



AGENDA OF THE REGULAR 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, JULY 3, 2018

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, July 3, 2018 to be approved as proposed or amended.

Consent:

1. Council Minutes June 19, 2018
2. Garden & Assoc., Survey W. Madison Street, \$1,874.95
3. Garden & Assoc., E. Washington St. Sidewalk Extension Plan, \$4,406.25
4. Garden & Assoc., Review Detention Miller Mini-Storage Site Plan, \$846.00
5. Spark Consulting, W. Side Residential Historic District, \$1,048.59
6. Simmering-Cory, Draft Code Installment, \$3,800.00
7. IMWCA, Work Comp Premium Deposit, \$16,524.00
8. Iowa League of Cities, Annual Membership, \$3,252.00
9. Kevin D. Olson, Professional Services, \$1,343.38
10. YMCA of Washington County, Annual Support Per Agreement FY18 (Budget), \$32,000.00
11. Dollar General Store #2237, 1506 E. Washington Street, Cigarette License (renewal)
12. Department Reports

Consent – Other:

Tricon, Water Treatment Plant Improvements, \$603,222.54

Claims & Financial Reports:

Claims for July 3, 2018

SPECIAL PRESENTATION

1. Mayoral Proclamation “Independent Retailer Month”
2. 2018 Bike A Thon, Lincoln School Request – Teresa Beenblossom, Principal
3. Chamber of Commerce Requests for Alive After 5 Events.

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 a Resolution Approving a Development Agreement with David and Lisa Nacos.
3. Discussion and Consideration of Second Reading and Possible Adoption of an Ordinance Adopting 2015 International Building Code with State Amendments.
4. Discussion and Consideration of Third Reading of an Ordinance Amending Chapters 65 & 69 – Traffic and Parking Regulations.
5. Discussion of E. Washington Street Sidewalk Project.

PUBLIC HEARING

Water Treatment Plant Improvements Project (Community Development Block Grant)

NEW BUSINESS

1. Discussion and Consideration of Affirm Mayoral Appointment of Mary Patterson to a three year term on the Historic Preservation Commission.
2. Discussion and Consideration of a Resolution Declining to Exercise Extraterritorial Jurisdiction for Hickory Hill Subdivision.
3. Discussion and Consideration of a Resolution Approving a Notice of Hearing and Letting (Fire Station Building Construction Project)
4. Discussion and Consideration of a Resolution Approving the Preliminary Official Statement – Local Option Sales and Service Tax Revenue Bonds, Series 2018B.
5. Discussion and Consideration of Setting a Public Hearing (Land Swap of City Owned Parcel 1108302002 for Parcel 1108388002 Owned by Dalhaze Development LLC.
6. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer.
7. Discussion and Consideration of an Agreement for Consulting Services with RDG Planning & Design (Housing Market Study Planning Services)

CLOSED SESSION – under Iowa Code 21.5 (j) Real Estate

DEPARTMENTAL REPORT

Police Department
City Attorney

City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor

Brendan DeLong

Steven Gault

Elaine Moore

Fran Stigers

Millie Youngquist

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 06-19-2018

The Council of the City of Washington, Iowa, met in Regular Session in the Nicola-Stoufer Room, Washington Free Public Library, 115 West Washington Street on June 19, 2018 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Gault, Stigers, Youngquist. Absent: Moore.

Mayor Rosien announced that per Iowa Code 21.4 (2b) "When necessary to hold a meeting on less than twenty-four hours' notice, or at a place that is not reasonably accessible to the public, or at a time that is not reasonably convenient to the public, the nature of the good cause justifying that departure from the normal requirements shall be stated in the minutes." The change is for good cause - application deadline.

Motion by DeLong, seconded by Gault, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, June 19, 2018 be approved as amended to add Discussion and Consideration of a Resolution Endorsing Library Application to Washington County Riverboat Foundation Mini-Grant. Motion carried.

Consent:

1. Council Minutes June 5, 2018
2. Design Alliance, Fire Station Project, \$22,109.52
3. Kevin Olson, Professional Services, \$890.34
4. Northway Corp., Well #6 Improvements, \$15,873.87
5. L.L. Pelling Co., 2018 Sealcoat Program, \$45,073.41
6. Fox Engineering, City Hall Interceptor Reroute, \$3,845.00
7. Fox Engineering, South Elevated Water Storage Tank Improvements, \$1,060.50
8. Fox Engineering, Water Treatment Plant Improvements, \$10,285.10
9. Fox Engineering, WWTP Nutrient Reduction Strategy, \$412.25
10. Fox Engineering, Well #6 Pump Replacement, \$285.25
11. Coleman Construction, Inc. Pavement Patching Project, \$51,236.25
12. Wine & Spirits, 106 W. 2nd Street, Cigarette License (**renewal**)
13. Wal-Mart #1475, 2485 Highway 92, Cigarette License (**renewal**)
14. Moore's BP Amoco, 1061 W. Madison St., Cigarette License (**renewal**)
15. Department Reports

Consent - Other: none

Mayor Rosien requested that item 1 be removed from the consent agenda.

Councilor DeLong requested that item 11 be removed from the consent agenda.

Motion by Gault, seconded by Youngquist, to approve the consent agenda items 2-10 and 12-15. Motion carried.

Motion by DeLong, seconded by Youngquist, to approve consent agenda item #1 after minutes were corrected. Motion carried.

Motion by DeLong, seconded by Gault, to approve consent agenda item 11 but amending payment of the full amount and approving payment of 95% now. Motion carried.

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

Finance Director Kelsey Brown gave the financial reports for May, 2018.

Motion by Youngquist, seconded by Stigers, to accept the financial reports for May, 2018. Motion carried.

Mayor Rosien read two proclamations. Mayor Rosien proclaimed June 18-24 as Amateur Radio Week in Washington and Saturday, June 23 as Relay for Life Day in Washington.

Motion by Youngquist, seconded by DeLong, to approve the street closure request from the Washington Community Y for the 2018 Flying Pigs Duathlon on Saturday, September 8.

There were no presentations from the public.

Discussion and Consideration of a Development Agreement with David and Lisa Nacos. (**Tabled 10-17-2017**). Remains tabled.

Motion by DeLong, seconded by Youngquist, to approve the third reading and adopt the Ordinance Creating a New Chapter 43 “Park Regulations” Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried. (**Ordinance No. 1072**)

Motion by Gault, seconded by DeLong, to approve the third reading and adopt the Ordinance Amending Chapter 92 (Water Rates) and Chapter 99 (Sewer Use Charge).. Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried. (**Ordinance No. 1073**)

Motion by Stigers, seconded by Gault, to approve the second reading of an Ordinance Amending Chapters 65 & 69 “Traffic and Parking Regulations” Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Youngquist, seconded by Gault, to affirm the mayoral appointments of William Fredrick, Deran DeLong, and Rhonda Steele to five year terms on the Planning & Zoning Commission.. Motion carried.

Bids received for the broom attachment for the Case skid loader:

Skid Pro Attachments	84” angle broom with poly/steel bristles	\$4,790.00
Skid Steer Solutions	84” hydraulic angle with poly/steel bristles	\$7,090.00
Sinclair Tractor	84” hydraulic angle with poly/steel bristles	\$4,932.84

Motion by DeLong, seconded by Youngquist, to approve the purchase of an 84” broom with poly/steel bristles from Sinclair Tractor for \$4,932.84. Motion carried.

Motion by Gault, seconded by DeLong, to approve with the variance the Site Plan for Miller Mini-Storage. Motion carried.

Motion by DeLong, seconded by Gault, to approve the CDBG Contract with IEDA – Southeast Sewer Basin I/I Project. Motion carried. The award amount was \$600,000.

Motion by Youngquist, seconded by Stigers, to approve the CDBG Administration Contract with Simmering-Cory, Inc. Motion carried.

Motion by Youngquist, seconded by Gault, to approve the Resolution Endorsing the Library Application to the Washington County Riverboat Foundation Mini-Grant. Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-081)**

Motion by Gault, seconded by Youngquist, to approve the Resolution Setting FY19 Salaries. Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-082)**

Motion by Youngquist, seconded by Stigers, to approve the First Reading of an Ordinance Adopting 2015 International Building Code with State Amendments. Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried.

Motion by DeLong, seconded by Gault, to approve the Resolution Authorizing Assessment to Washington County Treasurer. Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-083)**

No formal action was taken after discussion of several traffic and parking concerns in the council workshop.

Motion by DeLong, seconded by Gault, that the Regular Session held at 6:00 P.M., Tuesday, June 19, 2018, be adjourned. Motion carried.

Illa Earnest, City Clerk



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

June 19, 2018
Invoice No: 36698

Project 6018188 Washington - Survey 415 West Madison Street.
Client ID# 20040

Professional Services for the Period: May 18, 2018 to June 14, 2018

Professional Services

	Hours	Rate	Amount	
Surveyor 2	10.75	111.00	1,193.25	
Technician #2	1.50	89.00	133.50	
Technician #6	8.75	55.00	481.25	
Totals	21.00		1,808.00	
Total Professional Services				1,808.00

Reimbursable Expenses

Filing Fee				
6/5/2018	Washington County Recorder		7.00	
	Total Reimbursables		7.00	7.00

Unit Billing

Mileage			59.95	
	Total Units		59.95	59.95

Total Project Invoice Amount \$1,874.95

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE



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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

June 19, 2018
Invoice No: 36697

Project 5018070 Washington - East Washington Street - Sidewalk Extension Plan
Client ID# 20040

Professional Services for the Period: May 18, 2018 to June 14, 2018

Professional Services

	Hours	Rate	Amount	
Principal Engineer	10.00	141.00	1,410.00	
Engineer #3	19.25	105.00	2,021.25	
Surveyor 2	2.50	111.00	277.50	
Technician #2	6.25	89.00	556.25	
Technician #5	1.25	69.00	86.25	
Totals	39.25		4,351.25	
Total Professional Services				4,351.25

Reimbursable Expenses

Mileage				
6/13/2018	Erin Van Roekel		55.00	
	Total Reimbursables		55.00	55.00

Total Project Invoice Amount \$4,406.25

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE



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

June 19, 2018
Invoice No: 36699

Project 9018174 Washington - Review Detention Miller Storage Site Plan.
Client ID# 20040

Professional Services for the Period: May 18, 2018 to June 14, 2018

Professional Services

	Hours	Rate	Amount	
Principal Engineer	6.00	141.00	846.00	
Totals	6.00		846.00	
Total Professional Services				846.00
				Total Project Invoice Amount
				\$846.00

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

ENGINEERS AND SURVEYORS

OSKALOOSA IOWA

CRESTON IOWA

June 19, 2018

Mary Patterson
Washington Historic Preservation Commission
603 W. Washington Blvd
Washington, IA 52353

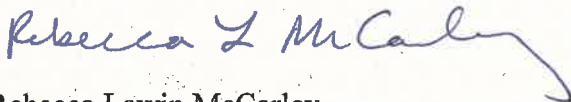
Dear Mary Patterson and the City of Washington Historic Preservation Commission:

Enclosed is an invoice for the work completed on the NRHP nomination for the West Side Residential Historic District over the last two months.

Work on the project over the last two months has focused on the preparation for and presentation of the nomination at the State Nomination Review Committee meeting. On Monday May 21, I presented information on the nomination at the public hearing held in Washington by the City of Washington Historic Preservation Commission. On Friday June 9, I presented the nomination to the State Nomination Review Committee at their meeting in Des Moines. The feedback for the nomination was positive, and the nomination was unanimously approved. I will make any final revisions to the nomination over the next month, after I review the official minutes that are issued to ensure that all the comments are addressed. Then, the state staff will complete their final review, and then they will request that the final archival copies are submitted to them to forward onto the National Park Service. Assuming that the nomination is sent to the National Park Service in July for final review and approval, the district will likely be listed on the National Register of Historic Places in September.

An invoice is enclosed for \$1,048.59 for the time spent on the project over the last month. Please make the check payable to Rebecca Lawin McCarley, and submit it to the address listed above (please note new address above!). If you have any questions, please contact me at 319-200-9767 and sparkconsulting@octaspark.com. I look forward to continuing to work with you on this project.

Sincerely,



Rebecca Lawin McCarley
d.b.a. SPARK Consulting

INVOICE FOR SERVICES RENDERED – March-June 2018
NRHP nomination for West Side Residential Historic District

Date of Invoice: June 19, 2018

Consultant Hours		
March 2018	Final review/correction for SNRC meeting – .5 hour @ \$60/hour	\$30
April 2018	Coordination for scheduling public hearing – .5 hours @ \$60/hour	\$30
May 2018	Preparation of presentation, development of owner letter and press-release, presentation at public hearing – 9 hours @ \$60/hour	\$540
June 2018	Presentation of nomination at SNRC meeting in Des Moines – 5 hours @ \$60/hour	\$300
SUB-TOTAL		\$900
Additional Expenses		
5/21/2018	Mileage from Cedar Rapids to Washington – 121 miles @ \$.39/mile	\$47.19
6/9/2018	Mileage from Cedar Rapids to Des Moines – 260 miles @ \$.39/mile	\$101.40
SUB-TOTAL		\$148.59
TOTAL INVOICE		\$1,048.59

Please make checks payable to **Rebecca Lawin McCarley** and submit to the address listed above.

Payment due upon receipt. Late fees will be added after 30 days.

	Total Amount	Billed to Date	This Invoice	Total Billed
Consultant Hours	\$13,200	\$11,580	\$900	\$12,480
Additional Expenses – mileage, lodging, photocopies, printing, etc.	\$1,210	\$203.88	\$148.59	\$352.47

INVOICE INV69436

IMWCA

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION

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

DATE

6/1/2018

PAGE:

1

Mbr No: Member Name:
 0706 Washington, City of

Washington, City of
 215 E Washington

Washington IA 52353

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

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
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WASHI001 AG0075

QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
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1.00	DEPOSIT	Deposit - Work Comp Premium 18-19			16,524.00	\$16,524.00
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This invoice is 25% of total annual premium. The balance will be invoiced in 7 monthly installments of \$7080. If full payment is remitted, total annual premium is \$66084.

This invoice is due on July 1, 2018.

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

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

Subtotal	\$16,524.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$16,524.00



500 SW. 7TH ST.
SUITE 101
DES MOINES, IOWA
50309

INVOICE

DATE
6/15/2018

078849

PAGE 1

Washington
PO Box 516

Washington IA 52353-0516

Remit to: Iowa League of Cities, 500 SW 7th St, Ste 101, Des Moines, IA 50309

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D. SHIP DATE	MASTER NUMBER
	WASHIU001			Net 30		
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	DUES	Member Dues July 1, 2018 - June 30, 2019			3,252.00	\$3,252.00
		<i>ok</i>				

Subtotal \$3,252.00

Total \$3,252.00

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

Thank You

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

June 29, 2018

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 for June, 2018

TOTAL HOURS	11.25 hours (reg)
TOTAL MILEAGE	198 miles
Hourly Rate	\$90/hour- Reg \$75/hour - Court
Mileage Rate	\$0.56 per mile
Reimbursement for filing fees on 2 municipal infractions (\$85 each)	\$170.00
Reimbursement for personal service fee (Scott County)	\$ 50.00
TOTAL INVOICE FOR JUNE, 2018	\$1,343.38



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

DATE: June 20, 2018
TO: City of Washington
FROM: Amy Schulte, Association Director
RE: Recreation services 2017/2018

Please consider this your invoice for the recreational services provided by the YMCA of Washington County for the city residents of Washington for the fiscal year 2017/2018. The services provided included but, were not limited to:

- Flag Football
- T-Ball
- Youth & Adult Soccer
- Youth & Adult Basketball
- Youth Softball
- Youth Baseball
- Track
- Youth & Adult Volleyball
- Day Camp

These services were provided in accordance with the agreement entered into by both parties and the compensation for these services are \$32,000 for fiscal year 2018.

Thank you for your continued partnership with the YMCA for recreational services of Washington.

Sincerely

Amy Schulte
Association Director

YMCA of WASHINGTON COUNTY IOWA
121 E Main Street Washington, Iowa 52353
Phone: 319-653-2141 Fax: 319-653-2142 www.washingtony.org



YMCA of Washington County

121 East Main Street
Washington, IA 52353
United States
(319) 653-2141

June 29, 2018

INVOICE

AMOUNT DUE as of 6/29/2018
\$32,000.00

City of Washington

Identification: 016015

Enclosed payment amount: \$

TO City of Washington
215 E Washington
Washington, IA 52353
United States

(return this portion with payment)

Account Fees

Date	Description	Due Date	Fee	Adjusted	Sched.	Paid	Balance
06/21/18	City Sports Sponsorship - City Rec Services Agreement for FYE 2018	06/21/18	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00
Total							\$32,000.00
Amount Adjusted							\$0.00
Amount Paid							\$0.00
Amount Scheduled							\$0.00
Balance							\$32,000.00
Amount Due							\$32,000.00

WE BUILD STRONG KIDS, STRONG FAMILIES, STRONG COMMUNITIES

Iowa Department of REVENUE

309964 WASHINGTON CITY OF (TAX-IA) 215 E WASHINGTON STREET WASHINGTON IA 52353

http://tax.iowa.gov

2237

Instructions on the reverse side

For period (MM/DD/YYYY) 07/01/2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Dollar General Store #2237

Physical Location Address 1506 E WASHINGTON ST City WASHINGTON ZIP 52353-2102

Mailing Address 100 Mission Ridge City Goodlettsville State TN ZIP 37072

Business Phone Number 3196535877

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Dolgencorp LLC

Mailing Address 100 Mission Ridge City Goodlettsville State TN ZIP 37072

Phone Number 615-855-4000 Fax Number 877-364-4130 Email tax-beerandwinelicense@dollargeneral.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No

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 retail - general merch.

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. Amount to PAY: \$75.00

Location: Issuing Jul-Sep: Outside of City Limits: \$50.00 City of Less than 15,000: \$75.00 City of 15,000+ \$100.00

Signature of Owner(s), Partner(s), or Corporate Official(s)

Vendor #309964

Name (please print) Katie Durham

Invoice #201902237TOBCITY6

Signature Katie Durham

Batch #15883

\$ 75.00

Date 6/4/18

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). RECEIVED BY MAIL MERGE 06/04/18

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE C

- 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:
New Renewal

Please Return Checks To:
Send completed application information on the 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
70-014a (06/22/17)

RECEIVED JUN 04 2018

MAINTENANCE & CONSTRUCTION DEPT. REPORT

6-2-18/6-15-18

STREETS: Personnel pothole patched, operated the street sweeper and repaired a street sign located at South Ave E-West Lincoln St. Personnel picked up a down tree from a storm and hauled to the WWTP, located at 726 West Main St. Crews began trimming trees around town. Personnel mowed shoulders around town.

WATER DISTRIBUTION: Personnel repaired a water box located at 722 South 3rd Ave. Personnel installed a one inch water service at 1242 M Court Ave (West Buchanan St-Business Park) for KCTC. Personnel moved a fire hydrant at Lincoln School located at South 4th Ave-East Jackson St for a contractor to remove and replace the sidewalk at a lower elevation. Personnel turned on a few water services for inspection located at homes that are for sale. Personnel installed a hydrant extension and added dirt located at 1026 East Jefferson St. Fire hydrants were weedeated on the outskirts of the City. Personnel began painting some of the fire hydrants that are beginning to fade.

SEWER COLLECTION: Personnel began the sanitary sewer for the Country Club Road, installing one manhole and 120 ft of 8 inch sewer pipe.

STORM SEWER COLLECTION: Personnel unplugged intakes with the recent rains. Personnel also investigated a possible I/I issue with the storm sewer involving the sanitary sewer at North 12th Ave-East 7th St.

MECHANIC/SHOP: Personnel serviced Parks truck (replaced brake lines), Street sweeper (replaced water pump and cleaned radiator, broom issues-ordered and installed new main broom and broom pressure transducer and adjust drive chain), #111 (hydraulic pump leak, fixed and added fluid), WTP Explorer (placed decals on and ordered a fire extinguisher), 201 (serviced, replaced strobe toggle switch and salt eliminated), FD Eng #1 (horn issue),

#501 (replaced battery and alternator, washed and salt eliminated) and PD 905 (serviced and added new tires).

OTHER: Personnel picked up yard waste/bags. Personnel continued responding to One Call Locates (73). Numerous loads of 1 inch road stone and 1 inch ballast were hauled back to the stockpiles.

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

*Brent Hinson, City Administrator
Jaron Rosien, 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*

*Park Board Members:
Donald Pfeiffer
Gabriela Canchola
Genie Davis
Trent Stout
Shawn Loy*

*Parks Superintendent:
Nick Pacha*

May/ June 2018 City Council Update – Parks Department

- Removed 7 old brown benches in the NW quadrant of Central Park and replaced them with 7 new black benches which match the rest of the Park to complete the entire Central Park bench project.
- Added 4 new trees in Sunset park
- Added bushes at Jones property.
- Repaired hydrant at Greenfield ballfield, and Madison park
- Mowing, trimming, spraying of all park properties
- Fertilized soccer fields and central park
- Outdoor pool is running. Repaired 3 inch water line under concrete deck before opening.
- Repaired underwater cracking and tiles coming off at outdoor pool.
- Central Park fountain is up and running
- Daily/weekly cleaning of pool and fountain
- Painted all wooden Black garbage cans in the greater downtown area.
- Attended weekly Department head meetings.
- Attended SASSO safety meetings
- Attended Washington County Recreation and Trails planning meetings as a steering committee member
- Organized and attended several Wellness Park planning meetings
- Park board meetings .
- Attended Emerald Ash borer meetings

*Please note, this is a summary of work completed this month and does not include everything completed by the Department.

**WWTP report
July 3, 2018
Council meeting**

- **After hour alarm and dog call outs –**
 - 16th WWTP, high TSS alarm, 3:08 p.m. Fred
 - 16th dog call, Safety Center reported a dog to be picked at 310 E Harrison, 11:11 p.m. Tony C
 - 17th dog call, Safety Center reported a dog to be picked up at 715 N Iowa, 8:01 p.m. Parker
 - 19th WWTP, high TSS alarm, 4:45 a.m. Fred
 - 23rd dog call, Safety Center reported a dog to be picked up at 415 E Madison, 6:41 p.m. Parker
 - 24th dog call, Safety Center reported a dog to be picked up at Paws and More, 3:24 p.m. Parker
 - 28th WWTP, high TSS alarm, 4:00 a.m. Jason
 - 28th dog call, Safety Center reported a dog to be picked at Casey's west, 4:56 a.m. Parker

- **Dept Head meetings -** I attended the meetings on June 19th and 26th.

- **WWTP hoists and cranes –** I received the written inspection reports from Midwest Overhead Crane Corporation on June 25, 2018. No deficiencies were found or any repairs needed. We should be good until the next annual inspection in June of 2019.

- **WWTP and lift station mowing –**Mowing continues.

- **Office/Lab building water heater –** I contacted two (2) area plumbers for replacement estimates. I only received one (1) estimate back from Miller and Sons of Wayland for \$4,672.16. They have the new water heater ordered and it is expected to be delivered by July 16, 2018. Installation will follow shortly after it's delivered. This water heater will no longer be considered a boiler and will not require yearly inspection and certification.

- **USEPA Discharge Monitoring Report Quality Assurance (DMR-QA) Study # 38 audit samples –** Jason performed the pH test on the audit sample and I submitted the results for grading. The study closes on July 6, 2018. We should find out shortly after that if our result is acceptable. Test America, Inc and the University of Iowa Hygienic Laboratory will also be providing the WWTP with results for this study on all the state certified tests. I will have to compile the results from all three labs into a final data packet to be submitted to the USEPA no later than August 31, 2018.

- **WWTP's Ozonia UV modules –** We currently have a total of eighteen (18) UV lamps burnt out in our two (2) modules (each module holds thirty six (36) lamps). Five (5) in module #1 and thirteen (13) in module #2. Module #2 continues to have premature lamp failures (lamps that have less than 9,000 hrs of run time on them). This has been an ongoing problem we've had with module #2 since the modules were put in service in 2012. Ozonia is going to replace eight (8) lamps under warranty. We are going to purchase ten (10) lamps from them at a cost of \$175.00 each plus shipping. This will ensure both modules have all their lamps operating when they are on.

- **Bio-solids storage basin (BSB) –** During the recent rains we were able to drop the level in the BSB by five (5) feet by decanting from the BSB into the West EQ.

- **SBR blowers –** Jason and Parker got two (2) of the SBR blowers serviced. This includes changing the oil, greasing them, checking drive belts for wear, and changing the inside air filters.

- **Bat wing mower –** Jason hooked up the bat wing mower to the LS tractor for the second time this year. He will mow the East EQ field, West EQ field, the new business park, city farm, wet lands on HWY1, and a field by the new water tower.

Contractor's Application for Payment No. 8

Application Period: 5/01/18 - 5/31/18	Application Date: 6/25/2018
From (Contractor): Tricon Construction	Via (Engineer): Fox Engineering Inc, 414 South 17th Street, Ste 107, Ames, IA 50010
Contract: Washington WTP	Engineer's Project No.: 2489-11A
Contractor's Project No.: 17-011-1A	

**Application For Payment
Change Order Summary**

Approved Change Orders Number	Additions	Deductions
TOTALS		
NET CHANGE BY		
CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE..... \$ 4,943,000.00
2. Net change by Change Orders..... \$
3. Current Contract Price (Line 1 + 2)..... \$ 4,943,000.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$ 3,792,244.07
5. RETAINAGE:
 - a. 5% X \$2,913,797.23 Work Completed..... \$ 145,689.86
 - b. 5% X \$878,446.84 Stored Material..... \$ 43,922.34
 - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 189,612.20
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 3,602,631.87
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 2,999,409.33
8. AMOUNT DUE THIS APPLICATION..... \$ 603,222.54
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$ 1,340,368.13

Contractor's Certification
The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances), and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: Mary K. Stone Date: 6-26-18

Payment of: \$ 603,222.54
(Line 8 or other - attach explanation of this other amount)

is recommended by: R.S. Baker, P.E. (Engineer) Date: 6/26/2018

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) Date: _____

Approved by: _____ Funding or Financing Entity (if applicable) Date: _____

CITY OF WASHINGTON, IOWA

CLAIMS LIST FOR JULY 3, 2018

POLICE	ALLIANT ENERGY	ALLIANT ENERGY	243.09
	AMAZON CAPITAL SERVICES	12 VOLT VEHICLE COMPUTER POWI	36.72
	ARNOLD MOTOR SUPPLY	PARTS	70.92
	BDH TECHNOLOGY	COMPUTER TECH SUPPORT	63.75
	GREINER DISCOUNT TIRES	TIRES	611.34
	HUSCHKA, CHAD	MEALS, LODGING, AND REGIST	152.02
	L-TRON CORPORATION	PRINTER FOR VEHICLE	390.25
	RAY O'HERRON CO.,INC.	CLOTHING-107	88.38
	UPS	SHIPPING	19.52
	VISA	CONF, SWAT EQUIP, REFURB C	1158.53
		TOTAL	2834.52
	FIRE	ALLIANT ENERGY	ALLIANT ENERGY
ARNOLD MOTOR SUPPLY		PARTS	107.27
BASCOM TRUCK & AUTOMOTIVE		STEERING GEARS & MAINTENAN	10220.59
BEAUCHAMP, TOM		MILEAGE	160.78
EMC		COMPREHENSIVE SERVICE AGREE	625.00
IMPRESSIONS COMPUTERS, INC		SERVICE	225.00
MIDWEST BREATHING AIR SYSTEMS		AIR TESTS AND FILTERS	355.92
O'REILLY AUTOMOTIVE INC		TIRE SHINE	6.99
TOYNE INC		PARK BRAKE SWITCH	30.49
VISA		PARTS, FUEL, PHONE SUPPLIE	231.97
		TOTAL	12450.19
DEVELOP SERV		HEDGE ABOVE LLC	EMERGENCY GRASS ABATEMENT
	IMPRESSIONS COMPUTERS, INC	SERVICE	250.00
	MIKE RODER	GRASS ABATEMENTS	300.00
	QUILL	SUPPLIES	37.39
	WAL-MART	OFFICE SUPPLIES	86.91
		TOTAL	884.30
LIBRARY	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	AMAZON	BOOKS	482.78
	BAKER & TAYLOR	BOOKS	239.88
	CINTAS CORP LOC. 342	WALK ON MATS	62.18
	COMES INVESTMENTS INC.	PIZZA HUT PIZZA FOR ADULT PROG	30.49
	GALE/CENGAGE LEARNING	WESTERN BOOKS	101.20
	IOWA PUBLIC TELEVISION	PROGRAM	150.00
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	58.34
	VISA	POSTAGE, LIB MATERIALS & S	150.99
	WCDC INC	WINDOW WASHING	30.00
		TOTAL	1349.86
	PARKS	ACCO	FOUNTAIN CHEMICAL
ACE-N-MORE		SUPPLIES	148.97
ALLIANT ENERGY		ALLIANT ENERGY	949.18
ARNOLD MOTOR SUPPLY		EQUIPMENT/TRUCK REPAIR	196.10
CASH-N-CARRY CHEMICALS LLC		CHEMICALS	64.00
GREINER DISCOUNT TIRES		TIRE REPAIR - MOWER	10.00
HY-VEE		TREES/FLOWERS FOR PARK	389.46
MARIE ELECTRIC INC.		MAIDISON PARK WIRE REPAIR	190.61
RJ THOMAS MFG. CO. INC		REPLACEMENT GRILLS FOR PAV	1096.00
VISA		VALVE, U-HAUL RENTAL	106.03
WASHINGTON LUMBER		PAINT	20.99
WASHINGTON RENTAL		EQUIPMENT REPAIR	33.32

		TOTAL	3377.41
POOL	G & R MILLER CONSTRUCTION	POOL WATER LINE REPAIR	780.00
		TOTAL	780.00
CEMETERY	ALLIANT ENERGY	ALLIANT ENERGY	142.51
	ARNOLD MOTOR SUPPLY	MOWER PARTS	24.27
	LOWRY EQUIPMENT	MOWER PARTS	69.88
	VISA	MOWER PARTS	303.73
		TOTAL	540.39
FINAN ADMIN	ALLIANT ENERGY	ALLIANT ENERGY	506.23
	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	37.68
	BAKER PAPER & SUPPLY	COPY PAPER	64.20
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	123.58
	CUSTOM IMPRESSIONS INC	BUSINESS CARDS	75.00
	DE LAGE LANDEN FINANCIAL SERVICES INC	COPIER MAINTENANCE	165.83
	IMPRESSIONS COMPUTERS, INC	SERVICE	37.50
	KEOKUK COUNTY SHERIFF'S OFFICE	TICKET SERVED 18-000268	47.40
	PITNEY BOWES	INK PAD REPLACEMENT PART	72.57
	POSTMASTER	ANNUAL PO BOX FEE	116.00
	QUILL	SUPPLIES	38.98
	VISA	VARIOUS	1194.54
		TOTAL	2479.51
AIRPORT	AIR DR	HANGAR AC REPAIR	75.00
	BROOKHART ELECTRIC, INC	NEW LIGHTING IN OFFICE	2777.30
	CLOUDBURST 9	INTERNET SERVICE	209.85
	EASTERN AVIATION FUELS INC	FUEL	29351.44
	ROE, MIKE	CONFERENCE REIMBURSEMENT	275.00
		TOTAL	32688.59
ROAD USE	ACE-N-MORE	BATTERIES	18.36
	ALLIANT ENERGY	ALLIANT ENERGY	173.53
	ARNOLD MOTOR SUPPLY	PARTS	151.10
	BARRON MOTOR SUPPLY	PARTS	84.67
	CENTRAL IOWA DISTRIBUTING	PARTS	137.00
	GREINER DISCOUNT TIRES	TIRE REPAIR-YARD WASTE	17.00
	KIMBALL MIDWEST	PARTS	392.83
	L L PELLING CO	PRE-MIX	775.20
	VISA	CREDENTIALS	10.00
	WAL-MART	OFFICE SUPPLIES	36.44
	ZARNOTH BRUSH WORKS	BROOMS FOR SWEEPER	702.00
		TOTAL	2498.13
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	51.73
		TOTAL	51.73
CAPITAL PROJECTS	AERO RENTAL	EXCAVATOR RENTAL	4398.00
	WASH CO RECORDER	TRANSFER TAX - 202 E JEFFE	138.40
		TOTAL	4536.40
SIDEWALK REPAIR/REPLACE	HARTSOCK, BILL	SIDEWALK REIMBURSEMENT	649.00
	FLANNERY, RYAN AND DIANA	SIDEWALK REIMBURSEMENT	1455.00
	MILLER, KEN	SIDEWALK REIMBURSEMENT	768.00

		TOTAL	2872.00
PARK GIFT	HY-VEE	DOWNTOWN FLOWERS	946.65
		TOTAL	946.65
LIBRARY GIFT	BAKER & TAYLOR	BOOKS	189.11
	AMAZON	BOOKS	76.96
		TOTAL	266.07
WATER PLANT	ACE ELECTRIC. INC	GENERATOR REPAIRS	1144.45
	ALLIANT ENERGY	ALLIANT ENERGY	31.10
	ARNOLD MOTOR SUPPLY	PARTS	39.34
	CAHOY PUMP SERVICE, INC.	WELL MOTOR	6847.00
	CARROLL, SUSAN	MILEAGE REIMBURSEMENT	15.26
	FERGUSON WATERWORKS# 2516	METERS	5156.41
	JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	9.81
	POSTMASTER	BULK MAILING WATER BILLS	788.20
	TYLER TECHNOLOGIES	SOFTWARE MAINT	2961.41
	FERGUSON WATERWORKS# 2517	METERS	780.15
		TOTAL	17773.13
WATER DIST	ACE-N-MORE	SUPPLIES	3.99
	ALLIANT ENERGY	ALLIANT ENERGY	174.49
	ARNOLD MOTOR SUPPLY	PARTS	616.46
	BARRON MOTOR SUPPLY	PARTS	21.99
	GREINER DISCOUNT TIRES	NEW TIRES ON BACKHOE	1085.80
	LAWSON PRODUCTS INC	SUPPLIES	139.90
	SCHIMBERG CO.	SUPPLIES/WATER PARTS	3753.98
		TOTAL	5796.61
SEWER PLANT	ARNOLD MOTOR SUPPLY	501 REPAIR	298.49
	MARIE ELECTRIC INC.	GRIT AGITATOR MOTOR INSTAL	45.00
	MIDWEST OVERHEAD CRANE	ANNUAL INSPECTION COSTS	825.00
	TESTAMERICA LABORATORIES INC	TESTING FEES	1795.50
	TYLER TECHNOLOGIES	SOFTWARE MAINT	2961.41
	VISA	GEN & OFFICE SUPPLIES	149.84
	WIDE, TOM	SAFETY SHIRTS	237.50
		TOTAL	6312.74
SEWER COLLECT	ACE-N-MORE	HERBICIDE	26.49
	ARNOLD MOTOR SUPPLY	PARTS	207.18
	IDEAL READY MIX	MANHOLE INSTALLATION	495.00
	SCHIMBERG CO.	C FRAME & LID	621.15
		TOTAL	1349.82
SANITATION	WASH CO HUMANE SOCIETY	JUNE COLLECTIONS	382.00
	LUKE WASTE MANAGEMENT	REFUSE AND RECYCLING/BULKY	28571.25
		TOTAL	28953.25
		TOTAL	128741.30

**CITY OF WASHINGTON, IA
VISA Card Charges**

CLAIMS REPORT 7/3/2018

LIBRARY/LIBRARY GIFT
WALMART - ADULT AND JUNIOR PROGRAM MATERIALS
WALMART - SUPPLIES- JF BUDGET
ENDICIA FEES - POSTAGE FEE

25.09
113.95
9.95

FIN ADMIN
ORBITZ - CANCELLATION PLAN FOR ICMA CONFERENCE - BRENT
INTERNATION - ICMA CONFERENCE REGISTRATION - BRENT
DELTA - AIRFARE FROM MOLINE TO BALTIMORE - ICMA CONFERENCE - BRENT
ACT*NAPC - HISTORIC PRESERVATION CONFERENCE - SANDRA JOHNSON
PTOUCHDIRECT.COM - LABEL TAPE

19.00
725.00
219.60
200.00
30.94

1,194.54

POLICE
TEAM WENDY - SWAT EQUIP
VESTA - LUNCH FOR CHIEF WHILE ATTENDING CONFERENCE IN CORALVILLE
COLT'S MANUFACTURING - S ALTENHOFEN TRAINING
SOFTWARE CSPCART - WINDOWS 10
NPPA NATL FIRE PROTECT - ACTIVE SHOOTER TRAINING PROGRAM
AMAZON - USED REFURBISHED COMPUTER FOR CAR
CELLULAR SALES - 12 VOLT POWER CORD FOR CELL PHONE
AMAZON CREDIT VOUCHER

150.99
113.25
7.42
550.00
59.99
52.00
394.48
49.38
(67.99)

PARKS/POOL
UHAUL - UHAUL RENTAL FOR FLOWER TRANSPORT
GRAINGER - VALVE

80.42
25.61

106.03

CEMETERY
SMALLENGESPRODEAL - MOWER PARTS

1,158.53
303.73

AIRPORT

303.73

ROAD USE
MACS WORLD - REPRINT OF CREDENTIALS

10.00

FILE
AMAZON - POWER SIDE MIRROR FOR TANNER CAR
COUNTY PROCESSING FEE - PROCESSING FEE FOR TITLE FEE
WASH CO TREASURERS -TITLE FEE FOR TANNER CAR
CASEYS - DIESEL FUEL
VICTRA - CELL PHONE CHARGING CABLE AND SCREEN PROTECTOR

28.13
2.18
30.00
92.08
79.58

-

SEWER PLANT
WALMART - SUPPLIES

10.00
149.84

MUNICIPAL BAND

231.97

SANITATION

149.84

SEWER COLLECTION

-

-

Grand Total
3,305.63



606 SOUTH 4TH AVENUE • WASHINGTON, IOWA 52353 • PHONE (319) 653-3691 • FAX (319) 653-6800
TERESA BEENBLOSSOM, PRINCIPAL • KELSEY MARTINS, GUIDANCE • CINDY GUY, SECRETARY

June 19, 2018

Dear Council,

Lincoln Elementary is preparing for our 2018 Bike A Thon. The Bike A Thon is our largest and only school fundraiser for the year. Bike A Thon will be on Friday, September 21st, from 1:00-2:45. Our rain date is Friday, September 28th, from 1:00-2:45.

This year we would again like to close South 4th from Van Buren to Monroe, Monroe to South 6th, South 6th from Monroe to Van Buren and Van Buren from 6th to 4th Ave.

We appreciated the opportunity to do that last year, and found that we had fewer accidents by using this route, as students didn't have to drive on gravel through the bus barn area.

We will need help putting up barricades on these streets to keep vehicle traffic away from our bikers. Additional school staff and volunteers will be at each intersection to help keep the students safe.

We are asking, not only for permission to hold the Bike A Thon around the Lincoln property and city streets, but help in barricading these streets off the day of the Bike A Thon. Please see the attached map, showing the location of our bike route for the 2018-19 fundraiser.

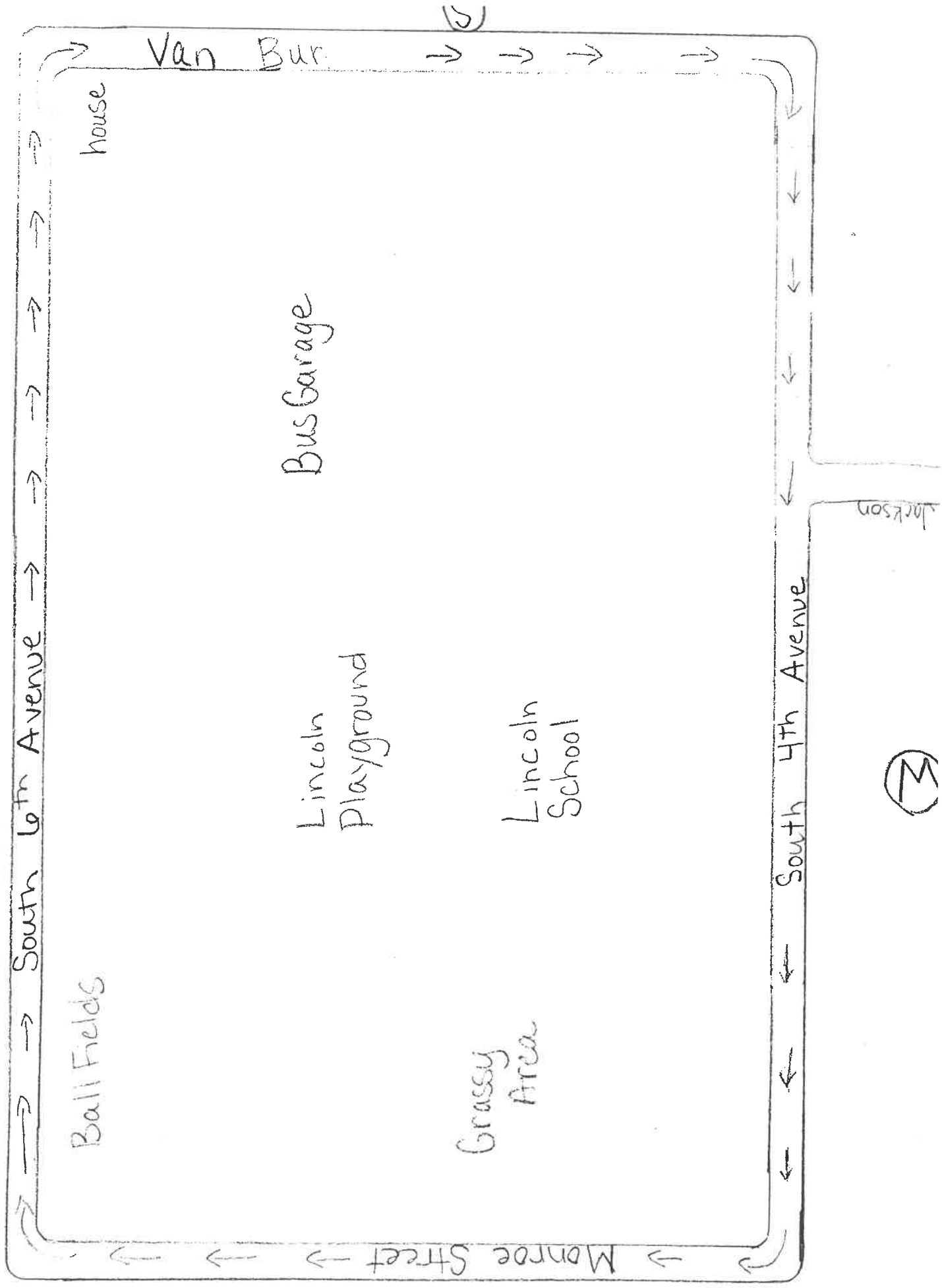
If you have any questions or concerns about this matter, please feel free to call me at Lincoln, 653-3691. I appreciate your consideration on this matter.

Sincerely,

Teresa Beenblossom
Lincoln Elementary School Principal

(11)

Date: Sept 15th
12:30-3:00
Rain Date: Sept 29th
12:30-3:00



(12)

(13)

2018
Chamber Board

Michelle Redlinger
Executive Director

Jaron Rosien
President
Mayor
JP's 207

Erin Drahota
Vice President
United Presbyterian
Home

Matthew Brown
Treasurer
CBI Bank & Trust

Alisha Davis
Secretary
Washington Chamber of
Commerce

Marty Beenblossom
Jones & Eden Funeral
Home

Erik Buchholz
Washington High School

Rich Bentler
Riverside Casino & Golf
Resort

Adam McLaughlin
LJ Roth Restoration

Diane Gallagher
Gallagher Farms

Makyla Maize
Washington County
Hospital

Maureen Howard
Past President
Immanuel Lutheran
Church
Ex-officio

Ed Raber
WEDG
Ex-Officio

Sarah Grunewaldt
Main Street
Ex-Officio



205 West Main Street • Washington, IA 52353 • www.chamber.washingtoniowa.org

July 3, 2018

Washington City Council,

On Tuesday, July 24th, Don's Jewelry is celebrating 50 years of Don Brown being in the business. Also, Tuesday, August 7th, AllenMitchell CPA's & Consultants is going to hold an Alive After 5 and customer appreciation BBQ event. Both of these businesses would like to have the parking spots in front of their building blocked off, as they are expecting a lot of customers and friends to celebrate these event.

Don's Jewelry is requesting 4 spots be blocked off in front of their building and also 4 spots across the street in the middle parking area.

AllenMitchell is requesting 3 spots be reserved in front of their building and to have part of the alley next to their building blocked off so they can designate this area to have the caterer grill for this event.

I hope you take into consideration our request to help make these events successful for our businesses and community. Please see the attached map for a visual of our request.

Thank you for your consideration,

Alisha Davis
Event Coordinator

0 (319) 653-3272 • F (888) 833-3529 • michelle@washingtoniowa.org



3 Spots in Front
Reserved



Alley
reserved for
Grill



4 Spots in Front



4 Spots Across Street

*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

June 27, 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: South 15th Avenue Street Project/Residential Subdivision

Attached is the development agreement, which has been signed by both David and Lisa Nacos. As we have previously discussed, the project would involve construction of a new street extension of South 15th Avenue between East Adams and East Madison, the reconstruction of South 15th between East Madison and East Washington, the addition of sidewalk, storm sewer improvements to South 14th, East Madison, and South 15th, and other related improvements.

The developer would need to present the plat for the subdivision to the P&Z Commission no later than September 30. A preliminary drawing of the subdivision is attached behind the development agreement itself. The approval of this development agreement will help to facilitate the building of 9 new homes, as well as provide a connecting route between East Creek Subdivision and East Washington/Highway 92. It also opens up to 22 acres for future development, which has also been facilitated by aligning the sewer for the former Pamida building along the future road right-of-way of East Monroe Street.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A
DEVELOPMENT AGREEMENT WITH DAVID G. & LISA M. NACOS**

WHEREAS, David G. & Lisa M. Nacos (the "Developer") and the City have negotiated a Development Agreement whereby the City agrees that in exchange for the Developer subdividing a certain parcel of land and creating 9 residential building lots, the City shall arrange and be responsible for the construction of certain public improvements; and

WHEREAS, the City Council held a public hearing on October 17, 2017 on this matter; and

WHEREAS, the City Council has heretofore determined that entering into the Development Agreement with the Developer is in the best interests of the citizens of the City.

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

Section 1. The City Council hereby approves the aforementioned Development Agreement, attached to this Resolution.

Section 2. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 3rd day of July, 2018.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (the "Agreement") entered into on this ____ day of June, 2018, by and between the City of Washington, Iowa, a municipal corporation, (the "City"); and David G. Nacos and Lisa M. Nacos, husband and wife, (the "Developer").

RECITALS:

1. City, in the interest of economic development, desires that more buildable lots be made available in the community for the development of additional new housing units.
2. The Developer is the owner of certain real property legally described on Exhibit "A" attached to this Agreement and incorporated herein by this reference (the "Development Property").
3. The Developer is willing and desires to subdivide (the "Project") the Development Property subject to the terms and provisions of this Development Agreement.
4. Chapters 15A and 403, Code of Iowa (2017), authorizes City to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons to incentivize them and as a direct result create economic development and overall benefit for the community.
5. As a result of the foregoing, City agrees that in exchange for Developer subdividing the Development Property and creating the residential building lots described herein, City shall arrange and be responsible for the construction of the improvements described subsequently herein.

IN CONSIDERATION of the foregoing, the mutual obligations of the parties hereto, each party to this Development Agreement does hereby covenant and agree with the other as follows:

A. Covenants and Obligations of the Developer.

1. The Developer expressly agrees to hire a licensed professional engineer to design the subdivision, and further agrees that the preliminary subdivision plat, which will consist of no less than eight (8) nor more than twelve (12) residential building lots, will be presented to the Washington, Iowa, Planning & Zoning Commission for consideration no later than September 30, 2018 or at such subsequent date as mutually approved by the City Administrator and Developer.
2. The Developer agrees that they are responsible for all costs and expenses related to the approval and development of the subdivision lots other than those costs and expenses to be paid by the City for the improvements more specifically set forth and described in Section B, Paragraph 1, of this Development Agreement and referred to as "Street Project."

Developer further agrees that subject to the contingencies set forth in this Section A, the final plat for the subdivision shall be recorded and subdivision lots shall be available for sale to the public on or before November 30, 2019.

3. Developer shall work and cooperate with the City and Garden Associates, Ltd. ("Garden"), City's engineering firm, to ensure that the construction plans are drafted to ensure orderly development of the Street Project, in coordination with Developer's subdivision proceedings.

4. The Developer, after completion of the Street Project by the City, expressly agrees to use commercially reasonable efforts to market the Project for the construction of single-family homes to area home-builders or other individuals wishing to purchase a lot for the purpose of single-family home construction.

Developer shall be allowed to market the lots without the services of a realtor and, notwithstanding any language to the contrary in this Development Agreement, the parties acknowledge that Developer or its assignee (said assignment being made pursuant to Section C, Paragraph 1) shall be entitled to retain title to two (2) of the lots for subsequent single-family home construction. Developer agrees to market and sell these two (2) lots within five (5) years of the recording of the final plat unless such time period is extended by mutual agreement of the parties.

5. In lieu of a special assessment for the Street Project, Developer agrees to pay to City \$2,000 at or before the closing for the sale of each subdivision lot sold by Developer on or within five years of the date lots are made available for sale to the public. Developer agrees to pay to City \$2,500 at or before the closing for the sale of each subdivision lot sold by Developer beyond five years of the date lots are made available for sale to the public.

6. In the event that the Developer breaches its duty to submit to City for approval a subdivision plat pursuant to the terms as set forth herein (the approval of said subdivision plat being at the discretion of City) or upon subdivision plat approval by City, Developer breaches its duty to market the Project in accordance with this Section (A), Developer agrees to reimburse the City for any and all costs, including reasonable attorneys' fees and costs, necessary to construct the Street Project, which will include, but not be limited to, engineering and construction costs. Developer also agrees that in the event of a breach as described herein, interest will accrue from the date of the complete execution of this Agreement at an amount of 6% per annum.

7. Developer covenants and obligations as set forth in this Section A are expressly subject to and contingent upon final plat approval by City of the subdivision of the Development Property and City payment for and completion of the Street Project as described in this Agreement.

8. Developer agrees to include in subdivision covenants substantially the following provisions: 1) Each lot shall be used for a single-family residence; no lot as platted shall be further subdivided nor shall any lots be combined; and 2) A single-family residence will be required to be constructed and made suitable for occupancy within 18 months of the sale of a lot by Developer to a third party.

B. City Obligations.

1. City agrees, at its cost and expense, to pay for and to take all actions necessary to complete the construction and installation of the following improvements on the Development Property:

a. Concrete paving thirty-one (31) feet in width on a new portion of South 15th Avenue located between East Madison Street and East Adams Street, together with two (2) partial street stubs as shown on the proposed subdivision plat attached hereto (said proposed subdivision plat is a draft only and is attached solely for the purpose of illustrating the extent to which the partial street stubs would be paved); and

b. Water mains, sanitary sewers, storm sewers, natural gas, electric, utility installations, seeding and erosion control, and sidewalk improvements along/underneath the new portion of South 15th Avenue.

The above-described improvements collectively referred to herein as "Street Project."

The City also, at its cost and expense, shall enter into an agreement with Garden to provide the engineering services, construction plans and specifications necessary to construct and install the Street Project.

2. After consultation with the Developer and approval by the City Council to construct the Street Project, the City shall cause the letting of the Street Project in accordance with Iowa law and construct the Street Project no later than July 31, 2019. All costs for the construction of the Street Project shall be borne by the City, although the City retains the right to specially assess adjacent property owners for a portion of the improvements, as per Iowa Code Chapter 384.

3. The City shall include the Project in an urban renewal area for reimbursement of certain costs from the increment generated from the Project.

4. The City agrees to waive the special assessment referenced in Section B(2) above to the Developer for the Street Project in consideration of the lot reimbursement referenced in Section A(5) of this Agreement.

5. The City agrees to include paving of any street stubs to adjacent properties as a bid alternate for the Street Project, as coordinated with the Developer and subject to the timely filing of the preliminary plat as referenced in Section A(1).

C. Administrative Provisions.

1. This Agreement may not be amended or assigned by either party without the express permission of the other party. The Developer may, however, unilaterally assign this Agreement to a limited liability company or corporation controlled by the Developer upon notice to the City.

2. This Agreement shall inure to the benefit of and be binding upon the successors in interest and assigns of the parties.

3. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

4. The parties acknowledge that Developer is not responsible for and shall not pay any costs or expenses as to any tax increment financing implemented to finance the development described herein.

5. If either party to this Agreement is in default, the other party shall provide written notice to the other party of said default at the address provided above, giving the other party thirty (30) days to cure said default. In the event that the default is not cured within said thirty (30) days, then the non-breaching party may take any and all action necessary to enforce the terms of this Agreement and be entitled to the recovery of court costs and reasonable attorneys' fees in the successful enforcement of this Agreement.

The City and the Developer have caused this Agreement to be signed in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

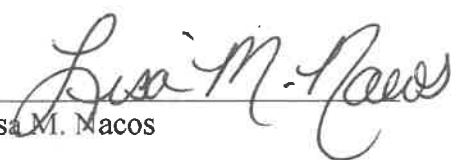
Developer:

City of Washington:



David G. Nacos

Jaron P. Rosien, Mayor



Lisa M. Macos

ATTEST:

Illa Earnest, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:


On this _____ day of _____, 2018, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Jaron P. Rosien and Illa Earnest, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Washington, Iowa; a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as passed by Resolution of the City Council; and Jaron P. Rosien and Illa Earnest acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON:

On this 14th day of June, 2018, this document was executed by David G. Nacos and Lisa M. Nacos, husband and wife, known to me to be the Developer listed in this agreement.





Notary Public

Exhibit A: Legal Description of Property

Auditor's Parcel L, 4.989 acres, as shown in Plat Book 22, Page 244, in the South Half (S1/2) of the Southwest Quarter (SW1/4) of the Southwest Quarter (SW1/4) in Lot F of the Auditor's Subdivision of the Southwest Quarter (SW1/4) of Section Sixteen (16), Township Seventy-five (75) North, Range Seven (7) West of the Fifth (5th) Principal Meridian, in the City of Washington; in Washington County, Iowa; subject to easements and restrictions of record.

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS
500 E. Taylor, Suite C
Creston, Iowa 50801
641.782.4118 Phone
641.782.4118 Fax
email@gardensassociates.net

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800.491.2524 Iowa Toll Free

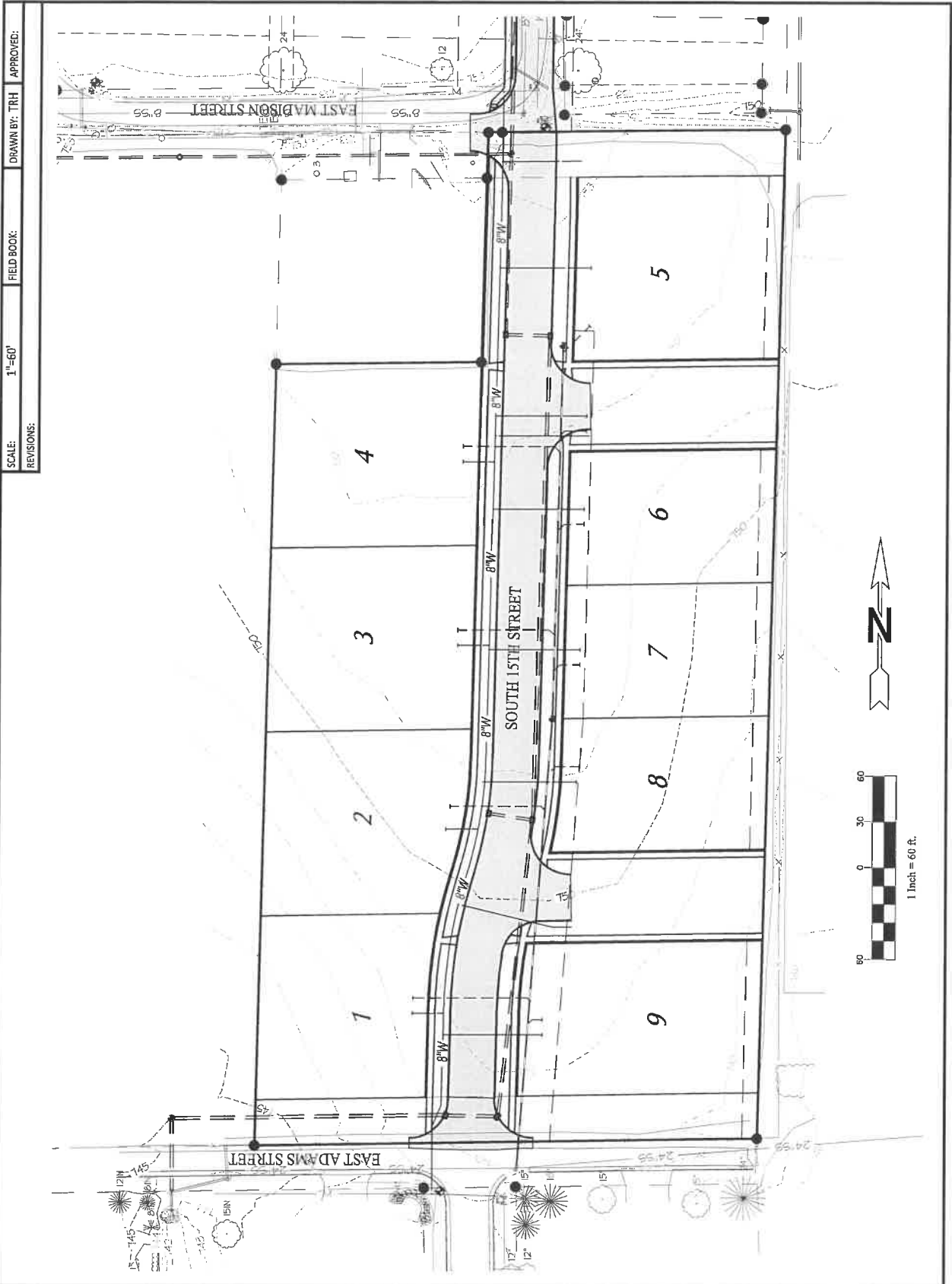
PROPOSED SUBDIVISION SOUTH 15TH EXTENSION WASHINGTON, IOWA

SHEET TITLE
PROPOSED
LOT LAYOUT

DATE: NOV. 7, 2017

PROJECT NO.: 5016276

SHEET NO.: FIG 1



SCALE: 1"=60'
DRAWN BY: TRH
FIELD BOOK:
REVISIONS:
APPROVED:

*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

June 27, 2018

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

From: Brent Hinson
City Administrator

Re: International Building Code Adoption Amendment

As a reminder, this ordinance amendment is proposed to correct an oversight that when we adopted the 2015 International Building Code in 2016, we did not include State of Iowa amendments as we have typically done. This is important because the State of Iowa amended out the requirement for storm shelters in certain commercial buildings, and we are ready to bid a Fire Station project that would require a storm shelter (at a significant cost) under the IBC without state amendments.

As discussed last time prior to consideration of the 1st reading, we recommend that at this meeting, the Council consider suspending the rules to adopt the ordinance amendment in two meetings rather than the usual three. We feel this is important so that we are not sending a project out to bid that does not technically meet our adopted building code.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 155.01 OF THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, REGARDING ADOPTION OF THE INTERNATIONAL BUILDING CODE, 2015 EDITION.

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

SECTION 1. Section 155.01 is hereby amended by changing the first sentence of the body of the code section to read as follows: "This code, with State of Iowa amendments as reflected in Chapter 103A of the Iowa Code, is adopted by reference and shall apply to all covered properties within the City."

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

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

Passed and approved this ____ day of _____, 2018.

Jaron P. Rosien, Mayor

Illa Earnest, City Clerk

Approved on First Reading: 06-19-2018

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

Illa Earnest, City Clerk

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE
CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTERS
65 & 69 REGARDING STOP SIGNS AND PARKING**

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 Paragraph.** Section 65.02, "Special Stops Required", Paragraph 264, is hereby repealed.

SECTION 2. **Add Paragraph.** A new Section 65.02, "Special Stops Required", Paragraph 264 is added as follows: "West Van Buren Street and South C Avenue (northbound and southbound stop)."

SECTION 3. **Delete Paragraph.** Section 65.03, "Special Yield Required", Paragraph 37, is hereby repealed.

SECTION 4. **Add Paragraph.** A new Section 65.02, "Special Stops Required", paragraph 269 is added as follows: "South Seventh Avenue and East Jefferson Street (northbound and southbound stop)."

SECTION 5. **Add Paragraph.** A new Section 69.07, "Handicapped Parking", Paragraph 3(Y) is added as follows: "The first parking space on south side of East Main Street directly east of the intersection of Iowa Avenue and East Main Street."

SECTION 6. **Delete Paragraph.** Section 69.08, "No Parking Zones", Paragraph 39, is hereby repealed.

SECTION 7. **Add Paragraph.** A new Section 69.08, "No Parking Zones", Paragraph 39, is added as follows: "North Sixth Avenue, on the west side, from East Fifteenth Street to East Seventeenth Street."

SECTION 8. **Delete Paragraph.** Section 69.08, "No Parking Zones", Paragraph 48, is hereby repealed.

SECTION 9. **Add Paragraph.** A new Section 69.08, "No Parking Zones", Paragraph 48 is added as follows: "East Van Buren, on the south side, for a distance of nine hundred five (905) feet east of said intersection and from South Seventh Avenue to South Ninth Avenue from August 15 to November 15 of each year."

SECTION 10. **Delete Section.** Section 69.11, "Parking Limited to Two Hours", is hereby repealed.

SECTION 11. **Add Section.** A new Section 69.11, "Parking Limited to Two Hours", is added as follows:

“69.11 PARKING LIMITED TO TWO HOURS. It is unlawful to park any vehicle for a continuous period of more than two (2) hours between the hours of eight o’clock (8:00) a.m. and five o’clock (5:00) p.m. on each day except Sundays and holidays in the area along the curb on the business side of the street, not including parking stalls located directly adjacent to Central Park, upon the following designated streets:

1. Washington Street from Second Avenue-to-Avenue B;
2. Main Street from Second Avenue-to-Avenue B;
3. Iowa Avenue from Jefferson Street to Second Street;
4. The north side of West Second Street from Iowa Avenue to Marion Avenue.
5. North Avenue B from West Main St. to the alley north of the Washington County Courthouse.”

SECTION 12. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 13. **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: June 5, 2018
Approved on Second Reading: June 19, 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

June 28, 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: East Washington Sidewalk Design/Assessments

Attached is updated information from Jack Pope from Garden & Associates regarding the East Washington Sidewalk project. Jack will be present to discuss the proposed assessments (using the formula we have used in the past for street projects- 40% property owner responsibility for the cost of the sidewalk base material and concrete). If you approve in principle of this plan, we will bring the Preliminary Resolution to the next meeting. I have included a draft version of this resolution for your information. In order to specially assess a portion of the project, we have to follow a very precise legal process. We are proposing to assess only the south side of East Washington/Highway 92 but to assess both sides of Wiley Avenue. We believe it would be difficult to show a special benefit for the properties on the north side of the highway (due to the amount of traffic and remote chance that anyone would use the sidewalk on the south side to access properties on the north side), but very easy to show the special benefit for the properties on the east side of Wiley Avenue.

DRAFT

RESOLUTION NO. _____

**PRELIMINARY RESOLUTION FOR CONSTRUCTION
OF THE 2018 EAST WASHINGTON SIDEWALK PROJECT**

WHEREAS, this Council deems it advisable and necessary to construct certain public improvements described in general as the 2018 East Washington Sidewalk Project; and

WHEREAS, before the preliminary plans and specifications, plat, schedule, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements entered into, it is necessary, pursuant to Chapter 384 of the Code of Iowa, to describe the improvement and the property to be benefited:

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Washington, Iowa:

Section 1. The Council hereby determines that it is necessary and advisable to construct certain public improvements described in general as the construction of approximately 2500 lineal feet from the current termination of the sidewalk to the Wiley Subdivision/Walmart's Subdivision in Washington, Iowa. The City Engineer is hereby ordered to file the preliminary plans and specifications, and estimate of the total cost of the work, and a plat and schedule of assessments for the area to be benefited.

Section 2. That said preliminary plans and specifications, plat, schedule and estimate of cost for said public improvement to be known as the 2018 East Washington Sidewalk Project be filed with the Clerk and submitted for approval by the City Council at which time and place the Council will consider the adoption of said plat, schedule and estimate of cost for said public improvement.

PASSED AND APPROVED this 17th day of July, 2018.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

**PRELIMINARY ASSESSMENT PLAT AND SCHEDULE
EAST WASHINGTON STREET
SIDEWALK EXTENSION
WASHINGTON, IOWA
2018**

BENEFITTED AREA

All properties fronting the improvements within an established distance receive a special pedestrian accessibility benefit from the completion of this improvement.

DESCRIPTION OF IMPROVEMENTS

The work included a five feet wide PCC sidewalk on the south side of East Washington Street and the west side of Wiley Avenue.

LOCATION OF IMPROVEMENTS

Improvements are located along East Washington Street starting midblock between South 15th Avenue and Airport Road east to Wiley Avenue and south seven hundred sixty feet along Wiley Avenue.

METHOD OF ASSESSMENT

The Flint Formula is the assessment method utilized to distribute the costs among the adjacent property owners. The benefit received by each property is calculated by the length of frontage along the improvement and the proximity to the improvements. The Flint Formula cuts the assessment in half for each 50 feet the property is removed from the improvements to a maximum distance of 300 feet. The assessment is zero beyond the 300 feet.

A chart of the Flint Formula is included in the Appendix.

BASIS OF ASSESSMENT

The assessment policy for the City of Washington indicates that the property owner will be assessed at a maximum assessment rate of 40% of the cost for the sidewalk along the frontage. The special benefit for each property will be considered individually and the assessment rate may be adjusted lower by Council.

The benefited properties are those properties which fall within 300 feet of the road right-of-way, or half the distance to the next platted street, whichever is less.

The assessment schedule is located in the appendix.

PRELIMINARY

ESTIMATE OF COST

The engineer’s record of total construction cost is located in the appendix.

Total Project Cost \$144,726.50

	ASSESSABLE COST	ASSESSED AT 40%
South Side East Washington Street	\$54,265.00	\$21,706.00
West Side Wiley Avenue	\$10,445.00	\$4,178.00
East Side Wiley Avenue	\$10,445.00	\$4,178.00

PRELIMINARY

ENGINEER'S OPINION OF PROBABLE COSTS
E. Washington Street - Sidewalk Extension
Washington, Iowa
June 27, 2018



Bid Item	Bid Item Description	Unit	Estimated Quantity	Unit Price	Extended Price
1	Excavation, Class 10	CY	141	\$16.50	\$2,326.50
2	Subgrade Preparation (6" Thick)	SY	1,920	\$2.50	\$4,800.00
3	Granular Subbase, 6" Thick	SY	170	\$11.00	\$1,870.00
4	Manhole Adjustments	Ea	4	\$550.00	\$2,200.00
5	Curb & Gutter	LF	65	\$45.00	\$2,925.00
6	PCC Pavement Samples and Testing	LS	1	\$1,650.00	\$1,650.00
7	Removal of Existing Drives	SY	140	\$6.50	\$910.00
8	Sidewalks, PCC, 4" Thick	SY	1,248	\$50.00	\$62,400.00
9	Sidewalk, PCC, 6" Thick	SY	90	\$55.00	\$4,950.00
10	Detectable Warning Panels	SF	60	\$160.00	\$9,600.00
11	Driveway Paved PCC, 6" Thick	SY	115	\$55.00	\$6,325.00
12	Curb & Gutter Removal	LF	65	\$8.00	\$520.00
13	Traffic Control	LS	1	XXX	\$16,000.00
14	Hydraulic Seeding, Fertilizing, and Mulching	LS	1	XXX	\$3,500.00
15	Sidewalk Retainng Wall (150 feet)	CY	20	\$350.00	\$7,000.00
16	Mobilization	LS	1	XXX	\$15,000.00
17	Relocate Sign	EA	5	\$550.00	\$2,750.00

Total Construction Costs \$144,726.50

PRELIMINARY

PRELIMINARY ASSESSMENT SCHEDULE
EAST WASHINGTON STREET SIDEWALK EXTENSION
WASHINGTON, IOWA

South Side of E Washington Street

PLAT ITEM NO.	PARCEL NO.	OWNER	DESCRIPTION OF PROPERTY	ASSESSED VALUATION	VALUATION FIXED BY COUNCIL	VALUATION FIXED BY COUNCIL 4.25%	DEPT (FEET)	ASSESSMENT FACTOR	LOT/PARCEL FRONTAGE (FEET)	ASSESSMENT DISTRIBUTION	TOTAL ASSESSMENT	PRELIMINARY ASSESSMENT RATE	ADJUSTED PRELIMINARY ASSESSMENT	PRELIMINARY PROPERTY ASSESSMENT
1	11-16-376-030	CARROLL, RON A	16 75 07 PAR H 1/2 SE 1/4 SW 1/4	\$21,700	\$21,700	\$5,423	130	1.669	145.16	242,272.04	\$3,862.31	40%	\$1,544.93	\$1,544.93
2	11-16-376-029	CORNESTONE PROPERTY MANAGEMENT, LLC	16 75 07 N 609 FT LOT 2 SE 1/4 SW 1/4 EIC PAR 1 & H	\$347,800	\$347,800	\$86,950	300	1.965			\$684.99	40%	\$274.00	\$274.00
3	11-16-376-029	CORNESTONE PROPERTY MANAGEMENT, LLC	16 75 07 N 609 FT LOT 2 SE 1/4 SW 1/4 EIC PAR 1 & H	\$347,800	\$347,800	\$86,950	300	1.965			\$684.99	40%	\$274.00	\$274.00
4	11-16-376-029	CORNESTONE PROPERTY MANAGEMENT, LLC	16 75 07 N 609 FT LOT 2 SE 1/4 SW 1/4 EIC PAR 1 & H	\$347,800	\$347,800	\$86,950	300	1.965			\$684.99	40%	\$274.00	\$274.00
5	11-16-400-037	CARROLL, RON A & JERRY G AMANDA MOELLER VTI PROPERTIES, LLC & MNH PROPERTIES, LLC	PAR 1 SE 1/4 SW 1/4 16 75 07 PAR 1 SE 1/4 SW 1/4	\$280,400	\$280,400	\$70,100	300	1.965	145.16	42,967.26	\$684.99	40%	\$274.00	\$274.00
6	11-16-400-038	RICH D PROPERTIES, LLC & MNH PROPERTIES, LLC	16 75 07 PAR 1 SE 1/4 SW 1/4	\$80,200	\$80,200	\$20,050	300	1.965	145.16	212,829.15	\$4,992.99	40%	\$1,957.17	\$1,957.17
7	11-16-400-038	JONES, CRAIG J & HOLLY A	16 75 07 BR 1 1/2 AC NW 1/4 SW 1/4 SE 1/4	\$53,600	\$53,600	\$13,400	300	1.965	145.16	372,989.5	\$5,951.59	40%	\$2,343.30	\$2,343.30
8	11-16-400-038	JONES, CRAIG J & HOLLY A	16 75 07 BR 1 1/2 AC NW 1/4 SW 1/4 SE 1/4	\$53,600	\$53,600	\$13,400	300	1.965	145.16	372,989.5	\$5,951.59	40%	\$2,343.30	\$2,343.30
9	11-16-400-038	PFEIFER, LEO F, TRUSTS & B WSHIRLEY PFEIFER MOHR REAL ESTATE, LLC	16 75 07 W 10 AC E 1/2 SW 1/4 SE 1/4 16 75 07 WILEY SD, 1ST ADD LOT 1	\$190,600	\$190,600	\$47,650	300	1.965	330.60	510,762.45	\$8,142.57	40%	\$3,257.04	\$3,257.04
9	11-16-477-001		16 75 07 WILEY SD, 1ST ADD LOT 1	\$788,400	\$788,400	\$197,100	290	1.961	338.56	703,136.16	\$11,209.43	40%	\$4,483.77	\$4,483.77
South Side of E Washington St. Estimate										\$54,265.00	\$54,265.00		\$21,706.00	\$21,706.00
South Side of E Washington St. Final Cost														

West Side of Wiley Avenue

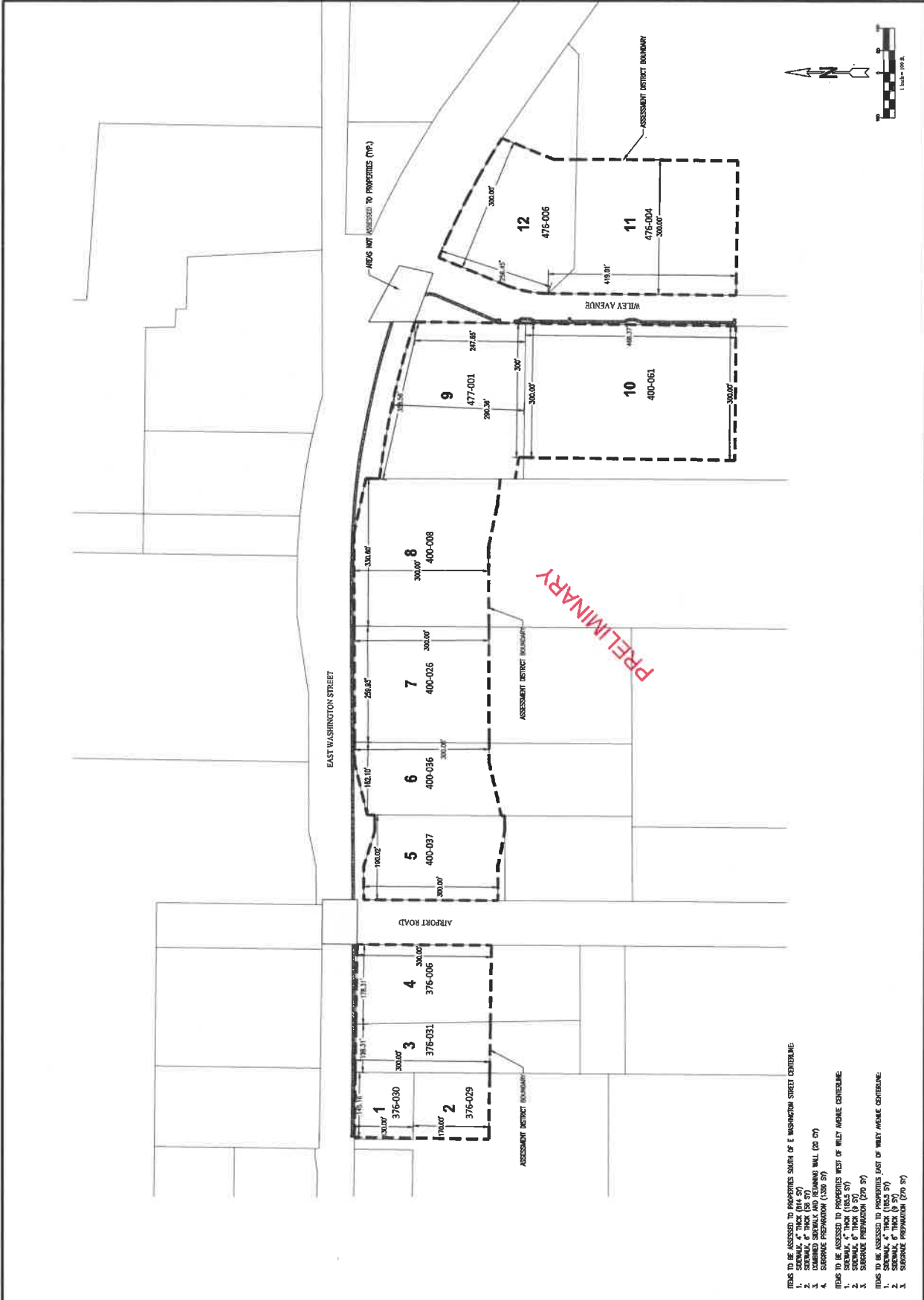
PLAT ITEM NO.	PARCEL NO.	OWNER	DESCRIPTION OF PROPERTY	ASSESSED VALUATION	VALUATION FIXED BY COUNCIL	VALUATION FIXED BY COUNCIL 4.25%	DEPT (FEET)	ASSESSMENT FACTOR	LOT/PARCEL FRONTAGE (FEET)	ASSESSMENT DISTRIBUTION	TOTAL ASSESSMENT	PRELIMINARY ASSESSMENT RATE	ADJUSTED PRELIMINARY ASSESSMENT	PRELIMINARY PROPERTY ASSESSMENT
9	11-16-477-001	MOHR REAL ESTATE, LLC	16 75 07 WILEY SD, 1ST ADD LOT 1	\$788,400	\$788,400	\$197,100	300	1.965	247.85	486,632.25	\$3,611.61	40%	\$1,445.05	\$1,445.05
10	11-16-400-061	WILEY, GREGORY	16 75 07 E 1/4 SW 1/4 SE 1/4 EIC WALWARTS SD 1ST ADD & WILEY SD 1ST ADD	\$13,200	\$13,200	\$3,300	300	1.965	468.37	930,342.95	\$6,832.39	40%	\$2,732.95	\$2,732.95
West Side of E Washington St. Estimate										\$10,445.00	\$10,445.00		\$4,178.00	\$4,178.00
West Side of E Washington St. Final Cost														

East Side of Wiley Avenue

PLAT ITEM NO.	PARCEL NO.	OWNER	DESCRIPTION OF PROPERTY	ASSESSED VALUATION	VALUATION FIXED BY COUNCIL	VALUATION FIXED BY COUNCIL 4.25%	DEPT (FEET)	ASSESSMENT FACTOR	LOT/PARCEL FRONTAGE (FEET)	ASSESSMENT DISTRIBUTION	TOTAL ASSESSMENT	PRELIMINARY ASSESSMENT RATE	ADJUSTED PRELIMINARY ASSESSMENT	PRELIMINARY PROPERTY ASSESSMENT
11	11-16-376-004	WAL-MART REAL ESTATE BUSINESS TRUST	16 75 07 WALWARTS SD FIRST ADD LOT 1	\$5,123,800	\$5,123,800	\$1,280,950	300	1.965	419.01	823,354.68	\$6,479.38	40%	\$2,591.75	\$2,591.75
12	11-16-376-006	BANK, HILLS & TRUST CO.	16 75 07 WALWARTS SD LOT 2 & 3	\$2,078,100	\$2,078,100	\$519,525	300	1.965	256.45	503,924.25	\$3,965.62	40%	\$1,586.25	\$1,586.25
East Side of E Washington St. Estimate										\$10,445.00	\$10,445.00		\$4,178.00	\$4,178.00
East Side of E Washington St. Final Cost														

* Agriculture Deferral
Total Agriculture Deferral \$2,732.95

PRELIMINARY



- ITEMS TO BE ASSESSED TO PROPERTIES SOUTH OF E WASHINGTON STREET CENTERLINE:
1. SIDEWALK 6" THICK (20' S)
 2. SIDEWALK 6" THICK (20' S)
 3. SIDEWALK PREPARATION (20' S)
 4. SIDEWALK PREPARATION (20' S)
- ITEMS TO BE ASSESSED TO PROPERTIES WEST OF WILEY AVENUE CENTERLINE:
1. SIDEWALK 6" THICK (20' S)
 2. SIDEWALK 6" THICK (20' S)
 3. SIDEWALK PREPARATION (20' S)
- ITEMS TO BE ASSESSED TO PROPERTIES EAST OF WILEY AVENUE CENTERLINE:
1. SIDEWALK 6" THICK (20' S)
 2. SIDEWALK 6" THICK (20' S)
 3. SIDEWALK PREPARATION (20' S)

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS

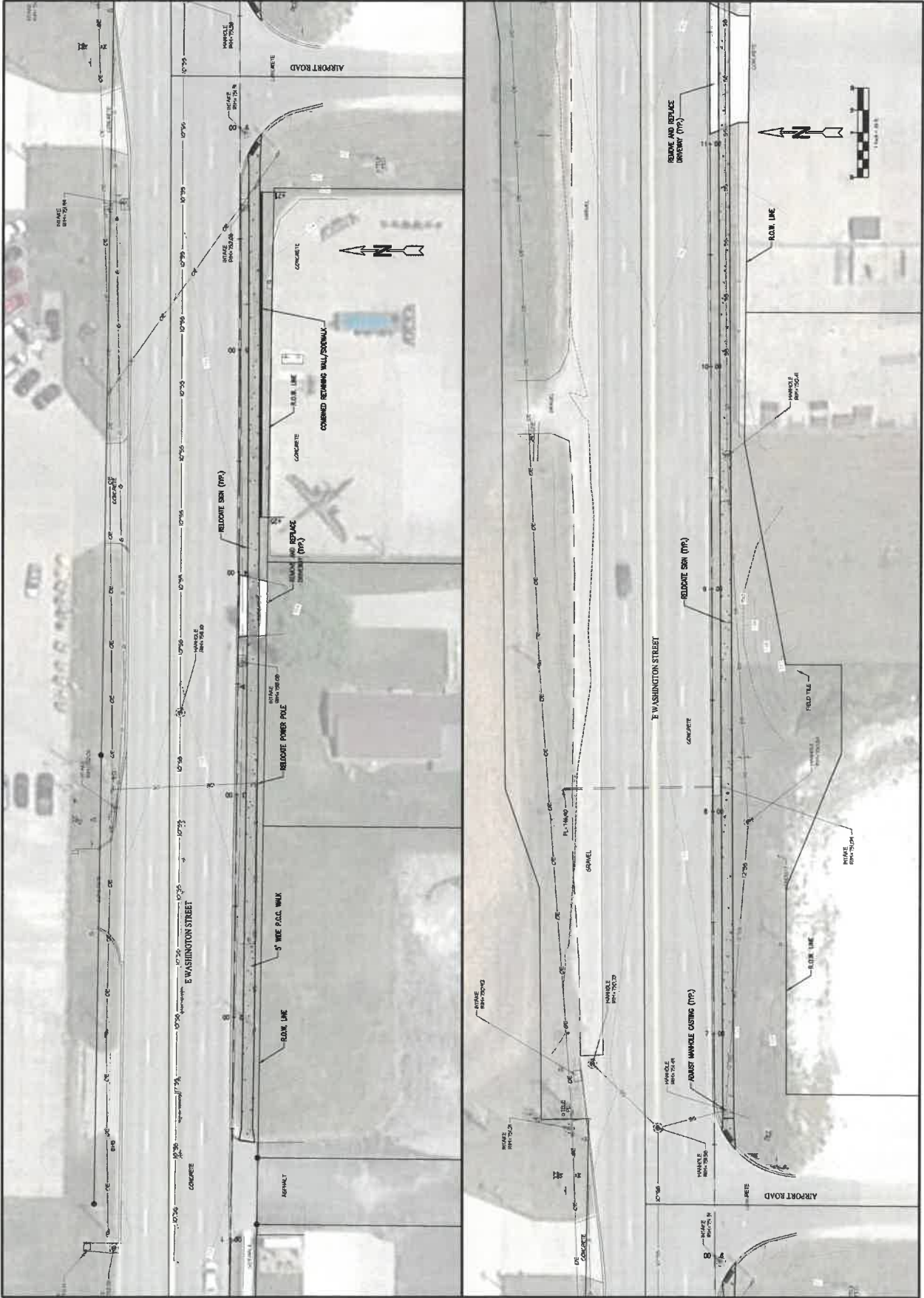
7728 Park Ridge Road, Suite E
Creston, Iowa 50801
P.O. Box 531
Creston, Iowa 50803
562.262.4218 Fax
562.262.4218

800.651.3234 Iowa Toll Free
enr@gardenassociates.net

**SIDEWALK EXTENSION
EAST WASHINGTON STREET,
WASHINGTON, IOWA**

SHEET TITLE
SIDEWALK PLAN

SCALE:	1"=20'
FIELD BOOK:	-
DRAWN BY:	EVH
APPROVED:	-
REVISIONS:	-
DATE:	JAN. 17, 2018
PROJECT NO.:	5017312
SHEET NO.:	10/5



DATE PLOTTED: 01/17/2018 09:54:11 AM

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS

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Cedar Rapids, Iowa 52401
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641.752.4055 PHONE
641.752.2993 FAX
641.752.1119 FAX
eng@gardenassociates.com
800.451.3334 Paved Toll Free

**SIDEWALK EXTENSION
EAST WASHINGTON STREET
WASHINGTON, IOWA**

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**SHEET TITLE
SIDEWALK PLAN**

SCALE: 1"=20'

FIELD BOOK

DRAWN BY: EVR

APPROVED:

REVISIONS:

DATE: JAN 17, 2018

PROJECT NO.: S07312

SHEET NO.: S.02

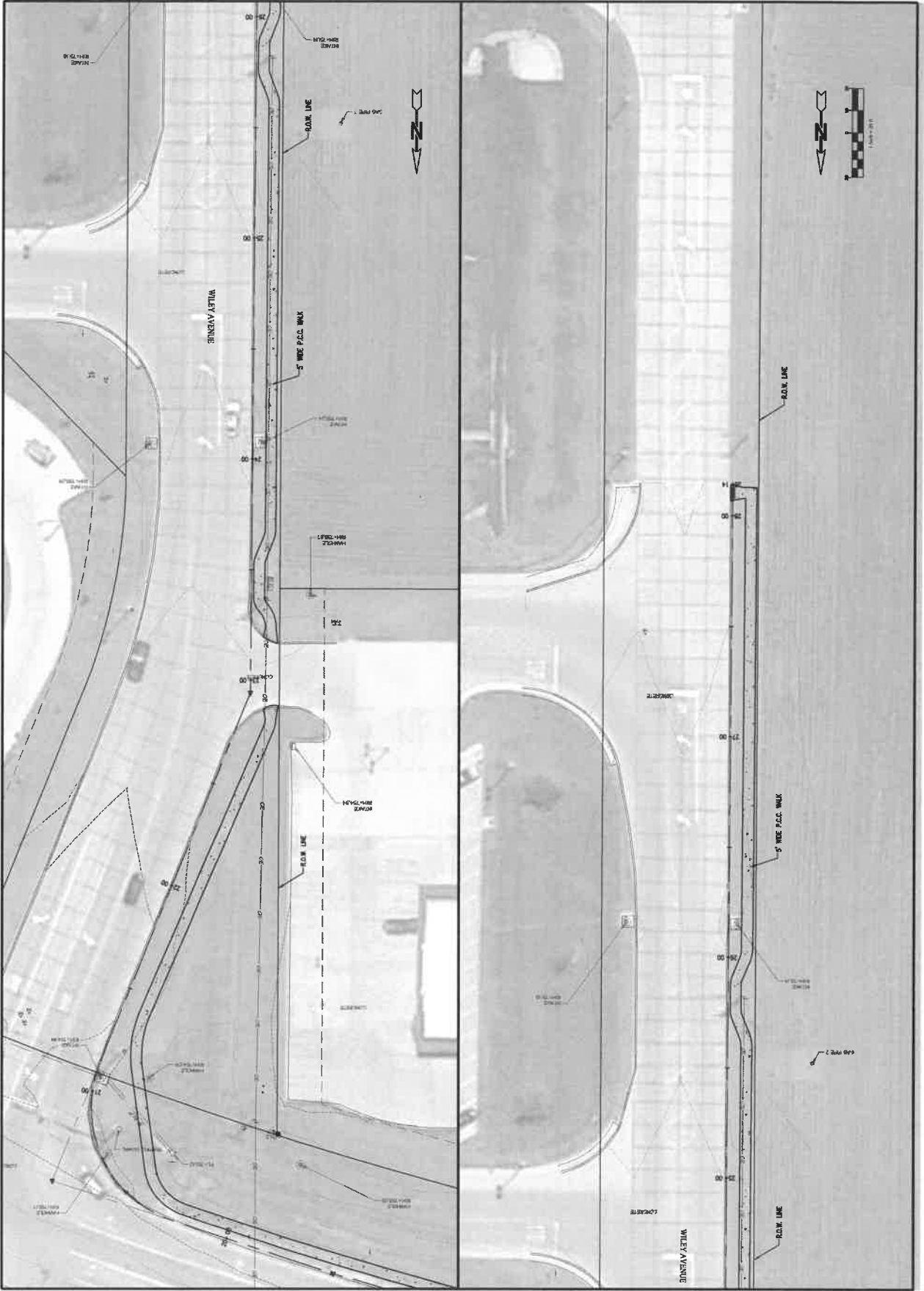


NO. 12 OF 12 SHEETS - SIDEWALK - EAST WASHINGTON STREET - WASHINGTON, IOWA - 1/17/18 (REV. 01) SHEET S.02 OF 12 SHEETS

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**SIDEWALK EXTENSION
 EAST WASHINGTON STREET
 WASHINGTON, IOWA**

SHEET TITLE
SIDEWALK SHEET
SCALE 1"=50'
FIELD BOOK
DRAWN BY EJR
APPROVED
REVISIONS:

DATE JAN. 17, 2018
PROJECT NO. 5017512
SHEET NO. S.03



WASHINGTON PUBLIC HEARING ANNOUNCEMENTS

WASHINGTON'S WATER TREATMENT IMPROVEMENTS PROJECT

- This public hearing is being held to update residents on the City's Water Treatment Improvements Project. This project is funded in part by a Community Development Block Grant and DNR/SRF Funds.
- The need for and goals of the project have not changed since the CDBG application was submitted to the State of Iowa in December 2016.
- Tricon General Construction is the contractor for the work on the project. Work on the project is approximately 76.7% complete.
- The grant is scheduled to close-out March 31, 2020.
- To date, \$330,131 in CDBG funds have been requested and \$2,679,278 in matching funds have been expended.
- Ask for oral and written comments.
- Close hearing.

Illa Earnest

From: JJ Bell
Sent: Thursday, June 28, 2018 12:18 PM
To: Brent Hinson; Kelsey (Kranz) Brown; Illa Earnest; Jaron Rosien
Cc: Tim Kleese
Subject: Grapple Bucket

FYI,
As you will see, we only have one bid for the grapple buckets. I talked to Tim K about looking for another company that sells just the grapple attachment, which is essentially what we are wanting to purchase. The teeth pin onto the top of the bucket after the frame assembly is welded on, that is what we are wanting to purchase. Other companies have an entire bucket with teeth on top and bottom, which are very expensive, and the bottom teeth would wear much quicker because we would be using them mostly on hard surface roadways.

We will update if any companies sell what we are looking for, according to Tim he had a difficult time finding any.

--
J J Bell
Superintendent
City of Washington
Maintenance & Construction Dept
515 East 6th St
Washington, IA, 52353
jjbell@washingtioniowa.gov
Cell:319-653-1538

NOTE: Effective immediately my email has changed to the same first initial and last name @washingtioniowa.gov - Please change your address book to reflect the change.

Biographical Sketch
Applicant for Historic Preservation Commission

NAME: (Mr. Mrs. Ms. Dr.): Mary Patterson

ADDRESS: 603 W. Washington Blvd., Washington, IA 52353

WORK PHONE NUMBER WORK: () none
HOME PHONE NUMBER: (319) 653 - 5208

EMAIL ADDRESS: greenerhouse@iowatelecom.net

INTEREST IN LOCAL HISTORY AND HISTORIC PRESERVATION (Describe education, employment, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation; use extra sheets if necessary)

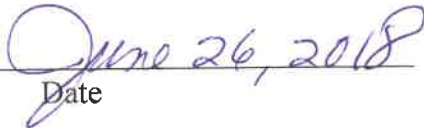
EDUCATION: MA+ in Elementary Education and Educational Administration

EMPLOYMENT: retired - previous employment in public education

INTEREST: I have served with Washington's Historic Preservation Commission since 2005, and my 3 year term expires this year. Until recently, I fill the chair position, but have stepped aside to permit newer members to take the lead. I believe that will result in a stronger commission in the coming years. I have attended at least one preservation training or conference each year, and have taught others how to do research on historic buildings. I enjoy putting information into slideshows or brochures, and hope to continue serving in that function. I also have a large collection of digital historic photos of Washington which I can share with the commission. I see my role as supporting future efforts in preservation by using my past experiences to educate the commission as they move forward.

While serving on the _Washington_ Historic Preservation Commission, I will work to insure that the commission enforces the Historic Preservation Ordinance/Resolution; upholds the CLG Agreement with the State of Iowa, and works in compliance with the Secretary of the Interior's Standards for Archaeology and Historic Preservation.


Signature


Date

*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

June 27, 2018

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

From: Brent Hinson
City Administrator

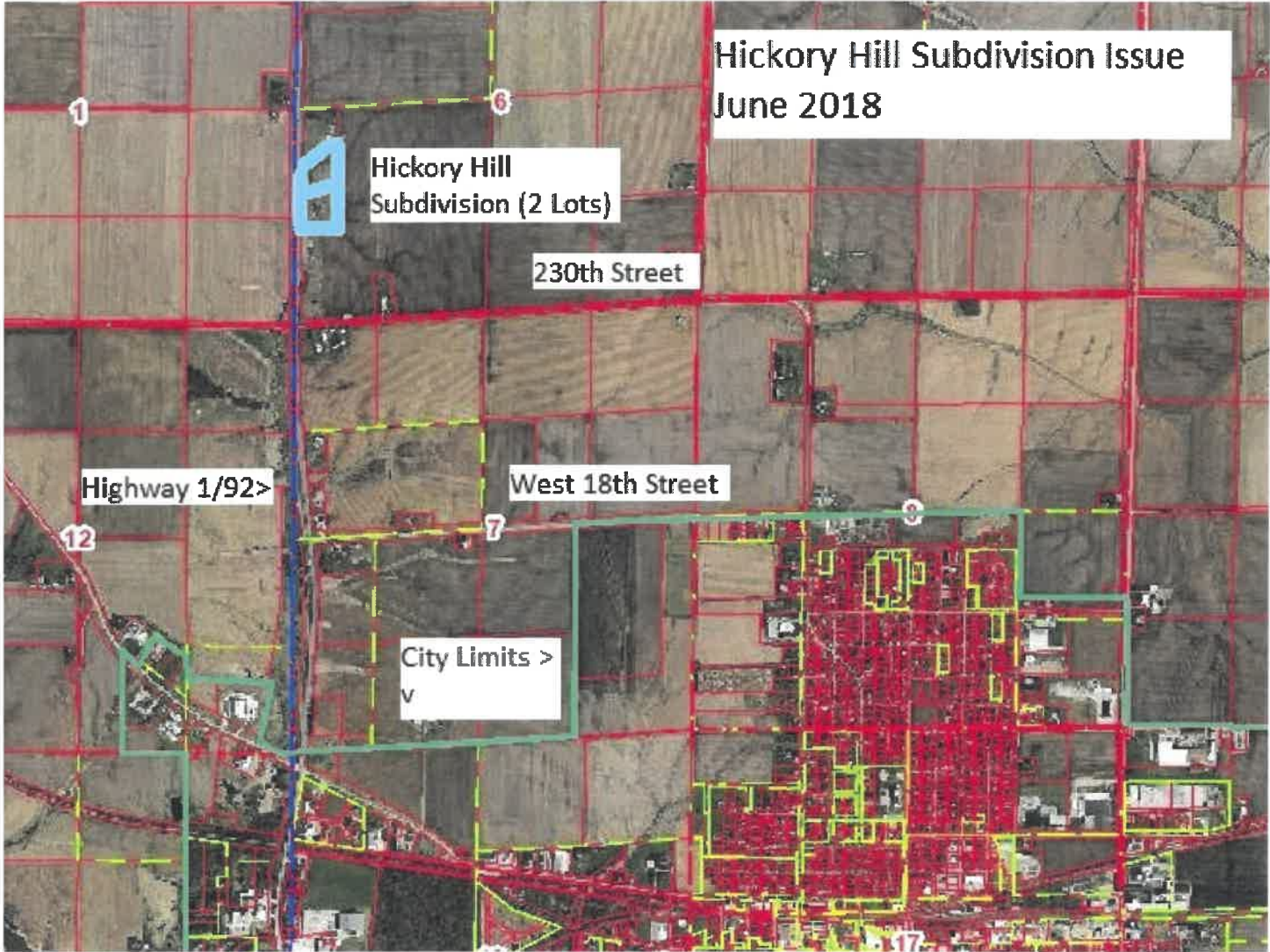
A handwritten signature in blue ink, appearing to be "Brent Hinson", is written over the printed name and title.

Re: Extraterritorial Subdivision Review

As per our 28E agreement with Washington County from 2006, any subdivisions proposed in the area outside city limits but within two miles of them first come to the City of Washington to be reviewed by the Planning & Zoning Commission and then City Council, or the City has the option of declining to exercise jurisdiction. In the past, the City's zoning administrator has determined whether to exercise jurisdiction or not. However, we have run into an issue on a small subdivision along Highway 1/92 and north of 230th Street. When the subdivision came to Steve Donnolly in August 2017, he declined to exercise jurisdiction because of the distance from town and extremely remote possibility that it would be annexed in the future. However, an issue has been raised that a resolution specifically allowing this subdivision to be declined for review was not adopted.

In order to resolve this particular issue, we are asking the City Council to affirm Steve Donnolly's action in the matter of declining jurisdiction over Hickory Hill Subdivision, and to refer this matter to P&Z for further study and likely development of a blanket policy for dealing with declining jurisdiction over extraterritorial subdivisions. It does not seem like a good use of P&Z or Council time to spend time worrying about subdivisions that have no effect on our future development, and it is my belief and Kevin's that these sorts of matters are much better handled administratively in a straightforward and simple way.

Hickory Hill Subdivision Issue
June 2018



RESOLUTION NO. _____

**A RESOLUTION DECLINING TO EXERCISE EXTRATERRITORIAL
JURISDICTION FOR HICKORY HILL SUBDIVISION**

WHEREAS, the City of Washington and Washington County entered into a 28E Agreement Regarding Extraterritorial Jurisdiction, recorded as Document 06-5681 in the office of the Washington County Recorder; and

WHEREAS, under this agreement, “Proposed plats within the two mile extraterritorial jurisdiction of the city of Washington shall be submitted to the City of Washington’s Planning and Zoning Commission for review...”, but “The City of Washington may decline to exercise its extraterritorial jurisdiction and choose to order the proposed subdivision submitted to Washington County...”; and

WHEREAS, the City’s zoning administrator, acting under the authority granted by the Washington City Council and in accordance with previous practice, declined to review the plat for Hickory Hill Subdivision in a memorandum dated August 17, 2017; and

WHEREAS, the City Council wishes to clarify the answer to a question raised in subsequent legal review of this subdivision.

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

Section 1. That the action of zoning administrator Steven E. Donnolly in a memorandum dated August 17, 2017, attached as Exhibit A to this resolution, to decline to exercise extraterritorial jurisdiction regarding Hickory Hill Subdivision is hereby affirmed.

Section 2. That the Council hereby refers the matter of developing a formal policy regarding exercise of subdivision extraterritorial jurisdiction to the City of Washington Planning & Zoning Commission for further study and recommendation.

PASSED AND APPROVED this 3rd day of July, 2018.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk



Development Services
215 E. Washington St.
Washington, IA 52353
319.653.6584

Memo

To: Washington County
From: Steve Donnelly
Date: 8/17/2017
Re: Wheelan Plat of Survey

Kelly,

The City of Washington is declining to exercise its extraterritorial jurisdiction and chooses the proposed Hickory Hill Subdivision be submitted to Washington County for review.

Steve Donnelly

Digitally signed by Steve Donnelly
DN: ou=Created by http://
www.kidder2.com, o=DO_NOT_TRUST,
cn=Steve Donnelly
Date: 2017.08.17 08:55:55 -0500

Building and Zoning Official
City of Washington, IA

BORDWELL LAW OFFICE, P.L.C.

RICHARD S. BORDWELL

MEGAN FLUHARTY
ATTORNEYS

206 WEST MAIN STREET
P.O. BOX 308
WASHINGTON, IA 52353-0308

VOICE 319/653-2177
FAX 319/653-4797

June 18, 2018

ATTN: Barry Clough and Lynn Koch
Federation Bank, its successors and/or assigns
P.O. Box 317
Richland, IA 52585

RE: Preliminary Title Opinion – Scott and Cassandra Goodwin
Lot 1, Hickory Hill Subdivision

Dear Barry and Lynn:

At your request, I have examined the abstract of title continued by Certificate Number 67,920 of Washington Title & Guaranty Company to the 14th day of June, 2018, at 8:00 o'clock a.m. concerning the following described real property located in Washington County, Iowa:

Lot One (1) of Hickory Hill Subdivision in the West Half (W $\frac{1}{2}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section Six (6), Township Seventy-five (75) North, Range Seven (7) West of the Fifth (5th) Principal Meridian, as shown in Plat Book 28, Page 0103; in Washington County, Iowa.

As of the date of the last continuation, record title to the said premises is vested in **Scott Goodwin and Cassandra Goodwin**, husband and wife as Joint Tenants with Full Rights of Survivorship, and not as Tenants in Common, by virtue of Warranty Deed filed on May 7, 2018, as Instrument #2018-1404, subject to the following objections and comments:

1. There are no unreleased mortgages.
2. Entry Number 25 shows platting procedures for Hickory Hill Subdivision Plat & Proceedings filed October 12, 2017, in Plat Book 28, Page 0103 as Document No. 2017-3705. Washington Title & Guaranty abstract shows City of Washington adopted zoning beyond the city limits and that the real estate involved is within the two (2) mile limit adopted by the City in Miscellaneous Book 76, page 187. Entry Number 42 shows that Washington County has adopted Subdivision and Platting for Unincorporated Areas of the county filed as Document No. 2005-1971 effective May 12, 2005. Iowa Code Section 354.9(2) requires that if a subdivision lies in the county which has adopted ordinances regulating the division of land and also lies within the area of review established by a city pursuant to that Code Section then the subdivision plat or plat of survey for the division or subdivision shall be submitted to both the city and county for approval. The City may, by Resolution, waive its right to review the subdivision or waive the requirements of any standards or conditions for approval of subdivisions, and certify the resolution which shall be recorded with the plat. Iowa Code Section 354.9(2) in part. No such resolution is shown in the abstract and none is available from the City. I have been provided a copy of a Memo from Steve Donnolly, Building and Zoning Official for the City stating the City declines to exercise jurisdiction over the Wheelan Plat. This is not sufficient since the Iowa

Code requires a Resolution by the City. Since the abstract does not show that the City of Washington approved the subdivision, that must now be done.

REQUIREMENT: The Hickory Hill Subdivision plat must be submitted to the City of Washington for approval under the authority cited above or other satisfactory showing that the provisions of Iowa Code Section 354.9 have been complied with.

3. Entry Number 5 of the abstract indicates Highways 1 and 92 abut the real estate and have been designated a controlled access facility. For full details, see Affidavit of Controlled Access filed July 14, 1956, in Miscellaneous Book 31, Page 321.

4. Entry Number 6 shows an Easement for Public Highway filed January 16, 1956, in LD Book 69, page 496 conveying to the State of Iowa a parcel of land. This old description uses station points and is very difficult to follow. The document concludes that the parcel contains 3.96 acres, more or less, exclusive of the present established roads along the west and south sides thereof. For full details, see said instrument.

5. Entry Number 33 of the abstract shows an Electric Line Easement to Interstate Power and Light Company, an Iowa corporation, its successors and assigns filed April 24, 2018, as Instrument #2018-1243. In that instrument the Grantors (Wheelan) granted a perpetual easement with the right, privilege and authority to construct, reconstruct, maintain, expand, operate, repair, patrol and remove an electric and telecommunications line or lines, consisting of poles, towers, crossarms, insulators, wires, guy wires, anchors and other necessary fixtures, appurtenances, equipment and construction for the transmission of electricity and communications. For full details, see said instrument. This document prohibits the placement of buildings, structures, plants or other obstructions on the property which would interfere with minimum clearances and gives the Grantees the right and privilege to trim, cut down and control the growth of trees or other vegetation. The easement area is described as the East 15 feet of Auditor's Parcel D-1 which is part of a 1989 plat of John Lance filed in Plat Book 9, page 2. The easement area designated Parcel D-1 is shown in a Plat of Survey filed May 1, 2017, in Plat Book 28, Page 0005 and contains 0.35 acres. For full details see said survey.

6. **ZONING ORDINANCES:** The abstract discloses that the City of Washington has adopted zoning ordinances. In the event you desire to rebuild, remodel, add other buildings to the property, construct a fence or signs or change its usage, you would be governed by the city zoning ordinances. Attached to this opinion is a list of the zoning ordinances which apply to the property. I suggest that you visit the city zoning administrator if you need general information on zoning restrictions.

7. **AIRPORT ZONING:** The abstract discloses that the City and County of Washington has adopted an airport tall structure zoning ordinance and resolution on May 16, 1992 (Ordinance 697) and that the real estate under examination may be subject to this ordinance. For specific information, see Miscellaneous Book 80, page 281 of the Washington County Recorder's Office and the record and the map recorded in Miscellaneous Book 80, page 360 or the map on file in the office of the City Clerk of Washington, Iowa.

Washington County Ordinance 3-91 filed May 14, 1991, in County Ordinance Book 1, page 80 is another airport zoning ordinance which may also affect the use of the property under examination.

*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

June 27, 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 "B. Hinson", is written over the printed name "Brent Hinson".

Re: Fire Station Building Construction Project

With the Utilities & Grading project underway and the Phase I Renovations project starting very soon, we are right on schedule with the completion of the design process and are now ready to bid out the building construction project.

Kristofer from Design Alliance will be present to discuss the final design and budget, and we will be asking the City Council to authorize bidding out the building project. The hearing on plans & specs would be July 24 (at the special meeting for the bond sale), bids would be due on August 9, and the Council would consider bids on August 21. All of this lines us up well for construction to begin in mid-September following the completion of the other two projects named above.

RESOLUTION NO. _____

A RESOLUTION TO PROVIDE FOR A NOTICE OF HEARING AND LETTING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE FIRE STATION BUILDING CONSTRUCTION PROJECT, AND TAKING OF BIDS THEREFOR.

WHEREAS, the City Council has heretofore authorized certain improvements that are in the best interests of the City, to be completed in accordance with the plans, specifications and form of contract prepared by the City, and such proposed plans, specifications, form of contract and estimate of cost being on file with the City Clerk; and

WHEREAS, detailed plans and specifications, notice of hearing and notice to bidders, form of contract and estimate of cost have been prepared and filed by the City; and

WHEREAS, it is necessary to fix a time and place of public hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project and to advertise for sealed bids.

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

Section 1. The detailed plans and specifications, notice of hearing, notice to bidders, form of contract and estimate of cost referred to in the preamble hereof are subject to the hearing.

Section 2. The Project is necessary and desirable for the City, and it is in the best interests of the City to proceed toward the construction of the Project.

Section 3. The amount of the bid security to accompany each bid is hereby fixed at 5%.

Section 4. The City Council hereby delegates to the City Clerk the duty of receiving, opening and announcing the results of all bids for the construction of the Project on the 9th day of August, 2018 at 2:00 PM at City Hall, 215 E. Washington Street, Washington, Iowa. The 24th day of July, 2018 at 6:00 PM at the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, Washington, Iowa is hereby fixed as the time and place of hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project and the 21st day of August, 2018 at 6:00 PM at the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, Washington, Iowa as the time and place of considering bids received by the City in connection therewith.

Section 5. The City Council hereby authorizes the City Clerk to provide notice of the aforementioned hearing and taking of bids in accordance with Chapter 26 of the Code of Iowa by posting a notice to bidders not less than thirteen (13) and not more than forty-five (45) days before the date for filing bids in a relevant contractor plan room service

with statewide circulation, in a relevant construction lead generating service with statewide circulation, and on the Iowa League of Cities website. The said notice is in the form substantially as attached to this Resolution.

Section 6. All provisions set out in the following form of notice are hereby recognized and prescribed by this Council and all Resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

PASSED AND APPROVED this 3rd day of July, 2018.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

SECTION 00 1114
NOTICE OF PUBLIC HEARING AND INVITATION TO BID
WASHINGTON FIRE STATION

Notice is hereby given that the City Council of the City of Washington, Iowa, will meet in the Nicola-Stoufer Room of the Washington Public Library, 115 West Washington St., Washington, Iowa, at 6:00 p.m. on July 24, 2018 at which time and place the City Council will hear objections to the proposed plans, specifications, form of contract, and estimated cost for the Washington Fire Station project.

Sealed Bids for the Washington Fire Station will be received, by City of Washington, Iowa, at the office of the City Clerk at City Hall, 215 East Washington Street, Washington, Iowa, until 2:00 PM local time on August 9, 2018, at which time bids will be publicly opened and read aloud at City Hall. All bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened. Contractor assumes all risk associated with delivery of his or her bid to the office of the city clerk prior to the specified time deadline.

Bid shall cover General, Mechanical, and Electrical Construction Work required for construction of the new Washington Fire Station building as defined and detailed in the construction documents. The building is a 14,330 square foot single story, slab-on-grade, pre-engineered metal building. It includes office, training room, day room, sleeping rooms, bathrooms, apparatus bays and fire department service & support areas.

All bids shall be submitted to the City Clerk of Washington, Iowa on or before the time set herein for the bid opening. Bids shall be made on the Bid Form furnished by the City of Washington, in a sealed envelope labeled or marked as required by the Instructions to Bidders.

Bids will be received for a single prime Contract. Bids shall be on a lump sum basis. Each proposal must be accompanied either by a cashier's check or certified check in the amount of five percent (5%) drawn on an Iowa bank or a bank chartered under the laws of the United States, a Bid Bond or credit union certified share draft in the amount of five percent (5%) of the bid, drawn on a credit union in Iowa or chartered under the laws of the United States and filed in an envelope separate from the one containing the bid form, made payable to the City of Washington, Iowa, and said check or draft may be cashed or the Bid Bond declared forfeited by the City of Washington, Iowa as liquidated damages in the event the successful bidder fails to enter into a contract within fifteen (15) days of the Notice of Award and post bond satisfactory to the City insuring the faithful fulfillment of the contract and maintenance of said improvements as required by law and the Specifications.

Payment to the Contractor for said construction will be made in cash from the following sources: Cash from any fund of City of Washington, Iowa, which may be legally used for such purposes; proceeds derived from the sale and issuance of Utility Revenue Bonds, or Federal or State grants or loans.

The Contractor will be paid each month Ninety-five Percent (95%) of the value of work completed at the end of the preceding month. Final payment will be made no sooner than thirty (31) days after completion of the work and acceptance by the Owner.

The City does hereby reserve the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the City.

The City of Washington reserves the right to defer acceptance of any bid for a period not to exceed sixty (60) days after receipt of bids, and no bid may be withdrawn during this period.

The work under the proposed contract shall commence within thirty (30) days of the written "Notice to Proceed." The work shall be substantially complete by July 31, 2019, and completed and ready for final payment by August 31, 2019, subject to any changes granted by the Owner.

Iowa law provides that on public improvements a resident bidder shall be allowed preference as against a nonresident bidder from a state or foreign country which gives or requires a preference to bidders from that state or foreign country. The preference so allowed shall be equivalent to the preference given or required by the state or foreign country in which the nonresident bidder is a resident.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor.

Each bidder shall accompany its bid with bid security as defined in Code of Iowa Section 26.8. Each successful bidder shall be required to furnish a corporate surety bond in an amount equal to one hundred percent (100%) of its contract price. Said bond to 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 therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the City from claims and damages of any kind caused by the operations of the contract and shall also guarantee the maintenance of the improvement in good repair for a period of two (2) years from and after the completion and acceptance by the City Council. Out-of-state bidders shall be prepared to submit an Out-of-State Contractor Bond to the Iowa Division of Labor in accordance with Chapter 91C of the Code of Iowa.

Bidding Documents (Plans and Specifications) are on file and available for viewing at the office of the City Clerk, in the office of Design Alliance, and the following online plan room locations:

- A. Master Builders of Iowa, <http://www.mbiplanroom-dsm@mbionline.com>
- B. Dodge Data and Analytics, <http://www.construction.com>
- C. ConstructConnect, <http://www.constructconnect.com>

Complete sets of portable document format (PDF) files or printed bidding documents may be obtained from the office of Design Alliance, 14225 University Avenue, Suite 110, Waukee, Iowa 50263, telephone: (515)225-3469. Complete sets of portable document format (PDF) files are available from the Design Alliance at no cost. A \$150.00 refundable deposit is required for the each complete printed set of bidding documents. Documents, complete, intact, and in good condition shall be returned to the Architect's office within fourteen (14) calendar days following opening of bids, or deposit will be forfeited.

Owner: City of Washington, Iowa
By: Illa Earnest
Title: City Clerk
Date: July 3, 2018

*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

June 27, 2018

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

From: Brent Hinson
City Administrator

Re: Upcoming 2018B LOSST Revenue Bond Sale

The Council is asked to consider approval of the Preliminary Official Statement (POS) for this issuance. I forwarded out the complete document by email on Tuesday the 26th but have provided just the highlights in the meeting packet. As with the General Obligation issuance we did earlier this year, the POS outlines the terms of the offering and is what we use to seek bids from eligible and interested financial institutions.

Pending your approval, we would then negotiate pricing on the bonds July 23-24, and would hold a special City Council meeting on July 24 at 6 PM to confirm the bond sale. This would set us up to receive funds by August 21, which is perfect timing for the start of the Fire Station building construction project.

Please let me know if you have any questions.

Council Member _____ introduced the following Resolution entitled "RESOLUTION APPROVING THE PRELIMINARY OFFICIAL STATEMENT FOR \$1,845,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) LOCAL OPTION SALES AND SERVICES TAX REVENUE BONDS, SERIES 2018B," and moved its adoption. Council Member _____ seconded the Resolution to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

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

RESOLUTION APPROVING THE PRELIMINARY OFFICIAL STATEMENT FOR \$1,845,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) LOCAL OPTION SALES AND SERVICES TAX REVENUE BONDS, SERIES 2018B

WHEREAS, a preliminary form of Official Statement has been prepared for the purpose of offering \$1,845,000 (dollar amount subject to change) Local Option Sales and Services Tax Revenue Bonds, Series 2018B; and

WHEREAS, it is appropriate that the form of the Preliminary Official Statement be approved and deemed final and, upon completion of the same, that the Preliminary Official Statement be used in connection with the offering of the Bonds for sale;

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

Section 1. The Preliminary Official Statement, in the form presented to this meeting, be and the same is hereby approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the City Clerk, upon the advice of the City's Underwriter, shall determine to be appropriate, and is authorized to be distributed thereafter in connection with the offering of the Bonds for sale.

PASSED AND APPROVED this 3rd day of July, 2018.

Mayor

ATTEST:

City Clerk

PRELIMINARY OFFICIAL STATEMENT

CITY OF WASHINGTON, IOWA

\$1,845,000* Local Option Sales and Services Tax Revenue Bonds, Series 2018B

INTRODUCTION

This Preliminary Official Statement contains information relating to the City of Washington, Iowa (the "City") and its issuance of \$1,845,000* Local Option Sales and Services Tax Revenue Bonds, Series 2018B (the "Bonds"). This Preliminary Official Statement has been executed on behalf of the City and its City Administrator and may be distributed in connection with the sale of the Bonds authorized therein. Inquiries may be made to PFM Financial Advisors LLC, 801 Grand Avenue, Suite 3300, Des Moines, Iowa 50309, or by telephoning (515) 243-2600. Information can also be obtained from Mr. Brent Hinson, City Administrator, City of Washington, 215 East Washington Street, Washington, Iowa 5235, or by telephoning (319) 653-6584.

AUTHORITY AND PURPOSE

The Bonds are being issued pursuant to Sections 423B.9(3) and 384.83 of the Code of Iowa, and a resolution to be adopted by the City Council (the "Resolution") of the City of Washington, Iowa. An election was held on September 24, 2002 authorizing a one percent (1%) local option sales and services tax ("Local Option Sales and Services Tax" or "LOSST") within the City, to be used 25% for transit services, 25% for property tax relief, and 50% for street, sewer and water projects and police and fire services (the 50% referred to hereinafter as the "Designated Portion"). Proceeds of the Bonds will be used to provide funds for the purpose of paying costs of construction of a new fire station, including site work, furnishing and equipping, together with miscellaneous related work.

The estimated Sources and Uses of the Bonds are as follows:

<u>Sources of Funds</u>	
Par Amount of Bonds	\$1,845,000.00 *
<u>Uses of Funds</u>	
Deposit to Project Fund	\$1,699,138.75
Debt Service Reserve Fund	82,161.25
Underwriter's Discount	18,450.00
Cost of Issuance and Contingency	<u>45,250.00</u>
Total Uses	\$1,845,000.00 *

* Preliminary; subject to change.

INTEREST

Interest on the Bonds will be payable on December 1, 2018 and semiannually on the 1st day of June and December thereafter. Interest and principal shall be paid to the registered holder of a bond as shown on the records of ownership maintained by the Registrar as of the close of business on the 15th day of the month next preceding such interest payment date (the "Record Date"). Interest will be computed on the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to rules of the Municipal Securities Rulemaking Board.

REDEMPTION

Optional Redemption: The Bonds due after June 1, 2026 will be subject to call prior to maturity in whole, or from time to time in part, in any order of maturity and within a maturity by lot on said date or on any date thereafter at the option of the City, upon terms of par plus accrued interest to date of call. Written notice of such call shall be given at least thirty (30) days prior to the date fixed for redemption to the registered owners of the Bonds to be redeemed at the address shown on the registration books.

Mandatory Sinking Fund Redemption: The Bonds identified below are subject to mandatory redemption prior to maturity pursuant to mandatory sinking fund installments of the following dates and in the following amounts as shown below at a redemption price of one hundred percent (100%) of the principal amount to be redeemed, plus accrued interest to the redemption date.

Term Bonds Maturing in 2027

<u>Sinking Fund Payment Date</u>	<u>Sinking Fund Installment Amounts</u>
June 1, 2026	\$120,000
June 1, 2027 (Maturity)	125,000

Term Bonds Maturing in 2029

<u>Sinking Fund Payment Date</u>	<u>Sinking Fund Installment Amounts</u>
June 1, 2028	\$130,000
June 1, 2029 (Maturity)	135,000

Term Bonds Maturing in 2031

<u>Sinking Fund Payment Date</u>	<u>Sinking Fund Installment Amounts</u>
June 1, 2030	\$140,000
June 1, 2031 (Maturity)	145,000

Term Bonds Maturing in 2033

<u>Sinking Fund Payment Date</u>	<u>Sinking Fund Installment Amounts</u>
June 1, 2032	\$150,000
June 1, 2033 (Maturity)	155,000

PAYMENT OF AND SECURITY FOR THE BONDS

Source of Payment: The Bonds are payable solely from the proceeds of the Designated Portion of the Local Option Sales and Services Tax. See "AUTHORITY AND PURPOSE" herein for addition detail. THE BONDS ARE NOT A GENERAL OBLIGATION OF THE CITY, AND THE TAXING POWERS OF THE CITY ARE NOT PLEDGED TO THE PAYMENT OF THE PRINCIPAL THEREFORE OR INTEREST THEREON. THE CITY IS NOT OBLIGATED TO LEVY ANY AD VALOREM TAXES NOR TO EXPEND ANY MONIES OF THE CITY TO PAY THE BONDS, EXCEPT THE DESIGNATED PORTION SPECIFICALLY PLEDGED UNDER THE RESOLUTION.

Local Option Sales and Services Tax: The local option sales and services tax in the amount of one-percent (1%) is imposed generally on the same basis as the State of Iowa's (the "State") sales and services tax and currently may not be imposed on the sale of any property or on any service not taxed by the State, except that a local option tax may not be imposed upon the gross receipts from (i) certain sales of motor fuel or special fuel as defined in Chapter 452A, (ii) the rental of rooms, apartments or sleeping quarters taxed under Chapter 423A (hotel/motel tax) during the period the

hotel/motel tax is imposed, (iii) the sale of natural gas or electric energy in a city or county where the gross receipts are subject to a franchise fee or user fee during the period the franchise or user fee is imposed, (iv) the sales price from a pay television service consisting of a direct-to-home satellite service, (v) the sale of equipment by the State Department of Transportation or (vi) certain construction-related equipment and other items. **Under SF 2417 signed into law on May 30, 2018, beginning in 2019, sales tax will apply to digital goods, ride sharing, subscription services and the full amount charged for hotel rooms and car rentals, including booking fees. Sales tax will also apply to various remote sales under the new law, subject to the United States Supreme Court ruling in South Dakota v. Wayfair, which was released on June 21, 2018.** A local option sales and services tax must be collected by all persons required to collect State gross receipt taxes within the area of the county in which the tax is imposed.

Administration and Distribution of the LOSST: The Iowa Department of Revenue (the “Department”) administers the LOSST in conjunction with the administration of the State gross receipts tax laws. The LOSST is collected by the retailers in the City and remitted at the end of each calendar month to the Director of the Department (the “Director”). The Director, on or before August 15 of each fiscal year, sends to each participating municipality an estimate of the LOSST anticipated to be received for the next fiscal year beginning each July 1. At the end of each month, the Director may revise the estimates for the year and remaining months.

The Director is required to distribute 95% of the annual estimate to the participating municipality in monthly installments over the fiscal year. The Director is allowed to retain 5% of the estimate until the end of the fiscal year at which time the Director completes an audit of the actual receipts and the actual distribution of the LOSST. The Director then reconciles the difference between the actual receipts and the estimated distributions, and distributes the remaining balance to each participating municipality before November 10 of the next fiscal year. If any overpayment has resulted during the previous fiscal year, the first payment of the new fiscal year shall be adjusted to reflect any overpayment.

Distribution of the Local Option Sales and Services Tax revenue is made by the Director and is calculated by a formula that considers population and tax levied dollars of the entities currently collecting the tax as set forth below.

Seventy-five percent of each county’s account shall be remitted on the basis of the county’s population residing in the unincorporated area where the tax was imposed and those incorporated areas where the tax was imposed as follows:

- a) To the board of supervisors a pro rata share based upon the percentage of the above population of the county residing in the unincorporated area of the county where the tax was imposed according to the most recent certified federal census.
- b) To each city in the county where the tax was imposed a pro rata share based upon the percentage of the city’s population residing in the county to the above population of the county according to the most recent certified federal census.

Twenty-five percent of each county’s account shall be remitted based on the sum of property tax dollars levied by the board of supervisors if the tax was imposed in the unincorporated areas and each city in the county where the tax was imposed during the three-year period beginning July 1, 1982, and ending June 30, 1985 as follows:

- a) To the board of supervisors a pro rata share based upon the percentage of the total property tax dollars levied by the board of supervisors during the above three-year period.
- b) To each city council where the tax was imposed a pro rata share based upon the percentage of property tax dollars levied by the city during the above three-year period of the above total property tax dollars levied by the board of supervisors and each city where the tax was imposed during the above three-year period.

Reserve Fund: The City covenants to establish and maintain a debt service reserve fund (the “Reserve Fund”) in an amount equal to fifty-percent (50%) of the maximum amount of the principal and interest coming due on the Bonds and Parity Bonds in any succeeding fiscal year (the “Reserve Fund Requirement”). Upon issuance of the Bonds, the Reserve Fund balance is estimated to be \$82,161.25, which represents fifty-percent (50%) of the estimated maximum amount of the principal and interest coming due on the Bonds.

CITY LOCAL OPTION SALES AND SERVICES TAX

CITY AUTHORITY TO COLLECT LOSST

An election was held on September 24, 2002 authorizing a one-percent (1%) local option sales and services tax within the City, to be used 25% for transit services, 25% for property tax relief, and 50% for street, sewer and water projects and police and fire services.

HISTORIC SALES TAX COLLECTIONS AND COVERAGE

Shown below are the actual LOSST collections by the City for the prior ten (10) fiscal years ended June 30.

<u>Fiscal Year</u>	<u>Amount</u>	<u>Designated Portion (50%)</u>	<u>Growth</u>
2007-08	\$709,116	\$354,558	5.67%
2008-09	612,723	306,362	(13.59%)
2009-10	670,139	335,070	9.37%
2010-11	659,437	329,719	(1.60%)
2011-12	703,239	351,620	6.64%
2012-13	720,777	360,389	2.49%
2013-14	759,039	379,520	5.31%
2014-15	766,736	383,368	1.01%
2015-16	805,866	402,933	5.10%
2016-17	852,133	426,067	5.74%

Based on the FY 2017 audited financial statements, the \$426,067 net revenue for debt service would provide 2.59 times coverage of the estimated \$164,323 maximum annual debt service.

<u>Fiscal Year</u>	<u>Designated Portion Revenue</u>	<u>Maximum Annual Debt Service*</u>	<u>Coverage</u>
2016-17	\$426,067	\$164,323	2.59x
2017-18	434,588 ¹⁾	164,323	2.64x
2018-19	443,280 ¹⁾	164,323	2.70x

1) Estimated revenue represents 2.0% annual growth in Designated Portion of the total LOSST receipts.

* Preliminary; subject to change.

TAXABLE RETAIL SALES

<u>Fiscal Year</u>	<u>City of Washington</u>		<u>Washington Co. Retail Sales</u>
	<u>Number of Businesses</u>	<u>Retail Sales</u>	
2012-13	348	\$91,264,940	\$177,852,368
2013-14	335	93,950,360	183,916,833
2014-15	341	96,123,375	188,573,331
2015-16	329	98,690,480	194,213,035
2016-17	318	98,959,972	195,949,982

Source: Iowa Department of Revenue and Finance, Iowa Retail Sales and Use Tax Reports.

LOCAL OPTION SALES AND SERVICES TAX REVENUE DEBT

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 8/21/18</u>
8/18B	\$1,845,000*	Fire Station	6/33	\$1,845,000*

* Preliminary; subject to change.

Annual Fiscal Year Local Option Sales and Services Tax Revenue Debt Service Payments (Includes the Bonds)

Bonds

<u>Fiscal Year</u>	<u>Principal*</u>	<u>Principal & Interest*</u>
2018-19	\$105,000	\$155,917
2019-20	100,000	162,914
2020-21	100,000	160,314
2021-22	105,000	162,494
2022-23	110,000	164,323
2023-24	110,000	160,814
2024-25	115,000	162,074
2025-26	120,000	163,026
2026-27	125,000	163,646
2027-28	130,000	164,083
2028-29	135,000	164,117
2029-30	140,000	163,960
2030-31	145,000	163,318
2031-32	150,000	162,475
2032-33	<u>155,000</u>	161,340
Total	\$1,845,000*	

* Preliminary; subject to change.

*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

June 27, 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 name and title in the "From:" field.

Re: Possible Lot Swap

As the Council is aware, the City owns a property at 1218 North 2nd Avenue that is the site of a nuisance house we acquired, and which is currently under contract with DeLong to be torn down (by the time you read this, the house may actually be torn down). The City has been approached by Jeff Hazelett about the idea of swapping this lot plus \$15,000 for his nearly 1-acre lot along West 18th Street adjacent to our soccer complex. I had approached Jeff a while back about the possibility of obtaining that lot in the future to expand the parking area for soccer and it was included as such in our concepts for full Wellness Park buildout, but we hadn't settled on anything for certain. MSJ, LLC, of which Jeff is a member, would construct a new home at 1218 North 2nd in accordance with our program guidelines as part of this deal.

I believe this is a fair deal which helps us both accomplish our goal of encouraging housing redevelopment and also our goal of enhancing and developing the Wellness Park area. If you agree, we are asking you to set a public hearing on the disposal of the lot at 1218 North 2nd and establishing intent to enter into an agreement to exchange this property for the Dalhaze Development, LLC property on West 18th.

RESOLUTION NO. 2018-_____

RESOLUTION OF INTENT TO DISPOSE OF CERTAIN REAL PROPERTY GENERALLY REFERRED TO AS 1218 N. 2ND STREET, WASHINGTON, IOWA.

WHEREAS, the City of Washington previously purchased that certain parcel of property generally referred to as 1218 N. 2nd Street, and legally described as follows:

Lot 7 in Block 38 in Wm Smouse's Highland Park Addition to Washington, Iowa, in Washington County, Iowa (the "Property"); and

WHEREAS, the City has subsequently demolished the existing abandoned building on the Property; and

WHEREAS, MSJ, LLC, has approached the City about purchasing the Property from the City for the purchase of a residential home on the Property and in exchange the City would acquire a property located on W. 18th Street from Dalhaze Development; and

WHEREAS, it is in the best interests of the City to return the Property to the tax rolls and add to the City's current housing stock; and

WHEREAS, it is now required for the City Council to set a public hearing on the intent to dispose of its interest in the Property as required by applicable law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Washington County, Iowa that a public hearing on the intent to dispose of the Property is hereby set for 6:00 p.m. on July 17th, 2018 in the Nicola-Stouffer Room in the Washington Free Public Library at 115 W. Washington Street, Washington, Iowa. Further, the City Clerk is hereby directed to publish notice of said hearing in accordance with applicable law.

Passed and approved this 3rd day of July, 2018.

Jaron Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSAL TO DISPOSE OF AN INTEREST IN REAL PROPERTY GENERALLY REFERRED TO AS 1218 N. 2ND AVENUE, WASHINGTON, IOWA.

YOU ARE HEREBY NOTIFIED that a public hearing will be held by the City Council of the City of Washington in the Nicola-Stouffer Room in the Washington Free Public Library at 115 W. Washington Street, at 6:00 o'clock P.M., on Tuesday, July 17th, 2018. Said public hearing shall be to consider the intent and proposal of disposing of the City's interest in 1218 N. 2nd Avenue in Washington, Iowa, said property being generally described as follows:

Lot Seven (7) in Block Thirty-Eight (38) in Wm Smouse's Highland Park Addition to Washington, Iowa, in Washington County, Iowa. (the "Property").

BE FURTHER ADVISED that the City Council did by Resolution on July 3rd, 2018, indicate an intent to dispose of said Property via a Property Exchange Agreement, subject to public hearing on said proposal, in accordance with applicable State law and local Ordinances. All interested persons are invited to attend and be heard on the proposal to dispose of the City's interest in the aforementioned Property. Further information on this matter may be obtained by contacting the Washington City Clerk.

/s/Illa Earnest, City Clerk,
by Direction of the City Council

W. 18th ST.

Dalhaze Lot v

ASHLEY/LYNN SD

302-002

302-003

302-004

303-001

303-005

303-000

304-000

301-03

304-01

301-03

407.00

Existing Soccer Fields

400-011
42.2

301-014
16.21

301-0

301-0

Dalhaze Development, LLC
Property for Proposed Land Swap
July 2018

Brent Hinson
City of Washington
215 East Washington St.
Washington, Iowa 52353

June 20, 2018

RE: Real Estate Transaction

Brent:

This letter will detail what the two of us have talked about regarding parcel #11-08-302-002 (Lot #7 West 18th St.), which is currently owned by Dalhaze Development, LLC and parcel #11-08-388-002 (1218 North 2nd Ave. Washington, Iowa.

Dalhaze Development, LLC has agreed to sell the above mentioned bare lot to the City of Washington for \$20,000. Both parties will pay their own expenses incurred in the sales process.

The City of Washington has agreed to sell to MSJ, LLC the lot located at 1218 North 2nd Ave. as soon as the current home has been removed for \$5,000. Again both parties will pay their own expenses incurred in the sales process.

The City attorney can tell us how he would like to see these two transactions happen. Do they need to be separate transactions where the City pays the \$20,000 and MSJ pays the City the \$5,000 or can a net amount of \$15,000 be paid. We are fine with whatever the City attorney says.

I will be glad to help with the selling process at no cost to the City. We are looking to close as soon as available. MSJ, LLC would be interested in starting the construction process for a new home on that lot.

Thank You,



Jeff Hazelett
Dalhaze Development, LLC
MSJ, LLC
107 South Marion Ave.
Washington, IA. 52353
319-461-4810



Parcel Number: 11-08-302-002
Deed Holder: DALHAZE DEVELOPMENT, LLC
Property Address: WA 18TH ST W
 WASHINGTON
Class: AG LAND
Map Area: WASH CITY AG L&B
Plat Map: 11-8E
Sec-Twp-Rng: --
Lot-Block: -
Legal Description: 08 75 07 ASHLEY LYNN SD LOT 7 1/09 CHANGE CLASS-SUB-DIVIDED 2006
Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



No image to display

Current Value Information

Land Value	Dwelling Value	Improvement Value	Total Value
\$2,000	\$0	\$0	\$2,000

Agricultural Land Information

Total Acres	Total CSR	Average CSR
0.9200	76.72	83.39

Sale Information

Sale Date	Amount	Non-Useable Transaction Code	Recording
04/05/2006	\$91,000	34 - Vacant lot	
06/17/1997	\$30,000	0 - Normal	259-82
07/01/1981	\$0	0 - Normal	56-402

GIS Map Information

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING LEVY,
ASSESSMENT, AND COLLECTION OF COSTS TO
THE WASHINGTON COUNTY TREASURER.**

WHEREAS, the City of Washington, Iowa is empowered to levy, assess, and collect costs of improvement and removal of debris against the abutting property owner,

WHEREAS, tall grass and weeds were removed from the following listed property owners:

The property of Kevin Mckee at 1506 E. Washington St. for the amount of \$387.00. Legal description (16 75 07 SMOUSES 2ND ADD E 107 FT OL 1 & W 35 FT OF S 410 FT NE1/4 SW1/4). Parcel Number (11-16-312-011).

The property of Arnold and Eleanor Waring at 703 S. Iowa Ave. for the amount of \$150.00. Legal Description (01 02 S WASH). Parcel Number (11-20-130-008).

The property of Brent and Heather Shadden at 635 W. Washington Blvd for the amount of \$200.00. Legal description (08 01 SW WASH LOT 7 & N 40.25 FT). Parcel Number (11-18-477-001).

The property of Thomas Knerr at 807 S. 2nd Ave for the amount of \$175.00. Legal description (02 04 WILSONS ADD). Parcel Number (11-20-135-006).

The property of Herbert Mcroy III at 302 E. Jefferson St. for the amount of \$150.00. Legal description (G 03 E WASH). Parcel Number (11-17-378-016).

and,

WHEREAS, due notice was given to the above property owners that said amount would be assessed to the property if payment was not made or an appeal was not made,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WASHINGTON, IOWA that the City Clerk be instructed to certify the above delinquent payment to be assessed against said property as listed above and that the City Clerk certify a copy of this resolution to the Washington County Treasurer.

Passed and Approved this 3rd day of July, 2018.

Jaron 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
(319) 653-6584 Phone
(319) 653-5273 Fax*

Memorandum

June 27, 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: Housing Study Agreement with RDG

As the Council is aware, the City of Washington is embarking on a joint housing study with the cities of Kalona, Riverside, and Wellman and other partners (under the banner "Washington County Housing Partners"). This seems like an efficient way to investigate and develop policy solutions for issues we are all experiencing. The City of Washington is acting as the fiduciary and administrative agent for this study, and we are ready as a group to move forward with an agreement with RDG Planning & Design, the same firm that did Washington's Comprehensive Plan in 2012.

Attached is the proposed agreement with RDG Planning & Design. The study is expected to cost \$25,000, our share of which is \$7,500, as was approved at the June 5 meeting.

**AGREEMENT FOR CONSULTING SERVICES BETWEEN
THE CITY OF WASHINGTON, IOWA
AND RDG SCHUTTE WILSCAM BIRGE, INC.**

This Agreement is entered into this _____ day of _____, 2018, by and between the City of Washington of Iowa, hereinafter referred to as "City" and RDG Schutte Wilscam Birge, Inc., 900 Farnam St., Suite 100, Omaha, Nebraska 68102, hereinafter referred to as the "Consultant."

WHEREAS, THE CITY has identified the need to prepare a Housing Market Study as a major community priority; and

WHEREAS, THE CITY is committed to a planning process that provides public and business involvement in the development of the plan; and

WHEREAS, THE CITY will work in collaboration with the cities of Kalona, Riverside, and Wellman to establish both local and regional housing strategies, and

WHEREAS, the Consultant has indicated a willingness to provide professional planning services to CITY in the preparation of this plan.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

Section One. Scope of Services

The Consultant agrees to provide in a complete and professional manner the work elements set forth in Attachment A: Scope of Services & Schedule, attached hereto and incorporated into this Agreement.

Section Two. Additional Services

2.1. If, during the progress or upon completion of the work outlined in the Scope of Services in this Agreement, it is desirable or necessary to cause the Consultant to perform additional services other than those outlined in the Scope of Services, an hourly schedule and reimbursable expense schedule may apply, or a fee may be negotiated.

2.2. Additional tasks may be added to this agreement by written amendment(s) at such time the City is prepared to proceed with each Task.

Section Three. Time of Performance

The schedule for completion of the project is shown on Attachment A: Scope of Services & Schedule.

Section Four. Responsibilities of The City

The City agrees to provide the Consultant with complete information and available maps and materials relevant to the completion of the services provided herein and to perform the services identified as the City's responsibility in Attachment A.

4.1. Access to Work. The City shall make best efforts to arrange access to and make provisions for the Consultant to enter upon public and private lands as required for the Consultant to perform such work as inventories, field surveys, and inspections in the development of the plan.

4.2. Records, Files, and Previous Planning Efforts. The City shall make all records and files relevant to the plan available to the Consultant as needed and furnish all reasonable and necessary assistance in the use of such records and files. In addition, the City shall make previous reports and market studies available to the Consultant, along with all other studies and work that provide information pertinent to the completion of the plan.

4.3. Mapping. The City will assist in gathering all available electronic maps in a form usable by the Consultant, including recent plats.

4.4. Consideration of Consultant's Work. The City shall give thorough consideration to all reports, drawings, and other documents presented for review by the Consultant and shall inform the Consultant of all decisions and comments within 30 days to avoid undue delays.

4.5. Meetings. The City shall provide logistical support for all meetings, including arranging for meeting places and notification of participants and citizens. The City shall further hold all required public hearings, serve all required notices, and fulfill all legal requirements associated with the project. The Consultant agrees to attend meetings as identified on Attachment A: Scope of Services and Schedule.

4.6. The City's Representative. The City's representative, Brent Hinson, City Administrator, or such other person as designated by the City, shall be responsible for the City's portion of the project management.

Section Five. Compensation and Method of Payment

5.1. Total compensation pursuant to the services specified in this Agreement, except as provided in Section 2.1, shall be in the sum of \$25,000.

5.2. Payment for services shall be made monthly in proportion to services performed.

5.3. All travel expenses for three (3) site visits are included in the fee. Additional visits will be billed at cost. Duplication costs for distribution of surveys, interim reports, and the draft plan document to staff and/or the public are the responsibility of the City and are not included in the fee. Consultant will provide the City with one digital and one hard copy of the final plan.

Section Six. Ownership of Materials

6.1. The City shall control all media releases or other publicity related to the completion of this project.

6.2. No report, map, or other document produced in whole or part under this agreement shall be the subject of a copyright application by the Consultants.

6.3. In addition to the one hard copy of the final plan referenced in Section 5.3., the Consultant agrees to provide the City with a digital copy of the document, including maps, and agrees that the City may make additional copies of the document or maps as needed. This plan and all end

products of this plan belong to the City of Washington and its partners, to be used at their discretion.

Section Seven. Assignment

The Consultant agrees that they are prohibited from assigning an interest in this agreement or delegating the performance of any of its duties hereunder without the written consent of the City.

Section Eight. Amendments

Either party to this Agreement may request an amendment or modification. Such amendment will not take effect unless incorporated into this Agreement by written amendment executed by both parties.

Section Nine. Nondiscrimination

In the execution of this Agreement, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, disability, national origin, age, marital status, or receipt of public assistance.

Section Ten. Termination

This agreement may be terminated by either party upon ten (10) days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the other. In the event of such termination, due to the fault of others than this firm, this firm shall be paid for services and expenses to the date of such termination.

The City may terminate this Agreement for the City's convenience and without cause upon giving the Consultant not less than ten (10) days written notice. Upon termination for convenience, the City shall pay Consultant its fees earned to the date of the notice of termination.

Section Eleven. Independent Contractor

In relationship to the City of Washington, Iowa, the status of the Consultant under and by virtue of this Agreement is that of independent contractor.

City of Washington, Iowa

By:

Brent Hinson, City Administrator

RDG Schutte, Wilscam, Birge, Inc

By:

Amy A. Haase, Senior Partner

ATTACHMENT A: SCOPE OF WORK & SCHEDULE

TASK I: Citizen Participation & Market Surveys

A. Technical Committee

A small group of officials from each city should be formed to help guide the process. They will meet regularly to provide feed-back and guidance to the planning process.

B. Market Survey

Built upon our understanding of regional and statewide housing issues, we will develop a general market survey for email distribution, with paper versions provided for distribution as appropriate. This survey will be slightly more technical in nature, gathering information on the current market and local/regional financing.

C. Target Market Surveys

In addition to the general community survey, RDG can develop targeted surveys, based on the most pressing needs in the County. The most common of these is a **Workforce Housing Survey**. A short survey that can be distributed to the city's largest employers. This can be done online, with paper copies also available. To generate a successful response, the survey must be concise, and quickly identify their housing needs and impediments.

D. Stakeholders/Key Person Interviews

RDG will conduct a two-day program of stakeholder group discussions. These small group discussions will last 60–90 minutes and will educate the planning team on the housing issues and opportunities. Participating groups may include:

- Lenders
- Builders and developers
- Employers
- Public sector – city and community representatives from each of Washington County's communities
- Realtors and property managers
- Development corporations, service providers, and nonprofit organizations
- Representatives from target markets
- Housing and social service providers
- Economic development agencies

At least one meeting will be held in each of the four communities. RDG will complement these group sessions with one-on-one interviews, often by telephone, to follow up and elaborate on issues that emerged during the group sessions.

E. Public Presentation

Following completion of Task IV, RDG will present study results to all city and community stakeholders. These include participants in the stakeholder groups, city officials, and other interested members of the public.

TASK II: Population & Market Analysis

The market analysis phase of the project examines detailed population and economic dynamics in Washington County and quantifies specific demands and markets. The most recent American County Survey and 2010 Census data will be used, and access to additional Washington County Assessor data will allow us to cross tabulate housing value, home ownership and demographic data into an atlas of the community.



A. Demographic and Economic Atlas of Washington County

The objective of this section will be to assemble and analyze basic data related to population trends and the economic health of Washington County. Components of this data that can be illustrated in an atlas format include:

- Population change
- Migration patterns, including migration and population change by age cohort
- Age composition
- Income distribution
- Employment characteristics
- Social statistics and family composition
- Property values, including relationships of land and improvement value (if data is available)
- Housing characteristics, including occupancy, values, affordability, and condition

Population change, income distribution and housing characteristics will be compared with other communities in the region and/or of similar size.

B. Market Assessment

We will use locally–provided data, national data sources, and our own projection modeling to complete housing and economic inventories and forecasts. The variables that we use and develop include:

- Population and development forecasts, based on demographic trends and development activity
- Development history and construction activity by price and type
- Housing cost trends, using Multiple Listing Service information if available, sales information and assessment trends
- Affordability analysis
- Projected housing demand for all types of housing, with a specific emphasis on affordable cost ranges
- Review of existing housing incentive programs for affordable housing
- Housing demand by occupancy type
- Housing demand by price point, pinpointing affordable housing needs both at present and projected
- Land demand by density classification/site analysis
- Special–population demands, including senior housing demand by price and occupancy
- Employment composition and change within the market area, identifying factors that could influence demand generated by predictable population change
- Review of the existing organizational structures in either the cities or the county relative to provisions for housing services
- Review of regulatory environment related to housing construction and affordable housing, including zoning and subdivision regulations

C. Regional Housing Market

An analysis of data on regional employment and housing demand. The analysis should include an extensive demographic analysis of this population to determine the type of housing most suitable to this market.

D. Individual Community Housing Profiles

RDG will provide community housing profiles for Kalona, Riverside, Washington, and Wellman. The level of analysis will depend in part on the size of the community, since some data sources are not available or not reliable for very small communities. Profiles will include an overview of today’s basic demographic & housing characteristics, such as:

- Population change



- Population characteristics such as income and age
- Housing Types & Age
- Housing Occupancy & Vacancy
- Housing Values & Affordability
- Housing development history (if construction data is available from the city)

Profiles will also include items from Task III, including:

- Physical review of housing
- Review of existing community plans (such as comprehensive plans)
- Opportunities Map

TASK III. Opportunities Map

During this step, RDG will complete an on-site field review of housing in Washington County. The purpose of this review will be to identify potential development and redevelopment areas in each of the communities. Community comprehensive plans will be reviewed to identify residential land use directions. Findings will be combined with citizen feedback gathered in Task I to create an Opportunities Map. This part of the process will include an analysis matrix of existing developments that are not fully built-out, examining size, available lots, lot costs, infrastructure service, and other factors.

TASK IV: Strategic Assessment, Housing Program and Implementation

Tasks I, II, and III identify Washington County's strategic housing resources, issues, and opportunities, providing the basis for a specific, results-oriented strategic housing program. Task IV of the document may address:

- Gaps in the market
- Organizational and housing delivery systems
- Program approaches
- Strategies for affordable housing
- Project financing and proformas
- Rehabilitation and neighborhood development
- Recommendations on existing platted subdivisions
- Regulatory approaches and strategies
- Supporting, services, and other issues
- Housing incentive programs and policies
- Financial resources available for implementation
- Comprehensive list of action items, including the responsible entity with capacity to implement each item

Task IV identifies action items and milestones to measure accomplishments and implementation progress. This will provide a detailed overview of potential funding sources and strategies designed to address the goals laid out within the plan. Recommendations may be made regarding incentives for construction of new affordable housing. In addition, organizational and regulatory recommendations will be made as needed to facilitate affordable housing construction. The plan will provide a strategic, milestone-based implementation program for addressing specific housing needs.

Task IV includes the production of the final housing study document, which will present all the above information and recommendations. This step concludes with a Stakeholder Presentation or Housing Summit that addresses the findings and results of the study (see Task I).



CLIENT RESPONSIBILITIES:

Throughout the process, RDG asks that the partner communities provide regular guidance and timely feedback to submission of items outlined above. In addition, we ask that the client also assist with the following specific logistical items:

Task I: Citizen Participation

- Identify and recruit individuals for technical committee (with guidance from RDG)
- Identify and recruit individuals for stakeholder groups (with guidance from RDG)
- Assist with distribution of surveys (e.g. – send survey to City e–mail list or newsletter, post on City website, and/or provide paper copies at City Hall)
- Identify and reserve locations for all meetings
- Attend all technical committee meetings and public presentation. Attend some stakeholder meetings as schedule allows.

TASKS II & III: Population & Market Analysis, Housing Profiles/Housing Inventory & Opportunities Map

- Provide RDG with available County/City documents and data (such as comprehensive plans, construction permit data, infrastructure maps, etc.)

TASK IV: Strategic Assessment, Housing Program and Implementation

- Provide local insight on capacity of local entities and organizations, and availability of local capital resources

SCHEDULE:

Month 1 – July

- Project Team Kick–Off and Coordination Meeting (Web–Conference)
- Prepare Survey(s) (Task I)

Months 2 – August

- Launch Surveys (Task I)
- Initial Population & Market Analysis, Housing Profiles (Task II)
- Technical Committee Meeting 1 (On–Site)

Months 3 – September

- Stakeholder/Key Person Interviews (Task I)
- Neighborhood and Housing Opportunity Analysis (Task III)
- Technical Committee Meeting 2 (On–Site)

Month 4 – October

- Survey Analysis (Task I)
- Completion of Population & Market Analysis, Housing Profiles (Task II)
- Technical Committee Meeting 3 (Web–Conference)

Month 5 – November

- Opportunities Map (Task III)
- Action Program & Financial Resource Assessment (Task IV)



- Initial Strategic Assessment and Housing Program/Incentive Recommendations (Task IV)
- Technical Committee Meeting 4 (Web–Conference)

Month 6 – December

- Draft Plan for review (Task IV)
- Public Presentation (On–Site)

Months 6–7

- Study Refinement & Delivery of Final Study (Task IV)
- Governing Body Approval process begins

