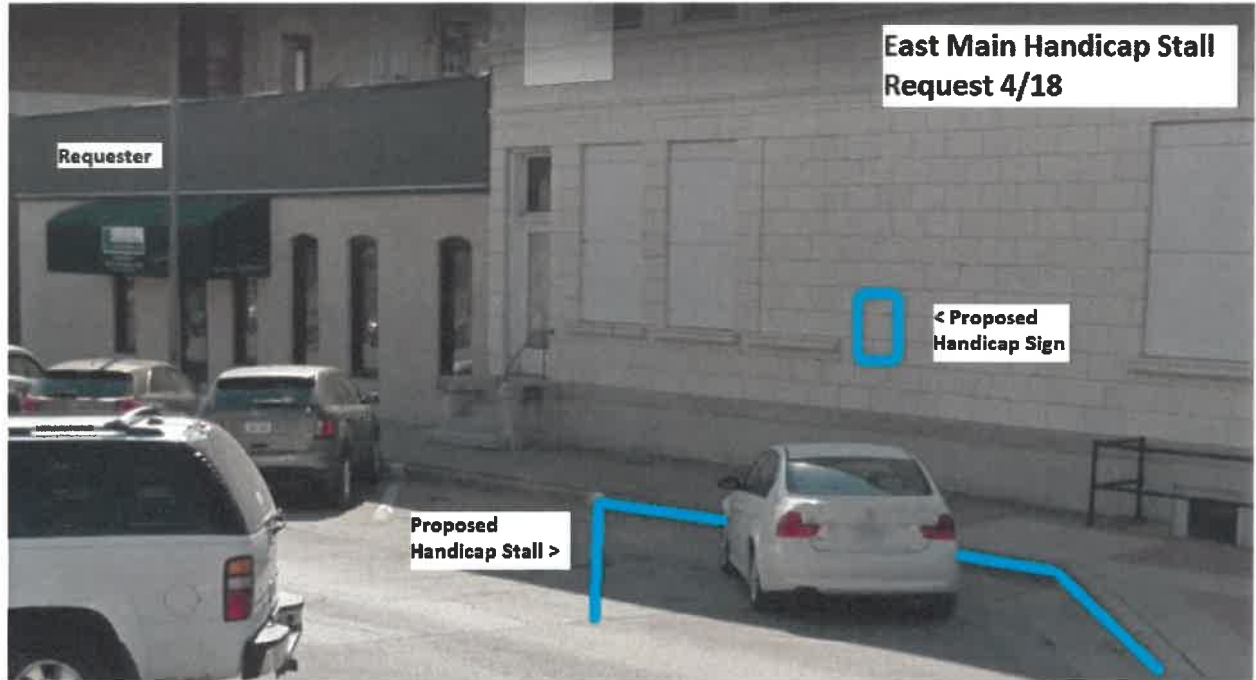
Current signage at entrances to supersquare

Pictures for 4/20/18 Parking Memo



Current 2-Hour Restricted Parking on Square

Pictures for 4/20/18 Parking Memo



Handicap Stall Request (at Iowa and Main looking southeast)



North B & 2nd Street Concern (by County Communications Center)

Pictures for 4/20/18 Parking Memo



Prospect Place Parking Concern

Brent Hinson

From: Brent Hinson
Sent: Wednesday, March 21, 2018 4:32 PM
To: 'jingwersen@mail.com'
Subject: FW: Brent Hinson, City Administrator (form) has been filled out on your site.

Jeff:

Yes, we are looking into this issue. We did find when the ordinance change was made, which was in 1979 around the time the street was paved. We will examine further and be in touch.

Brent D. Hinson, City Administrator
City of Washington, Iowa (Pop. 7,266)
215 East Washington Street
Washington, IA 52353
319-653-6584 ext 134 phone
319-653-5273 fax
bhinson@washingtioniowa.gov

-----Original Message-----

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Tuesday, March 20, 2018 11:05 AM
To: bhinson@washingtioniowa.net
Subject: Brent Hinson, City Administrator (form) has been filled out on your site.

Your Site has received new information through a form.

Form: Brent Hinson, City Administrator
Site URL: www.washingtioniowa.net

Name: Jeff Ingwersen
Phone number: (319)591-0673
Email: jingwersen@mail.com

Comments/questions: Hi Brent - My name is Jeff Ingwersen and I live at 1320 N. 6th Avenue here in Washington. I believe you may have been communicating with Steve Gault on my behalf. I am interested in the parking situation on North 6th Avenue from 17th street stretching to 11th street. For some reason there is no parking at all on the west side of 6th avenue from 11th to 17th and I am just wondering why that is? It has been that way for a long time but there are no schools, businesses, or churches on north 6th avenue and it causes congestion on the East side of the street. Not all the times but when neighbors have parties or get together there are cars in front of my property blocking my property constantly. The street is extra wide. You can park on both sides and still get a semi truck through there.. If you look down North 5th, or North 4th, 3rd, or 2nd they do not have the same issues. Those streets have parking on both sides. I thought maybe it was because the mail boxes were on the west side of the street but when you look down the other streets they also have mailboxes and parking is allowed. I would like to see the "No Parking" signs removed on North 6th Avenue. Whatever the reason was to put them up a long time ago, they are irrelevant now and no longer needed. It would provide parking and space relief to those of us on the East side of the street if Our Neighbors on the west side can park in front of their own homes... If you have any questions I would love to answer them. I can be reached at 319-591-0673. If you want to meet with me and Steve at sometime I would love to explain to you further. Thanks so much

Do Not Click Reply - This e-mail has been generated from a super form.

Brent Hinson

From: Mitchell Billups
Sent: Tuesday, March 20, 2018 8:54 AM
To: Brent Hinson
Subject: RE: Brent Hinson, City Administrator (form) has been filled out on your site.

I think the issue is that this building was empty for so long – it's a daily occurrence that somebody is parked in front of our office. It'd sure be nice to be able to put at least one handicapped spot in front of local businesses.

Thanks for your response.
Mitch

From: Brent Hinson <bhinson@washingtioniowa.gov>
Sent: Tuesday, March 20, 2018 8:52 AM
To: Mitchell Billups <mbillups@allenmitchellcpas.com>
Subject: Fwd: Brent Hinson, City Administrator (form) has been filled out on your site.

Mitch:

Thanks for the contact. We can examine this. It would take an ordinance change, but we will definitely try to work with you if at all possible.

Brent D. Hinson, City Administrator
City of Washington, Iowa

----- Forwarded message -----

From: "Please Do Not Click Reply" <support@govoffice.com>
Date: Mar 20, 2018 7:43 AM
Subject: Brent Hinson, City Administrator (form) has been filled out on your site.
To: "bhinson@washingtioniowa.net" <bhinson@washingtioniowa.net>
Cc:

Your Site has received new information through a form.

Form: Brent Hinson, City Administrator
Site URL: www.washingtioniowa.net

Name: Mitchell Billups
Phone number: (319)591-8770
Email: mbillups@allenmitchellcpas.com

Comments/questions: We have a new business on Main St and am trying to figure out if there is a way to get a Handicap sign or 2 in front of our office. We have issues with people parking their vehicles and trucks sideways in front of our office and we have a number of elderly clients who need to be able to park close to our door. Not sure who I should be contacting about this.

Thanks,
Mitch Billups

Do Not Click Reply - This e-mail has been generated from a super form.