



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., WEDNESDAY, SEPTEMBER 5, 2018

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Wednesday, September 5, 2018 to be approved as proposed or amended.

Consent:

1. Council Minutes August 21, 2018
2. Bolton & Menk, Airport Taxilane for Fueling, \$2,793.85
3. PFM Financial Advisors, Professional Services – Issuance of Local Option Sales, Services and Use Tax Revenue Bonds, Series 2018B, \$20,383.88
4. Kevin Olson, Professional Services, \$752.67
5. Fareway Store #554, 301 N. Marion Avenue, Class E Liquor License (LE) **(renewal)**
6. Department Reports

Consent – Other:

Tricon Construction, Water Treatment Plant Improvements, \$360,370.20

Claims & Financial Reports:

Claims for September 4, 2018

SPECIAL PRESENTATION

Chamber of Commerce Requests for Craft Fair **September 8, 2018** and Craft Fair **September 7, 2019** and Flying Pigs Duathlon.

Main Street Washington Request for Sip & Shop Event on Thursday, September 27:

Main Street Washington, 100 Block of W. Main Street, 5 Day Class C Native Wine (WCN), **(new)**

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

UNFINISHED BUSINESS

PUBLIC HEARING

NEW BUSINESS

1. Discussion and Consideration of a Resolution Approving the Annual Street Financial Report.
2. Discussion and Consideration of FY18 Transfers – Total.
3. Discussion and Consideration of FY18 Annual Financial Report.
4. Discussion and Consideration of Disc Golf Expansion Layout.
5. Discussion and Consideration of a Proposal for Asphalt Patching.
6. Discussion and Consideration of Accept the Work and Final Payment of \$18,279.68 to Coleman Construction for ADA Sidewalk Repair Along 4th Avenue and Direct Staff to Bill Adjacent Property Owners for Their Share of the Projected Costs.
7. Discussion and Consideration of Authorizing Hotel/Motel Tax Committee Attendance at Eastern Iowa Tourism “Power of Travel Day”
8. Discussion and Consideration of a Street Lighting Resolution (Business Park Streetlights)
9. Discussion and Consideration of a Resolution Endorsing a Main Street Iowa Challenge Grant Application (Linda Lou’s Redevelopment)
10. Discussion and Consideration of a Resolution Approving and Adopting Preliminary Plans, Specifications, Plat, Schedule, and Estimate, and Providing for a Notice of Public Hearing on a Resolution of Necessity (East Washington Street Sidewalk)
11. Discussion and Consideration of a Resolution Establishing a City Hall/Police Project Committee and Confirming Appointments.
12. Discussion and Consideration of a Resolution Amending Personnel Policies (Expense Reimbursement Requests) –**Tabled 8/21/2018**
13. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 155.02 (International Electrical Code)
14. Discussion and Consideration of First Reading of an Ordinance Amending Chapters 65 & 69 (Traffic and Parking Regulations)
15. Discussion and Consideration of Authorizing Levy, Assessment, and Collection of Costs to Washington County Treasurer.

DEPARTMENTAL REPORT

Police Department

City Attorney
City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor
Brendan DeLong
Steven Gault
Elaine Moore
Danielle Pettit-Majewski
Fran Stigers
Millie Youngquist

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 08-21-2018

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 August 21, 2018 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Absent: none.

Motion by Gault, seconded by Moore, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, August 21, 2018 be approved as proposed. Motion carried.

Consent:

1. Council Minutes August 7, 2018
2. Council Minutes April 3, 2018 (amended)
3. IMWCA, Work Comp Premium, Installment #2, \$7,080.00
4. Design Alliance, Fire Station Project, \$10,125.10
5. G & R Miller, Fire Station Utilities and Grading, Pay Application No. 2, \$114,306.30
6. Utility Equipment Company, Fire Hydrants, \$5,700.00
7. Fox Engineering, WWTP Nutrient Reduction Strategy, \$2,681.95
8. Fox Engineering, Well #6 Pump Replacement, \$570.50
9. Fox Engineering, Water Treatment Plant Improvements, \$18,512.70
10. Fox Engineering, South Elevated Water Storage Tank Improvements, \$591.25
11. Fox Engineering, SE Basin I & I Reduction, \$5,481.00
12. Fox Engineering, City Hall Interceptor Reroute, \$1,800.00
13. Terracon, Fire Station Building Project, \$1,450.75
14. Terracon, Water Treatment Plant Improvements, \$1,803.50
15. St. James Fall Festival, Class B Beer (BB) (Included Wine Coolers), Outdoor Service, Sunday Sales, **(new)**
16. Moore's BP Amoco, 1061 W. Madison Street, Class C Beer Permit (BC), Sunday Sales, **(renewal)**
17. Dollar General, 1506 E. Washington Street, Class C Beer Permit (BC), Class B Wine Permit, Sunday Sales, **(renewal)**
18. Dollar General, 1506 E. Washington St., Change of Ownership (a new director). **(new)**
19. Lebowski's Rock N Bowl, 1601 E. Washington Street, Change of Ownership, **(new)**
20. Unc & Neph's, 1015 W. Madison Street, Class C Liquor License (LC) (Commercial), Outdoor Service, Sunday Sales, **(renewal)**
21. Department Reports

Consent – Other:

1. Tricon, Water Treatment Plant Improvements, \$257,966.35
2. Terracon, Wellness Park, \$4,054.00

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

Motion by Pettit-Majewski, seconded by Moore, to approve the consent – other. Gault voted “no”. DeLong abstained with conflict. Motion carried.

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

Motion by Gault, seconded by Pettit-Majewski, to approve the financial reports for July, 2018. Motion carried.

Motion by DeLong, seconded by Pettit-Majewski, to approve the request from the Washington High School for police escort of the marching band to football games and the route for the Homecoming Parade. City Administrator and the police will work with Halcyon House on details of Homecoming Parade route by Halcyon House. Motion carried.

Motion by Gault, seconded by Moore, to approve the parking closure for grand opening event at 122 W. 2nd Street on Friday September 7 from 4:30 p.m. to 7:00p.m. Motion carried.

Motion by DeLong, seconded by Gault, to approve the request from Relay for Life for June 22, 2019 for use of Central Park and closure of inside street parking blocked around the Park. Motion carried.

Motion by Pettit-Majewski, seconded by Gault, to approve the request from SoEast Iowa Folk Music Club for closure of parking in front of Mills Seed Building, 212 N. Iowa Avenue on Saturday, August 25. Motion carried.

Motion by Moore, seconded by Youngquist, to approve the request from Latta Harris, LLP for closure of parking spaces for their Alive After 5 event on Tuesday, August 28, 2018 from 5:00 p.m. to 7:00 p.m. Motion carried.

Washington Police Lieutenant Ron See presented letters of appreciation and gift certificates to the Corner Creamery to a group of young people in recognition of them finding and turning in a wallet and money at the Washington County Fair.

Presentations from the Public:

Michael Murphy, rural Brighton resident, came before council with a question on the order of the council agenda.

Karen Bates Chabal, a city resident, came before council to speak in support of keeping the recycling program.

Motion by Gault, seconded by Stigers, to untable discussion and consideration of a Resolution Amending Contract for Operation of 28E Recycling Center. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

After discussion, motion by Moore, seconded by Pettit-Majewski, to approve the Resolution Amending Contract for Operation of 28E Recycling Center. Roll call on motion: Ayes: Moore, Pettit-Majewski, Stigers, Youngquist. Nays: DeLong, Gault. Motion carried. **(Resolution No. 2018-103)**

Motion by DeLong, seconded by Moore, to approve the Resolution Releasing Funds as Per Downtown Investment Grant Agreement with Greiner Buildings, Inc. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-104)**

Motion by Pettit-Majewski, seconded by Stigers, to approve the Resolution Releasing Funds as Per Downtown Investment Grant Agreement with DW Developments, LLC. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-105)**

Motion by DeLong, seconded by Gault, to approve the Resolution Approving the site plan for Jim Schrier’s Business Park Building. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-106)**

Motion by DeLong, seconded by Gault, to approve the Resolution Approving Preliminary Plat for Pennsylvania Town Homes Subdivision. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-107)**

Motion by Gault, seconded by Pettit-Majewski, to approve the Resolution Approving Final Plat for Pennsylvania Town Homes Subdivision. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-108)**

Motion by Pettit-Majewski, seconded by Stigers, to approve the Resolution Supporting a Brownfield/Grayfield application for Redevelopment of the Property at 123 E. 2nd Street. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-109)**

Bids received for the Fire Station Building Project:

Base Bid + Alternate A, B, & C

Bushong Construction	\$2,474,900.00
Point Builders	\$2,827,727.00
SG Construction	\$2,581,303.00
Selzer Werderitsch	\$2,799,100.00
Tricon	\$2,736,500.00

Motion by Pettit-Majewski, seconded by Moore, to approve the Resolution Awarding Bid for the Fire Station Building Project to Bushong Construction in the bid amount of \$2,474,900.00. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-110)**

Motion by Gault, seconded by Pettit-Majewski, to table Discussion and Consideration of a Resolution Amending Personnel Policies (Expense Reimbursement Requests). Roll call on motion to table: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Bids received for a new marked patrol car:

State Bid	\$27,442.46
Capper Auto Group	\$28,150.68
Mincer Ford	\$28,723.00

Motion by Moore, seconded by Youngquist, to approve purchase of the 2019 Ford Police Interceptor from Capper Auto Group for \$28,150.68 and the Keltec Upfit cost of \$8,409.98 for a total cost of \$36,560.66. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by DeLong, seconded by Gault, to approve the Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-111)**

Motion by Stigers, seconded by Gault, that the Regular Session held at 6:00 P.M., Tuesday, August 21, 2018, be adjourned. Motion carried.

Illa Earnest, City Clerk



Real People. Real Solutions.

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

To Ensure Proper Credit, Provide Invoice Numbers with Payment



City of Washington
 Washington Airport Commission
 Kevin Erpelding, Chairman
 215 East Washington
 Washington, IA 52353

July 31, 2018
 Project No: T51.115132
 Invoice No: 0221230

Washington Airport/Taxilane for Fuelling

Design and Construct Taxilane for Fueling Access

Design Phase (001)

Preliminary Layout, Design Survey, Soils Report and Design - Ready for Bidding

Fee

Total Fee	43,120.00		
Percent Complete	98.00	Total Earned	42,257.60
		Previous Fee Billing	39,886.00
		Current Fee Billing	2,371.60
		Total Fee	2,371.60
		Total this Task	\$2,371.60

Grant Administration (003)

Assist with Grant Application, Grant Administration, DBE and Project Closeout

Fee

Total Fee	5,630.00		
Percent Complete	92.50	Total Earned	5,207.75
		Previous Fee Billing	4,785.50
		Current Fee Billing	422.25
		Total Fee	422.25
		Total this Task	\$422.25
		Total this Invoice	\$2,793.85

301-6-6020-6793

~~002-6-2080~~ Initials *DET*

EXP. Ramp - Fuel

Vender # _____ Date Rec. 8-22-18

Due Date _____ Inv # _____



Date	Invoice Number
August 20, 2018	100704
Payment Terms	Due Date
Upon Receipt	August 20, 2018

Bill To:
Brent Hinson
City of Washington, Iowa
215 E. Washington Street
Washington, IA 52353-2024

Company Address:
1735 Market Street
43rd Floor
Philadelphia, PA 19103
+1 (215) 567-6100

Federal Tax ID: 81-1642787

Remittance Options:

Via ACH (preferred):

PFM Financial Advisors LLC
Bank Name: M&T Bank
ACH# (ACH): 031302955

Account #: 9865883681

Via Wire:

Bank Name: M&T Bank
ABA# (Wire): 022000046
Account #: 9865883681

Via Mail:

PFM Financial Advisors LLC
P.O. Box 65117
Baltimore, MD 21264-5117
United States of America

RE: Professional Services Related to the Issuance of Local Option Sales, Services and Use Tax Revenue Bonds, Series 2018B

Professional Fees	\$20,250.00
Expenses	\$133.88
Total Amount Due	<u>\$20,383.88</u>

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

August 31, 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 in August, 2018

TOTAL HOURS	6.5 hours (reg) 1.25 hours (Court)
TOTAL MILES	132 miles
Hourly Rate	\$90/hour- Reg \$75/hour - Court
Mileage Rate	\$0.56 per mile
TOTAL INVOICE FOR AUGUST, 2018	\$752.67

Applicant License Application (LE0001759)

Name of Applicant:	<u>Fareway Stores, Inc.</u>				
Name of Business (DBA):	<u>Fareway Stores, Inc. #554</u>				
Address of Premises:	<u>301 North Marion Avenue</u>				
City	<u>Washington</u>	County:	<u>Washington</u>	Zip:	<u>52353</u>
Business	<u>(319) 653-5064</u>				
Mailing	<u>2300 Industrial Park Road</u>				
City	<u>Boone</u>	State	<u>IA</u>	Zip:	<u>50036</u>

Contact Person

Name	<u>Tracey Wilson</u>		
Phone:	<u>(515) 433-5336</u>	Email	<u>twilson@farewaystores.com</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 03/01/2019

Expiration Date:

Privileges:

Class E Liquor License (LE)

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>XXXXXXXXXX</u>	Federal Employer ID	<u>XXXXXXXXXX</u>

Ownership

Fred E Vitt Control Trust

First Name: Fred E **Last Name:** Vitt Control Trust
City: Boone **State:** Iowa **Zip:** 50036
Position: Trust
% of Ownership: 10.87% **U.S. Citizen:** Yes

Garrett S Piklapp

First Name: Garrett S **Last Name:** Piklapp
City: Huxley **State:** Iowa **Zip:** 50124
Position: Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Fareway Control Trust

First Name: Fareway **Last Name:** Control Trust
City: Boone **State:** Iowa **Zip:** 50036
Position: Trust
% of Ownership: 55.88% **U.S. Citizen:** Yes

**Various Individuals & Trust each
holding less than 5%**

First Name: Various Individuals & Trust **Last Name:** each holding less than 5%

City: Unknown **State:** Iowa **Zip:** 55555

Position: Stockholders

% of Ownership: 33.25% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Merchants Bonding Company</u>	
Policy Effective Date: <u>03/01/2018</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

MAINTENANCE & CONSTRUCTION DEPT. REPORT

8-11-18/8-24-18

STREETS: Personnel cold mixed a few areas, as well as blading a few alleys and added rock as needed. Street Sweeper operated. Personnel poured 9 yards of concrete located at South Ave B-East Van Buren and by the M/C building for the generator pad.

WATER DISTRIBUTION: Personnel repaired a water box located at 420 South Ave C. Personnel repaired a 6 inch gate valve entailing a 6 inch tee and a 3-way hook up located in the 600 block of North 6th Ave, also repaired a leaking 6 inch gate valve located in same vicinity. Personnel assisted De Long's with the raw water line repair on the north side of the Water Treatment Plant. Personnel repaired a water main break located at 220 East 3rd St (4 inch CIP) making the 16th water main break of 2018.

SEWER COLLECTION: Personnel jetted and televised sanitary sewer mains in accordance to the South East Basin project set for next spring, determining if an area needed I/I work.

STORM SEWER COLLECTION: Personnel unplugged intakes after an inch of rain. Personnel used the jet and root cutter at South Iowa-East Van Buren St.

MECHANIC/SHOP: Personnel serviced Tanker (park brake), PD 97 (rotate tires, check brakes and reseal oil cooler lines), PD 696 (door hinge and checked warranty so a new door hinge was ordered), Sweeper, 601 (New batteries and repaired damaged wires under hood), 611 (install new steer gear and install bumper), FD Tanker (loose park brake valve and assembled to the dash), K-9 Unit (check A/C), PD 96 (diagnosis stuck in park issue-replaced both shift cables), FD Brush truck (service engine and pump motor) and took FD 3 to Mincers for warranty.

OTHER: Personnel responded to 67 One Call Locates. Yard waste and brush pick up continued. Personnel hauled numerous loads of sand and rock 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.

Elm Grove & Woodlawn Cemeteries

Council Report for August 2018

By Nicholas Duvall

We mowed each cemetery four times during August. I also sprayed weeds once during August. We also have been trimming trees, and mulching trees around Elm Grove. We also have been painting the red bricks that identify each row, and replacing the ones that are broken. We have also been putting together recycling carts on rainy days. We have been hauling dirt to settled graves and getting the tree removal areas ready to seed. I surveyed the progress on the tree removal by Brown's Tree Service, and put together the list of next 30 trees. These 30 trees were marked out and sent out for bids, so we can review them at our next EAB meeting on 9/13. We also had one summer employee go back to college, as his last day was 8/22. I worked on cemetery records also.

We have had 9 funerals at Elm Grove this month, 58 funerals total so far this year. This month we plan to continue with funeral services, hauling dirt, settling graves, getting ready to seed areas, mowing and trimming, mulching, and work on flag pole holes for the Memorial Day flags (several to replace as they are not straight, and adding new ones). We will also be working on cemetery records updating as time allows.

CITY OF WASHINGTON

CLAIMS REPORT FOR SEPTEMBER 5, 2018

POLICE

ALLIANT ENERGY	ALLIANT ENERGY	280.64
AMAZON CAPITAL SERVICES	LITHIUM BATTERIES	63.98
BARRON MOTOR SUPPLY	PART	3.23
CAPPER CHRYSLER DODGE JEEP RAM	PARTS	53.62
CHARLES CAPPER AUTO CENTER INC	PARTS	87.22
CINTAS CORP LOC. 342	RUG SERVICE	35.79
MARCO, INC.	COPIER CHARGES	347.91
QUILL	LATERAL FILE	554.99
SUNSET LAW ENFORCEMENT	AMMUNITION & TRAINING SUPP	2130.60
UPS	SHIPPING FEES	9.76
VISA	SOFTWARE, CAR WASHES	1759.46
WAL-MART	VEHICLE SUPPLIES	42.61
WASH CHAMBER OF COMMERCE	LEADERSHIP WASH FEES - ADAM	250.00
WASH CO CLERK OF COURT	COURT COST	60.00
	TOTAL	5679.81

FIRE

ALLIANT ENERGY	ALLIANT ENERGY	561.28
BUSINESS RADIO SALES INC	SERVICE CALL,REPLACE RADIO	758.90
GALINSKI, SHAWN	DEWALT 12V COMPACT IMPACT DRIVER	127.98
TOYNE INC	BLUE LED LIGHT	398.64
WASHINGTON RENTAL	BRAKE CABLE	25.01
	TOTAL	1871.81

DEVELOP SERV

GREINER DISCOUNT TIRES	TIRE REPAIR	19.00
MARK'S SANITATION	TRASH ABATEMENT	70.00
WAL-MART	SAFETY SUPPLIES & COMP. PA	149.00
	TOTAL	238.00

LIBRARY

ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
BAKER & TAYLOR	LIBRARY MATERIALS/BOOKS	807.73
CINTAS CORP LOC. 342	RUG SERVICE	62.19
J & S ELECTRONIC BUSINESS SYSTEMS, INC	COPIER MAINTENANCE	198.45
RECORDED BOOKS LLC	LIBRARY MATERIALS	35.99
STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	221.36
VISA	PROGRAMMING & POSTAGE	21.52
WCDC INC	WINDOW WASHING	30.00
	TOTAL	1421.24

PARKS

ALLIANT ENERGY	ALLIANT ENERGY	2304.95
HY-VEE	FLOWERS	330.84
	TOTAL	2635.79

POOL

ALLIANT ENERGY	ALLIANT ENERGY	4643.92
	TOTAL	4643.92

CEMETERY

ALLIANT ENERGY	ALLIANT ENERGY	126.49
	TOTAL	126.49

FINAN ADMIN

ALL AMERICAN PEST CONTROL
 ALLIANT ENERGY
 CDW GOVERNMENT
 CINTAS CORP LOC. 342
 EBERT SUPPLY CO.
 IMPRESSIONS COMPUTERS, INC
 PURCHASE POWER
 ROTARY CLUB OF WASHINGTON
 UNITED STATES TREASURY
 VISA
 VIVIAL
 WASH CHAMBER OF COMMERCE
 ZYSKOWSKI, RAFAL

PEST CONTROL 44.00
 ALLIANT ENERGY 580.67
 SURFACE PRO COVER-PETTIT-M 107.60
 RUG SERVICE 162.24
 CLEANING SUPPLIES 114.90
 ASSIST W/POSTAGE MACHINE/MAINT 863.25
 POSTAGE FEES 1508.95
 MEALS & DUES 167.30
 2018- PCORE FEE 113.20
 LEAGUE OF CITIES MTR & LOD 569.00
 PUBLICATION CHARGES 50.15
 LEADERSHIP WASH FEES - WAGLER 250.00
 REFUND OF PEDDLER'S DEPOSIT 100.00
TOTAL 4631.26

AIRPORT

CLOUDBURST 9
 SORRELL GLASS

INTERNET SERVICE 72.09
 WINDOW REPAIR 311.89
TOTAL 383.98

ROAD USE

ALTORFER
 CHARLES CAPPER AUTO CENTER INC
 CHEMSEARCH
 DOUDS STONE LLC
 GREINER BUILDINGS INC.
 L L PELLING CO
 RIVER PRODUCTS COMPANY, INC.
 TIFCO INDUSTRIES
 WASHINGTON LUMBER

EQUIPMENT RENTAL 252.00
 PARTS 507.15
 FUEL TREATMENTS 495.00
 ROADSTONE 132.33
 CITY'S PORTION OF SIDEWALK 440.00
 PRE-MIX 657.05
 ROADSTONE 247.14
 INDUSTRIAL HEAT GUN 175.49
 REZI-WELD 295.68
TOTAL 3201.84

STREET LIGHTING

ALLIANT ENERGY
 MARIE ELECTRIC INC.

ALLIANT ENERGY 519.25
 STOP LIGHT REPAIRS 2312.24
TOTAL 2831.49

LOST DEBT SERVICE FUND

BANKERS TRUST

BANK FEES FOR 2018B ISSUE 300.00
TOTAL 300.00

CAPITAL PROJECTS

FERGUSON WATERWORKS# 2516
 MARK'S SANITATION
 MILLER & SONS LTD

METER 838.87
 DUMPSTER & DUMPING FEES 511.45
 SEWER CAMERA USE-BLAIR HOUSE 235.00
TOTAL 1585.32

SIDEWALK REPAIR/REPLACE

GREINER BUILDINGS INC.

SIDEWALK REPLACEMENT PROGR 1632.00
TOTAL 1632.00

TREE REMOVAL/REPLACE

MIDWEST TREE SERVICE INC

GRIND STUMPS FROM STORM 384.00
TOTAL 384.00

LIBRARY GIFT

BAKER & TAYLOR

LIBRARY MATERIALS/BOOKS 868.26

	TOTAL	868.26
WATER PLANT		
ALLIANT ENERGY	ALLIANT ENERGY	5465.97
CARROLL, SUSAN	MILEAGE REIMBURSEMENT	15.26
FERGUSON WATERWORKS# 2516	METERS	4472.63
HARN R/O SYSTEMS INC.	FILTER ELEMENTS	786.74
POSTMASTER	BULK MAILING WATER BILLS	785.40
REED-JOHNSON, MARY E	WATER DEPOSIT REFUND	57.36
STATE HYGIENIC LAB	TESTING	117.00
TYLER TECHNOLOGIES	SOFTWARE SUPPORT	4255.30
WATER SOLUTIONS UNLIMITED	CHEMICALS	6051.04
	TOTAL	22006.70
WATER DIST		
ALLIANT ENERGY	ALLIANT ENERGY	157.10
CINTAS FIRST AID & SAFETY	FIRST AID KIT SUPPLIES	200.11
GREINER DISCOUNT TIRES	TIRE REPAIR	42.25
IOWA ONE CALL	SERVICE	88.70
SCHIMBERG CO.	COUPLINGS	264.00
VISA	CHARGES	2.03
	TOTAL	754.19
SEWER PLANT		
ALLIANT ENERGY	ALLIANT ENERGY	64.10
CENTRAL IOWA DISTRIBUTING	SAFETY GLOVES	381.95
CUSTOM IMPRESSIONS INC	SHIPPING USEPA DMR PKT	10.48
TESTAMERICA LABORATORIES INC	TESTING FEES	1870.50
TIFCO INDUSTRIES	O RINGS FOR PUMPS	44.62
TYLER TECHNOLOGIES	SOFTWARE SUPPORT	4255.30
	TOTAL	6626.95
SEWER COLLECT		
SCHIMBERG CO.	COUPLINGS AND PLUGS	1521.40
WAL-MART	SAFETY SUPPLIES & COMP. PA	59.00
	TOTAL	1580.40
SANITATION		
WEMIGA WASTE INC.	AUGUST SERVICES	3500.00
LUKE WASTE MANAGEMENT	BULK WASTE & RECYCLING/BULKY TAGS	28607.25
PENCIL, CHARLOTTE	TRASH STICKER REFUND	37.50
WASH CO HUMANE SOCIETY	AUGUST CONTRIBUTIONS	385.56
	TOTAL	32530.31
	TOTAL	95933.76

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

CLAIMS REPORT 9/05/2018

LIBRARY/LIBRARY GIFT
WALDMART - PROGRAMMING SUPPLIES
ENDICIA FEES - POSTAGE FEE

11.57
9.95

FIN ADMIN
EMBASSY SUITES DES MOINES - LODGING HISTORIC PRESERVATION CONFERENCE
IOWA LEAGUE OF CITIES - 2018 CONFERENCE REGISTRATION - MOORE AND ROSIEN

159.00
410.00

569.00

POLICE
AMZ*BOB JOHNSON'S CO - REFURBISHED TOUGHBOOK - CHIEF VEHICLE
SOFTWARE PORTS - MICROSOFT OFFICE PROFESSIONAL - UNIT 101
VARIDSK - STAND UP DESK FOR RON
UPTOWN AUTO WASH
XS SIGHTS - FLIP-UP SIGHTS W/CSAT & TRITIUM STRIPE

21.52
924.97
54.99
500.00
10.00
269.50

PARKS/POOL

-

CEMETERY

1,759.46

AIRPORT

-

ROAD USE

-

FIRE

-

SEWER PLANT

-

DEVELOP SERVICES

-

SANITATION

-

WATER PLANT/WATER DIST
INTEREST CHARGE

2.03

2.03

2,352.01

Grand Total

**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

September 4, 2018

Washington City Council,

The Chamber of Commerce would like to ask for your support of the upcoming Craft Fair on September 8th, now celebrating our 29th year. The event will be held downtown from 9am – 3pm in Central Park and we are seeing a record number of vendors, with approximately 90 booths that will be open this upcoming Saturday.

I would like to request the use of the street and parking area to the west side of Central Park so that we can put the 4 food vendors on the street and protect the grass (northbound lane of traffic and parking closest to the park and center lane). It also allows us to provide a designated eating area for the hundreds of attendees.

We also would like to request parking be closed off on the North side of the square on Main Street until 8:45 am. This would be the lane going west bound. The Flying Pigs Duathlon will be ending their race in this lane. Teri Hartzler has already been to city council to request the road closures but I just want to be sure we have this street clear for runners coming back to the main YMCA to end the race.

I would also like your blessing to begin planning for next year's Craft Fair to be held at the same time and location on September 7, 2019.

With the blessing of the City Council, the Chamber would like to request the street closures for the above named events. We are excited for the upcoming activities in our community.

If there are any questions or concerns regarding this proposal, we would encourage you to express those at this time.

Thank you for your consideration,

A handwritten signature in cursive script that reads 'Michelle Redlinger'.

Michelle Redlinger
Executive Director

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

City Street Financial Report

8/20/2018 1:34 PM
Fiscal Year
2018
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City Name
WASHINGTON

Cover Sheet

Now therefore let it be resolved that the city council WASHINGTON, Iowa
 (City Name)

On _____ did hereby approve and adopt the annual
 (month/day/year)

City Street Financial Report from July 1, 2017 to June 30, 2018
 (Year) (Year)

Contact Information

Name	E-mail Address	Street Address	city	ZIP Code
Kelsey Brown	kbrown@washingtioniowa.net	215 East Washington	Washington	52353-0000
Hours	Phone	Extension	Phone(Alternative)	
8:00 A.M.-5:00 P.M.	319-653-6584	0000000122	319-653-6585	

Preparer Information

Name	E-mail Address	Phone	Extension
Kelsey Brown	kbrown@washingtioniowa.gov	319-653-6584	0000000122

Mayor Information

Name	E-mail Address	Street Address	city	ZIP Code
Jaron Rosien - Mayor	jrosien@washingtioniowa.net	215 East Washington	Washington	52353-0000
Phone	Extension			
319-653-6584				

Resolution Number _____

 Signature Mayor

 Signature City Clerk

City Street Financial Report

8/20/2018 12:33 PM
Fiscal Year
2018
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City Name
WASHINGTON

Summary Statement Sheet

Column 1 **Column 2** **Column 3** **Column 4**
Road use **Other Street** **Street Debt** **Totals**
Tax Fund **Monies**

Round Figures to Nearest Dollars

Column 1 **Column 2** **Column 3** **Column 4**
Road use **Other Street** **Street Debt** **Totals**
Tax Fund **Monies**

Round Figures to Nearest Dollars

A. BEGINNING BALANCE				
1. July 1 Balance	\$87,480	\$660,019	\$80,433	\$827,932
2. Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0
3. Adjusted Balance	\$87,480	\$660,019	\$80,433	\$827,932
B. REVENUES				
1. Road Use Tax	\$927,070			\$927,070
2. Property Taxes		\$0	\$0	\$0
3. Special Assessments		\$0	\$0	\$0
4. Miscellaneous		\$89,174	\$0	\$89,174
5. Proceeds from Bonds, Notes, and Loans		\$0	\$0	\$0
6. Interest Earned		\$0	\$0	\$0
7. Total Revenues (Lines B1 thru B6)	\$927,070	\$89,174	\$0	\$1,016,244
C. Total Funds Available (Line A3 + Line B7)				
	\$1,014,550	\$749,193	\$80,433	\$1,844,176

EXPENSES				
D. Maintenance				
1. RoadWay Maintenance	\$0	\$0	\$0	\$0
2. Snow and Ice Removal	\$0	\$0	\$0	\$0
E. Construction, Reconstruction and Improvements				
1. Engineering	\$0	\$0	\$0	\$0
2. Right of Way Purchased	\$0	\$0	\$0	\$0
3. Street/Bridge Construction	\$0	\$0	\$0	\$0
4. Traffic Services	\$0	\$0	\$0	\$0
F. Administration				
	\$0	\$0	\$0	\$0
G. Equipment				
	\$0	\$0	\$0	\$0
H. Miscellaneous				
		\$0	\$0	\$0
J. street Debt				
1. Bonds, Notes and Loans -Principal Paid	\$0	\$0	\$0	\$198,606
2. Bonds, Notes and Loans - Interest Paid	\$0	\$0	\$0	\$4,511
TOTALS				
K. Total Expenses (Lines D thru J)	\$0	\$0	\$0	\$0
L. Ending Balance (Line C-K)	\$1,014,550	\$749,193	\$80,433	\$1,844,176
M. Total Funds Accounted For (K + L = C)	\$1,014,550	\$749,193	\$80,433	\$1,844,176

City Street Financial Report

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Fiscal Year
2018
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City Name
WASHINGTON

Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
190---Other Miscellaneous	\$2,325.00	\$0.00
194---General Fund Transfers	\$86,849.00	\$0.00
Line B4 Totals	\$89,174.00	\$0.00

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
Line H Totals		

City Street Financial Report

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Fiscal Year
2018
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City Name
WASHINGTON

Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Street Improvements	103	07/01/2013	\$250,000	100	2018	\$48,714	\$48,714	\$365	\$48,714	\$365	\$0
<input type="checkbox"/>	General Obligation	Street Improvements	104	07/01/2014	\$250,000	100	2019	\$99,784	\$49,892	\$1,646	\$49,892	\$1,646	\$49,892
<input type="checkbox"/>	General Obligation	Street Improvements	105	07/21/2015	\$250,000	100	2019	\$150,000	\$50,000	\$1,250	\$50,000	\$1,250	\$100,000
<input checked="" type="checkbox"/>	General Obligation	Street Improvements	106	04/19/2016	\$200,000	100	2021	\$200,000	\$50,000	\$1,250	\$50,000	\$1,250	\$150,000
New Bond Totals					\$200,000	\$200,000	Totals	\$498,498	\$198,606	\$4,511	\$198,606	\$4,511	\$299,892

City Street Financial Report

City Name
WASHINGTON

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Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

Check here if there are no entities for this year

Project Final Costs Sheet (Section A)

1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
-------------------	-------------------	-----------------	--------------------	---

Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/ Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
-------------------	--------------------	-------------------	-----------------------------	----------	---------------	---------------	--------------	-----------

City Street Financial Report

8/20/2018 12:33 PM
Fiscal Year
2018
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City Name
WASHINGTON

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
340	2011	Vacstar Vactrailer VS800DT	\$16,375	\$0		\$0		Yes	NOCH
113	1998	GMC C7500 dump truck	\$0	\$0		\$0		Yes	NOCH
337	1970	Massey Ferguson tractor	\$0	\$0		\$0		Yes	NOCH
330	2011	John Deere 310SJ back hoe	\$79,000	\$0		\$0		Yes	NOCH
155	2003	EDCO concrete grinder	\$0	\$0		\$0		Yes	NOCH
144	1986	Chevrolet tank truck	\$0	\$0		\$0		Yes	NOCH
139	1988	Cimline concrete saw	\$0	\$0		\$0		Yes	NOCH
134	2001	Caterpillar grader	\$0	\$0		\$0		Yes	NOCH
133	1997	John Deere loader	\$0	\$0		\$0		Yes	NOCH
132	1950	Massey-Harris tractor	\$0	\$0		\$0		Yes	NOCH
131	2001	John Deere loader	\$0	\$0		\$0		Yes	NOCH
117	2000	GMC C7500 dump truck	\$0	\$0		\$0		Yes	NOCH
111	1995	Ford F700 dump truck	\$0	\$0		\$0		Yes	NOCH
104	2002	Ford F150 Ext pick up	\$0	\$0		\$0		Yes	NOCH
103	2002	Ford F250 pick up	\$0	\$0		\$0		Yes	NOCH
102	2001	For F150 XLT pick up	\$0	\$0		\$0		Yes	NOCH
1051	2007	EZ Liner streetline painter	\$0	\$0		\$0		Yes	NOCH
1061	1996	Berry tar kettle	\$0	\$0		\$0		Yes	NOCH
631	1986	Sullair air compressor	\$0	\$0		\$0		Yes	NOCH

City Street Financial Report

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City Name
WASHINGTON

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
119	2009	International 7400 dump truck		\$0	\$0		\$0	Yes	NOCH
004	1997	Ford F-150		\$0	\$0		\$0	Yes	NOCH
301	2007	Ford F-550 dump truck		\$0	\$0		\$0	Yes	NOCH
302	1996	Ford F-250		\$0	\$0		\$0	Yes	NOCH
303	2001	Ford F-150		\$0	\$0		\$0	Yes	NOCH
304	1990	Ford F-250		\$0	\$0		\$0	Yes	NOCH
311	1992	International 4900 dump truck		\$0	\$0		\$0	Yes	NOCH
335	1998	Sewer Equip - sewer jet		\$0	\$0		\$0	Yes	NOCH
601	2007	Ford F-550 dump truck		\$0	\$0		\$0	Yes	NOCH
602	1989	Ford F-250 utility box		\$0	\$0		\$0	Yes	NOCH
611	2000	GMC C-7500 dump truck		\$0	\$0		\$0	Yes	NOCH
630	2011	John Deere 310SJ backhoe	\$79,000	\$0		\$0		Yes	NOCH
635	1994	Homelite generator		\$0	\$0		\$0	Yes	NOCH
137	2010	Elgin Pelican Sweeper	\$133,000	\$0		\$0		Yes	NOCH
105	2013	Chevrolet 2500HD Silverado 4X4	\$26,478	\$0		\$0		Yes	NOCH
1050	2013	EZ Liner Street Painter - walk behind	\$3,197	\$0		\$0		Yes	NOCH
	2000	International 4900	\$7,750	\$0		\$0		Yes	NOCH
	1999	International Dump Truck	\$19,500	\$0		\$0		Yes	NOCH
340	2011	Vacstar Vactrailer VS800DT	\$16,375	\$0		\$0		Yes	NOCH
	2015	Ford F250 flatbed	\$26,316	\$0		\$0		Yes	NOCH

IOWADOT
Form 517007 (5-2018)
Office of Local Systems
Ames, IA 50010

City Street Financial Report

City Name
WASHINGTON

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Explanation Sheet

Comments

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City Street Financial Report

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2018
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City Name
WASHINGTON

Monthly Payment Sheet

Month	Road Use tax Payments
July	\$94,136.68
August	\$97,290.31
September	\$94,997.08
October	\$62,456.05
November	\$83,925.56
December	\$72,774.63
January	\$60,615.32
February	\$102,148.98
March	\$64,709.26
April	\$35,337.03
May	\$87,275.45
June	\$71,403.64
Totals	\$927,069.99

*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*

Memorandum

August 22, 2018

To: Mayor & City Council
Cc: City Administrator & City Clerk

From: Kelsey Brown
Finance Director

Re: FY18 Year End Transfers

It was discovered during the audit that I made a mistake on the classification of 2 of the transfers out. I have highlighted the corrected transfers. The bottom line numbers did not change, just the funds that were listed.

Transfers In		Transfers Out				
Acct Number	Category	Amount	Notes	Acct Number	Category	Amount
001-4-1010-4-4830	Police TRF In	305,000.00	LOST per ballot	121-6-6020-6910	LOST TRANSFER OUT	305,000.00
001-4-1090-4-4830	Animal Cont TRF I	1,000.00		670-6-8040-6910	SANITATION TRSF OUT	1,000.00
001-4-1050-4-4830	Fire TRF In	132,500.00	LOST per ballot	121-6-6020-6910	LOST TRSF OUT	132,500.00
001-4-6020-4-4830	Clerk TRF In	558,639.89	Employee Benefits	112-6-6020-6910	EMPLOYEE BENEFITS	558,639.89
		197,639.62	LOST per ballot for minibus	121-6-6020-6910	LOST TRSF OUT	197,639.62
		12,671.38	Repay GF (2006 TIF Revenue Bond)	132-6-6020-6910	UR 5 TRSF OUT	12,671.38
		76,259.78	Emergency	114-6-6020-6910	EMERGENCY TRS OUT	76,259.78
		20,000.00	Riverboat CP for outside entity payments	305-6-6020-6910	RFCP TRS OUT	20,000.00
		<u>1,303,710.67</u>				
011-4-6020-4-4830	Clerk TRF In	7,628.72	Transfer to cover Main Street balance	001-6-6020-6910	CLERK TRSF Out	7,628.72
050-4-6020-4-4830	DIG TRF In	128,500.00	Transfer for DIG program	305-6-6020-6910	RFCP TRF OUT	128,500.00
110-4-2010-4-4830	RUT TRF In	-	Street light transfer from General	001-6-2030-6910	STREET LIGHT TRSF OUT	-
		86,848.59	Employee Benefits	112-6-6020-6910	EMPLOYEE BENEFITS	86,848.59
145-4-6020-4-4830	Hsg TRF In	-		146-6-6020-6910	LMI TIF TRF Out	-
146-4-6020-4-4830	LMI TIF TRF In	17,145.06	Tim Ridge II- UR #3C	129-6-5050-6910	UR 3C TRSF OUT	17,145.06
200-4-1010-4-4830	Police DS TRF In	15,090.39	RMS System	300-6-1010-6910	POLICE CE TRS OUT	15,090.39
200-4-2088-4-4830	Fire DS TRF In	12,625.00	TIF Share of Biz Park	133-6-6020-6910	UR 6 TRSF OUT	12,625.00
200-4-6020-4-4830	Clerk TRF In	37,047.15	2018A Issuance Costs	301-6-6020-6910	CP TRF OUT	37,047.15
200-4-6022-4-4830	Clerk TRF In	6,617.09	To cover debt service balance (internal loan)	133-6-5050-6910	SEWER COLL TRSF OUT	6,617.09
200-4-8010-4-4830	WP DS TRF In	137,888.00	2016 ABC bond funds to debt service	600-6-8010-6910	WATER TRSF OUT	137,888.00
200-4-8016-4-4830	SP 2009 GO DS T	78,185.06	2009 GO Bond- Ent Share *Reclass from 8015	610-6-8015-6910	SEWER TRSF OUT	52,123.25
				600-6-8010-6910	WATER PL TRF OUT	26,061.81
300-4-1010-4-4830	Pol CE TRF In	-	From LOST	121-6-6020-6910	LOST TRSF OUT	-
300-4-1050-4-4830	Fire CE TRF In	-	From LOST	121-6-6020-6910	LOST TRSF OUT	-
300-4-2010-4-4830	RUT CE TRF In	50,000.00	From RUT	110-6-2010-6910	RUT TRF OUT	50,000.00
301-4-6020-4-4830	Clk CP TRF In	102.21	YMCA	001-6-6020-6910	CLERK TRSF OUT	102.21
		13,263.68	E. WASH SIDEWALK	110-6-2010-6910	RUT TRSF OUT	13,263.68
		2,860.50	BUSINESS PARK	308-6-6020-6910	IND DVPT TRFS OUT	2,860.50
		301,585.66	MUNI BUILDING	309-6-6020-6910	MUNI BUILDING TRS OUT	301,585.66
		60,000.00	WELLNESS PARK	310-6-6020-6910	WELLNESS PARK TRSF OUT	60,000.00
		25,421.71	WELLNESS PARK	305-6-6020-6910	RFCP TRS OUT	25,421.71
		4,654.62	SITLER & S H AVE- RUT	110-6-2010-6910	RUT TRF OUT	4,654.62
		7,070.24	AP RUNWAY MATCH	002-6-2080-6910	AIRPORT TRF OUT	7,070.24
		37,253.00	AP APRON MATCH	110-6-2010-6910	RUT TRSF OUT	37,253.00
		5,047.95	TOW LOT & WEST SIDE HIST PRES	001-6-6020-6910	GF CLERK TRF OUT	5,047.95
		38,824.27	GONCHO DEMO	146-6-6020-6910	LMI TIF TRF OUT	38,824.27
		14,101.49	DOWNTOWN FOUNTAIN	305-6-6020-6910	RFCP TRS OUT	14,101.49
		60,000.00	KEWASH	305-6-6020-6910	RFCP TRS OUT	60,000.00
		527.12	ACH FOAM	610-6-8015-6910	SEWER TRSF OUT	527.12
		7,213.25	REPAY DOWNTOWN COMM TIF SETUP	134-6-5050-6910	DWNTWN UR TRF OUT	7,213.25
		<u>577,925.70</u>				
309-4-6020-4-4830	Mun Bldg TRF In	-	RIVERBOAT	305-6-6020-6910	RFCP TRS OUT	-
		155,419.01	LOCAL OPTION SALES TAX	121-6-6020-6910	LOST TRSF OUT	155,419.01
		172,497.04	EXCESS GENERAL FUND \$	001-6-6020-6910	GF CLERK TRSF OUT	172,497.04
		<u>327,916.05</u>				
310-4-6020-4-4830	Wellness Trsf In	180,862.85	Wellness Park	305-6-6020-6910	RFCP TRSF OUT	180,862.85
311-4-7500-4-4830	Sidewalk TRF In	25,000.00	Transfer from Road use Sidewalk repair \$	110-6-2010-6910	RUT TRSF OUT	25,000.00
312-4-7500-4-4830	Tree RemovalTRF	107,000.00	Transfer from Road Use Tree Removal \$	110-6-2010-6910	RUT TRSF OUT	107,000.00
602-4-8010-4-4830	WSink TRF In	8,159.45	WATER DEBT SERVICE PMT	600-6-8010-6910	WATER PLANT TRSF OUT	8,159.45
603-4-8010-4-4830	WCapProj TRF In	54,005.73	2015 GO Bond Funds to Water Tower	301-6-6020-6910	CP TRSF OUT	54,005.73
		109,760.06	GO bond funds to Water Plant Improvements	301-6-6020-6910	CP TRSF OUT	109,760.06
		879,689.14	Plant/South Tower/Well 6&7	600-6-8010-6910	WATER PLANT TRSF OUT	879,689.14
		-	West Washington WM	600-6-8012-6910	WATER DIST TRF OUT	-
		<u>1,043,454.93</u>				
610-4-8017-4-4830	Sewer TRF In	107,385.28	TIF- Repay Biz Park Internal Loan	133-6-6020-6910	UR 6 TRSF OUT	98,112.73
				125-6-5050-6910	UR 1 TRSF OUT	9,272.55
612-4-8015-4-4830	SSink TRF In	788,055.00	WWTF SRF Debt	610-6-8015-6910	SEWER PLANT TRSF OUT	788,055.00
		151,297.50	West Side Int Debt	610-6-8017-6910	SEWER COLL TRF OUT	151,297.50
613-4-8015-4-4830	SCapProj TRF In	-		610-6-8017-6910	SEWER COLL TRSF OUT	-
613-4-8017-4-4830	Sewer Col CP TRF	200,000.00	sewer maint/courthouse sewer sep	610-6-8017-6910	SEWER COLL TRSF OUT	200,000.00
		<u>5,398,342.49</u>				<u>5,398,342.49</u>

Difference

STATE OF IOWA
2018
FINANCIAL REPORT
FISCAL YEAR ENDED
JUNE 30, 2018
WASHINGTON
CITY OF WASHINGTON, IOWA
DUE: December 1, 2018

1620920060000
Finance Director
215 E. Washington Street
Washington, IA 52353

(Please correct any error in name, address, and ZIP Code)

WHEN COMPLETED, PLEASE RETURN TO
Mary Mosiman, CPA
Office of Auditor of State
Lucas State Office Building
321 E. 12th Street, 2nd Floor
Des Moines, IA 50319

NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS

Item description	Governmental (a)	Proprietary (b)	Total actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes levied on property	3,679,644		3,679,644	3,477,181
Less: Uncollected property taxes-levy year	0		0	0
Net current property taxes	3,679,644		3,679,644	3,477,181
Delinquent property taxes	0		0	257,820
TIF revenues	261,063		261,063	882,158
Other city taxes	799,032	0	799,032	122,375
Licenses and permits	88,747	0	88,747	158,065
Use of money and property	154,004	2,784	156,788	2,930,318
Intergovernmental	1,502,725	245,491	1,748,216	5,093,297
Charges for fees and service	314,240	4,318,212	4,632,452	30,000
Special assessments	23,126	0	23,126	431,352
Miscellaneous	866,979	406,025	1,273,004	6,993,667
Other financing sources, including transfers in	6,348,929	4,671,934	11,020,863	8,322,551
Total revenues and other sources	14,038,489	9,644,446	23,682,935	28,698,784
Expenditures and Other Financing Uses				
Public safety	1,895,453	0	1,895,453	1,891,985
Public works	1,192,380	0	1,192,380	1,309,547
Health and social services	0	0	0	0
Culture and recreation	891,705	0	891,705	897,158
Community and economic development	91,313	0	91,313	69,666
General government	1,069,419	0	1,069,419	1,110,268
Debt service	1,174,810	0	1,174,810	1,231,668
Capital projects	943,030	0	943,030	5,385,021
Total governmental activities expenditures	7,258,110	0	7,258,110	11,895,313
Business type activities	0	7,594,906	7,594,906	11,351,989
Total ALL expenditures	7,258,110	7,594,906	14,853,016	23,247,302
Other financing uses, including transfers out	3,153,541	2,244,802	5,398,343	7,566,325
Total ALL expenditures/And other financing uses	10,411,651	9,839,708	20,251,359	30,813,627
Excess revenues and other sources over (Under) Expenditures/And other financing uses	3,626,838	-195,262	3,431,576	-2,114,843
Beginning fund balance July 1, 2017	4,402,685	2,363,560	6,766,245	6,766,245
Ending fund balance June 30, 2018	8,029,523	2,168,298	10,197,821	4,651,402

Note - These balances do not include \$ _____ held in non-budgeted internal service funds; \$ _____ held in Pension Trust Funds; \$ _____ held in Private Purpose Trust funds and \$ _____ held in agency funds which were not budgeted and are not available for city operations.

Indebtedness at June 30, 2018	Amount - Omit cents	Indebtedness at June 30, 2018	Amount - Omit cents
General obligation debt	\$ 4,474,892	Other long-term debt	\$ 0
Revenue debt	\$ 17,393,581	Short-term debt	\$ 0
TIF Revenue debt	\$ 48,500		
		General obligation debt limit	\$ 18,498,484

CERTIFICATION

THE FOREGOING REPORT IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

Signature of city clerk		Date Published/Posted	Mark (x) one
		08/20/2018	<input checked="" type="checkbox"/> Date Published <input type="checkbox"/> Date Posted
Printed name of city clerk	Telephone	Area Code	Number
Illa Earnest	→	319	653-6584
Signature of Mayor or other City official (Name and Title)			Date signed
			131

PLEASE PUBLISH THIS PAGE ONLY

Brent Hinson

From: Nick Pacha
Sent: Friday, August 24, 2018 9:49 AM
To: Brent Hinson
Cc: Jaron Rosien; Illa Earnest
Subject: Park Board meeting/ Disc golf

The Park Board met last night and did approve the proposed additions to the disc golf course in Sunset Park. Shawn Loy made the motion and Gabi Canchola 2nd with all 4 members in attendance approving (Trent Stout absent) . Please let me know if you need anything else from me or if you would like me to attend the council meeting. Jaron we can touch base on dates for volunteers to help out with framing of tee off pads. I would just recommend avoiding home Iowa football games.

Thanks very much,

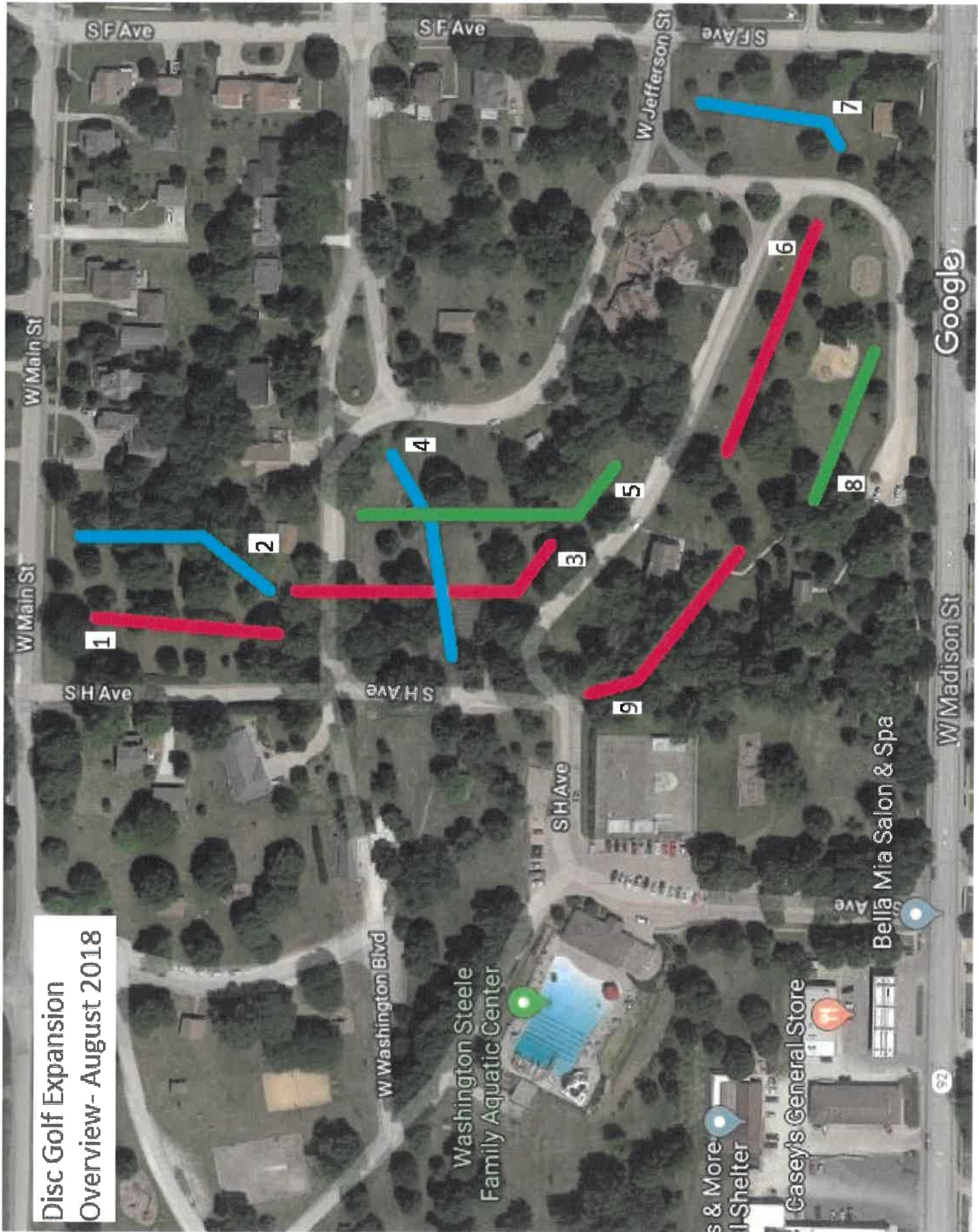


Nick Pacha

Parks Superintendent
City of Washington (Pop. 7,266)
215 East Washington St.
Washington, IA 52353
(p) 319-653-5220

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.

Disc Golf Expansion Overview - August 2018



Google

W Madison St

52

s & More
Shelter

Casey's General Store

Bella Mia Salon & Spa

Washington Steele
Family Aquatic Center

SF Ave

SF Ave

SF Ave

W Jefferson St

W Main St

W Main St

SH Ave

SH Ave

SH Ave

W Washington Blvd

1

2

3

4

5

6

7

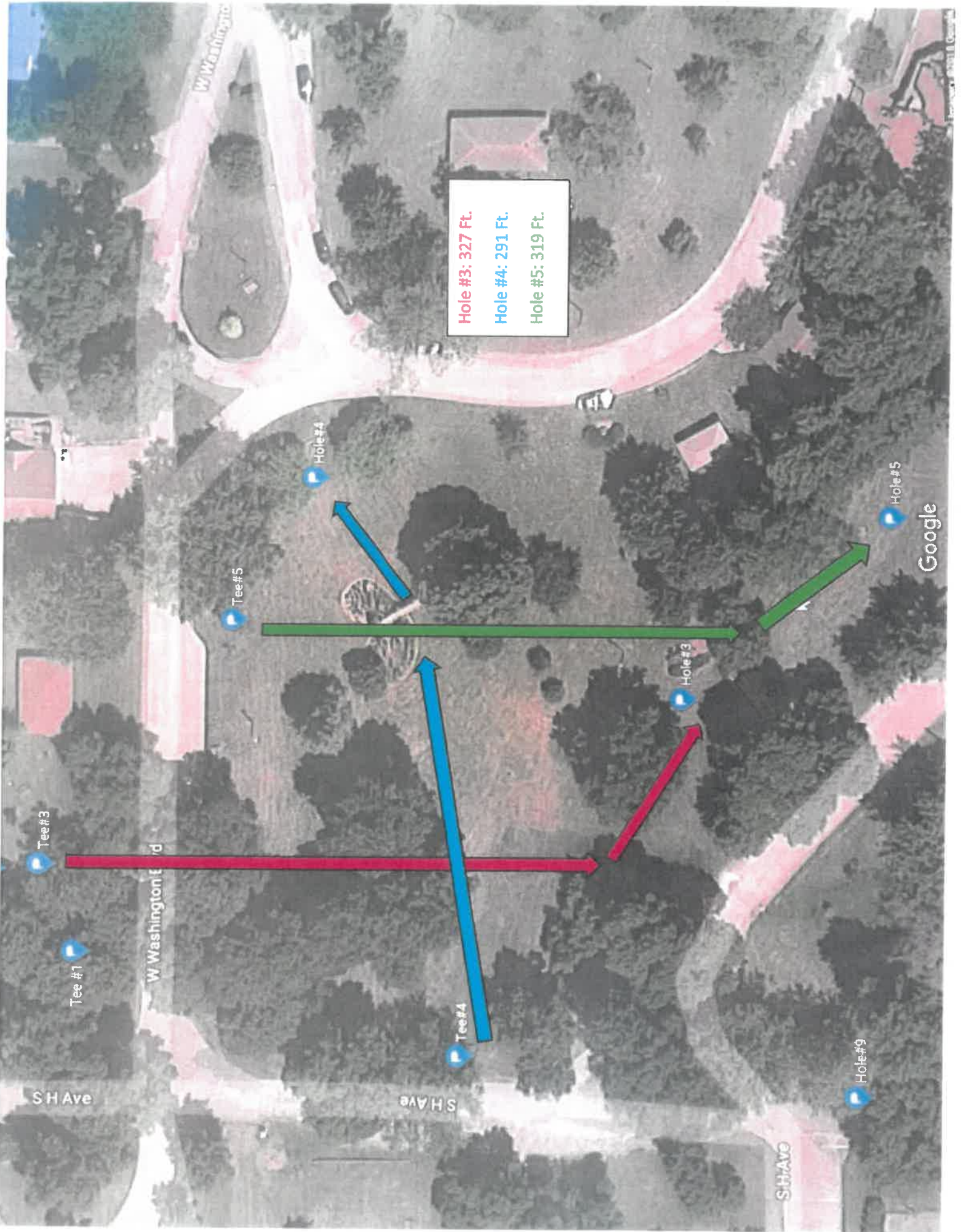
8

9

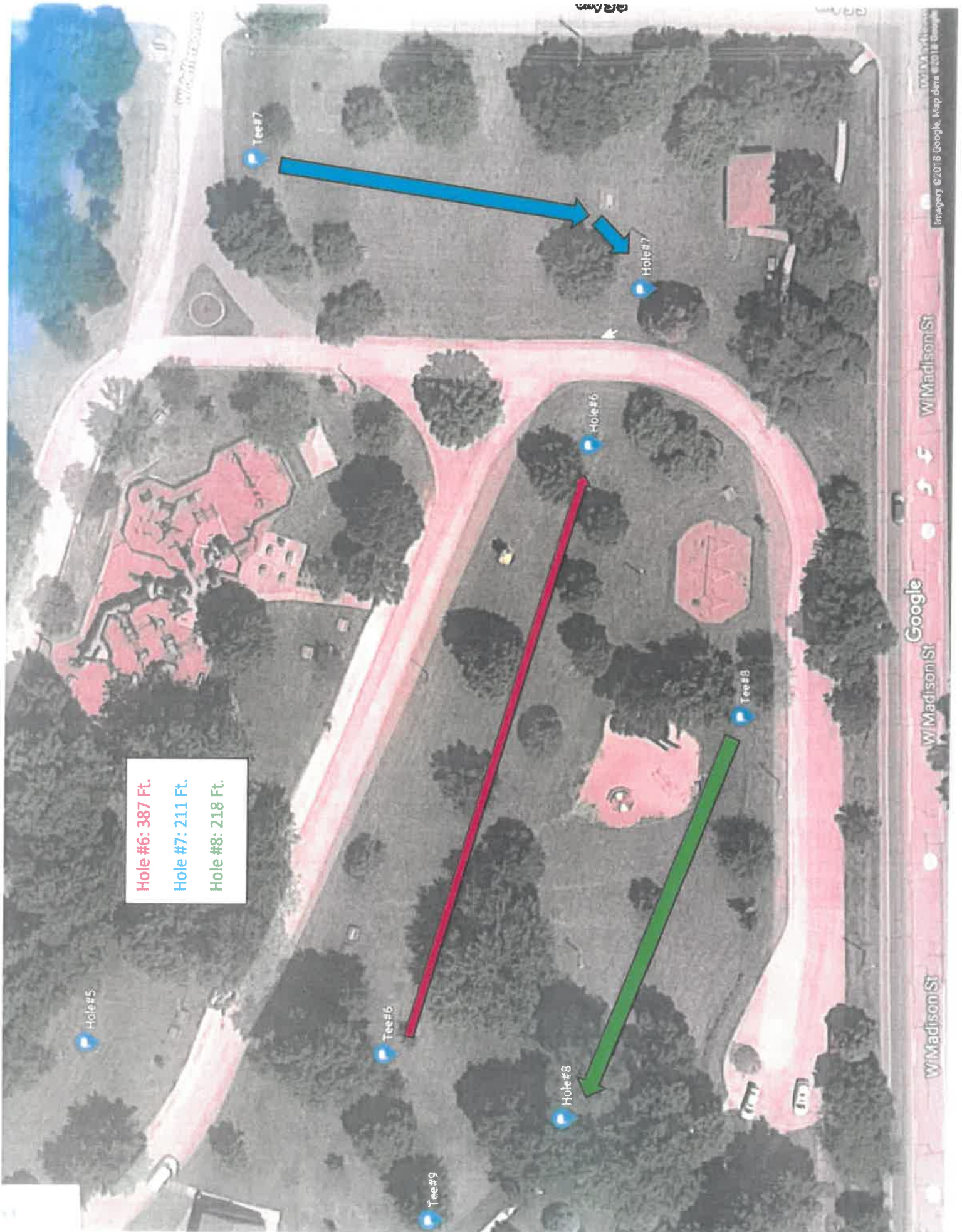
August - 2018

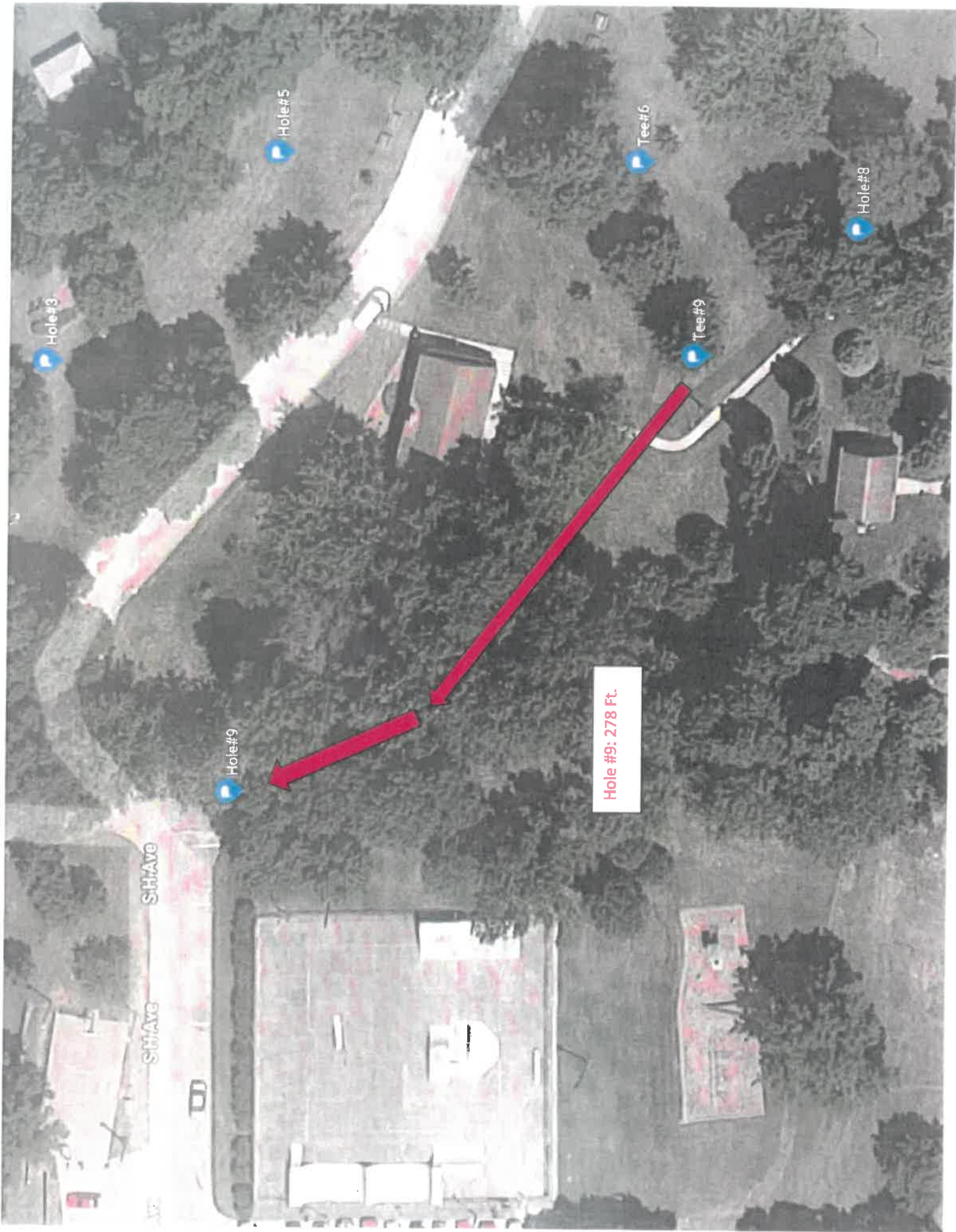
Hole #1: 255 Ft.
Hole #2: 261 Ft.





Hole #6: 387 Ft.
Hole #7: 211 Ft.
Hole #8: 218 Ft.





Hole #9: 278 Ft.

*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

August 30, 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: Proposed Asphalt Patching

We have had several recent water main-related issues on West Madison/Highway 92. We feel that the best way to replace the pavement is with hot-mix asphalt. LL Pelling will be in town soon to overlay the existing Kewash Trail, and we got pricing for the West Madison repairs plus several other repairs related to water main breaks or manhole installation where asphalt is the appropriate surfacing material.

These expenses would be split equally between the Road Use and Water funds, and there is sufficient room in each budget to allow for this work to proceed.

PROPOSAL

City of Washington
 Attn: JJ Bell
 215 E. Washington Street
 Washington, IA 52353



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

August 29, 2018

The L.L. Pelling Company proposes to do the following work: Place 5 & 6 inches of hot mix asphalt in patch areas prepared by the city. Traffic control to be provided by the city. 6 inch patch locations are on Hwy 92.

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
10	6" HMA Patching	69.000	SY	\$65.00	\$4,485.00
20	5" HMA Patching	135.000	SY	\$55.00	\$7,425.00
				Bid Total:	\$11,910.00

Notes:

- 1 Final payment will be based on final measurements.
- 2 Not responsible for unstable subgrade.
- 3 Backfilling by others.

**Authorized
 Signature**

Bay Rhinest

Note: This proposal may be withdrawn if not accepted within 30 days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

Signature _____ Date _____

Signature _____ Date _____

“Committed to Excellence since 1948”

Brent Hinson

From: JJ Bell
Sent: Tuesday, August 28, 2018 2:36 PM
To: Brent Hinson; Kelsey (Kranz) Brown
Subject: Re: Additional Asphalt Patching

Brent & Kelsey,

I heard back from Barry at Pelling, he is going to figure 5 inches on the latter 4 patches. He will get the bids for both of the projects at 5 & 6 inches, and I will pass those along either later today or in the morning, whenever I receive them. Thanks

On Tue, Aug 28, 2018 at 12:21 PM, JJ Bell <jjbell@washingtونيowa.gov> wrote:

Brent,

While doing shut offs for nonpayment, I measured 4 additional areas where asphalt can repair either water main breaks or a manhole installation. I called and left a message with Barry Rhinehart with another estimate for the patch work, mainly about the thickness whether it needs to be 6 inches like West Madison or if 4 to 5 inches would be sufficient. In any means, below is the locations and measurements of the 4 other patches and figuring 6 inches of thickness. We have two of the following that needs curb poured back, along with West Madison-G Ave. Barry is supposed to give me a notice of a week in advance so we can get these areas ready and curbs poured back.

@\$65/SQ YD

South 2nd Ave-McCreedy Dr 29ft x 29ft= \$6,074.00

708 (?) West Main St 4ft x 28ft = \$809.00

F Ave-West Main St 10.5ft x 13.5= \$1,024.00

808 West Main St 16ft x 7ft = \$809.00

Total= \$8,716 + \$4485 (3 patches on West Madison St) = \$13,201 (all as 6 inches in

depth).

I will get back to you when I hear back from Barry either way on thickness.

JJ Bell

Superintendent

City of Washington

Maintenance & Construction Dept

515 East 6th St

Washington, IA, 52353

jjbell@washingtونيowa.gov

Cell:319-653-1538

JJ Bell

Superintendent

City of Washington

Maintenance & Construction Dept

515 East 6th St

Washington, IA, 52353

Development Services Department
215 East Washington Street
Washington, IA 52353
319-653-6584



MEMO

To: City Council
From: Keith Henkel, Engineering Technician
Date: 08/27/2018
Re: ADA Sidewalk repair along 4th Ave.

Council,

Coleman Construction has completed the work for the ADA sidewalk repair along 4th Avenue. The original contract amount was \$19,286.08. \$1280.00 was the cost of the truncated domes supplied by the city resulting in an amount for Coleman construction of \$18,006.08. During construction an additional 112 square foot of sidewalk repair was identified and approved by me to add to the project. This addition added \$593.60 to the project costs. The domes on two of the ADA ramps were not placed correctly causing Coleman Construction to reconstruct a portion of two of the ramps. This required two additional truncated domes that were supplied by the city but paid for by Coleman Construction. The breakdown of the final bill is as follows:

Original contract amount	\$19,286.08
Truncated Domes (supplied by the city)	\$1280.00
Original amount of Coleman's contract	\$18,006.08
Additional work added by the city	\$593.60
Materials purchased by Coleman's	\$320.00
Revised amount owed to Coleman's	\$18,279.68

This project was cost shared with the school district and the homeowners adjacent to the construction. The reimbursement amounts are as follows:

WCSD	\$11,709.33
211 South 4 th Ave.	\$112.00
327 East Washington St.	\$160.00
326 East Jefferson St.	\$608.00
City of Washington	\$6,650.35

*Development Services Department
215 East Washington Street
Washington, IA 52353
319-653-6584*



MEMO

My recommendation to council would be to accept the work and final payment to Coleman Construction in the amount of \$18,279.68 and direct staff to bill the adjacent property owners for their share of the project costs.

Thank You,

A handwritten signature in black ink, appearing to read "Keith Henkel", is written over the "Thank You," text.

Keith Henkel

Coleman Construction, Inc.
 2667 Wayland Road
 Washington, IA 52353

Invoice

Bill To:
City of Washington*
Attn Keith Henkel
215 E. Washington St.
Washington, IA. 52353

Date	Invoice No.	P.O. Number	Terms	Project
08/24/18	10007	Middle school	Due on receipt	

Item	Description	Quantity	Rate	Amount
Labor & Materials	2153.75 SF 6" thick sidewalk		13,245.56	13,245.56
Labor & Materials	678.40 SF 4" thick sidewalk		3,595.52	3,595.52
Labor & Materials	55.5 LF of curb & gutter		1,165.00	1,165.00
Labor & Materials	112 SF 4" thick sidewalk		593.60	593.60
Labor & Materials	Extra Domes for rework supplied by City		-320.00	-320.00
We appreciate your prompt payment.			Total	\$18,279.68

Brent Hinson

From: Millie Youngquist
Sent: Thursday, August 23, 2018 4:40 PM
To: Brent Hinson
Subject: Fwd: Toursim Conference

Hi Brent,

Do you think the council would OK paying to send some of the Hotel/Motel Committee for this event? I'm not sure how much we have already committed ourselves to! I'm getting ready to leave tomorrow on our trip, so I won't be able to follow up. I did talk to Michelle and we have scheduled a meeting for Sept. 17th. See you soon!

Millie

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

From: Michelle Redlinger <michelle@washingtioniowa.org>
Date: Thu, Aug 23, 2018 at 3:12 PM
Subject: Toursim Conference
To: Millie Youngquist <mryoungquist@gmail.com>

Hi Millie & Alisha,

There is an upcoming Tourism conference I'd like to attend and I think it would be worth extending an invite to the Hotel Motel Committee and Visitor & Toursim Committee.

Would you mind sharing the link and coordinating registrations?

<http://www.easterniowatourism.org/events/eid/72f3deca3a4bab2c/membership-meetings/power-of-travel-day/>

Millie, can you ask City Council if it's ok for Hotel Motel members to attend using the funds from the tax. The Chamber will pay for Visitor & Tourism attendees.

Alisha, can you help coordinate registrations and get me taken care of. You're welcome to join as well.

Thanks!

Michelle

Michelle Redlinger

Executive Director
Washington Chamber of Commerce
205 West Main Street, Washington, IA. 52353
Office: (319) 653-3272
Fax: (888) 833-3529
Cell: (319) 321-4271
chamber.washingtioniowa.org
michelle@washingtioniowa.org

REGISTRATION FORM

Registration is required and due by **September 5**

NAME _____

ORGANIZATION _____

PHONE _____

EMAIL _____

Please check appropriate boxes

- \$40 first person
- \$35 additional attendees from the same organization
- Registration increases to \$50 per person after September 5
- \$10 per person for reception on September 18

_____ Total Due

Check enclosed
(payable to Eastern Iowa Tourism Association)

Special Dietary Requests _____

Send Registration to:

Eastern Iowa Tourism Association,
PO Box 189, Dyersville, IA 52040
eita@easterniowatourism.org
Questions: 563.875.7269

Cancellations after
September 5 and no-shows
will be subject to pay
registration fees.

The first 50 registrants will receive a free copy of Nick's new book Brand Now. Additional copies available for sale at the event.

POWER OF TRAVEL DAY

WEDNESDAY
SEPTEMBER
19

POWER OF TRAVEL DAY

WEDNESDAY
SEPTEMBER
19

**Gateway Hotel
& Conference Center**
2100 Green Hills Drive
Ames, Iowa
515.292.8600





POWER OF TRAVEL DAY

9:30 to 10:30 AM | Keynote

Nick Westergaard, Brand Now: How Today's Digital Dynamics Can Help Build a Better Brand

With social networks like Facebook, Twitter, and Instagram forever disrupting the way we do business, do traditional constructs like "branding" still matter? You may be surprised but because of the opportunities created by new media and disruptive technology, strong brands with something to say matter now more than ever. This talk reviews and recasts the role of brands in today's digital age and provides a framework for building a solid brand, telling your story, and engaging your brand ambassadors.

The first 50 registrants will receive a free copy of Nick's new book Brand Now. Additional copies available for sale at the event.

10:45 to 11:45 AM | Concurrent Break-out Sessions Berkeley Young, Destination Competition or Coopetition

What is the old adage: Keep your friends close and your enemies closer? Is your competition your enemy? Sometimes a competitor pushes you to work harder and indirectly betters you. Competition has a way of pushing you to excel and may help convince your leaders to support your efforts. In this new presentation, Berkeley Young addresses some of the blurred lines of the competitive landscape in which we operate in the travel industry. Whether you are analyzing your brand, adjusting sales and marketing strategy or tracking ROI it is critical for your leadership team to have a clear knowledge of the competitive landscape. A competitive assessment often falls short when looking at the forces that are working against you. In fact, you may find that your competitors are not who you think they are.

Nick Westergaard, Get Scrappy: Smarter Digital Marketing for Business Big and Small

When it comes to marketing, it's the best of times and the worst of times. New media allows us to reach more people, build personal relationships, and deliver real value to our customers. However, budgets are tighter than ever, and we're constantly distracted by all of the shiny new things coming at us. The answer? Get scrappy. During this myth-busting and actionable talk you'll discover how getting scrappy can help you put your brains before your budget and simplify your marketing in today's complex world.

About Our Speakers

Nick Westergaard has been called one of the most jaw-dropping marketing speakers. With a background in improvisational comedy and psychology, Nick is a dynamic speaker who has spoken at conferences and corporate events throughout the world. His style balances thought-provoking insights and practical tips on branding and digital marketing with a delivery style that keeps audiences engaged and entertained.

Berkeley Young is President of Young Strategies, a Charlotte, NC company conducting customized research and strategic planning for destination management organizations. Young's hands-on experience running a CVB/DMO gives him a unique edge when analyzing research data. Berkeley has conducted research and strategic planning studies with destinations of all sizes in 30 states. Berkeley is obsessed with understanding the behavior of travelers and how they make their destination travel decisions. Taking that research into a comprehensive plan to unify a destination's leaders is his favorite part of client work. He is a highly rated speaker in the travel industry and is known for his clever approach when explaining even the most complicated data and trends.

1:00 to 2:00 PM | Concurrent Break-out Sessions Berkeley Young, Research Analytics and Big Data

The digital age of marketing has opened vast opportunities for marketers to analyze their product and marketing. The research and analytics options are numerous, sometimes expensive and can be overwhelming when deciding which is the best fit for your plan and budget. This session will provide you with an inventory of most of the research, analytics, big data and attribution platforms available to you (most because it's impossible to cover them all). Every platform has good information and this session will help you know the questions to ask to identify which is the best fit for you and your budget.

Creative Collaborations

In the tourism industry we see trends that are working in Iowa. We have a panel of leaders talking about the leading niche markets that are rising above the tide.

Room Block

For those planning to stay overnight, a room block is available at the Gateway Hotel and Conference Center. Rooms start at \$119 and book by August 29 to guarantee discounted rate. Call the hotel directly at 800-367-2637 for reservations. **Group name Power of Travel.**

Pre-Event Networking Reception Tuesday, September 18

Arriving to Ames the evening before? Network with your industry colleagues at Della Viti, 323 Main Street in downtown Ames, Iowa. Join us anytime between 5:30-7:00 pm.

Indicate your attendance on the registration form.

Schedule at a Glance

- 9:00 to 9:30 AM** | Registration
- 9:30 to 10:30 AM** | Keynote - **Brand Now: How Today's Digital Dynamics Can Help Build a Better Brand**
- 10:45 to 11:45 AM** | Two Concurrent Break-out Sessions
 - Destination Competition or Coopetition
 - Get Scrappy: Smarter Digital Marketing for Business Big and Small
- 11:45 to 1:00 PM** | Lunch
- 1:00 to 2:00 PM** | Two Concurrent Break-Out Sessions
 - Research Analytics and Big Data
 - Creative Collaborations
- 2:15 to 2:45 PM** | CITR & EITA Meetings



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



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

Memorandum

August 30, 2018

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

From: Brent Hinson 
City Administrator

Re: Street Lighting Resolution for Business Park

With the sale of 2 lots at the Business Park and upcoming occupancy by KCTC of their new building, it is time to get streetlights installed at the Business Park (I actually requested this be examined back in late 2016, but both Alliant and I forgot about it after I had made the original request). With this plan, there will be 3 streetlights installed- a large light at Highway 1 & West Buchanan, and smaller lights at the cul-de-sac and at the WWTP road. Our up-front cost is \$2,206.09, and the monthly cost for the light energy usage will be \$53.23.



STREET LIGHTING RESOLUTION

The following Resolution _____ was adopted by the City Council of the City of _____ Washington, Iowa _____ at a meeting held on _____ September 5 _____, 20 18 _____.

Be it resolved by the City Council of the City of _____ Washington, Iowa _____, that Alliant Energy Inc. is hereby directed to make the following changes to the existing system, at the locations described below (or shown on an attached map made a part of this Resolution) according to the terms expressed in the IPL Tariff regarding street lights:

NEW INSTALLATION OR CHANGES IN EXISTING SYSTEM					
ADD NUMBER	DELETE NUMBER	WATTAGE	STYLE OF LUMINAIRE	TYPE AND HEIGHT OF POLE	WIRING (check one)
1. <u>1</u>		<u>270</u>	<u>LED</u>	<u>35' wood</u>	<input type="checkbox"/> OH <input checked="" type="checkbox"/> UG
2. <u>2</u>		<u>135</u>	<u>LED</u>	<u>35' wood</u>	<input type="checkbox"/> OH <input checked="" type="checkbox"/> UG
3. _____					<input type="checkbox"/> OH <input type="checkbox"/> UG

LOCATION OF NEW INSTALLATION OR CHANGES
1. <u>270w LED to be installed at main entrance of business park</u>
2. <u>135w LED to be installed at cul-de-sac entrance</u>
3. <u>135w LED to be installed at the east end of business park</u>

City Official Mayor Jaron Rosien

declared said Resolution duly passed and adopted the 5th

day of September, 20 18.

Attest _____

Title City Clerk

**Interstate Power & Light Company (Applicable to the Iowa Service Area)
ESTIMATE**

Customer Name: City of Washington

Date: 8/24/2018

Mailing Address: 215 E Washington St
Washington IA 52353

Phone #

Project Address: South M Court Ave Business park
Washington IA 52353

Account ID

SA ID

SP ID

Lighting WR # 4132877

The lighting contemplated herein is based upon the Company's Standard Charges for installation of new facilities.

Standard Charge Description	Billing Code	QTY	Installed Cost
NEW DEDICATED WOOD LIGHTING POLE	S-01	3 each	\$1,305.00
LIGHTING UNDERGROUND CABLE	S-30	153 feet	\$91.80
TRENCH/PLOW	I-19	153 feet	\$627.30

Iowa Total Free Conductor Footage = 0 feet

Iowa Total Free Cable Footage = 367 feet

Iowa Free Trenching Footage = 367 feet

Street Lighting Facilities Installed Standard Charge = \$2,024.10

Iowa Contribution Tax Adder = 8.991%

Tax Amount = \$181.99

Non-Refundable Contribution In Aid of Construction Required = \$2,206.09

Reimbursable Charge Description	Billing Code	Amount

Non-Refundable Reimbursement Required = \$0.00

Tariff Item Description	Rate Code	QTY	Total Charge
111-140 LED / 250 HPS	640	2 each	\$31.70
141-270 LED / 400 HPS	640	1 each	\$21.53

monthly Tariff cost without energy charge and taxes = \$53.23

Total Non-Refundable Project Contribution = \$2,206.09

Light monthly rental with a one time cost for the poles and wire

Pricing valid for 30 calendar days. (until 09/23/2018)

RESOLUTION NO. _____

**A RESOLUTION SUPPORTING A MAIN STREET IOWA
CHALLENGE GRANT APPLICATION**

WHEREAS, the State of Iowa has made available Main Street Iowa Challenge Grants for qualifying projects in Main Street communities; and

WHEREAS, Main Street Washington has reviewed eligible projects and has recommended that Washington's submittal be the Linda Lou's/ Red Bear Daycare redevelopment project located at 123 East 2nd Street; and

WHEREAS, in order to allow the developer to secure a grant of up to \$75,000, the City of Washington has been asked to indicate its support for this project.

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

Section 1. The City Council hereby declares its support for a Main Street Challenge Grant for the Linda Lou's/ Red Bear Daycare redevelopment project located at 123 East 2nd Street.

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

PASSED AND APPROVED this 5th day of September, 2018.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

Brent Hinson

From: Sarah Grunewaldt
Sent: Friday, August 31, 2018 10:27 AM
To: Brent Hinson
Subject: Re: Challenge Grant

Hi Brent,

We are proposing to apply on behalf of the new construction project on the site of the Red Bear Daycare. We are proposing this application because it is a project that is being sensitive to the historic buildings of downtown, while infilling an underutilized parcel. We're excited about presenting this night and day change to that corner before Main Street Iowa. As I don't have floorplans yet, what other information do you need from me.

Thanks,



Sarah Grunewaldt, Executive Director



205 W. Main Street
Washington, IA 52353-1722
cell (319) 653-3918
fax (888) 833-3529
sarah@washingtونيowa.org
mainstreetwashington.org

Main Street Washington by the numbers. Since 2008: 27 Business Starts, relocations, or expansions, 37 Net New Jobs, 63 Building Rehabbed, \$7.6 million in Private dollars invested in Building Rehab & Acquisition, 17,440 Volunteer Hours

On Thu, Aug 30, 2018 at 10:33 AM Brent Hinson <bhinson@washingtونيowa.gov> wrote:

Sarah:

Do you have the info you need for us to put the Challenge Grant application on next week's agenda?



*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

August 30, 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 Plans, Specs, and Set Hearing on Resolution of Necessity

The City Council initiated the East Washington sidewalk project and the special assessment process with the adoption of the preliminary resolution on July 17. We now have to follow a highly structured legal process in order to construct the improvements with the special assessments included. The next step is to adopt preliminary plans and to set the hearing on a "resolution of necessity". This resolution of necessity is the pivotal step in proceeding with the project. The proposed hearing date would be October 16, and we would plan an informal meeting for affected property owners prior to that date so that we can get any questions answered before the formal public hearing.

For your information, I have attached the planned schedule of activities. I look forward to discussion at the meeting.

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



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

2019 East Washington Sidewalk Project
Preliminary Schedule of Activities

- July 17, 2018: Preliminary Resolution **COMPLETE**
- By August 29: Preliminary plans and estimated costs are made available **COMPLETE**
- By August 29: Schedule of assessments prepared by engineer **COMPLETE**
- September 5: Council adopts plat, schedule and estimate of cost
- September 5: Council sets hearing on Resolution of Necessity and orders publication
- September 7: Publication of notice of hearing and letters are sent by certified mail to affected property owners
- October 16: Public hearing and adoption of Resolution of Necessity (requires $\frac{3}{4}$ vote)
- By October 23, 2018: City Clerk files certified Resolution of Necessity, plat and schedule with County Treasurer

- February 5, 2019: Council authorizes Notice of Hearing & Letting
- February 26: Public hearing on plans, specifications, form of contract, and estimate of cost
- March 1: Bid opening
- March 5: Council reviews bids and approves resolution awarding contract & authorizes Mayor & Clerk to sign contracts & bonds
- April 1: Start of construction
- May 15: Construction completed
- By May 28: Engineer files certificate of final completion
- June 4: Council approves resolution accepting public improvements and determines amount to be assessed
- By July 3: Engineer files final assessment schedule
- July 9: Council adopts schedule, levy assessment and orders notice to be provided to affected property owners
- By July 12: Publication of notice of final schedule of assessments and mailing to affected property owners
- August 13, 2019: Deadline for owners to pay assessments without interest applied

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND ADOPTING PRELIMINARY
PLANS, SPECIFICATIONS, PLAT, SCHEDULE AND ESTIMATE;
AND PROVIDING FOR A NOTICE OF HEARING**

WHEREAS, this Council has adopted a preliminary resolution pursuant to section 384.42 of the Iowa Code, as amended, covering the 2019 East Washington Sidewalk Project (hereinafter referred to as “the Project”); and

WHEREAS, in accordance with such preliminary resolution, the City Engineer has prepared preliminary plans and specifications, an estimated cost of the work, and a plat & schedule, and have filed the same with the City Clerk; and

WHEREAS, this Council has determined the valuation of each lot proposed to be assessed for such Project, and such valuations are now shown on the schedule, and this Council deems it advisable that the said preliminary plans & specifications, estimated cost of the work, and plat & schedule should be approved; and

WHEREAS, this Council wishes to set a Public Hearing on a Resolution of Necessity to allow the Project to proceed:

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

Section 1. That the preliminary plans & specifications referred to in the preamble hereof be and the same are hereby approved.

Section 2. That the plat, schedule and estimate of cost are hereby ratified and approved.

Section 3. That this Council proposes to proceed with the Project and a proposed Resolution of Necessity shall be prepared and hearing held thereon in accordance with the provisions of Sections 384.49 through 384.51 of the Code of Iowa, as amended.

Section 4. That said hearing shall be held on Tuesday, October 16, 2018 at 6 PM at the Nicola-Stoufer Room of the Washington Public Library, 115 West Washington Street, and the Clerk is order to see that the notice is published and sent by certified mail to affected property owners in substantially the same form as is attached in Exhibit A, in accordance with the notification provisions of Section 384.50 of the Iowa Code, as amended.

Section 5. That all resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed.

PASSED AND APPROVED this 5th day of September, 2018.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

EXHIBIT A

NOTICE TO PROPERTY OWNERS

NOTICE IS HEREBY GIVEN: That there are now on file for public inspection in the Office of the City Clerk of Washington, Iowa, a proposed Resolution of Necessity, an estimate of cost and a plat & schedule showing the amounts proposed to be assessed against each lot and the valuation of each lot within a district approved by the City Council of Washington, Iowa, for a public improvement, described in general as the 2019 East Washington Sidewalk Project, of the type and in the location as follows:

Description of the Type and Location of the Improvement:

Construction of approximately 2,500 lineal feet of sidewalk on the south side of East Washington Street and on the west wide of South Wiley Avenue from the sidewalk's current terminus on East Washington. Improvements consist of a 5' wide sidewalk and incidental construction.

The Council will meet at 6:00 p.m. on October 16, 2018, at the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, at which time and place the owners of property subject to assessment for the proposed improvement or any other person having an interest in the matter may appear and be heard for or against the making of the improvement, the boundaries of the district, the cost, the assessment against any lot, or the final adoption of the Resolution of Necessity. A property owner will be deemed to have waived all objections pertaining to the regularity of the proceedings and the legality of using the special assessment procedure unless at the time of hearing he/she has filed objections with the Clerk.

FOR THE CITY COUNCIL

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.

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

EAST WASHINGTON STREET SIDEWALK EXTENSION
 WASHINGTON, IOWA
 ESTIMATED VALUATION OF COSTS TO BE ASSESSED AGAINST PRIVATE PROPERTY

ASSESSMENTS TO PROPERTIES SOUTH OF PROJECT CENTERLINE				
	UNITS	ESTIMATED UNIT PRICE	ESTIMATED QUANTITY	EXTENDED AMOUNT
SIDEWALK, 4" THICK	SY	\$50.00	814	\$40,700.00
SIDEWALK, 6" THICK	SY	\$55.00	58	\$3,190.00
COMBINED SIDEWALK AND RETAINING WALL	CY	\$350.00	20	\$7,000.00
SUBGRADE PREPARATION	SY	\$2.50	1350	\$3,375.00
TOTAL ASSESSABLE COST SOUTH SIDE				\$54,265.00
TOTAL ASSESSED AMOUNT, SOUTH SIDE				\$21,706.00

ASSESSMENTS TO PROPERTIES WEST OF PROJECT CENTERLINE				
	UNITS	CONTRACT UNIT PRICE	ESTIMATED QUANTITY	EXTENDED AMOUNT
SIDEWALK, 4" THICK	SY	\$50.00	185.5	\$9,275.00
SIDEWALK, 6" THICK	SY	\$55.00	9	\$495.00
SUBGRADE PREPARATION	SY	\$2.50	270	\$675.00
TOTAL ASSESSABLE COST WEST SIDE				\$10,445.00
TOTAL ASSESSED AMOUNT, WEST SIDE				\$4,178.00

ASSESSMENTS TO PROPERTIES EAST OF PROJECT CENTERLINE				
	UNITS	ESTIMATED UNIT PRICE	ESTIMATED QUANTITY	EXTENDED AMOUNT
SIDEWALK, 4" THICK	SY	\$50.00	185.5	\$9,275.00
SIDEWALK, 6" THICK	SY	\$55.00	9	\$495.00
SUBGRADE PREPARATION	SY	\$2.50	270	\$675.00
TOTAL ASSESSABLE COST EAST SIDE				\$10,445.00
TOTAL ASSESSED AMOUNT, EAST SIDE				\$4,178.00

TOTAL ASSESSABLE COST, ENTIRE DISTRICT				\$75,155.00
TOTAL ASSESSED AMOUNT, ENTIRE DISTRICT				\$30,062.00

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 X 25%	DEPT (FEET)	ASSESSMENT FACTOR	LOT/PARCEL FRONTAGE (FEET)	ASSESSMENT DISTRIBUTION	TRIAL ASSESSMENT	PRELIMINARY ASSESSMENT RATE	ADJUSTED PRELIMINARY ASSESSMENT	PRELIMINARY PROPERTY ASSESSMENT
1	11-16-376-030	CARROLL, RON A	16 75 07 PAR 1/4 SEC 1/4 SW 1/4	\$21,700	\$5,425	130	1.965	145.16	242,272.04	\$3,862.31	40%	\$1,544.93	\$1,544.93
2	11-16-376-029	CONNESTONE PROPERTY MANAGEMENT, LLC	16 75 07 PAR 1/4 SEC 1/4 SW 1/4 EXC PAR 1 & H	\$347,800	\$86,950	300	1.965			\$684.99	40%	\$274.00	\$274.00
	11-16-376-025	CONNESTONE PROPERTY MANAGEMENT, LLC	16 75 07 PAR 1/4 SEC 1/4 SW 1/4 EXC PAR 1 & H	\$347,800	\$86,950	130	1.965			\$684.99	40%	\$274.00	\$274.00
3	11-16-376-031	CARROLL, RON A & JERRY & AMANDA MOELLER	PAR 1 SE 1/4 SW 1/4	\$308,400	\$70,100	170	1.965	145.16	42,967.58	\$5,371.17	40%	\$2,148.47	\$2,148.47
4	11-16-376-005	VIT PROPERTIES, LLC	16 75 07 PAR 1/4 SEC 1/4 SW 1/4 SE 1/4	\$623,100	\$151,775	300	1.965	178.31	350,926.15	\$5,685.26	40%	\$2,274.10	\$2,274.10
5	11-16-400-037	RICK D PROPERTIES, LLC & MINI PROPERTIES, LLC	16 75 07 PAR 1/4 SEC 1/4 SW 1/4 SE 1/4	\$80,200	\$20,050	300	1.965	150.02	375,389.83	\$5,652.58	40%	\$2,261.04	\$2,261.04
6	11-16-400-036	JONES, CRANG J. & HOLLY A.	16 75 07 RR 133AC CER NW 1/4 SW 1/4 SE 1/4	\$53,600	\$13,400	300	1.965	167.10	318,526.65	\$5,077.97	40%	\$2,031.19	\$2,031.19
7	11-16-400-026	JONES, CRANG J. & HOLLY A.	16 75 07 E 3.7 AC NW 1/4 SW 1/4 SE 1/4	\$693,000	\$173,250	300	1.965	259.93	510,762.95	\$8,142.60	40%	\$3,257.04	\$3,257.04
8	11-16-400-008	PEPPER, LEO F, TRUSTS A & B & SHIMLEY PEPPER	16 75 07 W 10 AC E 1/2 SW 1/4 SE 1/4	\$196,600	\$47,650	300	1.965	336.60	649,629	\$10,556.42	40%	\$4,142.57	\$4,142.57
9	11-16-477-001	MOHR REAL ESTATE, LLC	16 75 07 WILEY SD, 1ST ADD LOT 1	\$788,400	\$197,100	290	1.961	358.56	703,136.16	\$11,209.43	40%	\$4,483.77	\$4,483.77
South Side of E Washington St. Estimate \$54,265.00													
South Side of W Wiley Avenue \$21,706.00													

West Side of W Wiley Avenue

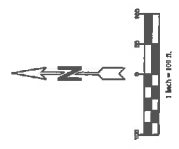
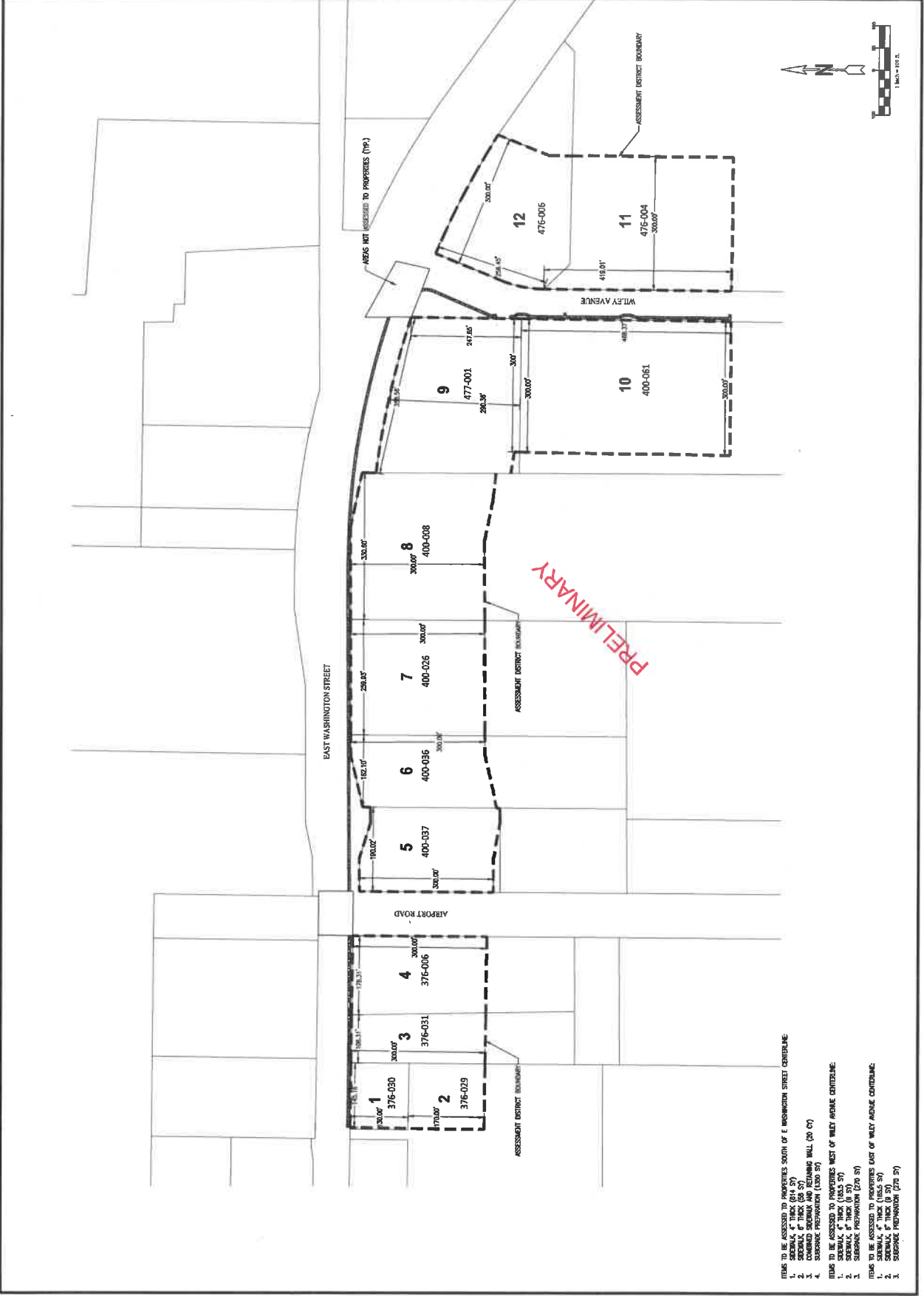
PLAT ITEM NO.	PARCEL NO.	OWNER	DESCRIPTION OF PROPERTY	ASSESSED VALUATION	VALUATION FIXED BY COUNCIL X 25%	DEPT (FEET)	ASSESSMENT FACTOR	LOT/PARCEL FRONTAGE (FEET)	ASSESSMENT DISTRIBUTION	TRIAL ASSESSMENT	PRELIMINARY ASSESSMENT RATE	ADJUSTED PRELIMINARY ASSESSMENT	PRELIMINARY PROPERTY ASSESSMENT
9	11-16-477-001	MOHR REAL ESTATE, LLC	16 75 07 WILEY SD, 1ST ADD LOT 1	\$788,400	\$197,100	300	1.965	247.65	486,622.23	\$5,617.61	40%	\$2,245.05	\$2,245.05
10	11-16-400-061	WILEY, J GREGORY	16 75 07 E 1/4 SW 1/4 SE 1/4 EXC WALMARTS SD 1ST ADD & WILEY SD 1ST ADD	\$13,200	\$3,300	300	1.965	468.37	920,347.05	\$6,632.39	40%	\$2,732.95	\$2,732.95
West Side of E Washington St. Estimate \$10,445.00													
West Side of W Wiley Avenue \$4,176.00													

East Side of W Wiley Avenue

PLAT ITEM NO.	PARCEL NO.	OWNER	DESCRIPTION OF PROPERTY	ASSESSED VALUATION	VALUATION FIXED BY COUNCIL X 25%	DEPT (FEET)	ASSESSMENT FACTOR	LOT/PARCEL FRONTAGE (FEET)	ASSESSMENT DISTRIBUTION	TRIAL ASSESSMENT	PRELIMINARY ASSESSMENT RATE	ADJUSTED PRELIMINARY ASSESSMENT	PRELIMINARY PROPERTY ASSESSMENT
11	11-16-476-004	WAL-MART REAL ESTATE BUSINESS TRUST	16 75 07 WALMARTS SD FIRST ADD LOT 1	\$5,123,800	\$1,280,950	300	1.965	419.01	823,354.65	\$6,479.38	40%	\$2,591.75	\$2,591.75
12	11-16-476-006	BANK, HILLS & TRUST CO.	16 75 07 WAL-MARTS SD LOT 2 & 3	\$2,076,100	\$519,525	300	1.965	256.45	503,922.51	\$3,985.62	40%	\$1,586.25	\$1,586.25
East Side of E Washington St. Estimate \$10,445.00													
East Side of W Wiley Avenue \$4,176.00													

* Agriculture Deferral
Total Agriculture Deferral \$2,732.95

PRELIMINARY



PRELIMINARY

RESOLUTION NO. _____

**RESOLUTION OF NECESSITY FOR
2019 EAST WASHINGTON SIDEWALK PROJECT**

WHEREAS, this Council has adopted a preliminary resolution pursuant to section 384.42 of the Iowa Code, as amended, covering the 2019 East Washington Sidewalk Project (hereinafter referred to as “the Project”); and

WHEREAS, in accordance with such preliminary resolution, the City Engineer has prepared preliminary plans and specifications, an estimated cost of the work, and a plat & schedule, including the valuation of each lot as determined by this Council, and the same have been duly adopted and filed with the City Clerk:

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

Section 1. That it is hereby found and determined to be necessary and for the best interest of the City and its inhabitants to proceed with the aforementioned Project, and to assess a portion of the cost thereof to the property benefited thereby.

Section 2. That the Project shall constitute a single improvement and shall consist generally of construction of approximately 2,500 lineal feet of sidewalk along East Washington Street and South Wiley Avenue in Washington, Iowa, all as more particularly described in the preliminary resolution relating to the Project previously adopted by this Council, which resolution is hereby referred to for a more complete description of the location and terminal points of the Project and the property benefited thereby and proposed to be assessed to pay a portion of the cost of such improvement. The location and terminal points of the Project are further described in the Notice to Property Owners as attached hereof.

Section 3. That it is hereby found and determined that there are on file in the office of the Clerk an estimated total cost of the proposed work and a preliminary plat and schedule showing the amount proposed to be assessed to each lot by reason of such Project.

Section 4. That this Council did meet on Tuesday, October 16, 2018 at 6 PM at the Nicola-Stoufer Room of the Washington Public Library, 115 West Washington Street, at which time and place it heard the property owners subject to the proposed assessment or assessments and interested parties for or against the Project, its cost, the assessment thereof or the boundaries of the properties to be assessed.

Section 5. That the Clerk gave notice as required by Section 384.50 of the Code of Iowa, as amended, by publication once each week for two consecutive weeks in a newspaper published at least once weekly and having general circulation in the City, and likewise mailed a copy of such notice by Certified Mail to each property owner whose

DRAFT

property is subject to assessment for the Project, as shown by the records in the office of the County Auditor, not less than 15 days prior to the hearing.

Section 6. That such notice was in form substantially the same form as attached Notice to Property Owners.

PASSED AND APPROVED this 16th day of October, 2018.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

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



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

Memorandum

August 31, 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 name "Brent Hinson" in the "From:" field.

Re: City Hall/Police Building Project Committee

With the award of bid for the Fire Station project, we would like to get started on the formal planning & design for the City Hall/Police project, so that we can proceed to construction of those improvements soon after the completion of the Fire Station.

Assuming you approve of establishing the committee at this time, the first step they would need to take is to identify whether we are going to continue with the current architect or conduct an RFP to identify a new one. I personally have been very pleased with the design team's work to this point, and would recommend the former option.

RESOLUTION NO. _____

**A RESOLUTION CREATING A CITY HALL/POLICE BUILDING
PROJECT COMMITTEE AND CONFIRMING APPOINTMENTS**

WHEREAS, the City Council wishes to move forward with formal planning and design for construction improvements to the current Municipal Building to expand the space available for City Hall, Police, and Development Services functions following the completion of the Fire Station project; and

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

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

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

Section 2. The City Council accepts the recommended appointments of Jaron Rosien, Brendan DeLong, Elaine Moore, Tom Wide, Greg Goodman, Kelsey Brown, Brent Hinson, Ron See, Brian Van Willigen, Keith Henkel, and Illa Earnest to the Committee.

PASSED AND APPROVED this 5th day of September, 2018.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

RESOLUTION NO. _____

**A RESOLUTION AMENDING THE PERSONNEL POLICIES
OF THE CITY OF WASHINGTON, IOWA**

WHEREAS, the adopted Personnel Policies currently do not speak to the issue of expenses that may be incurred by the Mayor for informal business meetings needed for the furtherance of City purposes and aims; and

WHEREAS, the Council wishes to clarify this issue and provide documentation of the public purpose.

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

Section 1. The City Council directs that Chapter 5 of the Personnel Manual be revised as attached in Exhibit A to allow for payment of certain claims for expense reimbursement.

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

PASSED AND APPROVED this 5th day of September, 2018.

Brendan DeLong, Mayor Pro Tem

ATTEST:

Illa Earnest, City Clerk

CHAPTER 5

~~TRAVEL & TRAINING~~ EXPENSE REIMBURSEMENT REQUESTS

When approved by the department head or City Administrator, all appropriate continuing education and training expenses shall be paid for by the City. Department heads may approve single-day in-state travel requests. Out of state or multi-day travel must be pre-approved by the City Administrator. All employees involved in continuing education and training will be paid their regular rate of pay for all time spent in continuing education and training sessions. The City reserves the right to adjust an employee's regular weekly schedule to assure the employee is being paid during this time.

The City will pay for meals and expenses incurred in attending approved training sessions, meetings or seminars on a reasonable basis. What is reasonable shall be in the sole discretion of the City Administrator. Amounts for meals greater than \$40.00 may be considered unreasonable.

Receipts must be retained and submitted for reimbursement for any expense incurred for meals when on approved travel. Upon return, employees must complete an expense form within sixty (60) days and attach itemized receipts to receive reimbursement. Alternatively, or additionally, the department head or City Administrator may authorize the employee to carry and utilize a City credit card for the duration of the travel. All credit card receipts must be kept and submitted within the time period necessary to allow for timely payment of the bill by the City. The City will not reimburse, nor may a City credit card be used for expenses related to gratuity greater than 20% of a bill, personal entertainment, or alcoholic drinks.

Employees will attempt to travel and reach the location of the session during regular working hours if possible, by the most direct route. Any compensation for time an employee spends travelling will be governed by the Fair Labor Standards Act and the particular circumstances. If the session exceeds one day, and overnight stay is required, lodging will be reimbursable for a standard hotel room only. Employees will be compensated for mandatory time spent in training, plus the travel time from the City to the session and vice versa.

The City will provide a vehicle for transportation if available. If a City vehicle is not available for approved travel, employees will be reimbursed for any mileage incurred on a personal vehicle due to City business, excluding transportation to and from the employee's place of work. This will be at the IRS mileage rate. All claims for mileage reimbursement must be submitted within sixty (60) days after return from the travel or training. The same mileage reimbursement policy shall apply to employees authorized by the City Administrator to utilize their personal vehicles for regular City business in or around the City of Washington.

The Mayor may claim reimbursement for meal or related expenses for certain infrequent or informal business meetings in Washington needed for the furtherance of specific City purposes or aims. Said reimbursement claims shall not exceed \$50 per month without advance City Council approval, and the Mayor shall document the public purpose of each transaction on a form to be submitted to the Finance Director. This paragraph should not be construed to restrict the Mayor's ability to separately claim reimbursement for legitimate out-of-town travel and training expenses in the same manner as other employees and as described above.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 155.02 OF THE MUNICIPAL
CODE OF THE CITY OF WASHINGTON, IOWA,
REGARDING ADOPTION OF THE NATIONAL ELECTRICAL CODE 2017
EDITION

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

Section 1. Section 155.02 is hereby amended by deleting the words "2014 Edition, NFPA No. 70-2014" and substituting the words "2017 Edition, NFPA No. 70-2017, with State of Iowa amendments".

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.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

Illa Earnest, City Clerk



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

Memo

To: City Council
From: Steve Donnolly
Date: 8/31/2018
Re: Adopting 2017 National Electrical Code

Council,

Back on January 1st, 2018, the State of Iowa adopted the 2017 National Electrical Code (NEC) for the State. As in the past, we like to mirror the State Code for all our code adoptions. We will also adopt the amendments the State passed for the NEC. The only change has to do with dormitory buildings that will not affect us in the near future. The change will also give the electrical contractors clear direction when bidding and performing jobs within our jurisdiction. If you have any questions, feel free to give me a call or email and I will be happy to answer any of your questions. Have a good holiday weekend.

Steve Donnolly

*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

August 31, 2018

To: Mayor & City Council

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

From: Brent Hinson
City Administrator

Re: Parking & Traffic Regulations (Cont.)

I have included all of the changes discussed at last meeting's workshop, and have also added a stop sign for the cul-de-sac street where it intersects with West Buchanan at the Business Park. We recent realized we hadn't done this yet.

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, southbound, eastbound, and westbound stop).”

SECTION 3. **Delete Paragraph.** Section 65.02, “Special Stops Required”, Paragraph 268, is hereby repealed.

SECTION 4. **Add Paragraph.** A new Section 65.02, “Special Stops Required”, paragraph 268 is added as follows: “South Avenue E and West Tyler Street (northbound, eastbound, and westbound stop).”

SECTION 5. **Add Paragraph.** A new Section 65.02, “Special Stops Required”, paragraph 270 is added as follows: “Avenue M Court and West Buchanan Street (northbound stop).”

SECTION 6. **Delete Paragraph.** Section 69.08, “No Parking Zones”, Paragraph 69, is hereby repealed.

SECTION 7. **Add Paragraph.** A new Section 69.08, “No Parking Zones”, Paragraph 69, is added as follows: “West Monroe Street, on the north and south sides, from South Avenue B to South Avenue E.”

SECTION 8. **Add Paragraph.** A new Section 69.08, “No Parking Zones”, Paragraph 89 is added as follows: “South Iowa Avenue, on the west side, for a distance of one hundred (100) feet south of centerline with the intersection of West Tyler Street.”

SECTION 9. **Add Paragraph.** A new Section 69.08, “No Parking Zones”, Paragraph 90 is added as follows: “West Tyler Street, on the north side, for a distance of sixty-eight (68) feet west of centerline with the intersection of South Iowa Avenue; and on the south side from its intersection with South Avenue B to its intersection with South Iowa Avenue.”

SECTION 10. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 11. **Severability.** If any section, provision or part of this ordinance shall be judged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 12. **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: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

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 to the Washington County Treasurer for improvement and removal of debris against the abutting property owner, and unpaid delinquent utility charges,

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

The property of Lana K. Weeks at 620 E. Polk St. for the amount of \$435.00. Legal description (10 FOSS SD LOT 9 & W 65 FT). Parcel number (11-20-253-016).

and,

WHEREAS, water service charges remain unpaid and delinquent for the following listed property owner:

The property of Holly Hamilton, 518 S. Avenue B for the amount of \$560.00. Legal description (13 ASSESSORS SD OL 7 S2/3 EXC S 3 FT) Parcel number (11-17-361-009)

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 4th day of September, 2018.

Jaron Rosien, Mayor

Attest:

Illa Earnest, City Clerk