



AGENDA OF THE REGULAR SESSION OF THE  
COUNCIL OF THE CITY OF WASHINGTON, IOWA  
TO BE HELD IN THE NICOLA-STOUFER ROOM.  
PUBLIC LIBRARY AT 115 W. WASHINGTON STREET  
AT 6:00 P.M., TUESDAY, JULY 17, 2018

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, July 17, 2018 to be approved as proposed or amended.

**Consent:**

1. Council Minutes July 3, 2018
2. G & R Miller Construction, Fire Station Utilities & Grading, Phase I, \$17,378.59
3. MSA Professional Services, WEDG Regional Trails & Recreation Plan, \$20,000.00
4. MSA Professional Services, Wellness Park Phase I Design & Bidding, \$5,400.00
5. Spark Consulting, West Side Residential Historic District National Register Nomination, \$1,577.53
6. A & R Land Services, E. Adams St. Improvement Project, \$243.70
7. A & R Land Services, ROW Services for Pamida Sewer Project, \$150.00
8. Iowa Association of Municipal Utilities, SASSO July 2018-June 2019, \$4,993.27
9. Fox Engineering, City Hall Interceptor Reroute, \$9,329.48
10. Fox Engineering, SE Basin I & I Reduction, \$4,168.00
11. Fox Engineering, S. Elevated Water Storage Tank Improvements, \$801.00
12. Fox Engineering, WWTP Nutrient Reduction Strategy, \$1,885.50
13. Fox Engineering, Water Treatment Plant Improvements, \$21,598.25
14. Fox Engineering, Well #6 Pump Replacement, \$570.00
15. Iowa Communities Assurance Pool, \$131,336.62
16. PAWS & More Animal Shelter, Animal Services (April-June 2018), \$4,500.00
17. Design Alliance, Washington Fire Station Project, \$20,750.16
18. WEDG, 2018 Pledge, \$22,287.00
19. Corner Stop, 100 E. Madison Street, Class C Beer Permit (BC), Class B Native Wine Permit, Sunday Sales, **(new owner)**
20. Corner Stop, 100 E. Madison Street, Cigarette, Tobacco/Nicotine/Vapor Permit **(new owner)**
21. Mi Pueblo Real #2, Class C Liquor License (LC) (Commercial), Sunday Sales, **(renewal)**
22. Department Reports

**Consent – Other:**

DeLong Construction, House Demolition (202 E. Jefferson, 208 E. Jefferson, 302 S. 2<sup>nd</sup>, 1218 N. 2<sup>nd</sup>) per Lump Sum Quoted Price, \$19,000.00

**Claims & Financial Reports:**

Claims for July 17, 2018

**SPECIAL PRESENTATION**

Discussion and Consideration of a Request from the Library to Close the Alley on July 27 from 4:45 p.m. to 8:00 P.M.

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

**UNFINISHED BUSINESS**

Discussion and Consideration of E.Washington Street Sidewalk Preliminary Resolution.

**NEW BUSINESS**

Affirm Mayoral Appointment of Sandra Johnson to Historic Preservation Commission.

Discussion and Consideration of Quotes Received for Grapple for M/C Endloaders.

Discussion and Consideration of Quotes Received for Removal of Hazardous Ash Trees.

Discussion and Consideration of Quotes Received for ADA Repairs on 4<sup>th</sup> Avenue Sidewalks.  
**(Quotes will be received on Tuesday, July 17 and brought to council meeting.)**

**PUBLIC HEARING:** Proposal to Dispose of an Interest in Real Property Generally Referred to 1218 N. 2<sup>nd</sup> Avenue.

Discussion and Consideration of Resolution Approving a Land Exchange Agreement by and between the City of Washington; Dalhaze Development, LLC and MSJ, LLC

Discussion and Consideration of South Water Tower Change Order #1

Discussion and Consideration of a Resolution Directing the Acceptance of a Proposal to Purchase \$1,845,000 (Dollar Amount Subject to Change) Local Option Sales and Services Tax Revenue Bonds, Series 2018B.

Discussion and Consideration of Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer.

**DEPARTMENTAL REPORT**

Police Department  
City Attorney  
City Administrator

**MAYOR & COUNCILPERSONS**

Jaron Rosien, Mayor  
Brendan DeLong

Steven Gault  
Elaine Moore  
Fran Stigers  
Millie Youngquist

**ADJOURNMENT**

Illa Earnest, City Clerk

Council Minutes 07-03-2018

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 July 3, 2018 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Gault, Moore, Youngquist. Absent: Stigers.

Motion by Gault, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, July 3, 2018 be amended to move Discussion and Consideration of Second Reading and Possible Adoption of an Ordinance Adopting 2015 International Building Code with State Admendments. Motion carried.

**Consent:**

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

**Consent – Other:**

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

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

Motion by DeLong, seconded by Gault, to approve the consent agenda items 2-12. Motion carried.

Motion by DeLong, seconded by Youngquist, to approve consent agenda item #1 after minutes were corrected to the City Attorney not the Mayor approved the addition to the agenda. Motion carried.

Motion by Gault, seconded by Moore, to approve payment of Consent – Other. Motion carried.

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

Mayor Rosien read a proclamation proclaiming July as Independent Business Retailer Month.

Motion by Moore, seconded by Youngquist, to approve the Lincoln School 2018 Bike-a-thon Request for September 21.

Motion by DeLong, seconded by Gault, to approve the Chamber of Commerce requests for Alive After Five Events – July 24 and August 7. Motion carried.

Presentations from the public:

Mike Crossett, 204 E. 7<sup>th</sup> Street, came before council with concerns about corn being planted too close to the curbs on E. 15<sup>th</sup> Street and E. Fillmore Street. He also had concerns about mowed grass being blown into the street and causing a slip hazard for bicycle riders.

Motion by DeLong, seconded by Youngquist, to remove from the table the Discussion and Consideration of a Development Agreement with David and Lisa Nacos. Roll call on motion: Ayes: DeLong, Gault, Moore, Youngquist. Nays: Stigers (absent). Motion carried.

Motion by Youngquist, seconded by Gault, to approve the Resolution Approving a Development Agreement with David and Lisa Nacos. Roll call on motion: Ayes: DeLong, Gault, Moore, Youngquist. Nays: Stigers (absent). Motion carried. **(Resolution No. 2018-084)**

Motion by DeLong, seconded by Youngquist, to approve the third reading and adopt the Ordinance Amending Chapters 65 & 69 – Traffic and Parking Regulations. Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1075)**

Discussion of E. Washington Street Sidewalk Project with Jack Pope from Garden & Assoc.

Mayor Rosien announced that now is the time for the public hearing for the Water Treatment Plant Improvements as part of the Community Development Block Grant.

Mayor Rosien read the following announcements:

## WASHINGTON PUBLIC HEARING ANNOUNCEMENTS

### WASHINGTON'S WASTEWATER PLANT IMPROVEMENTS PROJECT

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

During the public hearing Water Treatment Plant Superintendent Chad McCleary gave an update on the plant improvements.

Motion by DeLong, seconded by Moore, to close the public hearing. Roll call on motion: Ayes: DeLong, Gault, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Youngquist, seconded by DeLong, to affirm the Mayor's appointment of Mary Patterson to a three year term on the Washington Historic Preservation Commission. Motion carried.

Motion by Youngquist, seconded by Gault, to approve the Resolution Declining to Exercise Extraterritorial Jurisdiction for Hickory Hill Subdivision. Roll call on motion: Ayes: DeLong, Gault, Moore, Youngquist. Nays: Stigers (absent). Motion carried. **(Resolution No. 2018-085)**

Motion by Moore, seconded by Youngquist, to approve a Resolution Approving a Hearing and Letting for the Fire Station Building Construction Project. Roll call on motion: Ayes: DeLong, Gault, Moore, Youngquist. Nays: Stigers (absent). Motion carried. **(Resolution No. 2018-086)**

Motion by DeLong, seconded by Gault, to approve the Resolution Approving Preliminary Official Statement-Local Option Sales and Service Tax Revenue Bonds, Series 2018B. Roll call on motion: Ayes: DeLong, Gault, Moore, Youngquist. Nays: Stigers (absent). Motion carried. **(Resolution No. 2018-087)**

Motion by Moore, seconded by Youngquist, to approve as amended (to correct to 2<sup>nd</sup> Avenue) Setting a Public Hearing on July 17 for a Land Swap of City Owned Parcel 1108302002 for Parcel 1108388002 Owned by Dalhaze Development LLC. Motion carried.

Motion by DeLong, seconded by Gault, to approve a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: DeLong, Gault, Moore, Youngquist. Nays: Stigers (absent). Motion carried. **(Resolution No. 2018-088)**

Motion by Youngquist, seconded by DeLong, to approve an Agreement for Consulting Services with RDG Planning & Design for the Housing Market Study Planning Services. Motion carried.

Motion by DeLong, seconded by Gault, to approve the second reading of an Ordinance Adopting the 2015 International Building Code with State of Iowa Amendments. Roll call on motion: Ayes: DeLong, Gault, Moore, Stigers (by phone), Youngquist. Nays: none. Motion carried.

Motion by Youngquist, seconded by DeLong, to suspend the rules and vote on the third reading. Roll call on motion: Ayes: DeLong, Gault, Moore, Stigers (by phone), Youngquist. Nays: none. Motion carried.

Motion by Gault, seconded by Moore, to approve the third reading and adopt the Ordinance Adopting the 2015 International Building Code with State of Iowa Amendments. Roll call on motion: Ayes: DeLong, Gault, Moore, Stigers (by phone), Youngquist. Nays: none. Motion carried. **(Ordinance No. 1074)**

City Attorney Olson said there was a valid reason for the council to go into closed session per Iowa Code 21.5(j).

Motion by Gault, seconded by DeLong, that the council go into closed session. Roll call on motion:  
Ayes: DeLong, Gault, Moore, Youngquist. Nays: Stigers (absent). Motion carried.

Motion by Moore, seconded by Youngquist, that the council return to open session. Roll call on motion:  
Ayes: DeLong, Gault, Moore, Youngquist. Nays: Stigers (absent). Motion carried.

Mayor Rosien announced that no formal action had been taken in the closed session.

Motion by Gault, seconded by DeLong, that the Regular Session held at 6:00 P.M., Tuesday, July 3, 2018, be adjourned. Motion carried.

Illa Earnest, City Clerk

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**Remit to:**  
 MSA Professional Services, Inc.  
 1230 South Boulevard  
 Baraboo, WI 53913

# INVOICE

PAYMENT DUE UPON RECEIPT OF INVOICE.  
 INTEREST AT THE RATE OF 1.5% PER MONTH  
 ON UNPAID BALANCE WILL BE ADDED TO  
 YOUR NEXT STATEMENT.

For questions, contact: (800) 362-4505

Brent Hinson  
 City of Washington  
 215 East Washington Street  
 Washington, IA 52353

July 9, 2018  
 Project No: R18613000.0  
 Invoice No: 4  
 00-04-28  
 Project Manager: Christopher Janson  
 Client Liaison: Shawn O'Shea

Project R18613000.0 WEDG Regional Trails & Recreation Plan  
**Professional Services from February 25, 2018 to June 30, 2018**

| Description                       | Contract Amount | Percent Complete | Amount Earned | Previous Invoices | This Invoice |                    |
|-----------------------------------|-----------------|------------------|---------------|-------------------|--------------|--------------------|
| Regional Trails & Recreation Plan | 50,000.00       | 70.00            | 35,000.00     | 15,000.00         | 20,000.00    |                    |
| Total Fee                         | 50,000.00       |                  | 35,000.00     | 15,000.00         | 20,000.00    |                    |
| <b>Total Fee</b>                  |                 |                  |               |                   |              | <b>20,000.00</b>   |
| <b>AMOUNT DUE THIS INVOICE:</b>   |                 |                  |               |                   |              | <b>\$20,000.00</b> |

**For ACH notification, remit to:**

ach@msa-ps.com  
 Account Number: 101065930 Routing Number: 075901590  
 Bank Information: Baraboo State Bank, 101 3<sup>rd</sup> Ave., PO Box 50., Baraboo, WI 53913, (608) 356-7703



PROFESSIONAL SERVICES

# INVOICE

.....  
*Payment due upon receipt of invoice.  
Interest at the rate of 1.5% per  
month on unpaid balance will be  
added to your next statement.*

**REMIT TO:**

MSA PROFESSIONAL SERVICES, INC.  
1230 SOUTH BOULEVARD  
BARABOO WI 53913

City of Washington  
215 East Washington Street  
Washington, IA 52353

June 29, 2018  
Project No: R10322002.0  
Invoice No: 5  
Project Manager: Jacob Huck  
Client Liaison: Shawn O'Shea

Project R10322002.0 Washington Wellness Park Phase 1 Design & Bidding  
**Professional Services from May 27, 2018 to June 23, 2018**

| Description                            | Contract Amount | Percent Complete | Amount Earned | Previous Invoices | This Invoice |
|--|-----------------|------------------|---------------|-------------------|--------------|
| Wellness Park Phase 1 Design & Bidding | 90,000.00       | 66.00            | 59,400.00     | 54,000.00         | 5,400.00     |
| Total Fee                              | 90,000.00       |                  | 59,400.00     | 54,000.00         | 5,400.00     |

**Total Fee 5,400.00**

**AMOUNT DUE THIS INVOICE: \$5,400.00**



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

Date of Invoice: June 28, 2018

|  |  |                         |
|--|--|-------------------------|
| <b>Consultant Hours</b>  |  |                         |
| June 18-28, 2018   | Development of Iowa Site Inventory form for Sunset Park<br>– 13 hours @ \$60/hour  | \$780                   |
|  |  | <b><i>SUB-TOTAL</i></b> |
|  |  | <b>\$780</b>            |
| <b>Additional Expenses</b>   |  |                         |
| 6/28/2018  | Printing of two copies of Iowa Site Inventory form for Sunset Park –<br>2 copies of 54 BW pages @ \$.10 and 32 color pages @ \$.50 | \$42.80                 |
| 6/28/2018  | Postage to mail to Des Moines and Washington   | \$13.40                 |
|  |  | <b><i>SUB-TOTAL</i></b> |
|  |  | <b>\$56.20</b>          |
| <b>TOTAL INVOICE THROUGH 6/28/18</b>   |  | <b>\$836.20</b>         |
| <i>Remainder on contract for hours/expenses for revising<br/>and printing final NRHP nomination in July 2018</i> |  | <b>\$741.33</b>         |
| <b><i>FINAL INVOICE AMOUNT</i></b>   |  | <b>\$1,577.53</b>       |

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

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

|  | Total Amount | Billed to Date | This Invoice | Total Billed |
|--|--------------|----------------|--------------|--------------|
| Consultant Hours   | \$13,200     | \$12,480       | \$780        | \$13,260     |
| Additional Expenses – mileage,<br>lodging, photocopies, printing, etc. | \$1,210      | \$352.47       | \$56.20      | \$408.67     |

June 28, 2018

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

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

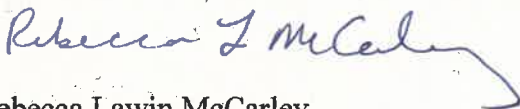
Enclosed is an invoice for the work completed on the NRHP nomination for the West Side Residential Historic District over the last two weeks.

The work on this invoice covers the development of the Iowa Site Inventory form for Sunset Park, based on the additional research completed for the West Side Residential Historic District nomination and photographs taken over the course of the project. This form is an updated and revised version of the form completed for the survey project in 2014-15, including much more extensive information and photographs. The final resource counts and numbering for the NRHP nomination are also reflected on this site inventory form, making it consistent with the nomination.

I am still waiting on the official minutes from the SNRC meeting from June 9, 2018. State staff indicates that these will likely be sent during the week of July 8, 2018. Once I have received these minutes/comments, I will make the final revisions for the nomination. Then, the state staff will complete their final review, and then they will request that the final archival copies are submitted to them to forward onto the National Park Service. Assuming that the nomination is sent to the National Park Service in July for final review and approval, the district will likely be listed on the National Register of Historic Places in September.

As the CLG grant project is outlined to wrap up by June 30, the end of the fiscal year, SHPO staff has indicated that I should send an invoice for my hours/expenses to date and for the remainder of the contract amount for the work to complete the nomination in July (amounts for hours and expenses shift to the other category as needed to complete the project). The enclosed invoice reflects both of these amounts. The amount of \$836.20 is due at this time for work completed on the project. If you proceed with paying the full amount of the remainder of the contract at this time, I will then reflect this payment as a credit on final invoice with the final NRHP nomination. Please make the check payable to Rebecca Lawin McCarley, and submit it to the address listed above (please note new address above!). If you have any questions, please contact me at [sparkconsulting@octaspark.com](mailto:sparkconsulting@octaspark.com) or 319-200-9767. I look forward to continuing to work with you on this project.

Sincerely,



Rebecca Lawin McCarley  
d.b.a. SPARK Consulting

# A & R Land Services, Inc.

1609 Golden Aspen Drive, Suite 104  
 Ames, IA 50010  
 515-337-1197

Invoice No. WASH-ADAMS-18-5

## INVOICE

### Customer

Name City of Washington, Iowa, c/o Brent D. Hinson  
 Address 215 East Washington Street  
 City Washington State IA ZIP 52353  
 Phone 319-653-6584

Date 7/3/2018  
 Order No. WASH-ADAMS-18

| Qty | Description  | Unit Price | TOTAL    |
|-----|--|------------|----------|
|     | <b>MAY 2018</b>  |            |          |
| 3.5 | ROW Services for City of Washington, Iowa<br>East Adams Street Improvement Project | \$65.00    | \$227.50 |
|     | Mileage for project trips taken.   | \$0.545    |          |
|     | Color copies/printing.   | \$0.50     |          |
| 162 | Black and white copies/printing.   | \$0.10     | \$16.20  |
|     | Abstractor/Courthouse Fees   | \$1.00     |          |
|     | Postage  | \$1.00     |          |
|     | Recording Fees   | \$1.00     |          |
|     | SubTotal   |            | \$243.70 |
|     | Shipping & Handling  |            | \$0.00   |
|     | Taxes Iowa   |            |          |

### Payment Details

- Cash  
 Check  
 Credit Card

Name \_\_\_\_\_  
 CC # \_\_\_\_\_  
 Expires \_\_\_\_\_

|                     |                 |
|---------------------|-----------------|
| SubTotal            | \$243.70        |
| Shipping & Handling | \$0.00          |
| Taxes Iowa          |                 |
| <b>TOTAL</b>        | <b>\$243.70</b> |

Office Use Only: Customer will be charged 1.5% interest per month for any invoices past due over 30 days.

Agreed expenses include: mileage at current the Federal rate, lodging at GSA's current rate, per diem at GSA's current rate, postage, copies/printing at 10 cents per black & white page and 50 cents per color page, telephone calls, and any other project-related expenses to be billed to client based on actual expense.

Your Expert Right of Way Resource

# A & R Land Services, Inc.

1609 Golden Aspen Drive, Suite 104  
 Ames, IA 50010  
 515-337-1197

Invoice No. WASH-PAMIDA-18-5

## INVOICE

### Customer

Name City of Washington, Iowa, c/o Brent D. Hinson  
 Address 215 East Washington Street  
 City Washington State IA ZIP 52353  
 Phone 319-653-6584

Date 7/3/2018  
 Order No. WASH-PAMIDA-18

| Qty | Description   | Unit Price | TOTAL    |
|-----|---|------------|----------|
|     | <b>MAY 2018</b>   |            |          |
| 2   | ROW Services for City of Washington, Iowa<br>Pamida Sewer Project | \$75.00    | \$150.00 |
|     | Mileage for project trips taken.                                  | \$0.545    |          |
|     | Color copies/printing.  | \$0.50     |          |
|     | Black and white copies/printing.                                  | \$0.10     |          |
|     | Abstractor/Courthouse Fees  | \$1.00     |          |
|     | Postage   | \$1.00     |          |
|     | Recording Fees  | \$1.00     |          |
|     | SubTotal  |            | \$150.00 |
|     | Shipping & Handling   |            | \$0.00   |
|     | Taxes Iowa  |            |          |

### Payment Details

- Cash  
 Check  
 Credit Card

Name \_\_\_\_\_  
 CC # \_\_\_\_\_  
 Expires \_\_\_\_\_

Office Use Only: Customer will be charged 1.5% interest per month for any invoices past due over 30 days.

Agreed expenses include: mileage at current the Federal rate, lodging at GSA's current rate, per diem at GSA's current rate, postage, copies/printing at 10 cents per black & white page and 50 cents per color page, telephone calls, and any other project-related expenses to be billed to client based on actual expense.

Your Expert Right of Way Resource



**IOWA ASSOCIATION OF MUNICIPAL UTILITIES**

1735 NE 70th Avenue  
Ankeny, IA 50021

# Invoice

| Invoice Number | Invoice Date |
|----------------|--------------|
| 17595          | 7/1/2018     |

Terms: Net 30

|   |
|---|
| Bill To   |
| City of Washington<br>P.O. Box 516<br>215 East Washington Street<br>Washington, IA 52353-0516 |

| Description                   | Quantity | Rate     | Amount   |
|-------------------------------|----------|----------|----------|
| SASSO • July 2018 - June 2019 |          | 4,933.27 | 4,933.27 |

| Email Address           | Phone #      | Fax #        | Website      |
|-------------------------|--------------|--------------|--------------|
| jvandusseldorp@iamu.org | 515-289-1999 | 515-289-2499 | www.iamu.org |

|                    |                   |
|--------------------|-------------------|
| Sales Tax (0.0%)   | \$0.00            |
| Payments/Credits   | \$0.00            |
| <b>Balance Due</b> | <b>\$4,933.27</b> |

001-12-1020-10230 VB7/218



414 South 17th Street, Ste 107  
 Ames, IA 50010  
 515-233-0000

City of Washington  
 PO Box 516  
 Washington, IA 52353  
 Brent Hinson

Invoice number 43138  
 Date 06/30/2018

Project **204517B Washington City Hall  
 Interceptor Reroute**

Professional Services for the Period of 05/27/2018 to 06/30/2018

**Lump Sum Phases**

| Description                 | Contract Amount  | Percent Complete | Prior Billed     | Total Billed     | Current Billed  |
|-----------------------------|------------------|------------------|------------------|------------------|-----------------|
| Preliminary Design          | 19,500.00        | 100.00           | 19,500.00        | 19,500.00        | 0.00            |
| Final Design                | 9,500.00         | 100.00           | 9,500.00         | 9,500.00         | 0.00            |
| Bidding                     | 6,500.00         | 100.00           | 6,500.00         | 6,500.00         | 0.00            |
| Boundary Survey             | 3,900.00         | 95.00            | 2,925.00         | 3,705.00         | 780.00          |
| Construction Administration | 11,000.00        | 60.00            | 550.00           | 6,600.00         | 6,050.00        |
| Construction Staking        | 3,000.00         | 77.00            | 0.00             | 2,310.00         | 2,310.00        |
| <b>Total</b>                | <b>53,400.00</b> | <b>90.10</b>     | <b>38,975.00</b> | <b>48,115.00</b> | <b>9,140.00</b> |

**Standard Hourly Rate Phases**

**IDNR Permit Fees**  
 Reimbursables

|                                  | Billed Amount |
|----------------------------------|---------------|
|                                  | 189.48        |
| <b>IDNR Permit Fees Subtotal</b> | <b>189.48</b> |

**Invoice total      \$9,329.48**

Approved by: 

*Late Payment Charge: 15% per annum beginning 30 days from above date*





414 South 17th Street, Ste 107  
Ames, IA 50010  
515-233-0000

City of Washington  
PO Box 516  
Washington, IA 52353  
Brent Hinson

Invoice number 43137  
Date 06/30/2018

Project 204517A Washington SE Basin I&I  
Reduction

Professional Services for the Period of 05/27/2018 to 06/30/2018

**Lump Sum Phases**

| Description                       | Contract Amount | Percent Complete | Prior Billed | Total Billed | Current Billed |
|-----------------------------------|-----------------|------------------|--------------|--------------|----------------|
| Preliminary Design                | 57,100.00       | 85.40            | 44,596.00    | 48,764.00    | 4,168.00       |
| Final Design                      | 29,500.00       | 0.00             | 0.00         | 0.00         | 0.00           |
| Bidding                           | 8,500.00        | 0.00             | 0.00         | 0.00         | 0.00           |
| Construction Administration       | 29,800.00       | 0.00             | 0.00         | 0.00         | 0.00           |
| Post Construction Record Drawings | 5,700.00        | 0.00             | 0.00         | 0.00         | 0.00           |
| Total                             | 130,600.00      | 37.34            | 44,596.00    | 48,764.00    | 4,168.00       |

Invoice total **\$4,168.00**

Approved by: \_\_\_\_\_

*Late Payment Charge: 15% per annum beginning 30 days from above date*



414 South 17th Street, Ste 107  
 Ames, IA 50010  
 515-233-0000

City of Washington  
 PO Box 516  
 Washington, IA 52353  
 Brent Hinson

Invoice number 43095  
 Date 06/30/2018

Project **342417B Washington South 0.5 MG  
 Elevated Water Storage Tank  
 Improvements**

Professional Services for the Period of 05/27/2018 to 06/30/2018

**Lump Sum Phases**

| Description        | Contract Amount | Percent Complete | Prior Billed | Total Billed | Current Billed |
|--------------------|-----------------|------------------|--------------|--------------|----------------|
| Preliminary Design | 5,713.00        | 100.00           | 5,713.00     | 5,713.00     | 0.00           |
| Final Design       | 13,534.00       | 100.00           | 13,534.00    | 13,534.00    | 0.00           |
| Bidding            | 3,994.00        | 100.00           | 3,994.00     | 3,994.00     | 0.00           |
| Total              | 23,241.00       | 100.00           | 23,241.00    | 23,241.00    | 0.00           |

**Standard Hourly Rate Phases**

**Construction Administration**

|                                      | Billed Amount |
|--------------------------------------|---------------|
| Professional Fees                    | 326.00        |
| Outside Services                     | 475.00        |
| Construction Administration subtotal | 801.00        |

**Invoice total \$801.00**

Approved by:  \_\_\_\_\_

*Late Payment Charge: 15% per annum beginning 30 days from above date*



414 South 17th Street, Ste 107  
 Ames, IA 50010  
 515-233-0000

City of Washington  
 PO Box 516  
 Washington, IA 52353  
 Brent Hinson

Invoice number 43094  
 Date 06/30/2018

Project **204517C Washington WWTP Nutrient Reduction Strategy**

Professional Services for the Period of 05/27/2018 to 06/30/2018

**Lump Sum Phases**

| Description               | Contract Amount | Percent Complete | Prior Billed | Total Billed | Current Billed |
|---------------------------|-----------------|------------------|--------------|--------------|----------------|
| <b>Study &amp; Report</b> | 14,519.00       | 95.00            | 13,793.05    | 13,793.05    | 0.00           |
| <b>Total</b>              | 14,519.00       | 95.00            | 13,793.05    | 13,793.05    | 0.00           |

**Standard Hourly Rate Phases**

**IRE Pretreatment Consultation**  
 Professional Fees

IRE Pretreatment Consultation subtotal

Billed Amount

1,885.50

1,885.50

**Invoice total \$1,885.50**

Approved by:  \_\_\_\_\_

*Late Payment Charge: 15% per annum beginning 30 days from above date*



414 South 17th Street, Ste 107  
 Ames, IA 50010  
 515-233-0000

City of Washington  
 PO Box 516  
 Washington, IA 52353  
 Brent Hinson

invoice number 43092  
 Date 06/30/2018

Project **342416A Washington Water Treatment  
 Plant Improvements**

Professional Services for the Period of 05/27/2018 to 06/30/2018

**Lump Sum Phases**

| Description               | Contract Amount   | Percent Complete | Prior Billed      | Total Billed      | Current Billed |
|---------------------------|-------------------|------------------|-------------------|-------------------|----------------|
| <b>Preliminary Design</b> | 126,460.00        | 100.00           | 126,460.00        | 126,460.00        | 0.00           |
| <b>Final Design</b>       | 177,830.00        | 100.00           | 177,830.00        | 177,830.00        | 0.00           |
| <b>Bidding</b>            | 16,780.00         | 100.00           | 16,780.00         | 16,780.00         | 0.00           |
| <b>Total</b>              | <b>321,070.00</b> | <b>100.00</b>    | <b>321,070.00</b> | <b>321,070.00</b> | <b>0.00</b>    |

**Standard Hourly Rate Phases**

|   | Billed Amount      |
|---|--------------------|
| <b>Construction Administration</b>              |                    |
| Professional Fees                               | 14,522.50          |
| Reimbursables                                   | 789.75             |
| Outside Services                                |                    |
| KCL Engineering                                 | 2,508.00           |
|   | 1,254.00           |
| Rietz Consultants, Ltd                          | 187.50             |
| <b>Construction Administration Subtotal</b>     | <b>19,261.75</b>   |
| <b>Resident Project Representative</b>          |                    |
| Professional Fees                               | 2,128.50           |
| Reimbursables                                   | 208.00             |
| <b>Resident Project Representative Subtotal</b> | <b>2,336.50</b>    |
| <b>Invoice total</b>                            | <b>\$21,598.25</b> |



414 South 17th Street, Ste 107  
 Ames, IA 50010  
 515-233-0000

City of Washington  
 PO Box 516  
 Washington, IA 52353  
 Brent Hinson

Invoice number 43093  
 Date 06/30/2018

Project **342415C Washington Well 6 Pump Replacement**

Professional Services for the Period of 05/27/2018 to 06/30/2018

**Lump Sum Phases**

| Description    | Contract Amount  | Percent Complete | Prior Billed     | Total Billed     | Current Billed |
|----------------|------------------|------------------|------------------|------------------|----------------|
| <b>Design</b>  | 28,324.00        | 100.00           | 28,324.00        | 28,324.00        | 0.00           |
| <b>Bidding</b> | 4,768.00         | 100.00           | 4,768.00         | 4,768.00         | 0.00           |
| <b>Total</b>   | <b>33,092.00</b> | <b>100.00</b>    | <b>33,092.00</b> | <b>33,092.00</b> | <b>0.00</b>    |

**Standard Hourly Rate Phases**

**Construction Administration**  
 Professional Fees

|   | Billed Amount |
|---|---------------|
| <b>Construction Administration Subtotal</b> | <b>570.50</b> |

**Invoice total \$570.50**

Approved by:  \_\_\_\_\_

*Late Payment Charge: 15% per annum beginning 30 days from above date*



**Iowa Communities Assurance Pool**

## Commitment to Continue Membership

I, City of Washington, do hereby affix my signature to this form and promise to submit the contribution of \$144,099.42 (less attached vouchers if applicable) by JUL 17, 2018. In order to fulfill this commitment, our check will be received by the Iowa Communities Assurance Pool, at the address on this form, no later than JUL 24, 2018.

$$\begin{array}{r} 144,099.42 \\ 12,762.80 \\ \hline 131,336.62 \end{array}$$

Printed Name Kelsey Brown  
Signature [Handwritten Signature]  
Date \_\_\_\_\_

Iowa Communities  
Assurance Pool  
5701 Greendale Road  
Johnston, IA 50131

**PAWS & More Animal Shelter**

1004 1/2 West Madison Street  
Washington, IA 52353

# Invoice

|      |          |
|------|----------|
| Date | 7/5/2018 |
|------|----------|

|           |    |
|-----------|----|
| Invoice # | 59 |
|-----------|----|

**Bill To**  
City of Washington  
PO Box 516  
Washington, IA 52353

|       |                |
|-------|----------------|
| Terms | DUE UPON RE... |
|-------|----------------|

| Description                                       | Quantity | Rate         | Amount     |
|---|----------|--------------|------------|
| Animal Services 4th FYE quarter (April-June 2018) |          | 4,500.00     | 4,500.00   |
|   |          | <b>Total</b> | \$4,500.00 |



**City of Washington**  
215 East Washington Street  
Washington, IA 52353

July 3, 2018  
Invoice No: 205411  
Project No: 217055

Attn: Brent Hinson

Re: Washington Fire Station

For professional services rendered for the period June 1, 2018 to June 30, 2018  
for the referenced project.

| Description                         | Contract Amount | % Work To Date | Amount Billed | Previous Billed | This Inv Billed    |
|-------------------------------------|-----------------|----------------|---------------|-----------------|--------------------|
| Predesign                           | 15,500.00       | 100.00%        | 15,500.00     | 15,500.00       | 0.00               |
| Schematic                           | 7,750.00        | 100.00%        | 7,750.00      | 7,750.00        | 0.00               |
| Design Dev                          | 31,000.00       | 100.00%        | 31,000.00     | 31,000.00       | 0.00               |
| Const Doc                           | 54,250.00       | 98.00%         | 53,165.00     | 32,550.00       | 20,615.00          |
| Bid/Negot                           | 7,750.00        | 0.00%          | 0.00          | 0.00            | 0.00               |
| Const Admin                         | 38,750.00       | 0.00%          | 0.00          | 0.00            | 0.00               |
| Total Fixed Fee                     | 155,000.00      |                | 107,415.00    | 86,800.00       | 20,615.00          |
| <b>Total Fixed Fee</b>              |                 |                |               |                 | <b>\$20,615.00</b> |
| Kristofer Orth - mileage            |                 |                |               |                 | 135.16             |
| <b>Total Out-of-Pocket Expenses</b> |                 |                |               |                 | <b>\$135.16</b>    |
| <b>INVOICE TOTAL</b>                |                 |                |               |                 | <b>\$20,750.16</b> |

Please notify our office if you have any questions concerning your invoice balance.

1.5% interest charged on unpaid balance over 30 days

14225 University  
Suite 110  
Waukee, IA 50263  
TEL 515.225.3469  
FAX 515.225.9649  
DesignAllianceInc.com



Washington Economic Development Group

205 W Main St  
Washington, IA 52353



City of Washington  
215 E Washington St  
Washington, IA 52353

*Our Mission -- Create and promote an environment for  
Economic Development*

# INVOICE

Invoice Date: 7/1/2018

Invoice Number: 10639

Federal Tax ID #42-1276049

| DESCRIPTION                            | AMOUNT    |
|--|-----------|
| 2018 Portion of 2017-2019 Pledge Drive | 22,287.00 |

Thank you for your continued support of the Washington Economic Development Group (WEDG). Contributions or gifts to the WEDG are not tax deductible as charitable contributions for income tax purposes but they may be tax deductible as ordinary and necessary business expenses.

**Total:** \$22,287.00

**Applicant License Application ( )**

|  |                            |                          |
|--|----------------------------|--------------------------|
| <b>Name of Applicant:</b> <u>dnp llc</u>               |                            |                          |
| <b>Name of Business (DBA):</b> <u>corner stop</u>      |                            |                          |
| <b>Address of Premises:</b> <u>100 east madison st</u> |                            |                          |
| <b>City</b> <u>Washington</u>                          | <b>County:</b> <u>Iowa</u> | <b>Zip:</b> <u>52353</u> |
| <b>Business</b> <u>(502) 356-5226</u>                  |                            |                          |
| <b>Mailing</b> <u>2301 university dr</u>               |                            |                          |
| <b>City</b> <u>muscatine</u>                           | <b>State</b> <u>IA</u>     | <b>Zip:</b> <u>52761</u> |

**Contact Person**

|                                     |  |  |
|-------------------------------------|--|--|
| <b>Name</b> <u>dipesh gautam</u>    |  |  |
| <b>Phone:</b> <u>(703) 624-8297</u> | <b>Email</b> <u>dipeshgtm4@gmail.com</u> |  |

**Classification** Class C Beer Permit (BC)

**Term:** 12 months

**Effective Date:** 08/01/2018

**Expiration Date:** 01/01/1900

**Privileges:**

- Class B Native Wine Permit
- Class C Beer Permit (BC)
- Sunday Sales

**Status of Business**

|   |  |
|---|--|
| <b>BusinessType:</b> <u>Limited Liability Company</u> |  |
| <b>Corporate ID Number:</b> <u>XXXXXXXXXX</u>         | <b>Federal Employer ID</b> <u>XXXXXXXXXX</u> |

**Ownership**

**purushotam Baral**

**First Name:** purushotam      **Last Name:** Baral  
**City:** muscatine      **State:** Iowa      **Zip:** 52761  
**Position:** president  
**% of Ownership:** 90.00%      **U.S. Citizen:** No

**dipesh gautam**

**First Name:** dipesh      **Last Name:** gautam  
**City:** muscatine      **State:** Iowa      **Zip:** 52761  
**Position:** vice president  
**% of Ownership:** 10.00%      **U.S. Citizen:** Yes

**Insurance Company Information**

|                           |
|---------------------------|
| <b>Insurance Company:</b> |
|---------------------------|

Instructions on the reverse side

For period (MM/DD/YYYY) 07/01/18 through June 30, 2019

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

Business Information:

Trade Name/DBA Corner Stop
Physical Location Address 100 E medicin City Washington ZIP 52353
Mailing Address 2301 University Dr City Muscatine State IA ZIP 52761
Business Phone Number 502-356-5226, (703-624-8297)

Legal Ownership Information:

Type of Ownership: Sole Proprietor [ ] Partnership [ ] Corporation [x] LLC [ ] LLP [ ]
Name of sole proprietor, partnership, corporation, LLC, or LLP DNP LLC
Mailing Address 2301 University Dr City Muscatine State IA ZIP 52761
Phone Number 502-356-5226 Fax Number Email PURV.PFJ@gmail.com
Dipeshgtrm4@gmail.com

Retail Information:

Types of Sales: Over-the-counter [x] Vending machine [ ]
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes [ ] No [x]
Types of Products Sold: (Check all that apply)
Cigarettes [x] Tobacco [x] Alternative Nicotine Products [x] Vapor Products [x]

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

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

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

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

Name (please print) Dipesh Gautam Name (please print)
Signature [Signature] Signature
Date 07 02 2018 Date

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

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

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

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.
• Email: iapledge@iowaabd.com
• Fax: 515-281-7375

**Applicant License Application ( LC0038602 )**

|   |                                  |                          |
|---|----------------------------------|--------------------------|
| <b>Name of Applicant:</b> <u>Campo Azul, Inc.</u>       |                                  |                          |
| <b>Name of Business (DBA):</b> <u>Mi Pueblo Real #2</u> |                                  |                          |
| <b>Address of Premises:</b> <u>1021 W. Madison</u>      |                                  |                          |
| <b>City</b> <u>Washington</u>                           | <b>County:</b> <u>Washington</u> | <b>Zip:</b> <u>52353</u> |
| <b>Business</b>   | <u>(319) 653-3337</u>            |                          |
| <b>Mailing</b>  | <u>1021 W. Madison</u>           |                          |
| <b>City</b> <u>Washington</u>                           | <b>State</b> <u>IA</u>           | <b>Zip:</b> <u>52353</u> |

**Contact Person**

|  |
|--|
| <b>Name</b> Fernando Macias  |
| <b>Phone:</b> (319) 621-1286 <b>Email</b> fernandomacias42@yahoo.com |

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 08/01/2017

**Expiration Date:** 07/31/2018

**Privileges:**

Class C Liquor License (LC) (Commercial)

Sunday Sales

**Status of Business**

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

**Ownership**

**CLAUDIA ALVAREZ**

**First Name:** CLAUDIA

**Last Name:** ALVAREZ

**City:** Washington

**State:** Iowa

**Zip:** 52353

**Position:** OWNER

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

|  |  |
|--|--|
| <b>Insurance Company:</b> <u>Auto Owners Insurance Company</u> |  |
| <b>Policy Effective Date:</b> <u>08/01/2017</u>                | <b>Policy Expiration</b> <u>08/01/2018</u> |
| <b>Bond Effective</b>  | <b>Dram Cancel Date:</b>                   |
| <b>Outdoor Service Effective</b>                               | <b>Outdoor Service Expiration</b>          |
| <b>Temp Transfer Effective</b>                                 | <b>Temp Transfer Expiration Date:</b>      |

## **Elm Grove & Woodlawn Cemeteries**

### **Council Report for June 2018**

**By Nicholas Duvall**

We mowed each cemetery four times during June. I spent parts of several days looking at the Ash trees to update our priority list. I also marked out 33 trees that we sent out to bids for removal. I attended an EAB meeting. We picked up about 30 bags of trash/glass/dead flowers during cemetery cleanup, along with about 35 bags of artificial flowers. We also had a large amount of family requests and find-a-grave requests for Woodlawn that took me a while to get thru. I also sprayed weeds twice during June.

We have had 6 funerals at Elm Grove this month, 43 funerals total so far this year. This month we plan to continue with funeral services, 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.

## **Elm Grove & Woodlawn Cemeteries**

### **Council Report for May 2018**

**By Nicholas Duvall**

We mowed each cemetery four times during May. We have been settling graves, and seeding graves. Our final seasonal employee started on 5/2. We also mulched many trees at Elm Grove. I attended an EAB meeting. We spent 3 full days trimming getting ready for Memorial Day, along with several trips around the cemeteries for cleaning up loose decorations. I also sprayed weeds twice during May.

We have had 11 funerals at Elm Grove this month, 37 funerals total so far this year. This month we plan to continue with funeral services, settling and seeding graves, mowing and trimming, mulching, and normal spring maintenance. We will also be working on cemetery records updating as time allows.

**WWTP report  
July 17, 2018  
Council meeting**

- **After hour alarm and dog call outs –**  
29<sup>th</sup> Safety Center reported a deer that was hit by a car and was alive that needed to be transported from Mose Levy to the WWTP so the Police could put it down, 8:46 p.m. Parker  
30<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 321 W Washington, 10:13 p.m. Parker  
2<sup>nd</sup> dog call, Safety Center reported a dog to be picked up at 1202 N Iowa, 5:21 p.m. Parker  
2<sup>nd</sup> dog call, Safety Center reported a dog to be picked up at 621 South 4<sup>th</sup> Ave, 10:51 p.m. Parker  
7<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 703 South 3rd, 8:28 p.m. Parker  
7<sup>th</sup> WWTP, high TSS alarm, 9:18 p.m. Fred  
10<sup>th</sup> WWTP, high TSS alarm, 3:08 a.m. Fred
- **Dept Head meetings** – Jason attended the meeting on July 3<sup>rd</sup> in my absence. I attended the meeting on July 10<sup>th</sup>.
- **WWTP and lift station mowing** –Mowing continues.
- **Bat wing mower** – Jason has completed the bat wing mowing for the second time this year.
- **USEPA Discharge Monitoring Report Quality Assurance (DMR-QA) Study # 38 audit samples** – We received our graded results for the pH audit sample, they were acceptable. Test America, Inc and the University of Iowa Hygienic Laboratory will also be providing the WWTP with results for this study on all the state certified tests. I will have to compile the results from all three labs into a final data packet to be submitted to the USEPA no later than August 31, 2018.
- **WWTP's Ozonia UV modules** – We received the eighteen (18) UV lamps we ordered. We got them installed in the modules on the 12<sup>th</sup>. After the lamps were installed we had issues with the lamps lighting up. Jason contacted tech support; they think the battery in the communication system is weak. Tech support instructed Jason how get the lamps to turn on so we at least have UV treatment. We will be working with Ozonia/Suez to get the communication system working again.
- **WWTP June 2018 Discharge Monitoring Report (DMR)** – Average daily flow 1.667 million gallons (mg), maximum daily flow 4.143 mg, minimum daily flow 1.191 mg. There were zero violations of the WWTP's NPDES discharge permit. Total precipitation for June 2018, >6.23” (recorded at the WWTP).

|                                   |                       |
|-----------------------------------|-----------------------|
| <b>CBOD5 removal 85% required</b> | <b>result = 100 %</b> |
| Influent CBOD5 monthly average =  | 187.5 mg/L            |
| Effluent CBOD5 monthly average =  | < 3.0 mg/L            |

|                                 |                        |
|---------------------------------|------------------------|
| <b>TSS removal 85% required</b> | <b>result = 99.6 %</b> |
| Influent TSS monthly average =  | 383.8 mg/L             |
| Effluent TSS monthly average =  | 1.5 mg/L               |

- **Dog pound report for June 2018** – Fourteen (14) calls total for June 2018. Three (3) call outs during normal hours and eleven (11) call outs after hours. Eleven (11) dogs were returned to their owners. One (1) dog taken to Paws & More. One (1) still in the pound. One (1) deer put down by the Police.

- **Dog pound inspection** – A State Inspector from Dept of Ag was at the pound on the 10<sup>th</sup> to perform an inspection. The inspector said everything looked good. He did recommend we needed something for fly control. We purchased some fly traps and hung them in the pound to meet this recommendation.
- **Biosolids Storage Basin (BSB) ground water lift station** – Jason found the lift station was making an unusual noise. Upon investigation it was discovered the boat anchor that holds the pump floats in position had rotted off the stainless cable causing the pump floats to move around inside the wet well. We purchased a new boat anchor to install on the stainless steel cable. This corrected the problem.

**Fred E Doggett**  
**7/13/2018 11:02 AM**



Washington Volunteer Fire Department  
July 11, 2018

May Fires

|                      |         |
|----------------------|---------|
| 11 City fires        | 1680.00 |
| 6 rural fires        | 1350.00 |
| 1 Drill              | 1005.00 |
| 17 fires and 1 drill | 4035.00 |

Before the meeting we washed the exhibit building at the fair grounds.

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Doug Sanders made a motion to pay all bills against the department seconded by Phil Morris.

Motion passed.

Committees; Social: snacks after meeting

Golf:Tournament 8/26/18 at Keota

Joann Zager had a stroke and is U. of I.

Rescue

Communication;Tom Tanner Family thank you and \$150.00. Thank you from George and Anita Moore for the help on the Spirit ride. Roselene Lowe 1.00 donation.

Applications full

Old Business: Went over IDs and certifications.

Tom Tanner funeral went well except for the rain. Good turn out.

Chief asked if anyone's white shirt needed replaced.

Drill # 2 went well and was a good refresher.

New Business; Old tables for sale, Jerry Guengerich offer \$100.00 accepted.

Kirkwood fire school 9/22-23/18

911 trailer is come in Saturday meet at fire hall 1:00pm

Need help cooking pancakes at the fair Friday morning at 7am.

Help needed all next week for the fair.

Station update; Bids went out building on Monday. Dirt and sewer work are going on now.

Need investors to help buy the old Lovik house east of new station.

Discussion of calls;

Roll call taken and meeting adjourned

Secretary  
Tom Beauchamp

# MAINTENANCE & CONSTRUCTION DEPT. REPORT

6-16-18/6-29-18

**STREETS:** Personnel cold mixed a few areas in need of pothole patching. The street sweeper was in operation. Personnel began trimming trees above the curb (15 ft) and above sidewalks (8 ft) throughout the town. Crews closed off North Marion RR tracks so Canadian Pacific could work on the crossing.

**WATER DISTRIBUTION:** Personnel repaired 2 water boxes located at 331 North 4th Ave & 1014 East 2nd St, both had broken rods. Personnel had 17 water shut offs for nonpayment. Personnel assisted G & R construction on a water leak on East Jefferson St, and filled their new 8 inch water main after it had been installed.

**SEWER COLLECTION:** Personnel continued the 8 inch sewer main on Country Club Road, nearly finishing. One more stick of 8 inch pipe and a manhole structure to complete the sewer main project. Personnel flushed 1,000 gallon of water on East 7th St to assist a sewer smell complaint. Personnel jetted a sewer in the 1000 block of West Madison St.

**STORM SEWER COLLECTION:** Personnel unplug intakes with recent rains. Personnel jetted a storm line located at South Iowa-East Van Buren St.

**MECHANIC/SHOP:** Personnel serviced FD Eng #1 (install horn module), PD 97, #117 (Diagnosis dump box control), PD 96 (install new blower motor & replaced the resistor), #102 (diagnosis shifter issue, ordered parts), #103 (begin steering column issue), #133 (blow out radiator, cabin filter, clean air filter pre screen, grease and fuel up) and #611 (pick up at Burlington). Personnel assisted La Verne De Boef in grinding the bags, brush and logs at the WWTP with a backhoe and end loader.

OTHER: Personnel responded to 71 One Call Locates. Cont'd yard waste and bag pick up. Haul numerous loads of rock (ballast and roadstone) back to stock pile).

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

DeLong Construction, Inc.  
1320 North 8th Avenue  
PO Box 488  
Washington, IA 52353  
(319) 653-3334

Invoice: WAS140-1

Sold to  
City of Washington  
215 E. Washington  
Washington, IA 52353

Ship to  
Washington House Demolitions

|                            |                 |                 |                  |                       |                               |                  |
|----------------------------|-----------------|-----------------|------------------|-----------------------|-------------------------------|------------------|
| <u>Account</u><br>CITYWASH | <u>P.O. Num</u> | <u>Ship Via</u> | <u>Ship Date</u> | <u>Terms</u><br>Net 0 | <u>Invoice Date</u><br>7/5/18 | <u>Page</u><br>1 |
|----------------------------|-----------------|-----------------|------------------|-----------------------|-------------------------------|------------------|

| <u>Item</u> | <u>Quantity</u> | <u>Description</u>   | <u>Unit Price</u> | <u>Extended Price</u> |
|-------------|-----------------|--|-------------------|-----------------------|
|             | 1               | House demolition per lump sum quoted price.<br>202 E Jefferson<br>208 E Jefferson<br>302 S 2nd Avenue<br>1218 N 2nd Avenue | 19,000.00         | 19,000.00             |

Subtotal 19,000.00

Total \$19,000.00

## CITY OF WASHINGTON, IOWA

## CLAIMS REPORT FOR JULY 17, 2018

|                      |                                |                                  |                  |
|----------------------|--------------------------------|----------------------------------|------------------|
| <b>POLICE</b>        | AMAZON CAPITAL SERVICES        | K9 UNIT TOUGHBOOK LAPTOP/CHARGER | 805.86           |
|                      | CINTAS CORP LOC. 342           | RUG SERVICE                      | 35.79            |
|                      | COBB OIL CO, INC.              | FUEL                             | 2,623.99         |
|                      | GREINER DISCOUNT TIRES         | TIRE REPAIR                      | 152.30           |
|                      | MARCO, INC.                    | COPIER LEASE                     | 327.91           |
|                      | RAY O'HERRON CO.,INC.          | CLOTHING                         | 69.39            |
|                      | UPS                            | SHIPPING CHARGES                 | 28.29            |
|                      | WASH CO AUDITOR                | JULY COMMUNICATIONS              | 21,400.25        |
|                      | WINDSTREAM IOWA COMMUNICATIONS | JULY SERVICE                     | 369.26           |
|                      |                                | <b>TOTAL</b>                     | <b>25,813.04</b> |
| <b>FIRE</b>          | BUSINESS RADIO SALES INC       | ANTENNAS                         | 56.00            |
|                      | COBB OIL CO, INC.              | FUEL                             | 232.24           |
|                      | GALLS LLC                      | SAFETY VESTS, SHORTS, POLO       | 295.82           |
|                      | KCTC                           | PHONE SERVICE                    | 104.99           |
|                      | WINDSTREAM IOWA COMMUNICATIONS | JULY SERVICE                     | 174.20           |
|                      |                                | <b>TOTAL</b>                     | <b>863.25</b>    |
| <b>DEVELOP SERV</b>  | ACE-N-MORE                     | TOOL BOX                         | 6.49             |
|                      | COBB OIL CO, INC.              | FUEL                             | 305.58           |
|                      | DLT SOLUTIONS                  | ANNUAL RENEWAL                   | 1,031.95         |
|                      | HUISENGA MOWING                | GRASS ABATEMENT 302 E JEFF       | 200.00           |
|                      | IMPRESSIONS COMPUTERS, INC     | COMPUTER MAINTENANCE             | 37.50            |
|                      | MARK'S SANITATION              | 4-TRASH ABATEMENTS               | 365.00           |
|                      | MIKE RODER                     | GRASS ABATEMENTS                 | 250.00           |
|                      |                                | <b>TOTAL</b>                     | <b>2,196.52</b>  |
| <b>LIBRARY</b>       | ACE-N-MORE                     | KEY CUTTING                      | 1.00             |
|                      | ALL AMERICAN PEST CONTROL      | PEST CONTROL                     | 44.00            |
|                      | ALLIANT ENERGY                 | ALLIANT ENERGY                   | 2,103.58         |
|                      | COMPANION CORPORATION          | ANNUAL CATALOG SYSTEM            | 1,195.00         |
|                      | DEMCO                          | BOOK PROCESSING SUPPLIES         | 114.88           |
|                      | FAREWAY STORES                 | YOUTH PROGRAM                    | 9.97             |
|                      | GAZETTE COMMUNICATIONS INC     | YEARLY SUBSCRIPTION              | 376.43           |
|                      | NOAH RIEMER PRODUCTIONS LLC    | LIBRARY MATERIALS                | 25.00            |
|                      | RECORDED BOOKS LLC             | AUDIOBOOKS                       | 161.96           |
|                      | STAPLES BUSINESS ADVANTAGE     | TONER CARTRIDGES                 | 636.61           |
|                      | USA TODAY                      | SUBSCRIPTION                     | 339.25           |
|                      |                                | <b>TOTAL</b>                     | <b>5,007.68</b>  |
|                      | <b>PARKS</b>                   | ACE-N-MORE                       | SUPPLIES         |
| ACTION SERVICES INC  |                                | PORTABLE TOILETS                 | 525.00           |
| ALLIANT ENERGY       |                                | ALLIANT ENERGY                   | 82.48            |
| COBB OIL CO, INC.    |                                | FUEL                             | 1,180.55         |
| HOLT SUPPLY CO.      |                                | WATER VALVES                     | 101.92           |
| KCTC                 |                                | PHONE & INTERNET SERVICE         | 466.91           |
| MOORE'S BP AMOCO INC |                                | FUEL & TOW                       | 103.76           |
| SITLER'S ELECTRIC    |                                | SUPPLIES                         | 4.98             |
|                      |                                | <b>TOTAL</b>                     | <b>2,816.31</b>  |
| <b>POOL</b>          |                                | ALLIANT ENERGY                   | ALLIANT ENERGY   |
|                      | STATE HYGIENIC LAB             | POOL TESTING                     | 13.00            |
|                      |                                | <b>TOTAL</b>                     | <b>4,867.34</b>  |
| <b>CEMETERY</b>      | ACE-N-MORE                     | SUPPLIES                         | 226.12           |
|                      | ATCO INTERNATIONAL             | WASP/HORNET KILLER               | 264.00           |
|                      | COBB OIL CO, INC.              | FUEL                             | 610.41           |
|                      | TIFCO INDUSTRIES               | SHOP SUPPLIES                    | 87.58            |
|                      | WINDSTREAM IOWA COMMUNICATIONS | JULY SERVICE                     | 140.13           |
|                      | WMPF GROUP LLC                 | ADVERTISING                      | 36.96            |
|                      |                                | <b>TOTAL</b>                     | <b>1,365.20</b>  |

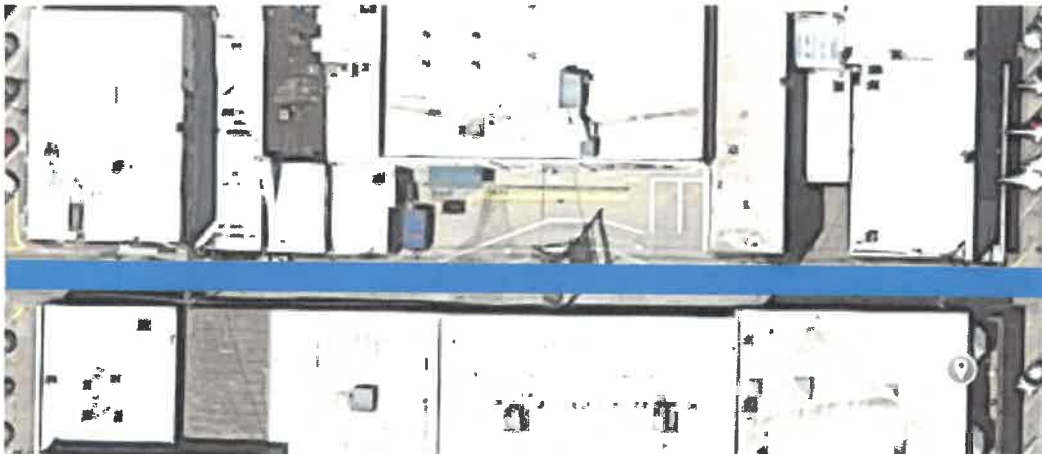
|                                |  |                            |                                  |               |
|--------------------------------|--|----------------------------|----------------------------------|---------------|
| <b>FINAN ADMIN</b>             | ACE-N-MORE                             | TOOL BOX                   | 6.49                             |               |
|                                | ALL AMERICAN PEST CONTROL              | PEST CONTROL               | 44.00                            |               |
|                                | ARCHER APPLIANCE                       | SWEEPER REPAIR             | 76.45                            |               |
|                                | CINTAS CORP LOC. 342                   | RUG SERVICE                | 162.24                           |               |
|                                | DE LAGE LANDEN FINANCIAL SERVICES INC  | COPIER MAINT AGREEMENT     | 155.88                           |               |
|                                | FAREWAY STORES                         | SUPPLIES                   | 30.76                            |               |
|                                | GOOGLE LLC                             | MONTHLY SERVICE            | 225.00                           |               |
|                                | IMPRESSIONS COMPUTERS, INC             | COMPUTER MAINTENANCE       | 243.75                           |               |
|                                | IOWA COUNTY RECORDERS ASSOCIATION, INC | FILING FEE                 | 45.00                            |               |
|                                | J & S ELECTRONIC BUSINESS SYSTEMS, INC | COPIER MAINTENANCE         | 399.44                           |               |
|                                | KCTC                                   | PHONE SERVICE              | 105.00                           |               |
|                                | PACE PAYMENT SYSTEMS                   | ADMIN FEE                  | 20.00                            |               |
|                                | PURCHASE POWER                         | POSTAGE FOR MACHINE        | 1,510.00                         |               |
|                                | WASH COUNTY MINIBUS                    | LOST- JULY                 | 16,749.06                        |               |
|                                | WINDSTREAM IOWA COMMUNICATIONS         | JULY SERVICE               | 1,072.53                         |               |
|                                | WMPF GROUP LLC                         | ADVERTISING                | 602.36                           |               |
|                                |  | <b>TOTAL</b>               | <b>21,447.96</b>                 |               |
|                                | <b>AIRPORT</b>                         | ACE-N-MORE                 | CLEANING SUPPLIES/FUEL HAND PUMP | 156.58        |
|                                |  | IOWA RADIO PLUS            | ADVERTISING                      | 10.00         |
|                                |  | JAMIESON, JEAN             | JUNE CLEANING                    | 196.00        |
| KCII                           |  | ADVERTISING                | 227.40                           |               |
| VEITTER'S INC-CULLIGAN WATER   |  | WATER                      | 17.45                            |               |
| WEST LAWN CARE                 |  | AIRPORT MOWING             | 1,740.00                         |               |
| WINDSTREAM IOWA COMMUNICATIONS |  | JULY SERVICE               | 183.55                           |               |
|                                |  | <b>TOTAL</b>               | <b>2,530.98</b>                  |               |
| <b>ROAD USE</b>                |  | ACE-N-MORE                 | SUPPLIES                         | 65.96         |
|                                |  | BELL, JUSTIN J             | MEAL REIMBURSEMENT               | 38.00         |
|                                | BINNS & STEVENS EXPLOSIVES INC         | CALCIUM                    | 964.28                           |               |
|                                | COBB OIL CO, INC.                      | FUEL                       | 1,728.02                         |               |
|                                | DOUDS STONE LLC                        | ROADSTONE                  | 139.64                           |               |
|                                | LAWSON PRODUCTS INC                    | DRUM                       | 261.73                           |               |
|                                | MICHAEL TODD & COMPANY                 | STRAP ASSEMBLY             | 67.83                            |               |
|                                | MOORE'S BP AMOCO INC                   | FUEL & TOW                 | 720.02                           |               |
|                                | S & G MATERIALS                        | RECYCLED ASPHALT           | 182.25                           |               |
|                                | THOMPSON TRUCK AND TRAILER INC.        | COOLANT                    | 97.00                            |               |
|                                |  | <b>TOTAL</b>               | <b>4,264.73</b>                  |               |
|                                | <b>STREET LIGHTING</b>                 | ALLIANT ENERGY             | ALLIANT ENERGY                   | 174.31        |
|                                |  |                            | <b>TOTAL</b>                     | <b>174.31</b> |
|                                | <b>CAPITAL EQUIPMENT</b>               | SINCLAIR TRACTOR           | ROTARY BROOM                     | 4,932.84      |
|                                |  | <b>TOTAL</b>               | <b>4,932.84</b>                  |               |
| <b>SIDEWALK REPAIR/REPLACE</b> | ALBRIGHT, TERRY & MARTHA               | SIDEWALK REPLACEMENT PROGR | 264.00                           |               |
|                                | ALVEREZ, SUSAN                         | SIDEWALK REPLACEMENT PROGR | 288.00                           |               |
|                                | BLACK, MIKE                            | SIDEWALK REPLACEMENT PROGR | 1,248.00                         |               |
|                                | IOWA BRIDGE & CULVERT INC              | SIDEWALK REPLACEMENT PROGR | 384.00                           |               |
|                                | MARIE, MARGARET                        | SIDEWALK REPLACEMENT PROGR | 348.00                           |               |
|                                | MESSER, LANCE                          | SIDEWALK REPLACEMENT PROGR | 96.00                            |               |
|                                | ORTEGA, DINORA                         | SIDEWALK REPLACEMENT PROGR | 48.00                            |               |
|                                | ROMOSER, BRENT                         | SIDEWALK REPLACEMENT PROGR | 48.00                            |               |
|                                | SINKER, JODY                           | SIDEWALK REPLACEMENT PROGR | 432.00                           |               |
|                                | TINDAL, DOUG                           | SIDEWALK REPLACEMENT PROGR | 540.00                           |               |
|                                | TISOR, DEBRA                           | SIDEWALK REPLACEMENT PROGR | 204.00                           |               |
|                                | WOODSMALL, DALE & ANETIA               | SIDEWALK REPLACEMENT PROGR | 96.00                            |               |
|                                | YODER, STEWART                         | SIDEWALK REPLACEMENT PROGR | 48.00                            |               |
|                                |  | <b>TOTAL</b>               | <b>4,044.00</b>                  |               |
|                                | <b>TREE COMMITTEE</b>                  | FORREST KEELING NURSERY    | TREES                            | 2,322.50      |
|                                |  | FREIGHT CHARGE-TREES       | 375.00                           |               |
|                                |  | <b>TOTAL</b>               | <b>2,697.50</b>                  |               |
| <b>WATER PLANT</b>             | ACE-N-MORE                             | SUPPLIES                   | 263.34                           |               |
|                                | ALLIANT ENERGY                         | ALLIANT ENERGY             | 131.28                           |               |

|                              |                                |                            |                   |
|------------------------------|--------------------------------|----------------------------|-------------------|
|                              | COBB OIL CO, INC.              | FUEL                       | 66.48             |
|                              | ETS CORPORTATION               | PCI FEES/ADMIN FEES        | 975.70            |
|                              | IA DEPT OF NATURAL RESOURCES   | ANNUAL WATER SUPPLY FEE    | 834.53            |
|                              | IA DEPT OF REVENUE             | SALES TAX                  | 11,398.00         |
|                              | T & L SERVICES                 | EMERGENCY LABOR FOR WATER  | 720.00            |
|                              | WINDSTREAM IOWA COMMUNICATIONS | JULY SERVICE               | 100.19            |
|                              | WMPF GROUP LLC                 | ADVERTISING                | 236.06            |
|                              |                                | <b>TOTAL</b>               | <b>14,725.58</b>  |
| <b>WATER DIST</b>            | ACE-N-MORE                     | SUPPLIES                   | 224.16            |
|                              | AGRILAND FS, INC               | GREASE & WINDSHIELD FLUID  | 841.30            |
|                              | COBB OIL CO, INC.              | FUEL                       | 439.33            |
|                              | DETROIT INDUSTRIAL TOOL        | SAFETY GLASSES             | 184.59            |
|                              | FASTENAL COMPANY               | TOOLS                      | 34.68             |
|                              | USA BLUEBOOK                   | TOOL- FLARE                | 66.45             |
|                              | WINDSTREAM IOWA COMMUNICATIONS | JULY SERVICE               | 91.14             |
|                              |                                | <b>TOTAL</b>               | <b>1,881.65</b>   |
| <b>WATER CAP PROJ</b>        | WMPF GROUP LLC                 | ADVERTISING                | 17.98             |
|                              |                                | <b>TOTAL</b>               | <b>17.98</b>      |
| <b>SEWER PLANT</b>           | ALLIANT ENERGY                 | ALLIANT ENERGY             | 23.55             |
|                              | ATCO INTERNATIONAL             | PLANT CHEMICALS            | 400.00            |
|                              | COBB OIL CO, INC.              | OIL FOR EQUIPMENT          | 496.99            |
|                              | USA BLUEBOOK                   | LAB SUPPLIES               | 248.33            |
|                              | WINDSTREAM IOWA COMMUNICATIONS | JULY SERVICE               | 273.74            |
|                              |                                | <b>TOTAL</b>               | <b>1,442.61</b>   |
| <b>SEWER COLLECTION</b>      | COBB OIL CO, INC.              | FUEL                       | 368.84            |
|                              | MIDWEST WATER                  | RISER & SEALANT            | 216.13            |
|                              | WINDSTREAM IOWA COMMUNICATIONS | JULY SERVICE               | 91.15             |
|                              |                                | <b>TOTAL</b>               | <b>676.12</b>     |
| <b>SANITATION</b>            | WEMIGA WASTE INC.              | MONTHLY RECYCLING CENTER S | 3,500.00          |
|                              |                                | <b>TOTAL</b>               | <b>3,500.00</b>   |
| <b>SELF INSURANCE</b>        | EMPLOYEE BENEFIT SYSTEMS       | ADMIN FEE                  | 337.50            |
|                              | WCHC FAMILY MEDICINE           | OFFICE CARE -155214        | 175.00            |
|                              |                                | <b>TOTAL</b>               | <b>512.50</b>     |
| <b>UNEMPLOYMENT SELF INS</b> | IOWA WORKFORCE DEVELOPMENT     | BENEFITS PAID FOR 1ST QTR  | 11,327.00         |
|                              |                                | <b>TOTAL</b>               | <b>11,327.00</b>  |
|                              |                                | <b>TOTAL</b>               | <b>117,105.10</b> |

# memo

To: Mayor & City Council  
From: Allie Paarsmith, Adult Services Librarian  
CC: Illa Earnest, City Clerk  
Date: 7/10/2018  
Re: Library Party in the Alley

Comments: To mark the end of our Adult Summer Reading Program, the Washington Public Library would like to throw a party on July 27, 2018 from 5-7pm in our beautiful back alley. We would like to close the alley (as shown below) between 4:45pm – 8:00pm to allow for setup and clean up. We will be featuring the Keota Brass Band and will be contacting local businesses to cater the event. We will also be announcing the prizes that awarded for the Adult Summer Reading Program.





*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*

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## **Memorandum**

July 3, 2018

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

From: Brent Hinson  
City Administrator

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

Re: East Washington Sidewalk Preliminary Resolution

Following up on discussion from the July 3 meeting, it is time to formally start the assessment process for the sidewalk project. This is a highly detailed legal process. We ended up a little later in the year than originally planned, so heads up that it is essentially certain that we will complete the administrative process for the assessments this fall and then do the bidding and construction work in the spring. Because of this, I have renamed the project the 2019 East Washington Sidewalk Project. A detailed schedule is attached.

RESOLUTION NO. \_\_\_\_\_

**PRELIMINARY RESOLUTION FOR CONSTRUCTION  
OF THE 2019 EAST WASHINGTON SIDEWALK PROJECT**

WHEREAS, this Council deems it advisable and necessary to construct certain public improvements described in general as the 2019 East Washington Sidewalk Project; and

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

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

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

Section 2. That said preliminary plans and specifications, plat, schedule and estimate of cost for said public improvement to be known as the 2019 East Washington Sidewalk Project be filed with the Clerk and submitted for approval by the City Council at which time and place the Council will consider the adoption of said plat, schedule and estimate of cost for said public improvement.

PASSED AND APPROVED this 17<sup>th</sup> day of July, 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*



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

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2019 East Washington Sidewalk Project  
Preliminary Schedule of Activities

- July 17, 2018: Preliminary Resolution
- By August 29: Preliminary plans and estimated costs are made available
- By August 29: Schedule of assessments prepared by engineer
- September 4: Council adopts plat, schedule and estimate of cost
- September 4: Council sets hearing on Resolution of Necessity and orders publication
- September 6: 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

## **Biographical Sketch**

### **Applicant for Historic Preservation Commission**

NAME: Ms. Sandra M. Johnson

ADDRESS: 696 Perdock Ct.

WORK PHONE NUMBER WORK: (319) 430-8537

HOME PHONE NUMBER: (319) 430-8537

EMAIL ADDRESS: sandrajohnson1008@yahoo.com

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

**EDUCATION:** While an elected official I attended several Preserve Iowa, MainStreet and Downtown Iowa Summits. Break-out sessions covered a broad range of topics. Presenters discussed preservation as an economic driver with studies on redeveloped property values, sales tax and employment, public-private partnerships, and economic incentives, tax credits and grants that might be available to fill a project's budget gap. Some sessions were management oriented, such as "Planning for Preservation", requirements for Certified Local Governments, historic district surveys and the process for nomination to the National Register of Historic Places, event-planning, marketing and media, and developing/appreciating volunteers. For the hands-on preservationists, topics were National Park Service U.S. Department of the Interior Technical Preservation Services Preservations Briefs, mothballing to halt deterioration, and demonstrations on mortar, masonry and other historic building materials, using historic hand tools, installing cedar shake shingles, plastering, and window rehabilitation. I completed a two day workshop on adaptive reuse in Colfax, and enjoyed a Section 106 mitigation lecture on the University of Iowa campus post 2008 flood, later taking an on-line study unit on the subject receiving a completion certificate. Additionally, I attended various Iowa League of Cities training sessions for zoning, nuisance abatement, property maintenance, and other topics that dovetail into preservation and redevelopment.


**EMPLOYMENT:** As an elected official I attended several local Historic Preservation Committee meetings to discuss city projects involving our historic assets, grant applications, or legislation. During that time I also discussed preservation issues, challenges, successes and best practices with elected officials and activists from other League of Iowa cities, for-profit contractors and

not-for-profit preservation groups. I am now semi-retired and directing most of my energy toward historic rehabilitation in its many forms. Within the Washington Downtown Historic District I own an 1872 brick building and with others own a 1907 brick building that was on Iowa's Most Endangered Buildings list within the last decade. I reclaim historic materials for Mills Seed Architectural Resources of Washington and Salvage Barn of Iowa City when property owners have determined revitalization is not viable. This work diverts materials from the landfill, and making them available for historic rehabilitation projects.

MEMBERSHIPS: I am a member of Heritage Trust, Burlington Iowa and am a director of Iowa City's Friends of Historic Preservation.

INTEREST: I know first-hand both the pleasure and pitfalls of rescuing a historic building, and what rehabilitation long on enthusiasm but significant undercapitalized looks and feels like. My experiences as an elected official, architectural resource reclaimer, and historic rehabilitation worker bring a unique perspective to our local Historic Preservation Commission. I believe I can help increase public awareness of and appreciation for preservation by serving on our city's HPC.

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

  
Signature      Date      July 12, 2018

Illa Earnest

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**From:** tkleese  
**Sent:** Friday, July 13, 2018 1:57 PM  
**To:** Illa Earnest  
**Subject:** Re: companies that gave the quotes

Paladin is the first quote, and the ones we would like to purchase, and MSD out of South Dakota is the second higher quote

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Illa Earnest <[iearnest@washingtoniowa.gov](mailto:iearnest@washingtoniowa.gov)>  
**Date:** 7/13/18 1:30 PM (GMT-06:00)  
**To:** Tim Kleese <[tkleese@washingtoniowa.gov](mailto:tkleese@washingtoniowa.gov)>  
**Subject:** companies that gave the quotes



Tim, Did you have time to get the company names?

NOTE: Effective immediately my email has changed to the same first initial and last name [@washingtoniowa.gov](mailto:@washingtoniowa.gov) - Please change your address book to reflect the change.

July 9, 2018

City of Washington, Iowa

Attention: Tim Kleese

We are pleased to provide the following proposal for your review:

|                       |                       |                     |   |
|-----------------------|-----------------------|---------------------|---|
| <i>1 MDS GF-WLQ-5</i> | <i>5 Tine Grapple</i> | <i>5,285.00</i>     | <i>- Sales Tax Additional, if applicable.</i> |
| <i>1 MDS GF-WLR-5</i> | <i>5 Tine Grapple</i> | <i>\$ 10,105.00</i> | <i>- Sales Tax Additional, if applicable.</i> |

Plus freight charges

We appreciate the opportunity to submit this proposal, and trust that it will merit your favorable consideration.

Sincerely,



Jeff Krug  
Machine Sales Representative  
Altorfer Cat







Development Services  
215 E. Washington St.  
Washington, IA 52353  
319.653.6584 Ext. 124

# Memo

To: City Council  
From: Steve Donnolly  
Date: 7/13/2018  
Re: Tree Bid #5

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The Emerald Ash Bore Tree Committee met on Thursday, July 12, 2018, to discuss and consider the removal of 33 more hazardous/ash trees. The Committee recommends that the City Council except the bid from Browns Tree Service for all three lots at a price of \$20,450. This figures out to be about \$620 per tree. Find attached a spread sheet of all the bids for this round of tree removal. If you have any questions or concerns, give me a call or email and I will try and answer your questions.

| TREE BID #5             | Group 5A (white) | Group 5B (orange) | Group 5C (pink) |
|-------------------------|------------------|-------------------|-----------------|
| Midwest Tree Service    | \$9,000.00       | \$7,000.00        | \$8,000.00      |
| Brown Tree Service      | \$6,900.00       | \$6,100.00        | \$7,450.00      |
| Hairy Tree Care         | \$7,500.25       | \$6,462.75        | \$10,144.00     |
| Sigourney Treecare, LLC | \$8,805.00       | \$9,000.00        | \$12,800.00     |
| Trent Greiner Logging   |                  |                   | \$14,750.00     |
|                         |                  |                   |                 |
|                         |                  |                   |                 |
|                         |                  |                   |                 |
|                         |                  |                   |                 |

## NOTICE OF PUBLIC HEARING

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

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

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

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

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

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

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

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**MEMORANDUM**

Date: July 13, 2018

TO: Hon. Mayor and City Councilpersons  
Brent Hinson  
Illa Earnest

RE: Land Exchange Agreement

This land exchange agreement, which is included in the Council packet, will allow the City to convey the property at 1218 N. 2<sup>nd</sup> Avenue (the former Woods property) to MSJ, LLC (a related entity to Dalhaze Development). Dalhaze will pay the City the sum of \$5,000 for the Property.

In addition, Dalhaze will sell an approximate 1-acre parcel to the City next to the Soccer Park as an addition to the park, which may include future parking. The City will receive said 1-acre parcel for the sum of \$20,000.

MSJ will then have to construct a house in accordance with the guidelines attached the Land Exchange Agreement.

Please let me know if you have any questions.

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING A LAND EXCHANGE AGREEMENT BY AND BETWEEN THE CITY OF WASHINGTON; DALHAZE DEVELOPMENT, LLC AND MSJ, LLC.

WHEREAS, the City of Washington purchased the property located at 1218 N. 2<sup>nd</sup> Avenue (the "Property") and demolished an abandoned house on the Property and is able to sell the Property for construction of a new residential house; and

WHEREAS, Dalhaze Development, LLC ("Dalhaze") currently owns an approximate 1-acre parcel near the Soccer Park; and

WHEREAS, Dalhaze is willing to exchange the 1-acre parcel that it owns for the Property from the City; and

WHEREAS, to that end, the City Attorney has drafted a proposed Land Exchange Agreement to accomplish the same which states that Dalhaze will convey said 1-acre parcel to the City in exchange for the Property and the payment of \$15,000 from the City.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Washington County, Iowa that the aforementioned Land Exchange Agreement is hereby approved. The Mayor and City Clerk are hereby directed to execute the Land Exchange Agreement on behalf of the City.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk, with assistance from the City Attorney, are hereby directed to execute any and all further documents (specifically including the deed to the Property) to MSJ, LLC in order to facilitate the construction of a house on the Property.

Passed and approved this 17<sup>th</sup> day of July, 2018.

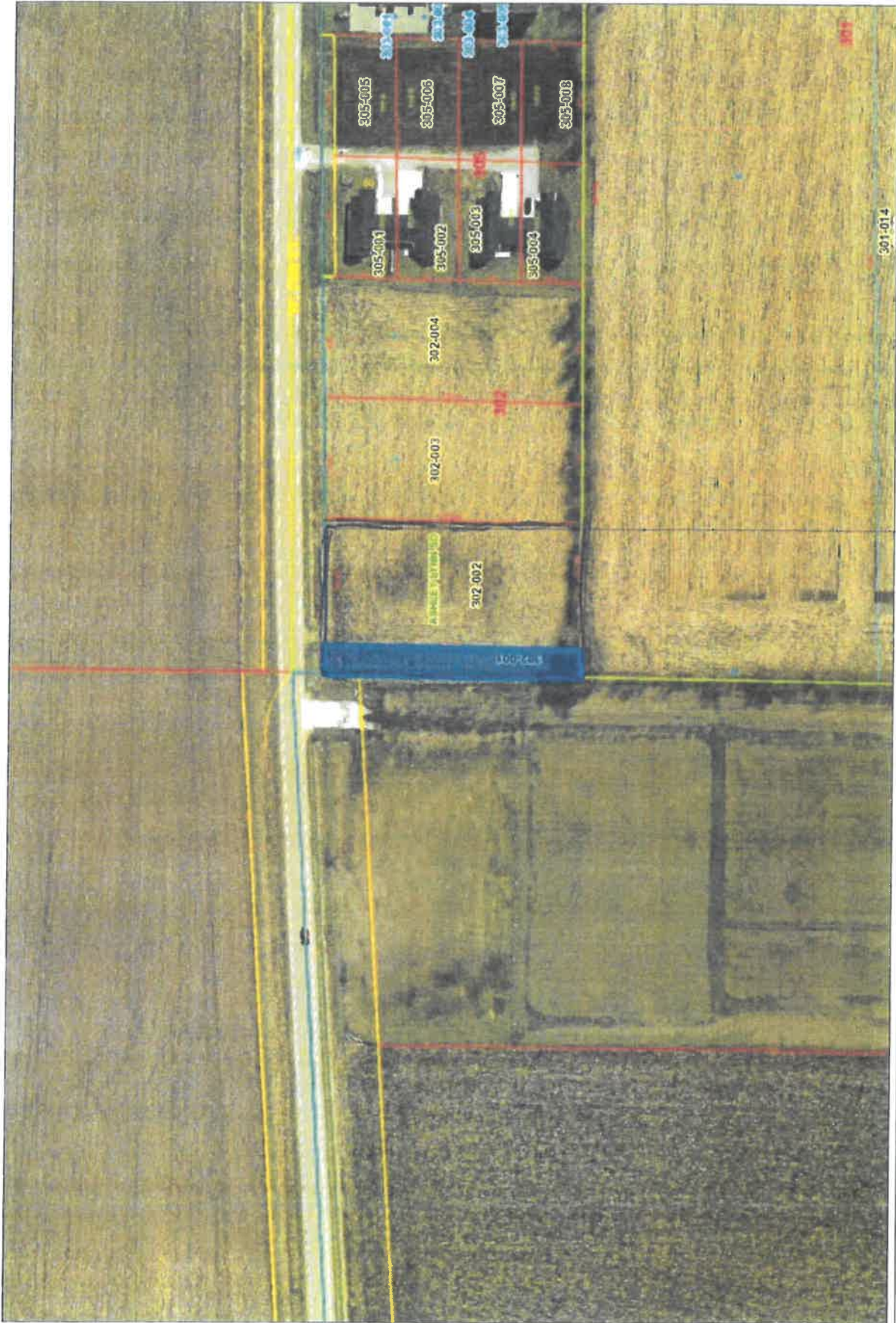
\_\_\_\_\_  
Jaron Rosien, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk

Exhibit "A"

JRH



Enter Map Title...  
Web Print: 07/12/2016



This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.



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Prepared by: Kevin D. Olson, Washington City Attorney, PO Box 5640, Coralville, Iowa 52241  
(319)351-2277

Return to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

## LAND EXCHANGE AGREEMENT

THIS LAND EXCHANGE AGREEMENT (the "Agreement") is entered into by and between the City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353, (hereafter the "City"); and Dalhaze Development, LLC, (hereafter "Dalhaze") and MSJ, LLC, (hereafter "MSJ").

WHEREAS, the City is the owner of that certain property generally referred to as 1218 N. 2<sup>nd</sup> Avenue and legally described as follows:

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

(the "City Property"); and

WHEREAS, Dalhaze is the owner of that certain property depicted on Exhibit "A" and is hereby legally described as follows:

INSERT LEGAL DESCRIPTION

(the "Dalhaze Property"); and

WHEREAS, Dalhaze has approached the City about a property swap whereby the City will convey the City Property to MSJ for the construction of a residential house and Dalhaze will convey the Dalhaze Property to the City for use in its adjacent park (the "Project"); and

WHEREAS, the parties agree to complete the proposed transaction as outlined below.

NOW, THEREFORE, the parties agree as follows:

1. That upon execution of this Agreement and the receipt of a Warranty Deed for the Dalhaze Property from Dalhaze, the City shall pay the sum of \$20,000.
2. That upon execution of this Agreement and the receipt of a Warranty Deed for the City Property from City, MSJ shall pay the sum of \$5,000 to the City.
3. That MSJ shall build, or cause to be built, within eighteen (18) months from the date MSJ receives the Warranty Deed for the City Property, a residential house on the City Property that meets the City guidelines that are attached hereto as Exhibit "B."
4. That Dalhaze and City shall submit to the City (for Dalhaze Property) and to MSJ (for City Property) a continued abstract of title for the City Property and the Dalhaze Property to the other party for examination. Each abstract shall show marketable title in the property in accordance with the Title Standards of the Iowa Bar Association. Any costs incurred to correct any deficiencies in title shall be borne by the party owning that property at the time this Agreement was executed.
5. Each party will be responsible for the payment of real estate taxes and assessments that have accrued on each property through the date of closing and these charges will be reflected on the closing statement for this transaction.
6. The City shall be responsible for recording costs for the City Property and any other miscellaneous documents that need to be recorded to show marketable title in the City. Dalhaze shall be responsible for the costs recording the deed for the Dalhaze



Property.

7. Each party warrants that it has not used the services of a real estate agent or broker and each party indemnifies the other party for any costs associated with any agent or broker.

8. Each party will pay its own attorneys fees.

9. That the provisions of this Agreement shall run with the land and shall be binding on any assigns or successors of interest of the City, Dalhaze and MSJ.

Dated this 12 of July, 2018.

DALHAZE DEVELOPMENT, LLC:

CITY:

By: Jeff Hazelett

Jeff Hazelett, Manager

Jaron Rosien, Mayor

MSJ, LLC:

ATTEST:

By: Jeff Hazelett

Jeff Hazelett

Print name and title

Manager

Illa Earnest, City Clerk

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This document was acknowledged before me on this 12 day of \_\_\_\_\_, 2018, by Jaron Rosien and Illa Earnest as Mayor and City Clerk respectively of the City of Washington.

\_\_\_\_\_  
Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This document was acknowledged before me on this 12 day of July, 2018, by Jeff Hazelett as Manager of Dalhaze Development, LLC.

Tim Elliott  
\_\_\_\_\_  
Notary Public



STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This document was acknowledged before me on this 12 day of  
July, 2018, by Jeff Hazlett Manager of MSJ, LLC.



Tim Elliott

Notary Public

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



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

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**Memorandum**

July 3, 2018

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

From: Brent Hinson  
City Administrator

Re: South Water Tower Change Order #1

We are kicking into high gear now with the South Tower project. We did the DNR-required repairs last fall, and had been planning to start the painting work, etc., at the beginning of June. However, the Water Plant project ran beyond its expected startup date, and it was critical that we not drain the tower while we were still on the old system.

At this time, we are bringing you a change order for a deduct of \$11,746.00 for various small changes, and an add of \$20,000 for tank logo lighting, for a net addition of \$8,254.00. I believe the tank logo lighting will be a very visible and popular addition to our "skyline".

We also have an allowance of \$13,900 for abatement of any lead paint on the interior wet surfaces. With any luck, we will not have any lead paint, and we can end the project with a final deduct change order. We will not know about lead paint until the tank is drained.

|   |                                  |
|---|----------------------------------|
| Date of Issuance:                       | Effective Date:                  |
| Owner: City of Washington, Iowa         | Owner's Contract No.:            |
| Contractor: Utility Services Group      | Contractor's Project No.:        |
| Engineer: FOX Engineering               | Engineer's Project No.: 3424-17B |
| Project: South Water Tower Improvements | Contract Name:                   |

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

**Description:**

**Item 1:** Make changes as specified under Work Change Directives 001 through 004 and based upon the pricing indicated in them. Provide a deduct amount for the remaining balance of the construction contingency allowance. [**Deduct \$11,746.00**]

**Item 2:** Provide tank logo lighting per CPR 001 and Contractor pricing provide on Dec. 12, 2017. [**Add \$20,000.00**]

**Item 3:** Owner requested that Contractor not take the South Water Tower out of service from June 1 through July 15 due to water treatment plant startup. Revise the dates of Substantial and Final Completion. [**No cost change**]

Attachments: WCD 001, WCD 002, WCD 003, WCD 004, CPR 001, USG Ltr Dtd 12/17/2017.

| CHANGE IN CONTRACT PRICE  | CHANGE IN CONTRACT TIMES<br><i>[note changes in Milestones if applicable]</i>  |
|---|--|
| Original Contract Price:<br><br>\$ <u>343,400.00</u>  | Original Contract Times:<br>Substantial Completion: <u>June 29, 2018</u><br>Ready for Final Payment: <u>July 20, 2018</u><br><span style="float: right;"><del>days or dates</del></span>   |
| <del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Orders No. <u>   </u> to No. <u>   </u> :<br><br>\$ <u>                    </u> | <del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Orders No. <u>  1  </u> to No. <u>  1  </u> :<br>Substantial Completion: <u>                    </u><br>Ready for Final Payment: <u>                    </u><br><span style="float: right;"><del>days</del></span> |
| Contract Price prior to this Change Order:<br><br>\$ <u>343,400.00</u>  | Contract Times prior to this Change Order:<br>Substantial Completion: <u>June 29, 2018</u><br>Ready for Final Payment: <u>July 20, 2018</u><br><span style="float: right;"><del>days or dates</del></span>   |
| <del>[Increase]</del> <del>[Decrease]</del> of this Change Order:<br><br>\$ <u>8,254.00</u>   | <del>[Increase]</del> <del>[Decrease]</del> of this Change Order:<br>Substantial Completion: <u>September 16, 2018</u><br>Ready for Final Payment: <u>October 16, 2018</u><br><span style="float: right;"><del>days or dates</del></span>  |
| Contract Price incorporating this Change Order:<br><br>\$ <u>351,654</u>  | Contract Times with all approved Change Orders:<br>Substantial Completion: <u>                    </u><br>Ready for Final Payment: <u>                    </u><br><span style="float: right;"><del>days or dates</del></span>  |

|                                 |                                    |                                    |                                   |                                    |                                    |
|---------------------------------|------------------------------------|------------------------------------|-----------------------------------|------------------------------------|------------------------------------|
| <b>RECOMMENDED:</b>             |                                    | <b>ACCEPTED:</b>                   |                                   | <b>ACCEPTED:</b>                   |                                    |
| By: <u>R. J. Baker</u>          | By: <u>                    </u>    | By: <u>                    </u>    | By: <u>                    </u>   | By: <u>                    </u>    | By: <u>                    </u>    |
| Engineer (if required)          | Owner (Authorized Signature)       | Owner (Authorized Signature)       | Contractor (Authorized Signature) | Contractor (Authorized Signature)  | Contractor (Authorized Signature)  |
| Title: <u>R. J. Baker, P.E.</u> | Title: <u>                    </u> | Title: <u>                    </u> | Title: <u>Project Engineer</u>    | Title: <u>                    </u> | Title: <u>                    </u> |
| Date: <u>7/3/2018</u>           | Date: <u>                    </u>  | Date: <u>                    </u>  | Date: <u>7/3/18</u>               | Date: <u>                    </u>  | Date: <u>                    </u>  |





11/15/2017

Apurv Aggarwal  
Utility Service Group  
535 Courtney Hodges Blvd  
Perry, GA 31069

RE: South Water Tower Improvements  
City of Washington, Iowa  
Change Proposal Request 001 – Tank Logo Lighting

Apurv:

The following proposed change has been generated per the request of the Owner. Please submit an itemized proposal for changes in the Contract Sum and Contract time for proposed modifications to the Contract Documents described herein.

This is NOT a Change Order, a Work Change Directive or authorization to proceed with the work described in the proposed modifications.

DESCRIPTION of the work:

1. Tank Logo Lighting. Provide cost changes associated with providing Bid Alternate No. 1 as described in Addendum No. 1 and the Contract Documents. This item is expected to be installed in the spring 2018.

Please submit the change proposal with itemized cost break-down for each item via e-mail for review within fourteen (14) days, or notify the Engineer, in writing, of the date on which proposal submission is anticipated. If you have any questions, please let me know.

Sincerely,  
FOX Engineering Associates, Inc.

Robbie J. Baker, P.E.

Cc by Email: Brent Hinson  
Chad McCleary

Date of Issuance: 11/14/2017      Effective Date: 11/16/2017  
 Owner: City of Washington      Owner's Contract No.:  
 Contractor: Utility Service Group      Contractor's Project No.:  
 Engineer: FOX Engineering      Engineer's Project No.: 3424-17B  
 Project: South Water Tower Improvements      Contract Name:

Contractor is directed to proceed promptly with the following change(s):

Description:

Item 1: Due to degradation of the existing vent opening, better technology now available, and compliance with regulatory design standards, it is recommended that the existing vent opening between the tank roof and dry access tube be eliminated by welding steel to cover up the opening and join the roof steel to the tube. Provide a new frost proof vent which fully complies with the design standards adopted by the State of Iowa ("2012 Recommended Standards for Water Works," Great Lakes-Upper Mississippi River Board). (Add \$7,500.00)

Item 2: Adjustment of the construction contingency allowance. (Deduct \$7,500.00)

Attachments: Contractor COP #1

**Purpose for Work Change Directive:**

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

**Estimated Change in Contract Price and Contract Times (non-binding, preliminary):**

|                              |              |                        |
|------------------------------|--------------|------------------------|
| Previous Contingency Balance | \$ 25,000.00 |                        |
| Current Contingency Balance  | \$ 17,500.00 | {increase} {decrease}. |
| Contract Time                | 0 days       | {increase} {decrease}. |

**Basis of estimated change in Contract Price:**

- Lump Sum       Unit Price
- Cost of the Work       Other

|   |  |   |
|---|--|---|
| <b>RECOMMENDED:</b>                                       | <b>AUTHORIZED BY:</b>                                  | <b>RECEIVED:</b>  |
| By: <u>[Signature]</u><br>Engineer (Authorized Signature) | By: <u>[Signature]</u><br>Owner (Authorized Signature) | By: <u>[Signature]</u><br>Contractor (Authorized Signature) |
| Title: <u>ROB J. BAKER, P.E.</u>                          | Title: <u>City Admin</u>                               | Title: <u>Project Engineer</u>                              |
| Date: <u>11/14/2017</u>                                   | Date: <u>11/14/17</u>                                  | Date: <u>11/14/17</u>                                       |

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_



Date of issuance: 11/30/2017      Effective Date: 11/30/2017  
 Owner: City of Washington      Owner's Contract No.:  
 Contractor: Utility Service Group      Contractor's Project No.:  
 Engineer: FOX Engineering      Engineer's Project No.: 3424-17B  
 Project: South Water Tower Improvements      Contract Name:

Contractor is directed to proceed promptly with the following change(s): Replace existing roof hatch

**Description:**

Item 1: The existing access roof hatch has deteriorated significantly and does not serve its intended purpose. Utility Service Co. proposed to replace the existing 30" hatch with a new 32" hatch welded in its place. This repair will be completed in Spring 2018. The new hatch will be as shown on the drawing attached with COP #2. (Add \$3,200.00)

Attachments: Contractor COP #2 (misabeled as COP #1), dated November 21, 2017

**Purpose for Work Change Directive:**

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: *[check one or both of the following]*

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

**Estimated Change in Contract Price and Contract Times (non-binding, preliminary):**

Previous Contingency Balance      \$ 17,500.00  
 Current Contingency Balance      \$ 14,300.00      {increase} {decrease}.  
 Contract Time      0 days      {increase} {decrease}.

**Basis of estimated change in Contract Price:**

- Lump Sum       Unit Price
- Cost of the Work       Other

|  |                                 |                                       |
|--|---------------------------------|---------------------------------------|
| <b>RECOMMENDED:</b>                    | <b>AUTHORIZED BY:</b>           | <b>RECEIVED:</b>                      |
| By: <u><i>R. J. Baker</i></u>          | By: <u><i>[Signature]</i></u>   | By: <u><i>[Signature]</i></u>         |
| Engineer (Authorized Signature)        | Owner (Authorized Signature)    | Contractor (Authorized Signature)     |
| Title: <u><i>R. J. Baker, P.E.</i></u> | Title: <u><i>City Admin</i></u> | Title: <u><i>Project Engineer</i></u> |
| Date: <u><i>11/30/2017</i></u>         | Date: <u><i>12/13/17</i></u>    | Date: <u><i>12/11/2017</i></u>        |

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_

Date of Issuance: 4/17/2018      Effective Date: 4/17/2018  
 Owner: City of Washington      Owner's Contract No.:  
 Contractor: Utility Service Group      Contractor's Project No.:  
 Engineer: FOX Engineering      Engineer's Project No.: 3424-17B  
 Project: South Water Tower Improvements      Contract Name:

Contractor is directed to proceed promptly with the following change(s): Replace existing roof hatch

**Description:**

- Item 1: The existing piping and tower isolation valve in the sump pit were found to be in poor condition. Since the valve and piping are being buried in granular material to prevent corrosion damage from continuing, it is recommended that the piping and valve be replaced before the pit is backfilled. This addressed the issue of replacement while the piping and valve are currently exposed. (Add \$6,500.00)
- Item 2: Replace the obstruction lighting system with a updated system with daylight flash and which meets current FAA regulations. (Add 7,259)
- Item 3: Adjust the construction contingency allowance. (Deduct \$13,759)

Attachments: FOX Change Proposal Request 002, Contractor CP #2, dated April 6, 2018

**Purpose for Work Change Directive:**

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: *[check one or both of the following]*

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

**Estimated Change In Contract Price and Contract Times (non-binding, preliminary):**

|                              |              |                        |
|------------------------------|--------------|------------------------|
| Previous Contingency Balance | \$ 14,300.00 |                        |
| Current Contingency Balance  | \$ 541.00    | {increase} {decrease}. |
| Contract Time                | 0 days       | {increase}-{decrease}. |

**Basis of estimated change in Contract Price:**

- Lump Sum
- Cost of the Work
- Unit Price
- Other

|   |   |  |
|---|---|--|
| <p><b>RECOMMENDED:</b></p> <p>By: <u><i>R. J. Baker</i></u><br/>                 Engineer (Authorized Signature)</p> <p>Title: R. J. Baker, P.E.</p> <p>Date: 4/12/2018</p> | <p><b>AUTHORIZED BY:</b></p> <p>By: <u><i>Brent Hanson</i></u><br/>                 Owner (Authorized Signature)</p> <p>Title: <i>Brent Hanson, City Administrator</i></p> <p>Date: <i>5/3/18</i></p> | <p><b>RECEIVED:</b></p> <p>By: <u><i>Aggarwal</i></u><br/>                 Contractor (Authorized Signature)</p> <p>Title: <i>Aggarwal</i></p> <p>Date: <i>4/20/18</i></p> |
|---|---|--|

**Approved by Funding Agency (if applicable)**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_

Date of Issuance: 6/27/2018 Effective Date: 6/27/2018  
 Owner: City of Washington Owner's Contract No.:  
 Contractor: Utility Service Group Contractor's Project No.:  
 Engineer: FOX Engineering Engineer's Project No.: 3424-17B  
 Project: South Water Tower Improvements Contract Name:

Contractor is directed to proceed promptly with the following change(s): Replace existing roof hatch

**Description:**

- Item 1: Change the quantity of the Bid Item for the Adjustment Price No. 4 - Riser Pipe Replacement Repair from 25 lineal feet to 0 feet. After inspection, the pipe was found to be in good condition, so no replacement necessary. (Deduct \$8,250.00)
- Item 2: Inspection of the Riser Pipe found that all existing nuts and bolts on the flanged pipe joints are badly corroded and in need of replacement. Remove the existing nuts and bolts and replace with 316 stainless steel material. (Add \$4,362.00)
- Item 3: Change the quantity of the Bid Item for the Adjustment Price No. 5 - Overflow Pipe Replacement Repair from 25 lineal feet to 0 feet. After inspection, the pipe was found to be in good condition, so no replacement necessary. (Deduct \$4,750.00)
- Item 4: Work Change Directive (WCD) 3, Item 1, included replacement of the vertical portion of piping in the sump-pit up until it transitioned to what was assumed to be a welded steel riser pipe. All vertically oriented piping was found to be ductile iron. Do not replace the vertically oriented sump piping. (Deduct \$2,567.00)
- Item 3: Adjust the construction contingency allowance. (Deduct \$11,205)

Attachments: FOX Change Proposal Request 004, Contractor CP #4, dated May 10, 2018

**Purpose for Work Change Directive:**

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

**Estimated Change in Contract Price and Contract Times (non-binding, preliminary):**

Previous Contingency Balance \$ 541.00  
 Current Contingency Balance \$ 11,746.00 {increase} [decrease].  
 Contract Time 0 days [increase] {decrease}.

**Basis of estimated change in Contract Price:**

- Lump Sum  Unit Price
- Cost of the Work  Other

|   |  |   |
|---|--|---|
| <b>RECOMMENDED:</b>                                       | <b>AUTHORIZED BY:</b>                                | <b>RECEIVED:</b>  |
| By: <u>R. J. Baker</u><br>Engineer (Authorized Signature) | By: <u>B. Hinson</u><br>Owner (Authorized Signature) | By: <u>A. Aggarwal</u><br>Contractor (Authorized Signature) |
| Title: R. J. Baker, P.E.                                  | Title: B. Hinson, City Administrator                 | Title: A. Aggarwal, Project Engineer                        |
| Date: 6/29/2018   | Date: 7/3/18   | Date: 6/27/18   |

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION DIRECTING THE ACCEPTANCE OF A PROPOSAL TO PURCHASE \$1,845,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) LOCAL OPTION SALES AND SERVICES TAX REVENUE BONDS, SERIES 2018B" and moved that it be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt, and the roll being called thereon, the vote was as follows:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

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

RESOLUTION DIRECTING THE ACCEPTANCE OF A PROPOSAL TO PURCHASE \$1,845,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) LOCAL OPTION SALES AND SERVICES TAX REVENUE BONDS, SERIES 2018B

WHEREAS, the City of Washington, sometimes hereinafter referred to as the City, is a municipal corporation duly incorporated, organized and existing under and by virtue of the Constitution and laws of the State of Iowa; and

WHEREAS, it is deemed necessary that the City should enter into a proposal and borrow the amount of \$1,845,000 (dollar amount subject to change) as authorized by Sections 384.83 and 423B.9(3), Code of Iowa as amended; and

WHEREAS, the Bonds may be sold at public or private sale as authorized by Section 423B.9(6) of the Code of Iowa; and

WHEREAS, a proposal has been received from Northland Securities, Inc. of Minneapolis, Minnesota; and

WHEREAS, it is the intention of this City Council to accept said proposal dated \_\_\_\_\_, 2018:

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

Section 1. That this City Council does hereby accept the attached proposal of Northland Securities Inc., of Minneapolis, Minnesota, and takes additional action to permit the financing.

Section 2. The Mayor and City Clerk are authorized and directed to proceed on behalf of the City to enter into such a proposal, to negotiate the final terms of the Bond Sale on a basis favorable to the City and acceptable to the Purchaser, and to proceed to meet the conditions of this accepted proposal.

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

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(Attach Copy of Terms of Proposal)

**RESOLUTION NO. \_\_\_\_\_**

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

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

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

The property of Kathy Lindhorst at 940 S. 4<sup>th</sup> Ave. for the amount of \$200.00. Legal description (06 ECLIPSE ADD). Parcel Number (11-20-209-007)

and,

WHEREAS, trash and junk was removed from the following listed property owners:

The property of Michael J. Weller Trust located at 114 E. 7<sup>th</sup> St. for the amount of \$120.00. Legal description (04 03 DENNY'S ADD) Parcel Number (11-17-136-006).

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 17th day of July, 2018.

\_\_\_\_\_  
Jaron Rosien, Mayor

Attest:

\_\_\_\_\_  
Illa Earnest, City Clerk