



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, NOVEMBER 20, 2018

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, November 20, 2018 to be approved as proposed or amended.

**Consent:**

1. Council Minutes November 6, 2018
2. Washington County Conservation Board, Kewash Nature Trail Upgrade, \$90,000.00 (this is pass through grant money)
3. Iowa Grow, Inc., Fall 2018 Pump & Apply WWTP Sludge, \$39,003.00
4. IMWCA, Workers Comp. Premium #5, \$7,080.00
5. Martin Gardner Architecture, Woodlawn Cemetery Gates, \$880.00
6. Bushong Construction, Fire Station Project, \$31,129.60
7. Bushong Construction, Fire Station Project,, \$44,246.25
8. Tricon Construction, Water Treatment Plant Improvements, \$126,793.29
9. City Construction, Fire Station Phase I Renovations. \$59,175.69
10. Terracon, Fire Station Project, \$1,261.00
11. Lynch Dallas, P.C., Public Works Union Negotiations, \$1,110.00
12. Lynch Dallas, P.C., Police Union Negotiations, \$1,028.49
13. Fox Engineering, Water Treatment Plant Improvements, \$12,045.80
14. Fox Engineering, South Elevated Water Storage Tank Improvements, \$321.75
15. Fox Engineering, Well #6 Pump Replacement, \$929.50
16. Fox Engineering, SE Basin I & I Reduction, \$1,575.00
17. Bankers Trust, General Obligation Capital Loan Notes, Series 2015, Interest, & Service Fee, \$27,293.75
18. Bankers Trust, General Obligation Refunding Bonds, Series 2016A, Interest, & Service Fee, \$16,985.00
19. Bankers Trust, General Obligation Refunding Bonds, Series 2016B, Interest, & Service Fee, \$7,881.25
20. Bankers Trust, General Obligation Bonds, Series 2016C, Interest, & Service Fee, \$2,450.00
21. Bankers Trust, General Obligation Capital Loan Note, Series 2018A, Interest & Service Fee,

\$59,593.24

22. Bankers Trust, LOSST Revenue Bonds, Series 2018B, Interest & Service Fee, \$17,422.22
23. Cedar Rapids Bank & Trust, 2006 Urban Renewal TIF Revenue Bonds, Interest, \$537.50
24. Washington State Bank, 2014 General Obligation Bonds, Interest, \$449.03
25. Design Alliance, Fire Station Project, \$1,557.29
26. Design Alliance, City Hall and Police Station, \$590.63
27. Department Reports

**Consent – Other:**

1. DeLong Construction, Wellness Park Grading and Utilities, \$195,488.04
2. Terracon, Wellness Park, \$406.00
3. MSA, Wellness Park Phase I Design & Bidding, \$10,800.00

**Claims & Financial Reports:**

Claims for November 20, 2018  
Financial Reports – October, 2018

**SPECIAL PRESENTATION**

Jingle Bell Run Request – Steve Roth

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

**UNFINISHED BUSINESS**

**PUBLIC HEARING**

Amendment No. 3 to the Washington Downtown Urban Renewal Area

Discussion and Consideration of a Resolution Approving Amendment No. 3 to the Washington Downtown Urban Renewal Area

**NEW BUSINESS**

1. Discussion and Consideration of Mayoral Appointment to the Hotel/Motel Tax Fund Administration Committee
2. Discussion and Consideration of Hotel/Motel Tax Fund Administration Committee Recommendation – Web Maintenance Fees.
3. Discussion and Consideration of Employee Health Insurance Renewal for 2019
4. Discussion and Consideration of FY18 State TIF Report
5. Discussion and Consideration of a Resolution Obligating TIF Debts for FY20
6. Discussion and Consideration of a Resolution Adopting Washington County Multi-Jurisdictional Hazard Mitigation Plan 2019
7. Discussion and Consideration of an Agreement with Impressions Custom Computers to Provide Services.
8. Discussion and Consideration of a Resolution Authorizing Levy, Assessment and Collection

of Costs to the Washington County Treasurer.

9. Discussion and Consideration of First Reading of an Ordinance Changing Boundaries of Zoning Districts (Iowa Bridge and Culvert – per P & Z Recommendation)
10. Discussion and Consideration of Second Reading of an Ordinance Vacating an Alley (Block 20 East-West Alley) (City Hall/Police/Fire)
11. Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 164 (Site Plan Ordinance per P & Z Recommendation)
12. Discussion and Consideration of Third Reading of an Ordinance Changing the Boundaries of Zoning Districts (Rezone East View Subdivision to R-1 per P & Z Recommendation)
13. Discussion and Consideration of Third Reading of an Ordinance Amending Chapter 165 (B-1 Rear Yard Setback per P & Z Recommendation)

### **WORKSHOP**

Discussion of Goal Setting Update for 2019 and 2020.

### **DEPARTMENTAL REPORT**

Police Department  
City Attorney  
City Administrator

### **MAYOR & COUNCILPERSONS**

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

### **ADJOURNMENT**

Illa Earnest, City Clerk

Council Minutes 11-06-2018

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

Mayor Rosien asked that item #3 be removed from the agenda.

Motion by Youngquist, seconded by Pettit-Majewski, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, November 6, 2018 be approved as amended. Motion carried.

**Consent:**

1. Council Minutes October 16, 2018
2. MSA, WEDG Regional Trails & Recreation Plan, \$10,000.00
3. L.L. Pelling Co., Street Patching, \$15,316.25
4. PAWS & More, Animal Services, \$5,763.15
5. Forrest Keeling Nursery, Trees for Park, \$1,248.50
6. Washington Chamber of Commerce, Reimbursement Request, \$12,426.52
7. Kevin D. Olson, Professional Services, \$1,219.80
8. Department Reports

**Consent – Other:**

Motion by DeLong, seconded by Gault, to approve payment of the claims as presented except those for Washington County Public Health. Motion carried.

Motion by DeLong, seconded by Gault, to approve the claim for Washington County Public Health. Motion carried. Pettit-Majewski abstained with conflict.

Motion by Moore, seconded by Youngquist, to approve the Chamber of Commerce requests for 2019 for Trick or Treat activities around the Square and in front of the YMCA Building and the Summer Classic. Motion carried.

Motion by DeLong, seconded by Pettit-Majewski, to approve the Marion Avenue Baptist Church request for the Live Animal Christmas Play. Motion carried.

Steve Donnolly gave the nuisance abatement update.

Presentations from the Public: none

Mayor Rosien announced that now is the time for the public hearing on Vacating an Alley (Block 20 East-West Alley) (City Hall/Police/Fire).

No written or oral objections were received.

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

Motion by DeLong, seconded by Stigers, to approve the First Reading of an Ordinance Vacating a Platted Alley (Block 20 East-West Alley) (City Hall, Police, Fire). Roll call on said motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Options for repair of 2012 Tahoe Police Vehicle:

Cappers Auto (Marengo)	remanufactured engine with 3 year 100,000 mile warranty, \$6,650
Schrader's (Washington)	remanufactured engine with 18 month 100,000 warranty, \$5,800

Motion by DeLong, seconded by Pettit-Majewski, to authorize Schrader's engine for repair of the 2012 Tahoe. Motion carried.

Motion by Pettit-Majewski, seconded by Youngquist, to approve Change Order #1, Fire Station –Phase I Renovation Project in the net amount of \$2,491.00. Motion carried.

Motion by Youngquist, seconded by Moore, to approve a Resolution Approving Joint 28E Agreement for Recreational Trail Maintenance. Roll call on said motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-135)**

Motion by DeLong, seconded by Gault, to approve a Resolution Approving an Agreement with Iowa Bridge and Culvert, L.C. Roll call on said motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-136)**

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

No action was taken on the above matter.

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 said motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2018-137)**

Motion by Pettit-Majewski, seconded by Youngquist, to approve the First Reading of an Ordinance Amending Chapter 164 (Site Plan Ordinance per P & Z Recommendation). Roll call on said motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Second Reading of an Ordinance Changing the Boundaries of Zoning Districts (Rezone East View Subdivision to R-1 per P & Z Recommendation). Roll call on said motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by DeLong, seconded by Stigers, to approve the Second Reading of an Ordinance Amending Chapter 165 (B-1 Rear Yard Setback per P & Z Recommendation). Roll call on said motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

The council went into a workshop to discuss the Garbage and Recycling Contract which expires June 30, 2019, and discussed a Goal-Setting Update for 2019 and 2020.

No action was taken during the workshop.

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

Illa Earnest, City Clerk

**WASHINGTON COUNTY CONSERVATION BOARD**

Steven P. Anderson, Executive Director

2943 Highway 92

Ainsworth, Iowa 52201

Telephone: (319) 657-2400

FAX: (319) 657-2500

Wccbdirector1981@gmail.com



**INVOICE FOR KEWASH NATURE TRAIL UPGRADE PROJECT**

**TO: CITY OF WASHINGTON**

As per agreement, 90% of the City of Washington \$100,000 REAP commitment towards the Kewash Nature Trail Upgrade. Balance due upon project completion.

**AMOUNT OF INVOICE:**

**\$90,000**

**REMIT TO:**

Washington County Conservation Board  
% Steven P. Anderson, Executive Director  
2943 Highway 82  
Ainsworth, Iowa 52201

*WPB  
11/14/18*

IOWA GROW, INC

Gilbert Troyer  
831 14<sup>th</sup> Street  
Kalona, IA 52247  
319-656-3779

October 5, 2018

City of Washington  
City Clerk Office  
215 E. Washington  
Washington IA 52353

<u>Date</u>	<u>Loads</u>	<u>Description</u>	<u>Amount</u>
10/29-31/2018		Pump and apply wastewater sludge as per contract	
		1,300,100 gallon @ .03/gallon	\$39,003.00

Thank You.



# INVOICE

INV71076

**IMWCA**  
**IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION**  
500 SW 7TH STREET, SUITE 101  
DES MOINES, IA 50309-4506  
PHONE: 800-257-2708

DATE

11/1/2018

PAGE:

1

Washington, City of  
215 E Washington

Mbr No: 0706    Member Name:  
Washington, City of

Washington IA 52353

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

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER	QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
	WASHI001	AG0075					1.00	INSTALL5	Installment 5 - Work Comp Prem 18-19			7,080.00	\$7,080.00

This invoice is due by December 1, 2018.

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

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

Subtotal \$7,080.00  
Bond Credit \$0.00  
Misc \$0.00  
Total \$7,080.00

*Thank You*



MARTIN GARDNER ARCHITECTURE

Invoice #2

November 12, 2018
Project No: 11477.01
Invoice No: 0000002

City of Washington
215 E Washington Street
Washington, IA 52353

Project 11477.01 Woodlawn Cemetery Gates

Professional Services from July 01, 2018 to November 11, 2018

Task 600 Construction Administration

Fee
Total Fee 4,400.00

Table with columns: Billing Phase, Percent of Fee, Fee, Percent Complete, Earned. Rows include Construction Administration, Total Earned, Previous Fee Billing, Current Fee Billing, Total Fee, Total this Task, and Total this Invoice.

\*Please make checks payable to Martin Gardner Architecture, 700 11th St., Ste. 200, Marion, IA 52302.

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF 2

PAGES

**TO OWNER:**  
 City of Washington  
 215 E Washington Street  
 Washington, IA 52353

**PROJECT:**  
 Washington Fire Station  
 Washington, IA

**FROM CONTRACTOR:**  
 Bushong Construction Company  
 704 E Wood Street  
 Montezuma, IA 50171

**VIA ARCHITECT:**  
 Design Alliance  
 14225 University Avenue, Suite 110  
 Waukee, IA 50263

**APPLICATION NO:** #1

**PERIOD TO:** 9/30/2018

**PROJECT NOS:**

**CONTRACT DATE:** 8/22/2018

Distribution to:

OWNER

CONTRACTOR

A/R

FILE

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 2,474,900.00
2. Net change by Change Orders ..... \$0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 2,474,900.00
4. TOTAL COMPLETED & STORED TO DATE ..... \$32,768.00  
 (Column G on G703)
5. RETAINAGE:
  - a. 5 % of Completed Work ..... 1,638.40  
 (Column D + E on G703)
  - b. 5 % of Stored Material ..... \$ -  
 (Column F on G703)
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) ..... \$ 1,638.40
6. TOTAL EARNED LESS RETAINAGE ..... \$ 31,129.60  
 (Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) ..... \$ -
8. CURRENT PAYMENT DUE ..... \$ 31,129.60
9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 2,443,770.40  
 (Line 3 less Line 6)

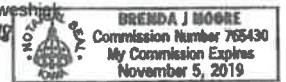
OWNER CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month		\$0.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>NET CHANGES by Change Order</b>		<b>\$0.00</b>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: BUSHONG CONSTRUCTION COMPANY, INC.

By: John Bushong Date: 09/26/18

State of: Iowa County of: Poweshiek  
 Subscribed and sworn to before me this 26th Sept 2018  
 Notary Public: Brenda J. Moore  
 My Commission expires: 11-05-19



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 31,129.60

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: DESIGN ALLIANCE, INC. [Signature] Date: 10/05/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF 2

PAGES

**TO OWNER:**  
 City of Washington  
 215 E Washington Street  
 Washington, IA 52353

**PROJECT:**  
 Washington Fire Station  
 Washington, IA

**FROM CONTRACTOR:**  
 Bushong Construction Company  
 704 E Wood Street  
 Montezuma, IA 50171

**VIA ARCHITECT:**  
 Design Alliance  
 14225 University Avenue, Suite 110  
 Waukee, IA 50263

**APPLICATION NO:** #2

**PERIOD TO:** 10/31/2018

**PROJECT NOS:**

**CONTRACT DATE:** 8/22/2018

**Distribution to:**

OWNER

CONTRACTOR

A/R

FILE

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 2,474,900.00
2. Net change by Change Orders ..... \$0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 2,474,900.00
4. TOTAL COMPLETED & STORED TO DATE ..... \$79,343.00  
 (Column G on G703)
5. RETAINAGE:
  - a. 5 % of Completed Work ..... 3,967.15  
 (Column D + E on G703)
  - b. 5 % of Stored Material \$ -  
 (Column F on G703)
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) ..... \$ 3,967.15
6. TOTAL EARNED LESS RETAI ..... \$ 75,375.85  
 (Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) ..... \$ 31,129.60
8. CURRENT PAYMENT DUE ..... \$ 44,246.25
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 2,399,524.15  
 (Line 3 less Line 6)

OWNER CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month		\$0.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>NET CHANGES by Change Order</b>		<b>\$0.00</b>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: BUSHONG CONSTRUCTION COMPANY, INC.

By: John Bushong Date: 11/02/18

State of Iowa  
 Subscribed and sworn to before me this  
 Notary Public:  
 My Commission expires:



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 44,246.25

(Attach explanation if amount certified differs from the amount applied. Initial all figures on t Application and on the Continuation Sheet that are changed to conform to the amount certifi

ARCHITECT: DESIGN ALLIANCE, INC.

By: [Signature] Date: 11/13/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**Contractor's Application for Payment No. 12**

Application Period: 9/25/18 - 10/30/18	Application Date: 10/31/2018
To (Owner): City of Washington	From (Contractor): Tricon Construction
Project: Water Treatment Plant Improvements, City of Washington, Washington, Iowa	Via (Engineer): Fox Engineering Inc, 414 South 17th Street, Ste 107, Ames, IA 50010
Owner's Contract No.:	Contractor's Project No.: 17-011-1A
	Engineer's Project No.: 2489-11A

**Application For Payment  
Change Order Summary**

Approved Change Orders	1. ORIGINAL CONTRACT PRICE	\$ 5,943,880.00
Number	2. Net change by Change Orders	\$
Additions	3. Current Contract Price (Line 1 & 2)	\$ 5,943,880.00
Deductions	4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	\$ 5,728,669.68
	5. RETAINAGE:	
	a. 5% X \$4,704,516.63 Work Completed	\$ 235,225.83
	b. 5% X \$24,153.05 Stored Material	\$ 1,207.65
	c. Total Retainage (Line 5.a + Line 5.b)	\$ 236,433.48
	6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	\$ 5,492,236.28
	7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ 5,365,442.91
	8. AMOUNT DUE THIS APPLICATION	\$ 126,793.29
	9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	\$ 459,763.80
TOTALS		
NET CHANGE BY CHANGE ORDERS		

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

Contractor Signature: Mary K. Stone Date: 11-12-18

Payment of: \$ 126,793.29  
(Line 8 or other - attach explanation of the other amount)

is recommended by: Matthew A. Vance 11-12-2018  
(Engineer) (Date)

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

is approved by: \_\_\_\_\_  
(Owner) (Date)

Approved by: \_\_\_\_\_  
Funding or Financing Entry (if applicable) (Date)

# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 5 PAGES

**TO OWNER:**  
 City of Washington  
 215 East Washington Street  
 Washington, IA 52353

**PROJECT:**  
 Washington Fire Station Phase 1 Renovations  
 215 East Washington Street  
 Washington, IA 52353

**FROM CONTRACTOR:**  
 City Construction  
 2346 Mormon Trek Blvd, Suite 2500  
 Iowa City, IA 52246

**VIA ARCHITECT:**  
 Design Alliance, Inc.  
 14225 University Avenue, Suite 110  
 Waukee, IA 50263

**APPLICATION NO:** 3

**PERIOD TO:** 11/07/18

**PROJECT NOS:** 1-091

**CONTRACT DATE:** 05/16/18

**Distribution to:**

X	OWNER
X	ARCHITECT
	CONTRACTOR


## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	147,300.00
2. Net change by Change Orders	\$	7,255.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	154,555.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	154,555.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	7,727.75
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	7,727.75
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	146,827.25
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	87,651.56
8. CURRENT PAYMENT DUE (Line 3 less Line 6)	\$	59,175.69
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	7,727.75

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** City Construction

**By:**  Date: 11/17/18

**State of:** Iowa  
**County of:** Johnson  
 day of November, 2018

**Notary Public:** Lorna K. Krueger  
 My Commission expires: September 23, 2021

LORNA K. KRUEGER  
 Commission Number 120751  
 My Commission Expires 9-23-21

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED .....\$ 59,175.69

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)  
**ARCHITECT:** DESIGN ALLIANCE, INC.

**By:**  Date: 11/13/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$7,255.00	\$0.00
TOTALS	\$7,255.00	\$0.00
NET CHANGES by Change Order	\$7,255.00	



# INVOICE

2640 12th St SW  
Cedar Rapids, IA 52404-3440  
319-366-8321

Project Mgr: Tom Lisi

**Project:** Washington Fire Station  
215 East Washington Street  
Washington, IA

**To:** City of Washington, IA  
Attn: Brent Hinson  
215 E. Washington Street  
PO Box 516  
Washington, IA 52353

<b>REMIT TO:</b>
<b>Invoice Number: TB27546</b>
<b>Terracon Consultants, Inc.</b>
<b>PO Box 959673</b>
<b>St Louis, MO 63195-9673</b>
<b>Federal E.I.N.: 42-1249917</b>

<b>Project Number:</b>	<b>06181141</b>
<b>Billed to Date:</b>	<b>\$4,727.00</b>
<b>Invoice Date:</b>	<b>11/05/2018</b>
<b>Services Through:</b>	<b>10/27/2018</b>

If you have any questions regarding this invoice, please call (319) 366-8321.

Date	Report	Description of Services	Quantity	Rate	Total
<b>TASK: 01 - Earthwork Observation &amp; Testing</b>					
10/18/18	06181141.0015	Field Technician	3.75	\$52.00	\$195.00
10/18/18	06181141.0015	Trip Charge - Each	1.00	\$80.00	\$80.00
10/18/18	06181141.0015	Nuclear Density Gauge	1.00	\$20.00	\$20.00
<b>Task Total</b>					<b>\$295.00</b>
<b>TASK: 02 - Laboratory Soil/Aggregate Testing</b>					
10/22/18	06181141.0017	Standard Proctor, Soil	1.00	\$120.00	\$120.00
<b>Task Total</b>					<b>\$120.00</b>
<b>TASK: 100 - Retest/Deviations</b>					
10/22/18	06181141.0016	Field Technician	3.00	\$52.00	\$156.00
10/22/18	06181141.0016	Trip Charge - Each	1.00	\$80.00	\$80.00
10/22/18	06181141.0016	Nuclear Density Gauge	1.00	\$20.00	\$20.00
10/23/18	06181141.0018	Field Technician	3.00	\$52.00	\$156.00
10/23/18	06181141.0018	Trip Charge - Each	1.00	\$80.00	\$80.00
10/23/18	06181141.0018	Nuclear Density Gauge	1.00	\$20.00	\$20.00
10/27/18	06181141	Project Manager/Engineer	0.75	\$98.00	\$73.50
<b>Task Total</b>					<b>\$585.50</b>
<b>TASK: 20 - Project Management</b>					
10/27/18	06181141	Senior Project Manager/Engineer	1.00	\$130.00	\$130.00
10/27/18	06181141	Project Manager/Engineer	1.00	\$98.00	\$98.00
10/27/18	06181141	Field/Lab Coordinator	0.50	\$65.00	\$32.50
<b>Task Total</b>					<b>\$260.50</b>

**TERMS: DUE UPON PRESENTATION OF INVOICE**



# INVOICE

Invoice No.: TB27546  
Project No.: 06181141  
Project: Washington Fire Station  
215 East Washington Street  
Washington, IA

Project Mgr: Tom Lisi

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**Invoice Total** **\$1,261.00**

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Statement of Account	
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Contract Amount	\$15,000.00
Amount Previously Billed	\$3,466.00
Total Due this Invoice	\$1,261.00
Total Billed	\$4,727.00
Payments to Date	\$3,466.00
<b>Total Due</b>	<b>\$1,261.00</b>



IN ACCOUNT WITH  
 LYNCH DALLAS, P.C.  
 ATTORNEYS AT LAW  
 526 SECOND AVE SE  
 PO BOX 2457  
 CEDAR RAPIDS, IA 52406-2457  
 TELEPHONE 319-365-9101 FACSIMILE 319-365-9512  
 FEDERAL ID 42-1378496

City of Washington

Page: 1  
 November 13, 2018  
 Account No: 230648-00200C  
 Statement No: 155817

Public Works Negotiations

Professional Services

		Hours
08/14/2018	WHS Email from client regarding union request to bargain with public works and review Iowa code regarding non-public safety collective bargaining units and scope of bargaining and prepare for upcoming negotiations/telephone conversation with union representative (.2).	0.20
08/17/2018	WHS Emails and telephone conversation with Teamster representative regarding stipulation of public safety status forms that he dropped off and email to client regarding the forms; continue to prepare for telephone conversation next week with client regarding next steps and best practices (.2).	0.20
08/20/2018	WHS Prepare for conference with client and review contract and stipulation of non-public safety status and excluded items (.5). Services at conference with client regarding collective bargaining and best practices and next steps (.3). Email to client confirming meeting with council regarding collective bargaining (.1).	0.90
08/24/2018	WHS Review list of excluded and permissive items and review existing public works contract and identify articles and work on initial proposals and also prepare to meet with City Council in several weeks to discuss collective bargaining for next year (.6).	0.60
08/29/2018	WHS Letter from City Administrator regarding public works list and compare with PERB and respond to him (.1).	0.10
08/30/2018	WHS Review voter list from client and issue revolving personal phone numbers and addresses and review PERB letter to the parties and all the same and respond (.2). Emails to and from Teamster representative and client (.1).	0.30
09/11/2018	WHS Review, revise and edit draft possible initial disclosure to Public Works Department and identification of excluded/permissive topics and review PERB website regarding consumer price index and issues regarding mandatory versus excluded topics (.5). Prepare for meeting next week with City Council to discuss collective bargaining and review prior contracts and initial proposals for discussion (.1).	0.60

Public Works Negotiations

		Hours	
09/17/2018	WHS Continue to review public works contract and identify possible permissive and excluded topics and otherwise prepare for upcoming strategy session with City Council (.1).	0.10	
09/18/2018	WHS Prepare for meeting tonight with City Council and City Administrator (.8). Travel to and from Washington (1.8). Services with City Council and discussed upcoming negotiations and possible bargaining positions in exempt session (.1).	2.70	
09/19/2018	WHS Review PERB notice of payment by union of retention election costs and forward to client with instructions regarding postings (.1).	0.10	
09/24/2018	WHS Review election list provided to PERB regarding eligible voters in public works and compare job classifications to contract (.1).	0.10	
10/31/2018	WHS Review results of retention election and first draft initial proposal to the union and other collective bargaining issues for this unit regarding nonmandatory topics (.1).	0.10	
	Current Services Rendered	6.00	1,110.00

Recapitulation

<u>Lawyer Hrs</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
WILFORD H STONE	6.00	\$185.00	\$1,110.00

Total Current Services and Expenses 1,110.00

Previous Balance \$1,407.00

Payments

05/23/2016 Payment on Account - Thank You -1,407.00

Balance Due \$1,110.00

**PLEASE MAKE CHECKS PAYABLE TO:  
LYNCH DALLAS, PC.**

PAYMENTS RECEIVED AFTER STATEMENT DATE  
WILL APPEAR ON YOUR NEXT MONTH'S BILL.  
PLEASE INCLUDE ACCOUNT NUMBER ON YOUR  
CHECK OR RETURN A COPY OF YOUR BILL.

IN ACCOUNT WITH  
 LYNCH DALLAS, P.C.  
 ATTORNEYS AT LAW  
 526 SECOND AVE SE  
 PO BOX 2457  
 CEDAR RAPIDS, IA 52406-2457  
 TELEPHONE 319-365-9101 FACSIMILE 319-365-9512  
 FEDERAL ID 42-1378496

City of Washington

Page: 1  
 November 13, 2018  
 Account No: 230648-00100C  
 Statement No: 155816

Police Negotiations

Professional Services

		Hours
08/14/2018	WHS Review email from client and respond to it (.1). Locate and review prior collective bargaining agreements and MOU and prepare for collective bargaining negotiations and review prior initial proposal (.1). Telephone call to PERB and union representative regarding retention/recertification election and collective bargaining issues (.1).	0.30
08/15/2018	WHS Various emails to and from PERB and client regarding upcoming negotiations and retention/recertification election (.2). Telephone conversation with PERB ALJ about process and forward calendar and voter list information to client (.2).	0.40
08/16/2018	WHS Meet with Teamsters representative and discuss upcoming collective bargaining issues (1.2). Follow-up to meetings with Teamsters representative and review PERB website and prior contracts with the City and identify mandatory and permissive topics (.5). Emails to and from City Administrator regarding sample voter list and calendar for retention/recertification elections (.1).	1.80
08/21/2018	WHS Email to and from City Administrator and union representative regarding stipulations regarding public safety status of both units and possible dates for collective bargaining (.1). Prepare first draft initial proposals for both police and public works and identify excluded items and prepare for discussion with City Council (.4).	0.50
08/22/2018	WHS Review various PERB documents including sample voter list and calendar regarding upcoming retention/recertification elections and prepare for meeting with clients to discuss upcoming negotiations and issues with PERB (.2).	0.20
08/27/2018	WHS Review draft employee list and email from PERB/emails to and from client regarding list and upcoming Council meeting (.1).	0.10
08/29/2018	WHS Review Police Department list of employees for submission to PERB and a letter from PERB (.3). Email to and from City Administrator regarding list and email to teamsters regarding submission to PERB (.1).	0.40

Police Negotiations

		Hours	
08/30/2018	WHS Various emails to and from client and Teamster representative regarding voter list police unit and upcoming strategy session with City (.2).	0.20	
09/12/2018	WHS Review notice from PERB regarding upcoming election and prepare for meeting next week with City Council to discuss collective bargaining positions and new Iowa law (.1).	0.10	
09/14/2018	WHS Continue to review PERB documents and existing contract; prepare for discussion next week with City Council regarding upcoming negotiations, and excluded and permissive topics (.2).	0.20	
09/16/2018	WHS Continue to review prior collective bargaining and identify issues to discuss with City Council regarding permissive and excluded topics and prepare for upcoming negotiations (.1).	0.10	
09/18/2018	WHS Prepare for discussion with City Council and administrator on police contract (.1). Services at City Council meeting to discuss contract for public safety unit (.1).	0.20	
09/19/2018	WHS Review notice from PERB and forward to client with instructions regarding posting notices and emails to and from client regarding same (.1).	0.10	
09/24/2018	WHS Follow-up to meeting with City Council on negotiation authority and review list of excluded topics regarding dues deduction (.1).	0.10	
09/25/2018	WHS Review election list issue from PERB (.1).	0.10	
10/01/2018	WHS Email to and from Teamster representative regarding stipulations and locate and send another copy to him (.1).	0.10	
10/15/2018	WHS Emails to and from PERB regarding opening of polls for union retention vote and review Excel spreadsheet regarding eligible voters (.1).	0.10	
10/29/2018	WHS Emails to and from union representative regarding closing of polls (.1).	0.10	
10/30/2018	WHS Emails from PERB regarding results of recertification election and review same and email to and from client regarding retention and also collective bargaining next steps (.1).	0.10	
	Current Services Rendered	5.20	962.00

Recapitulation

<u>Lawyer Hrs</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
WILFORD H STONE	5.20	\$185.00	\$962.00

Expenses

10/31/2018	Mileage - to/from Washington, IA on 09/18/18.	66.49
	Total Expenses	66.49

City of Washington

Police Negotiations

Page: 3

November 13, 2018

Account No: 230648-00100C

Statement No: 155816

	Total Current Services and Expenses	1,028.49
	Previous Balance	\$3,517.50
	Payments	
05/23/2016	Payment on Account - Thank You	-3,517.50
	Balance Due	<u>\$1,028.49</u>

**PLEASE MAKE CHECKS PAYABLE TO:  
LYNCH DALLAS, PC.**

PAYMENTS RECEIVED AFTER STATEMENT DATE  
WILL APPEAR ON YOUR NEXT MONTH'S BILL.  
PLEASE INCLUDE ACCOUNT NUMBER ON YOUR  
CHECK OR RETURN A COPY OF YOUR BILL.



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 43617  
 Date 10/30/2018

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

Professional Services for the Period of 09/29/2018 to 10/27/2018

**Lump Sum Phases**

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

**Standard Hourly Rate Phases**

**Construction Administration**

		Billed Amount
Professional Fees		6,830.25
Reimbursables		199.55
Outside Services	KCL Engineering	1,254.00
	KCL Engineering	1,254.00
	KCL Engineering	1,254.00
	KCL Engineering	1,254.00
	<b>Construction Administration Subtotal</b>	<b>12,045.80</b>

Invoice total **\$12,045.80**

Approved by:

*Steven J. Troyer*

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 43618  
 Date 10/30/2018

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

Professional Services for the Period of 09/29/2018 to 10/27/2018

**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**

Professional Fees

Billed Amount

321.75

**Construction Administration Subtotal**

321.75

Invoice total **\$321.75**

Approved by:

*Steven J. Troyer*

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 43616  
 Date 10/30/2018

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

Professional Services for the Period of 09/29/2018 to 10/27/2018

**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

**Construction Administration Subtotal**

Billed Amount

929.50

929.50

Invoice total **\$929.50**

Approved by:

*Steven J. Trayer*

*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 43674  
 Date 10/30/2018

Project **204517A Washington SE Basin I&I Reduction**

Professional Services for the Period of 09/29/2018 to 10/27/2018

**Lump Sum Phases**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	57,100.00	100.00	57,100.00	57,100.00	0.00
Final Design	29,500.00	95.00	26,550.00	28,025.00	1,475.00
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
<b>Total</b>	<b>130,600.00</b>	<b>65.18</b>	<b>83,650.00</b>	<b>85,125.00</b>	<b>1,475.00</b>

**Standard Hourly Rate Phases**

**IDNR Permit Fees**

Reimbursables

Billed Amount

100.00

**IDNR Permit Fees Subtotal**

100.00

**Invoice total**

**\$1,575.00**

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

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



Date: 10/08/2018

CITY OF WASHINGTON  
ATTN: CITY CLERK  
215 E WASHINGTON ST  
PO BOX 516  
WASHINGTON IA 52353

Re:

CITY OF WASHINGTON  
GENERAL OBLIGATION CAPITAL LOAN NOTES  
SERIES 2015, DTD 7/21/15  
\$2,335,000

Corporate Trust Department  
DIANA VAN VLEET

Account Name: WASHINGTON15  
Trust Acct No: 0185406592

Debt Service

Registered interest due	12/01/2018	27,043.75
Registered principal due	12/01/2018	0.00
Fees for invoice#	49179	250.00
Less: Funds on Deposit		( 0.00)
<b>Total Due</b>		<b>27,293.75</b>

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE  
PRINCIPAL AND INTEREST PAYMENTS ARE MADE TO BONDHOLDERS.

PAYMENT BY CHECK MUST BE RECEIVED 5 DAYS PRIOR TO DUE DATE. PLEASE  
RETURN YOUR PAYMENT IN THE ENCLOSED RETURN ENVELOPE OR SEND IT TO:

BANKERS TRUST COMPANY  
CORPORATE TRUST DEPARTMENT  
453 7TH STREET  
DES MOINES, IOWA 50309

PAYMENT BY WIRE MUST BE RECEIVED ON PAYMENT DATE PRIOR TO 11:00 AM CST.

WIRE FUNDS TO:  
BANKERS TRUST COMPANY, DES MOINES, IOWA  
ABA # 073000642  
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Date: 10/08/2018

CITY OF WASHINGTON  
ATTN: CITY CLERK  
215 E WASHINGTON ST  
PO BOX 516  
WASHINGTON IA 52353

Re:

WASHINGTON  
GENERAL OBLIGATION REFUNDING BONDS  
SERIES 2016A  
\$1,770,000 DTD 04-19-16

Corporate Trust Department  
DIANA VAN VLEET

Account Name: WASHINGTON16A  
Trust Acct No: 0185408820

Debt Service

Registered interest due	12/01/2018	16,735.00
Registered principal due	12/01/2018	0.00
Fees for invoice#	49180	250.00
Less: Funds on Deposit		( 0.00)
<b>Total Due</b>		<b>16,985.00</b>

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE  
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BANKERS TRUST COMPANY  
CORPORATE TRUST DEPARTMENT  
453 7TH STREET  
DES MOINES, IOWA 50309

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BANKERS TRUST COMPANY, DES MOINES, IOWA  
ABA # 073000642  
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Date: 10/08/2018

CITY OF WASHINGTON  
ATTN: CITY CLERK  
215 E WASHINGTON ST  
PO BOX 516  
WASHINGTON IA 52353

Re:  
WASHINGTON  
GENERAL OBLIGATION REFUNDING BONDS  
SERIES 2016B  
\$630,000 DTD 04/19/16

Corporate Trust Department  
DIANA VAN VLEET  
Account Name: WASHINGTON16B  
Trust Acct No: 0185408838

Debt Service

Registered interest due	12/01/2018	7,631.25
Registered principal due	12/01/2018	0.00
Fees for invoice#	49181	250.00
Less: Funds on Deposit		( 0.00)
Total Due		<u>7,881.25</u>

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE  
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453 7TH STREET  
DES MOINES, IOWA 50309

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ABA # 073000642  
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Date: 10/08/2018

CITY OF WASHINGTON  
ATTN: CITY CLERK  
215 E WASHINGTON ST  
PO BOX 516  
WASHINGTON IA 52353

Re:  
WASHINGTON  
GENERAL OBLIGATION BONDS  
SERIES 2016C  
\$1,470,000 DTD 04/19/2016

Corporate Trust Department  
DIANA VAN VLEET  
Account Name: WASHINGTON16C  
Trust Acct No: 0185408846

Debt Service

Registered interest due	12/01/2018	2,200.00
Registered principal due	12/01/2018	0.00
Fees for invoice#	49178	250.00
Less: Funds on Deposit		( 0.00)
<b>Total Due</b>		<b>2,450.00</b>

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE  
PRINCIPAL AND INTEREST PAYMENTS ARE MADE TO BONDHOLDERS.

PAYMENT BY CHECK MUST BE RECEIVED 5 DAYS PRIOR TO DUE DATE. PLEASE  
RETURN YOUR PAYMENT IN THE ENCLOSED RETURN ENVELOPE OR SEND IT TO:

BANKERS TRUST COMPANY  
CORPORATE TRUST DEPARTMENT  
453 7TH STREET  
DES MOINES, IOWA 50309

PAYMENT BY WIRE MUST BE RECEIVED ON PAYMENT DATE PRIOR TO 11:00 AM CST.

WIRE FUNDS TO:  
BANKERS TRUST COMPANY, DES MOINES, IOWA  
ABA # 073000642  
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Date: 10/08/2018

CITY OF WASHINGTON  
ATTN: CITY CLERK  
215 E WASHINGTON ST  
PO BOX 516  
WASHINGTON IA 52353

Re:

WASHINGTON  
GENERAL OBLIGATION CAPITAL LOAN  
NOTES, SERIES 2018A  
\$3,180,000 DTD 04/18/18

Corporate Trust Department  
DIANA VAN VLEET  
Account Name: WASHINGTON18A  
Trust Acct No: 0185417201

Debt Service

Registered interest due	12/01/2018	59,293.24
Registered principal due	12/01/2018	0.00
Fees for invoice#	49172	300.00
Less: Funds on Deposit		( 0.00)
Total Due		59,593.24

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE  
PRINCIPAL AND INTEREST PAYMENTS ARE MADE TO BONDHOLDERS.

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BANKERS TRUST COMPANY  
CORPORATE TRUST DEPARTMENT  
453 7TH STREET  
DES MOINES, IOWA 50309

PAYMENT BY WIRE MUST BE RECEIVED ON PAYMENT DATE PRIOR TO 11:00 AM CST.

WIRE FUNDS TO:  
BANKERS TRUST COMPANY, DES MOINES, IOWA  
ABA # 073000642  
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Date: 10/08/2018

CITY OF WASHINGTON  
ATTN: CITY CLERK  
215 E WASHINGTON ST  
PO BOX 516  
WASHINGTON IA 52353

Re:  
WASHINGTON  
LOSST REVENUE BONDS  
SERIES 2018B  
\$1,805,000 DTD 08-21-18

Corporate Trust Department  
DIANA VAN VLEET  
Account Name: WASHINGTON18B  
Trust Acct No: 0185418837

Debt Service

Registered interest due	12/01/2018	17,122.22
Registered principal due	12/01/2018	0.00
Fees for invoice#	49173	300.00
Less: Funds on Deposit		( 0.00)
<b>Total Due</b>		<b>17,422.22</b>

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE  
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CORPORATE TRUST DEPARTMENT  
453 7TH STREET  
DES MOINES, IOWA 50309

PAYMENT BY WIRE MUST BE RECEIVED ON PAYMENT DATE PRIOR TO 11:00 AM CST.

WIRE FUNDS TO:  
BANKERS TRUST COMPANY, DES MOINES, IOWA  
ABA # 073000642  
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE

# Cedar Rapids Bank & Trust

## TIF Fund -132

50-295-2 Loan Amortization Schedule - Estimated Payments

Note number 1147020602 Name CITY OF WASHINGTON  
Prin amt 94500.00 Accr/Yr base 30 360 Int comp SIMPLE  
Interest rate 1- 4.3000

Pymt date	Total pymt	Principal Cr life	Interest A&H	Principal bal Other ins Interest paid
01 12-01-15	2008.64	.00	2008.64	94500.00
6-01-16	24031.75	22000.00	2031.75	72500.00
12-01-16	1558.75	.00	1558.75	72500.00
6-01-17	25058.75	23500.00	1558.75	49000.00
12-01-17	1053.50	.00	1053.50	49000.00
6-01-18	25053.50	24000.00	1053.50	25000.00
12-01-18	537.50	.00	537.50	25000.00
6-01-19	25537.50	25000.00	537.50	.00

Bottom

F3=Exit F2=Note inquiry F8=Print schedule F11=Fold/Unfold F12=Cancel



Washington State Bank

City of Washington - July 2, 2013

Due			Paid		
Date	Interest	Principal	Date	Interest	Principal
12/01/13	776.04		12/04/13	776.04	
06/01/14	937.50	51,286.00	05/22/14	937.50	51,286.00
12/01/14	745.18		11/24/14	745.18	
06/01/15	745.18	50,000.00	05/26/15	745.18	50,000.00
12/01/15	557.68				
06/01/16	557.68	50,000.00			
12/01/16	370.18				
06/01/17	370.18	50,000.00			
12/01/17	182.68				
06/01/18	182.68	48,714.00			

250,000.00 Unpaid Balance: 148,714.00

Total Owed: 347,428.00

City of Washington - July 15, 2014

Due			Paid		
Date	Interest	Principal	Date	Interest	Principal
12/01/14	1,106.68		11/28/14	1,106.68	
06/01/15	1,460.82	50,432.50	05/26/15	1,460.82	51,286.00
12/01/15	1,322.13				
06/01/16	1,322.14	49,891.88			
12/01/16	1,122.57				
06/01/17	1,122.56	49,891.88			
12/01/17	823.22				
06/01/18	823.21	49,891.88			
12/01/18	449.03				
06/01/19	449.02	49,891.86			

250,000.00 Unpaid Balance: 198,714.00



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

November 3, 2018  
Invoice No: 205547  
Project No: 217055

Attn: Brent Hinson

Re: Washington Fire Station

For professional services rendered for the period October 1, 2018 to October 31, 2018  
for the referenced project.

---

<u>Description</u>	<u>Contract Amount</u>	<u>% Work To Date</u>	<u>Amount Billed</u>	<u>Previous Billed</u>	<u>This Inv Billed</u>
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	100.00%	54,250.00	54,250.00	0.00
Bid/Negot	7,750.00	100.00%	7,750.00	7,750.00	0.00
Const Admin	38,750.00	8.05%	3,119.38	1,697.25	1,422.13
Total Fixed Fee	155,000.00		119,369.38	117,947.25	1,422.13
<b>Total Fixed Fee</b>					<b>\$1,422.13</b>

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Kristofer Orth - mileage					135.16
<b>Total Out-of-Pocket Expenses</b>					<b>\$135.16</b>

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<b>INVOICE TOTAL</b>					<b>\$1,557.29</b>
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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



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

November 8, 2018  
Invoice No: 205566  
Project No: 219001

Attn: Brent Hinson

Re: Washington City Hall & Police Station

For professional services rendered for the period to October 31, 2018  
for the referenced project.

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<u>Description</u>	<u>Contract Amount</u>	<u>% Work To Date</u>	<u>Amount Billed</u>	<u>Previous Billed</u>	<u>This Inv Billed</u>
Schematic	11,812.50	5.00%	590.63	0.00	590.63
Design Dev	23,625.00	0.00%	0.00	0.00	0.00
Const Doc	47,250.00	0.00%	0.00	0.00	0.00
Bid/Negot	5,906.25	0.00%	0.00	0.00	0.00
Const Admin	29,531.25	0.00%	0.00	0.00	0.00
Total Fixed Fee	118,125.00		590.63	0.00	590.63
<b>Total Fixed Fee</b>					<b>\$590.63</b>

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**INVOICE TOTAL**

**\$590.63**

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

# MAINTENANCE & CONSTRUCTION DEPT. REPORT

10-20-18/11-2-18

**STREETS:** Personnel poured 26 yards of concrete located on Country Club Rd, patches in 600 block of East 2nd St and 3 sanitary manholes on Hwy 92 East. Personnel prepped 8 locations for Pelling to asphalt, 3 on West Madison St, 2 on West Main St, South 2nd Ave-McCreedy Dr, South 2nd St-East Madison St and South 11th Ave-East Madison St. The leaf vac has been continuing the routes, there has been a few minor issues with the leaf machine that has slowed down the process, work in progress. Personnel graded and ditched East 4th St-North 13th Ave.

**WATER DISTRIBUTION:** Personnel completed the 6 inch PVC water main and 3 fire hydrants in the Wellness Park, and began the 12 inch PVC water main after installing a 12 tap into the 16 inch water tower leg. Personnel had 22 water shut offs for nonpayment.

**SEWER COLLECTION:** Personnel continued investigation on the sewer smell in the eastern part of town, locates have been made in an attempt to solve the issue. Smoke testing the sanitary sewers has assisted in locating the issue as well. Personnel repaired a 6 inch clay sewer on South Ave B in the 200 block that was hit by an Alliant contractor while running gas lines.

**STORM SEWER COLLECTION:** Personnel N/A

**MECHANIC/SHOP:** Personnel serviced plate tamp (new pull start rope), 301 (rust repair on frame and install rebuilt transmission), Leaf vac (electrical issue), K9 Unit (install alternator), PD Durango (service), FD Tanker (brakes and turn signals) and replace filters in fuel tanks and treat fuel.

OTHER: Personnel continued yard waste and bag pick up. Personnel responded to 51 One Call Locates. Numerous loads of 1 inch Rd St and 1 inch ballast rock were hauled back to the stockpile and to the Wellness Park water main project.

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.

Washington Volunteer Fire Department  
November 7, 2018

September Fires

9 City fires	1610.00
0 rural fires	.00
1 Drill	770.00
9 fires and 1 drill	2380.00

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Phil Morris made a motion to pay all bills against the department seconded by Randy Tisor. passed.

Committees; Social: snacks after meeting. Bob and Marla Adler

Fire prevention; Things went go at the schools with a lot of help.

Pancake; January 9, 2019. The last one in the old station.

Dance February 9. There will be a band not a DJ.

Rescue.

Application. Full

Communication; Thank you from Bob and Marla Adler and Treats after the meeting. Thank you from Shane and Kathleen Brinning and \$20.00 donation. Roselene Lowe \$1.00 donation. Thank you from preschool at Stewart. Thank you from Alix Six.

Old Business: Operation EDITH was down 86 lights.

County meeting will be in Washington Nov. 22. Craig Rembold has a program.

Physicals will be Nov. 14 from 4-8:30pm and 15th. 8-11am. Do not eat for 6 hours before.

Mock drill went well for fire.

We will have training Nov. 21 at 6pm.

Drivers Opp class later this fall.

New Business; Station update; Pier are in Footing next week.

Old house is down Thank you Delong Construction.

There have been complaints about driving to calls. slow down.

Ron And Karen Armstrong 60th. anniversary party Nov. 10, at 5:30 at KC hall.

Phil Morris is ordering new hats. \$25.00 each

There are still a few that need training hours.

Elections next month. Chief-Tom Wide and Bruce McAvoy. 1st Asst. Craig Rembold and Brendan

Delong. 2nd. Asst. Jim Williams. Sec. Tom Beauchamp

Discussion of calls;

Roll call taken and meeting adjourned

Secretary

Tom Beauchamp

**WWTP report  
November 20, 2018  
Council meeting**

- **After hour alarm and dog call outs –**
  - 7<sup>th</sup> dog call, Safety Center reported a dog to be picked up at S Iowa & E Van Buren, 6:07 p.m., Parker
  - 8<sup>th</sup> WWTP, high TSS alarm, 9:45 p.m. Parker
  - 12<sup>th</sup> WWTP, high TSS alarm, 5:34 p.m. Fred
  - 13<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 815 S Marion, 4:55 p.m. Parker
- **Dept Head meetings –** Jason attended the meeting on November 6<sup>th</sup>, in my absence. I attended the meeting on the 13<sup>th</sup>.
- **WWTP and lift station mowing –**Mowing is complete for the year. Mowers have been serviced and put in storage for winter.
- **WWTP and Yard Waste Center (YWC) –** We will no longer be open on Saturday mornings from 7:00 a.m. to 10:00 a.m. Saturday, November 17, 2018 will be the last Saturday for the extended hours.
- **Treated bio-solids –** While Iowa Grow, Inc (IGI) was finishing up the land application, Jason entered the bio-solids storage basin (BSB) with a fire hose. There were several areas of solids built up in between the mixers and along the outside wall. He was able to get the piles broken up. He was also able to get the mixer's maintenance performed (this can only be performed when the BSB is pumped down). The BSB was pumped down to a level of 0.2 feet which is the lowest level it has ever been during a bio-solids project. The bio-solids load out pump has also been cleaned and winterized. All of the load out lines have been flushed with clean water and drained for winter.
- **Aerobic digesters #2 & #3 –** After the bio-solids project was completed, we pumped the bio-solids from these digesters into the BSB so they could be inspected. Nothing unusual was found with the aeration lines or diffusers during the inspections. We did find a couple leaks in the solids handling building. There were a couple places we found bio-solids had leaked out on the floor around the piping that goes through the wall into the digester. While digester #3 is pumped down we repaired the seals around the piping.
- **WWTP equipment –** Several pieces of equipment have been serviced and pressure washed. Our SCADA controls let us know when maintenance is required.
- **UV equipment –** We removed the UV equipment from the effluent channel on the 16<sup>th</sup>. Both of the modules were cleaned up and then put inside the UV room for winter storage. The UV equipment has to be service from March 15 to November 15, of each year. SUEZ is replacing thirty six (36) UV lamps under warranty. These lamps are from module #2, the module that continues to burn the lamps out prematurely. When we have purchased the lamps from them in the past, the cost for each lamp was \$175.
- **WWTP October 2018 Discharge Monitoring Report (DMR) –** Average daily flow 3.003 million gallons (mg), maximum daily flow 5.946 mg, minimum daily flow 1.103 mg. There was **one (1)** violation of the WWTP's NPDES discharge permit. The violation was due to the West EQ basin overflowing out of the emergency overflow after several days of rain. Total precipitation for October 2018, 5.5" (recorded at the WWTP).

**CBOD5 removal 85% required      result = 97.6 %**  
Influent CBOD5 monthly average =      72.0 mg/L

Effluent CBOD5 monthly average = 1.7 mg/L

**TSS removal 85% required**                      **result = 92.5 %**  
Influent TSS monthly average = 99.6 mg/L  
Effluent TSS monthly average = 7.5 mg/L

- **Dog pound report for October 2018** – Seven (7) calls total for October 2018. Two (2) call outs during normal hours and five (5) call outs after hours. Three (3) dogs were returned to their owners, two (2) dogs taken to Paws & More, one (1) dog taken to Town & Country Vet for a ten (10) day observation, and one (1) dog euthanized.
- **WWTP inspection** – Terry Jones, of the local IDNR was at the WWTP on the 14<sup>th</sup> to perform our bi-yearly inspection. We will receive a written inspection report in the near future.
- **Appraisal of WWTP buildings and equipment** – Joe Smith of Valuations Northwest was at the WWTP on the 15<sup>th</sup> to perform an appraisal of the WWTP buildings and equipment for ICAP.
- **WWTP generator** – 3E Company was at the WWTP on the 16<sup>th</sup> to perform the bi-annual preventative maintenance contract work on the generator. They also had to replace one (1) of the two (2) engine block heaters as it had quit heating and was causing low temperature coolant alarms on our SCADA system. The cost of this repair isn't covered under the preventative maintenance contract. I received a quote from 3E for \$2,621.83 for the replacement repair cost before they arrived at the WWTP.

**Fred E Doggett**  
**11/16/2018 11:33 AM**



## **Elm Grove & Woodlawn Cemeteries**

### **Council Report for October 2018**

**By Nicholas Duvall**

We mowed each cemetery three times during October. We seeded graves, low areas, and where trees have been removed. We also marked out trees for the next EAB bids. We cut off flowers and plants, after the frost had killed them, so they will come back better in the spring. We trimmed trees, and planted 5 new trees that were donated to the cemetery by the Washington High School Class of 1978. I worked on cemetery records also.

We have had 6 funerals at Elm Grove this month, 70 funerals total so far this year. This month we plan to continue with funeral services, getting snow removal equipment ready, trimming trees, putting up snow fence, and moving snow as the weather dictates. We will also be working on cemetery records updating as time allows.



**Contractor's Application for Payment No.**

**4**

Application Period:	Application Date: 11/20/2018
From (Contractor): Delong Construction Inc.	Via (Engineer): MSA Professional Services, Inc.
To (Owner): City of Washington	Contract:
Project: Wellness Park Grading and Utilities	Contractor's Project No.:
Owner's Contract No.:	Engineer's Project No.: 10322002

**Application For Payment  
Change Order Summary**

Approved Change Orders	Number	Additions	Deductions
	1	\$27,715.00	\$2,895.10
	2	0	0
<b>TOTALS</b>		\$ 27,715.00	\$ 2,895.10
<b>NET CHANGE BY CHANGE ORDERS</b>			\$ 24,819.90

1. ORIGINAL CONTRACT PRICE	\$ 850,292.00
2. Net change by Change Orders	\$ 24,819.90
3. Current Contract Price (Line 1 + 2)	\$ 875,111.90
4. TOTAL COMPLETED AND STORED TO DATE (Column F or I total on Progress Estimates)	\$ 706,993.82
5. RETAINAGE:	
a. 5% X \$706,993.82 Work Completed	\$ 35,349.69
b. 5% X \$0.00 Stored Material	\$ 0.00
c. Total Retainage (Line 5.a + Line 5.b)	\$ 35,349.69
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	\$ 671,644.13
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ 476,156.09
8. AMOUNT DUE THIS APPLICATION	\$ 195,488.04
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	\$ 203,467.77

**Contractor's Certification**  
The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor Signature**  
By: \_\_\_\_\_ Date: \_\_\_\_\_

Payment of: \$ 195,488.04  
(Line 8 or other - attach explanation of the other amount)

is recommended by: 11-12-18  
(Engineer) (Date)

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

is approved by: \_\_\_\_\_  
(Owner) (Date)

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



# INVOICE

2640 12th St SW  
Cedar Rapids, IA 52404-3440  
319-366-8321

Project Mgr: Tom Shockley

**Project:** Washington Wellness Park  
West on 5th St  
Washington, IA

**To:** City of Washington, IA  
Attn: Keith Henkel  
215 E Washington St  
PO Box 516  
Washington, IA 52353-2024

REMIT TO:	
<b>Invoice Number: TB26896</b>	
<b>Terracon Consultants, Inc.</b>	
<b>PO Box 959673</b>	
<b>St Louis, MO 63195-9673</b>	
<b>Federal E.I.N.: 42-1249917</b>	

<b>Project Number:</b>	<b>06181215</b>
<b>Billed to Date:</b>	<b>\$6,566.25</b>
<b>Invoice Date:</b>	<b>11/05/2018</b>
<b>Services Through:</b>	<b>10/27/2018</b>

If you have any questions regarding this invoice, please call (319) 366-8321.

Date	Report	Description of Services	Quantity	Rate	Total
<b>TASK: 01 - Earthwork Observation &amp; Testing</b>					
10/25/18	06181215.0032	Field Technician	4.00	\$52.00	\$208.00
10/25/18	06181215.0032	Trip Charge - Each	1.00	\$80.00	\$80.00
10/25/18	06181215.0032	Nuclear Density Gauge	1.00	\$20.00	\$20.00
<b>Task Total</b>					<b>\$308.00</b>
<b>TASK: 20 - Project Management</b>					
10/27/18	06181215	Project Manager/Engineer	1.00	\$98.00	\$98.00
<b>Task Total</b>					<b>\$98.00</b>

**Invoice Total \$406.00**

Statement of Account	
Contract Amount	\$12,000.00
Amount Previously Billed	\$6,160.25
Total Due this Invoice	\$406.00
Total Billed	\$6,566.25
Payments to Date	\$6,160.25
<b>Total Due</b>	<b>\$406.00</b>

TERMS: DUE UPON PRESENTATION OF INVOICE



**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

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

November 2, 2018  
 Project No: R10322002.0  
 Invoice No: 9  
 00-03-28  
 Project Manager Jacob Huck  
 Client Liaison Jacob Huck

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

Description	Contract Amount	Percent Complete	Amount Earned	Previous Invoices	This Invoice
Wellness Park Phase 1 Design & Bidding	90,000.00	99.00	89,100.00	78,300.00	10,800.00
Total Fee	90,000.00		89,100.00	78,300.00	10,800.00
<b>Total Fee</b>					<b>10,800.00</b>
<b>AMOUNT DUE THIS INVOICE:</b>					<b>\$10,800.00</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

## CITY OF WASHINGTON, IOWA

## CLAIMS REPORT FOR NOVEMBER 20, 2018

<b>POLICE</b>	ARNOLD MOTOR SUPPLY	PARTS	1,040.57	
	BDH TECHNOLOGY	MONTHLY SERVICE/MAINT	700.00	
	CHARLES CAPPER AUTO CENTER INC	PARTS	89.14	
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	35.79	
	COBB OIL CO, INC.	FUEL	2,779.36	
	EMBROIDERY BARN	HAT EMBLEM	5.00	
	MINCER FORD	SERVICE	130.37	
	ROUSH AUTOBODY & RESTORATION	DURANGO REPAIR	1,043.50	
	UPS	SHIPPING	28.59	
	VERIZON WIRELESS	CELLULAR SERVICE	1,507.92	
	WASH CO AUDITOR	NOVEMBER COMMUNICATIONS	21,400.25	
	WASH CO CLERK OF COURT	COURT CASES DISMISSED	120.00	
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE 9/19/18 - 10/18/18	544.76	
	WMPF GROUP LLC	CLAIM YOUR BICYCLE ADVERT	7.16	
		<b>TOTAL</b>	<b>29,432.41</b>	
	<b>FIRE</b>	ALLIANT ENERGY	ALLIANT ENERGY	96.00
		COBB OIL CO, INC.	FUEL	261.23
MCAVOY, BRUCE		EMERGENCY SUPPLY REIMBURSE	40.90	
O'REILLY AUTOMOTIVE INC		GREASE	2.98	
VERIZON WIRELESS		CELLULAR SERVICE	184.43	
		<b>TOTAL</b>	<b>585.54</b>	
<b>DEVELOP SERV</b>	COBB OIL CO, INC.	FUEL	101.66	
	ESRI, INC.	ANNUAL SOFTWARE SUPPORT	400.00	
	IA ASSN. OF BLDG OFFICIALS	MEMBERSHIP RENEWAL	50.00	
	VERIZON WIRELESS	CELLULAR SERVICE	250.49	
	WMPF GROUP LLC	ADVERTISING	15.35	
	<b>TOTAL</b>	<b>817.50</b>		
<b>LIBRARY</b>	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00	
	ALLIANT ENERGY	ALLIANT ENERGY	1,860.59	
	BAKER & TAYLOR	LIBRARY MATERIALS/BOOKS	1,080.99	
	CINTAS CORP LOC. 342	WALK-ON MATTS	62.19	
	COLBERT CARPET CARE	CARPET CLEANING- LIBRARY	1,315.90	
	DIVISION OF LABOR/ELEVATOR SAFETY	ELEVATOR PERMIT/INSPECTION	225.00	
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	198.82	
	FAREWAY STORES	PROGRAMMING	33.27	
	KCTC	PHONE & INTERNET SERVICE	355.60	
	KONE INC.	ELEVATOR BULB INSTALLATION	157.72	
	MCCANN, LINDA	BOOK	20.00	
	RECORDED BOOKS LLC	BOOKS	50.39	
		<b>TOTAL</b>	<b>5,404.47</b>	
	<b>PARKS</b>	ALLIANT ENERGY	ALLIANT ENERGY	1,060.20
COBB OIL CO, INC.		FUEL	1,218.72	
NOVY, TRISTAN		2018 MUNIBAND STIPEND-CORR	50.00	
		<b>TOTAL</b>	<b>2,328.92</b>	
<b>CEMETERY</b>	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	49.67	
	COBB OIL CO, INC.	FUEL	326.52	
	PONTEM SOFTWARE	SOFTWARE	1,059.00	
	WINDSTREAM IOWA COMMUNICATIONS	NOV SERVICE	138.53	
		<b>TOTAL</b>	<b>1,573.72</b>	
<b>FINAN ADMIN</b>	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00	
	ARMSTRONG HEATING & AIR CONDITIONING I	HEATING MAINTENANCE	348.23	

BAKER PAPER & SUPPLY	COPY PAPER	107.10
CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	100.45
DE LAGE LANDEN FINANCIAL SERVICES INC	MONTHLY COPIER AGREEMENT	162.73
EBERT SUPPLY CO.	JANITORIAL SUPPLIES	166.35
FAREWAY STORES	SUPPLIES	30.76
IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	112.50
PACE PAYMENT SYSTEMS	PACE PAYMENT SYSTEMS	20.00
POSTMASTER	FIRST CLASS PERMIT- POSTAG	225.00
VERIZON WIRELESS	CELLULAR SERVICE	62.29
WASH COUNTY MINIBUS	LOST- NOVEMBER	16,363.31
WILSON'S TOWN & COUNTRY	REPAIRS AT FARM	77.37
WINDSTREAM IOWA COMMUNICATIONS	NOV SERVICE	984.21
WMPF GROUP LLC	ADVERTISING	1,011.60
	<b>TOTAL</b>	<b>19,815.90</b>

#### AIRPORT

ALLIANT ENERGY	ALLIANT ENERGY	767.76
VERIZON WIRELESS	CELLULAR SERVICE	52.29
WINDSTREAM IOWA COMMUNICATIONS	NOV SERVICE	178.65
	<b>TOTAL</b>	<b>998.70</b>

#### ROAD USE

ARNOLD MOTOR SUPPLY	PARTS	75.72
CHEMSEARCH	SUPPLIES	744.10
COBB OIL CO, INC.	FUEL	2,183.84
DOUDS STONE LLC	ROADSTONE	127.76
FASTENAL COMPANY	SUPPLIES	218.68
GREINER DISCOUNT TIRES	TIRES	157.50
IDEAL READY MIX	G & MADISON	648.00
IOWA PRISON INDUSTRIES	SIGNS	419.10
KIMBALL MIDWEST	PARTS	704.72
MIDWEST WHEEL	PARTS	497.45
MOSE LEVY CO INC	METAL	54.90
RIVER PRODUCTS	ROADSTONE, BALLAST STONE &	1,037.99
WASH CO TREASURER	ROADSTONE	387.97
ZARNOTH BRUSH WORKS	GUTTER BROOMS AND SCRAPPER	345.10
	<b>TOTAL</b>	<b>7,602.83</b>

#### STREET LIGHTING

ALLIANT ENERGY	ALLIANT ENERGY	376.13
MARIE ELECTRIC INC.	STOP LIGHT REPAIR	200.00
TRAFFIC & TRANSPORATION	DETECTOR AMPLIFIER	365.97
	<b>TOTAL</b>	<b>942.10</b>

#### UNIF COMM UR- BRIARWOOD

OVERLAND PROPERTY GROUP, LLC	TIF REBATE	19,343.78
	<b>TOTAL</b>	<b>19,343.78</b>

#### SC RES UR - TIMBER RIDGE

WASHINGTON STATE BANK	TIF PAYMENTS- VOGELS	17,722.36
	<b>TOTAL</b>	<b>17,722.36</b>

#### DOWNTOWN COMM UR

MARSHALL'S PROPERTIES, LLC	TIF REBATE	2,934.05
	<b>TOTAL</b>	<b>2,934.05</b>

#### CAPITAL PROJ

IDEAL READY MIX	COUNTRY CLUB PROJECT	3,672.00
REDLINGER, JOE	302 E JEFF CLOSING	933.50
WASH CO TREASURER	302 E JEFF-2ND HALF PROP T	1,131.00
WASHINGTON STATE BANK	302 E JEFF CLOSING-LOAN PA	64,971.11
WIDE, TOM	302 E JEFF CLOSING	3,190.06
WMPF GROUP LLC	ADVERTISING	7.16
	<b>TOTAL</b>	<b>73,904.83</b>

<b>PARK GIFT</b>	IOWA CITY LANDSCAPING	TREES	805.79
		<b>TOTAL</b>	<b>805.79</b>
<b>LIBRARY GIFT</b>	BAKER & TAYLOR	LIBRARY MATERIALS/BOOKS	195.40
		LIBRARY MATERIALS/BOOKS	182.54
		<b>TOTAL</b>	<b>377.94</b>
<b>WATER PLANT</b>	ANIMAL HEALTH INTRNATIONAL, INC	SUPPLIES	15.20
	DDJ HOSPITALITY INC.	WATER DEPOSIT REFUND	103.64
	ETS CORPORTATION	ETS ADMIN FEES	723.09
	FERGUSON WATERWORKS# 2516	METERS	5,844.19
	IA DEPT OF REVENUE	OCT WATER EXCISE TAX	6,873.00
	MCINTOSH, SAMANTHA	WATER DEPOSIT REFUND	113.48
	MUNICIPAL SUPPLY INC	TOUCHREADER	496.00
	VERIZON WIRELESS	CELLULAR SERVICE	52.29
	WATER SOLUTIONS UNLIMITED	CHEMICALS	4,637.25
	WINDSTREAM IOWA COMMUNICATIONS	NOV SERVICE	154.22
		<b>TOTAL</b>	<b>19,012.36</b>
<b>WATER DIST</b>	ACE ELECTRIC. INC	GENERATOR REPAIR	2,216.07
	ACE-N-MORE	SUPPLIES	183.84
	ARNOLD MOTOR SUPPLY	PARTS	642.12
	COBB OIL CO, INC.	FUEL	693.25
	FASTENAL COMPANY	SUPPLIES	59.21
	GILLUND ENTERPRISES	CLEANER & DEGREASER	191.85
	HI-LINE INC	EQUIPMENT REPAIR	121.47
	IOWA ONE CALL	SERVICE	19.70
	LAWSON PRODUCTS INC	PARTS	202.04
	RIVER PRODUCTS	ROADSTONE, BALLAST STONE &	659.46
	TIFCO INDUSTRIES	MISC PARTS	152.73
	USA BLUEBOOK	CHEMICALS	398.27
	VERIZON WIRELESS	CELLULAR SERVICE	129.57
	WINDSTREAM IOWA COMMUNICATIONS	NOV SERVICE	93.24
		<b>TOTAL</b>	<b>5,762.82</b>
<b>SEWER PLANT</b>	ALLIANT ENERGY	ALLIANT ENERGY	10,824.25
	CENTRAL IOWA DISTRIBUTING	SAFETY GLOVES	144.70
	COBB OIL CO, INC.	FUEL	527.76
	HACH COMPANY	SUPPLIES	592.38
	IA DEPT OF REVENUE	OCT SALES TAX	2,141.00
	STATE HYGIENIC LAB	BIO-SOLIDS TESTING FEE	108.00
	UNITED LABORATORIES	LIFT STATION DEGREASER	611.40
	USA BLUEBOOK	LAB & SHOP SUPPLIES	264.75
	VERIZON WIRELESS	CELLULAR SERVICE	183.96
	WINDSTREAM IOWA COMMUNICATIONS	NOV SERVICE	274.35
		<b>TOTAL</b>	<b>15,672.55</b>
<b>SEWER COLLECT</b>	ACE-N-MORE	TOOL	7.99
	ARNOLD MOTOR SUPPLY	LEAF VAC PARTS	282.82
	CHEMSEARCH	COOLANT	382.25
	COBB OIL CO, INC.	FUEL	759.35
	GREINER DISCOUNT TIRES	TIRES	160.00
	JASPER ENGINES & TRANSMISSIONS	REBUILT TRANSMISSION	3,396.00
	MIDWEST WHEEL	SIGNAL BAR	266.96
	MINCER FORD	PARTS	150.26
	TIFCO INDUSTRIES	PARTS	125.90
	TRANS IOWA EQUIPMENT	LEAF BOX REPAIR PARTS	565.81
	VERIZON WIRELESS	CELLULAR SERVICE	126.39
	WINDSTREAM IOWA COMMUNICATIONS	NOV SERVICE	93.23
		<b>TOTAL</b>	<b>6,316.96</b>

**SANITATION**

PIP PRINTING  
DE BOEF GRINDING

BAG STICKERS 1,256.44  
GRINDING BRUSH AND LAWN WA 3,262.50  
**TOTAL 4,518.94**

**SELF INSURANCE**

EMPLOYEE BENEFIT SYSTEMS

EBS ADMIN FEE 337.50  
**TOTAL 337.50**

**TOTAL 236,211.97**



CITY OF WASHINGTON, IOWA  
MONTH TO DATE TREASURERS REPORT  
OCTOBER 31, 2018

FUND	10/1/2018	M-T-D	REVENUES NOT	M-T-D	EXPENSES NOT	10/31/2018
	BEGINNING					REVENUES
	CASH BALANCE					BALANCE
001-GENERAL FUND	492,550.79	955,245.56	-	294,443.93	-	1,153,352.42
002-AIRPORT FUND	287,592.15	17,419.15	-	49,590.62	-	255,420.68
010-CHAMBER REIMBURSEMENT	5,403.18	6,205.82	-	5,186.41	-	6,422.59
011-MAIN STREET REIMBURSEMENT	(10,777.58)	17,012.28	-	3,872.16	-	2,362.54
012-WEDG REIMBURSEMENT	(271.91)	-	-	50.98	-	(322.89)
050-DOWNTOWN INCENTIVE GRANT	49,500.00	-	-	-	-	49,500.00
110-ROAD USE	924,701.39	98,789.18	-	49,697.68	-	973,792.89
112-EMPLOYEE BENEFITS	-	260,302.03	-	260,302.03	-	-
114-EMERGENCY LEVY	-	20,751.24	-	20,751.24	-	-
121-LOCAL OPTION SALES TAX	-	65,453.25	-	65,453.25	-	-
122-LOST DEBT SERVICE	77,495.96	76,152.53	-	6,378.71	-	147,269.78
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	25,782.12	-	-	-	-	25,782.12
125-UNIF COMM UR-NE IND	-	1,472.21	-	-	-	1,472.21
127-UNIF COMM UR - BRIARWOOD	-	21,124.94	-	-	-	21,124.94
129-SC RES UR	5,581.58	18,706.68	-	-	-	24,288.26
132-UNIF COMM UR - EBD	17,533.56	-	-	-	-	17,533.56
133-UNIF COMM UR-IRE	-	54,204.58	-	-	-	54,204.58
134-DOWNTOWN COMM UR	-	2,934.05	-	-	-	2,934.05
145-HOUSING REHABILITATION	27,817.56	-	-	-	-	27,817.56
146-LMI TIF SET-ASIDE	47,651.89	-	-	-	-	47,651.89
200-DEBT SERVICE	155,843.88	288,823.99	-	-	-	444,667.87
300-CAPITAL EQUIPMENT	134,414.54	-	-	-	-	134,414.54
301-CAPITAL PROJECTS FUND	4,326,115.36	4,833.77	-	228,276.10	-	4,102,673.03
305-RIVERBOAT FOUND CAP PROJ	112,903.64	-	-	-	-	112,903.64
308-INDUSTRIAL DEVELOPMENT	91,157.41	72.79	-	-	-	91,230.20
309-MUNICIPAL BUILDING	1,383,864.42	152.17	-	-	-	1,384,016.59
310-WELLNESS PARK	168,047.52	1,671.44	-	-	-	169,718.96
311-SIDEWALK REPAIR & REPLACE	37,169.96	12,000.00	-	2,392.00	-	46,777.96
312-TREE REMOVAL & REPLACE	68,844.42	-	-	14,711.08	-	54,133.34
510-MUNICIPAL BAND	4,328.70	-	-	-	-	4,328.70
520-DOG PARK	4,684.69	-	-	-	-	4,684.69
530-TREE COMMITTEE	4,861.01	2,322.50	-	230.57	-	6,952.94
540-POLICE FORFEITURE	2,051.49	-	-	-	-	2,051.49
541-K-9 PROGRAM	17,869.00	734.00	-	-	-	18,603.00
545-SAFETY FUND	100.00	-	-	-	-	100.00
550-PARK GIFT	146,958.99	237.06	-	-	-	147,196.05
570-LIBRARY GIFT	337,121.54	3,429.98	-	2,687.59	-	337,863.93
580-CEMETERY GIFT	11,048.00	-	-	-	-	11,048.00
590-CABLE COMMISSION	10,761.14	-	-	-	-	10,761.14
600-WATER UTILITY	1,129,038.09	150,043.30	-	94,969.47	-	1,184,111.92
601-WATER DEPOSIT FUND	24,130.00	900.00	-	1,950.00	-	23,080.00
603-WATER CAPITAL PROJECTS	(433,437.42)	134,005.00	-	190,049.18	-	(489,481.60)
610-SANITARY SEWER	1,019,975.07	199,320.61	-	97,204.27	-	1,122,091.41
613-SEWER CAPITAL PROJECTS	375,964.36	1,671.44	-	29,405.00	-	348,230.80
670-SANITATION	146,808.00	32,463.24	-	36,853.55	-	142,417.69
950-SELF INSURANCE	226,846.66	23,375.12	-	13,748.54	-	236,473.24
951-UNEMPLOYMENT SELF INS	34,240.39	6,247.25	-	-	-	40,487.64
<b>TOTAL BALANCE</b>	<b>11,571,441.55</b>	<b>2,478,077.16</b>	<b>-</b>	<b>1,468,204.36</b>	<b>-</b>	<b>12,581,314.35</b>

**Cash in Bank - Pooled Cash**

		Interest Rate
Wash St. Bank - Operating Account	3,988,781.24 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Wash St Bank - MM	-	0.40%
Investment in IPAIT ( PLUS 3 CDS)	3,223,344.99	1.957%
Wash St - Farm Mgmt Acct	85,921.51	
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00	1.60%
Wash St Bank - CD 04/22/2015 - renewed	500,000.00	2.19%
Wash St Bank - CD 03/09/2017 - renewed	500,000.00	2.02%
CBI Bank and Trust - CD 1/11/2018	500,000.00	1.85%
IPAIT ROLLING CD - MATURES MONTHLY	3,023,557.63	2.03%
Wash St Bank - CD 08/30/2018	259,358.98	2.38%
<b>TOTAL CASH IN BANK</b>	<b>12,581,314.35</b>	

(1) Washington State Bank	4,077,588.31
Outstanding Deposits & Checks/Wages payable	(88,807.07)
	<b>3,988,781.24</b>

CITY OF WASHINGTON, IOWA  
YEAR TO DATE TREASURERS REPORT  
OCTOBER 31, 2018

FUND	7/1/2018 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	10/31/2018 ENDING CASH BALANCE
001-GENERAL FUND	1,000,000.00	1,413,094.35	-	1,259,741.93	-	1,153,352.42
002-AIRPORT FUND	216,686.89	185,774.63	-	147,040.84	-	255,420.68
010-CHAMBER REIMBURSEMENT	3,120.36	20,995.24	-	17,693.01	-	6,422.59
011-MAIN STREET REIMBURSEMENT	-	25,518.42	-	23,155.88	-	2,362.54
012-WEDG REIMBURSEMENT	-	-	-	322.89	-	(322.89)
050-DOWNTOWN INCENTIVE GRANT	128,500.00	-	-	79,000.00	-	49,500.00
110-ROAD USE	724,834.41	435,535.75	-	186,577.27	-	973,792.89
112-EMPLOYEE BENEFITS	-	341,738.23	-	341,738.23	-	-
114-EMERGENCY LEVY	-	27,285.10	-	27,285.10	-	-
121-LOCAL OPTION SALES TAX	-	263,355.98	-	263,355.98	-	-
122-LOST DEBT SERVICE	-	174,332.37	-	27,062.59	-	147,269.78
123-LOST DEBT SERVICE RESERVE	8,473.29	79,170.00	-	8,473.29	-	79,170.00
124-HOTEL/MOTEL TAX	-	25,782.12	-	-	-	25,782.12
125-UNIF COMM UR-NE IND	-	1,472.21	-	-	-	1,472.21
127-UNIF COMM UR - BRIARWOOD	-	21,124.94	-	-	-	21,124.94
129-SC RES UR	-	24,288.26	-	-	-	24,288.26
132-UNIF COMM UR - EBD	-	17,533.56	-	-	-	17,533.56
133-UNIF COMM UR-IRE	-	54,204.58	-	-	-	54,204.58
134-DOWNTOWN COMM UR	-	2,934.05	-	-	-	2,934.05
145-HOUSING REHABILITATION	37,809.51	2,500.00	-	12,491.95	-	27,817.56
146-LMI TIF SET-ASIDE	47,651.89	-	-	-	-	47,651.89
200-DEBT SERVICE	65,190.56	379,477.31	-	-	-	444,667.87
300-CAPITAL EQUIPMENT	145,742.38	-	-	11,327.84	-	134,414.54
301-CAPITAL PROJECTS FUND	3,242,414.72	2,005,525.05	-	1,145,266.74	-	4,102,673.03
305-RIVERBOAT FOUND CAP PROJ	-	112,903.64	-	-	-	112,903.64
308-INDUSTRIAL DEVELOPMENT	104,652.52	293.10	-	13,715.42	-	91,230.20
309-MUNICIPAL BUILDING	1,429,140.77	373.35	-	45,497.53	-	1,384,016.59
310-WELLNESS PARK	178,883.88	10,835.08	-	20,000.00	-	169,718.96
311-SIDEWALK REPAIR & REPLACE	75,480.31	24,429.33	-	53,131.68	-	46,777.96
312-TREE REMOVAL & REPLACE	97,136.42	-	-	43,003.08	-	54,133.34
510-MUNICIPAL BAND	4,078.70	250.00	-	-	-	4,328.70
520-DOG PARK	4,684.69	-	-	-	-	4,684.69
530-TREE COMMITTEE	7,728.31	2,372.50	-	3,147.87	-	6,952.94
540-POLICE FORFEITURE	2,051.49	-	-	-	-	2,051.49
541-K-9 PROGRAM	7,040.00	11,563.00	-	-	-	18,603.00
545-SAFETY FUND	100.00	-	-	-	-	100.00
550-PARK GIFT	142,418.61	4,777.44	-	-	-	147,196.05
570-LIBRARY GIFT	333,893.93	8,025.59	-	4,055.59	-	337,863.93
580-CEMETERY GIFT	11,048.00	-	-	-	-	11,048.00
590-CABLE COMMISSION	10,761.14	-	-	-	-	10,761.14
600-WATER UTILITY	603,906.24	969,252.26	-	389,046.58	-	1,184,111.92
601-WATER DEPOSIT FUND	23,870.00	7,800.00	-	8,590.00	-	23,080.00
603-WATER CAPITAL PROJECTS	-	1,308,732.34	-	1,798,213.94	-	(489,481.60)
610-SANITARY SEWER	715,813.10	773,072.39	-	366,794.08	-	1,122,091.41
613-SEWER CAPITAL PROJECTS	381,043.09	6,391.71	-	39,204.00	-	348,230.80
670-SANITATION	160,034.64	127,316.66	-	144,933.61	-	142,417.69
950-SELF INSURANCE	238,854.45	30,745.51	-	33,126.72	-	236,473.24
951-UNEMPLOYMENT SELF INS	44,776.92	8,201.72	-	12,491.00	-	40,487.64
<b>TOTAL BALANCE</b>	<b>10,197,821.22</b>	<b>8,908,977.77</b>	<b>-</b>	<b>6,525,484.64</b>	<b>-</b>	<b>12,581,314.35</b>

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	3,988,781.24 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Wash St Bank - MM	-	0.40%
Investment in IPAIT ( PLUS 3 CDS)	3,223,344.99	1.957%
Wash St - Farm Mgmt Acct	85,921.51	
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00	1.60%
Wash St Bank - CD 04/22/2015 - renewed	500,000.00	2.19%
Wash St Bank - CD 03/09/2017 - renewed	500,000.00	2.02%
CBI Bank and Trust - CD 1/11/2018	500,000.00	1.85%
IPAIT ROLLING CD - MATURES MONTHLY	3,023,557.63	2.03%
Wash St Bank - CD 08/30/2018	259,358.98	2.38%
<b>TOTAL CASH IN BANK</b>	<b>12,581,314.35</b>	

(1) Washington State Bank  
Outstanding Deposits & Checks/Wages payable

4,077,588.31
(88,807.07)
<u>3,988,781.24</u>



# Jingle Bell 5K Fun Run

Washington, Iowa

**Saturday, November 24, 2018 9 a.m.**

\* 5K Run or Walk Around the Square\*

\* 1 Mile Fun Run or Walk in Central Park\*

\* Early entry fee (by 11/19/18 @ Noon) \$25 (ages 10 and older) \$10 (Ages 10 and under)  
Plus one canned good to be donated to HACAP.

\* T-Shirt & Jingle Bells with Pre-registration only!

\* Pets are LOVED and WELCOMED!! Prizes for them too!

\* Ugliest Sweater Contest\*

\* Costumes, Themes, etc. are encouraged and welcomed!

\* We invite people of all ages...make this an annual Family Event!

\* Sign up begin at 8 a.m. day of race at Washington Y on the Square.

.....

Name \_\_\_\_\_ M \_\_\_ F \_\_\_ Age Group (Circle One) 10 & Under 11-19 20-40 41 & Up

T-shirt Size (circle one) S - M - L - XL - XXL (+\$2) - YS - YM - YL E-Mail \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please return form to Steve Roth, 914 South Iowa Avenue Washington, IA 52353 \*Make check payable to Washington Track Club Steve Roth\*

Proceeds go to

New Aeration System @ Football Field, Lights around the square and Paws & More

RELEASE FORM (must be signed)

I, individually, (and/or as parent, and/or guardian of the named minor) for and in consideration of acceptance of this entry in the aforementioned event, do hereby release, remise, waive, and forever discharge the Sponsor and any and all other supporting groups of this said race event, together with all of their officers, agents, officials and employees from and all liability, claims, demands, actions or cause of action whatsoever arising out of, or related to any injury illness, loss, or damage, including death, relating to participation in the aforesaid event. I further state that I am in proper physical condition and have trained properly to compete and participate in this event.

\_\_\_\_\_ Date \_\_\_\_\_

Participant's Signature (if under 18, please have parent or guardian sign below)

\_\_\_\_\_ Date \_\_\_\_\_



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



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

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## **Memorandum**

November 16, 2018

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

From: Brent Hinson  
City Administrator

Re: Public Hearing & Adoption of Downtown TIF Amendment #3

We have gone through all of the proper procedural steps to allow you to hold the public hearing and consider adopting Amendment #3 to the Downtown Urban Renewal Area. We received positive feedback from our consultations with the County and School District.

This amendment allows activities as described, including but not limited to the Linda Lou's and Captain's Table redevelopments to utilize TIF. In the case of Linda Lou's, the enabling development agreement has already been approved. In the case of the Captain's Table, any City financial involvement would have to be authorized by further Council action.

*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**

November 1, 2018

TO: Project File for Downtown Urban Renewal Plan

From: Brent Hinson   
City Administrator

RE: Consultation Session with Affected Taxing Entities

The City of Washington is in the process of amending its Downtown Urban Renewal Plan (Amendment #3). Pursuant to Section 403.5 of the Code of Iowa, the City set up a consultation meeting for affected taxing entities. The taxing entities each received a copy of the proposed Urban Renewal Plan Amendment, a copy of the Notice of Public Hearing and a memorandum from me dated October 17, 2018 inviting them to attend a Washington County Board of Supervisors meeting on October 30 at 9 AM to discuss the proposed amendment. The notice also included the public hearing date of November 20, 2018.

In my capacity as City Administrator, I attended the Board of Supervisors' regular meeting on October 30 at 9 AM. I made a brief presentation and then took questions from the Supervisors. They voted to support the amendment as presented.

Washington Superintendent of Schools Willie Stone was unable to attend the BOS meeting/consultation, so I arranged to meet with him separately today at 2 PM in my office. I briefly described to him the City's objectives with this amendment and also our general approach to TIF. He verbally indicated his support for the amendment.

Prepared by: Kevin D. Olson, Washington City Attorney, PO Box 5640, Coralville, Iowa 52241 (319)351-2277  
Return to: Illa Earnest, Washington City Clerk, 215 E. Washington Street, Washington, Iowa 52353

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

RESOLUTION DETERMINING AN AREA OF THE CITY TO BE A BLIGHTED AREA, AND THAT THE CONSERVATION, REDEVELOPMENT, DEVELOPMENT, OR COMBINATION THEREOF OF SUCH AREA IS NECESSARY IN THE INTEREST OF PUBLIC HEALTH, SAFETY, OR WELFARE OF THE RESIDENTS OF THE CITY; DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS AND ADDING CERTAIN PROJECTS; AND ADOPTING AMENDMENT NO. 3 TO THE WASHINGTON DOWNTOWN URBAN RENEWAL PLAN

WHEREAS, the City Council of the City of Washington, Iowa, has heretofore previously adopted and designated Urban Renewal Areas within the City; and

WHEREAS, the City Council did heretofore combine said Urban Renewal Areas and adopted the Washington Downtown Urban Renewal Plan (the "Urban Renewal Plan") for the Washington Downtown Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, the City Council of the City of Washington, Iowa, has heretofore found that it is was necessary to amend said Urban Renewal Plan and said Urban Renewal Area; and

WHEREAS, the City Administrator has prepared Amendment No. 3 to the Washington Downtown Urban Renewal Plan for the Washington Downtown Urban Renewal Area; and

WHEREAS, this proposed Amendment No. 3 to the Urban Renewal Area adds land, as follows:

Lots 1, 2, 6, 7 and 8, Lot 3, except the North 78 feet of the West 14 feet thereof, Lot 4, except the North 78 feet and except highway, and Lot 5, except highway, and all of the east/west alley lying between said Lots 1-4 and Lots 5-8, except

highway, all in Block 20 of the Original Plat of Washington, Washington County, Iowa, and all together being more particularly described as follows: Beginning at the Northeast Corner of said Lot 1; thence S00°33'39"E, 281.82 feet to the Southeast Corner of said Lot 8; thence S89°32'54"W, 258.70 feet along the south line of said Lots 8-5 to the east right of way line of S. 2nd Avenue; thence following said line N35°33'22"W, 9.26 feet; thence N00°52'27"E, 159.24 feet; thence N00°09'36"E, 37.97 feet; thence departing said line N89°45'13"E, 74.87 feet; thence N00°13'11"W, 78.00 feet to the north line of said Lot 3; thence N89°45'13"E, 184.22 feet to the point of beginning, containing 1.56 acres; and

The North 78 feet of Lot 4, except highway, and the North 78 feet of the West 14 feet of Lot 3 in Block 20 of the Original Plat of Washington, Washington County, Iowa;

And includes the full right-of-way of all streets and alleys lying within the above described real estate, including streets forming a boundary. (collectively the "Property")

WHEREAS, said amendment adds several projects within said Urban Renewal Plan; and

WHEREAS, a consultation with the affected taxing entities was held on October 30, 2018 which was preceded by mailed notice to each affected taxing entity; and

WHEREAS, a public hearing has also been heard in accordance with the published notice of the same; and

WHEREAS, in accordance with said public notice, all persons or organizations desiring to be heard on said proposed Amendment No. 3 to the Washington Downtown Urban Renewal Plan have been given an opportunity to be heard.

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

Section 1. That the findings and conclusions set forth or contained in said Amendment No. 3 to the Washington Downtown Urban Renewal Plan for the Washington Downtown Urban Renewal Area described in the preamble thereof, be and the same are hereby ratified and confirmed in all respects as the findings of the Council for this area.



Section 2. That the Property added to the Washington Downtown Urban Renewal Area is hereby declared to be a blighted area pursuant to Chapter 403 of the Code of Iowa.

Section 3. That Amendment No. 3 to the Washington Downtown Urban Renewal Plan for the Washington Downtown Urban Renewal Area be and the same is hereby approved. Further, the City Clerk is hereby directed to file a certified copy of this Resolution and said Amendment No. 3 with the Washington County Recorder's Office.

Section 4. That this Amendment No. 3 to the Washington Downtown Urban Renewal Plan shall remain in full force and effect from the date of this Resolution until the termination of said Urban Renewal Plan as provided by law.

Section 5. That other than as outlined in this Amendment No. 3, all other terms and aspects of the Washington Downtown Urban Renewal Area for the Washington Downtown Urban Renewal Area remain in full force and effect.

Passed and approved this 20<sup>th</sup> day of November, 2018.

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Jaron P. Rosien, Mayor

ATTEST:

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Illa Earnest, City Clerk

**Amendment No. 3 to  
Washington Downtown Urban Renewal Plan**



**Washington Urban Renewal Area #7 (a/k/a Downtown)- December, 2008  
Amendment No. 1 to Downtown Urban Renewal Plan 2013  
Amendment No. 2 to Downtown Urban Renewal Plan- February 2018  
Amendment No. 3 to Downtown Urban Renewal Plan- November 2018**

AMENDMENT NO. 3 TO THE WASHINGTON DOWNTOWN URBAN RENEWAL PLAN

REFERENCE is hereby made to Amendment No. 1 to the City of Washington Downtown Urban Renewal Plan, (the “Urban Renewal Plan”) which was passed and adopted by the Washington City Council on June 5, 2013 and to Amendment No. 2, which was passed and adopted on February 6, 2018; and

WHEREAS, pursuant to Chapter 403 of the Code of Iowa, cities need to specifically list the Urban Renewal Projects that will be funded using incremental tax revenues; and

WHEREAS, Section J, Paragraph 3 of said Urban Renewal Plan contemplates direct City involvement in removal of dilapidated buildings and preparation of sites for redevelopment; and

WHEREAS, Section K, Paragraph 3 of said Urban Renewal Plan contemplates that the City may enter into Development Agreements to develop an Urban Renewal Project; and

WHEREAS, Pam Panm, LLC intends to redevelop the site at 123 East 2<sup>nd</sup> Street for commercial office space, following the City’s demolition of the existing building at said site; and

WHEREAS, the City intends to work as a partner with local entities to redevelop the property located at 321 South Iowa Avenue and locally known as the Smouse House or the Captain’s Table; and

WHEREAS, the City wishes to repay itself for certain utility and street improvements; and

WHEREAS, the projects envisioned are in conformance with the general plan of the City of Washington as required by Iowa Code 403.17(24)(a); and

WHEREAS, it is now necessary to amend the Urban Renewal Plan to include these Projects.

NOW, THEREFORE, the Urban Renewal Plan is hereby amended as follows:

1. In Section K, Paragraph 1 of the Urban Renewal Plan, public infrastructure costs related to the 2018-2020 City Hall/Police/Fire improvements, including but not limited to utilities and street construction costs within the rights-of-way of the 200 block of East Jefferson Street and the 200 block of South Third Avenue, not to exceed \$200,000, and as further described in Exhibit K to this Plan.

2. In Section K, Paragraph 3 of the Urban Renewal Plan, the following Development Agreements are hereby added and incorporated into the Urban Renewal Plan:

<p>Entity to be determined</p> <p>Renovation/Redevelopment of the Smouse House/Captain's Table building at 321 South Iowa Avenue (Exhibit L)</p>	<p>City internal and/or external debt not to exceed \$500,000</p>
<p>Pam Panm, LLC</p> <p>Demolition of existing building at 123 East 2<sup>nd</sup> Street by City and construction of new commercial building by developer (Exhibit M)</p>	<p>City internal debt equal to demolition costs, but not to exceed \$80,000</p>

3. The current debt and financial information of the City of Washington, as required to be listed in this Plan by Iowa Code 403.17(24)(c), is as follows:

<p>July 1, 2018 Constitutional Debt Limit:</p>	<p>\$20,177,837</p>
<p>Outstanding General Obligation Debt as of July 1, 2018:</p>	<p>\$9,567,353</p>
<p>Proposed amount of indebtedness to be incurred:</p>	<p>\$780,000</p>

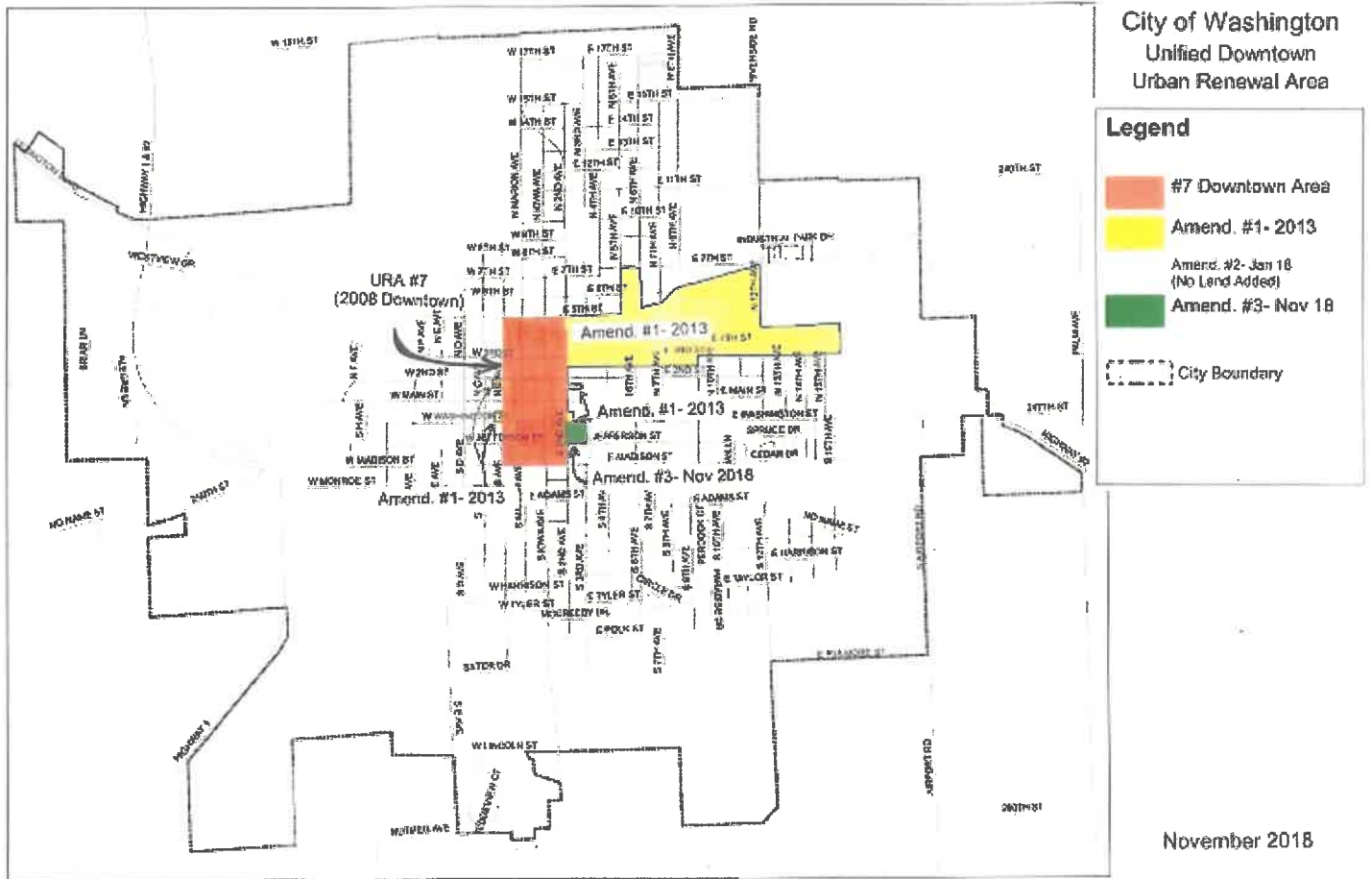
4. Except as modified by this Amendment No. 3, the original provisions of the Urban Renewal Plan are hereby ratified, affirmed and approved and shall remain in full force and effect.

5. This Amendment No. 3 to the Urban Renewal Plan shall be in full force and effect upon adoption by the City Council.

6. Any parts of the previous Urban Renewal Plan in conflict with the provisions of this Amendment No. 3 are hereby repealed.

7. The City continues to designate the urban renewal area as a blighted area. This Amendment makes no change to the urban renewal area designation.

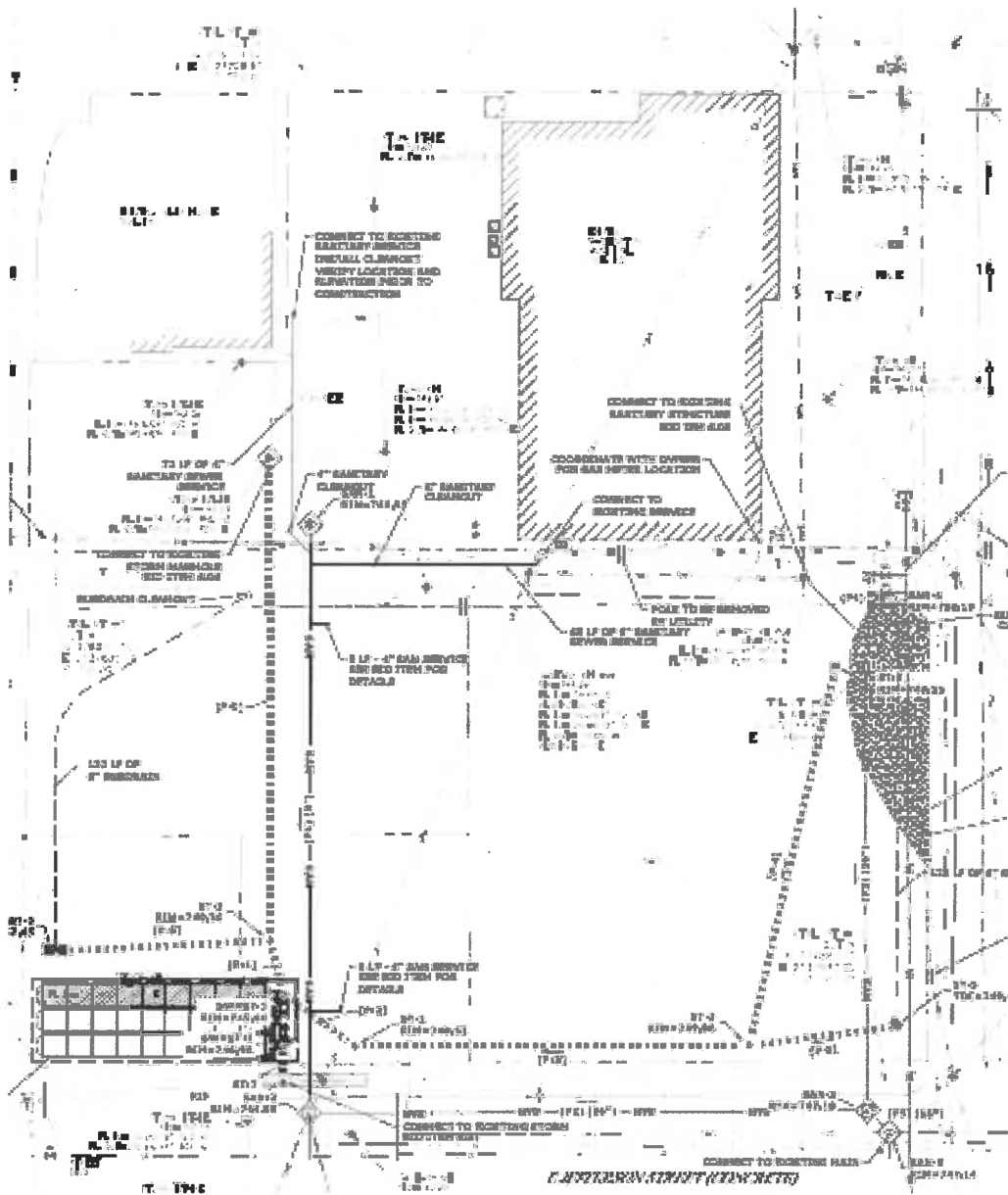
**EXHIBIT B**  
**Map of the Washington Downtown Urban Renewal Area**  
**(including Original Area and Amendments No. 1, 2 & 3)**



**Exhibit K: Project Summary**  
**Washington Downtown Urban Renewal Area**

Project Name:	City Hall/Police/Fire Block Public Infrastructure Improvements
Location:	215 East Washington Street
Type of Project:	Internal Loan
Purpose:	Repay public infrastructure costs
Project Description:	The project involves installation of public water main, sanitary sewer, storm sewer, and street improvements, including the reconstruction of 3 <sup>rd</sup> Avenue from East Washington Street to East Jefferson Street.
Cost not to Exceed Estimate:	\$200,000
Potential Sources of Funding	Incremental taxes
Need for TIF Project:	To promote economic development and community improvement.
Time Table for Project:	2018-2020
Date of Amendment:	November 2018

# Exhibit K (Cont.)



**Exhibit L: Project Summary**  
**Washington Downtown Urban Renewal Area**

Project Name: Smouse House/Captain's Table Renovation/Redevelopment

Location: 321 South Iowa Avenue

Type of Project: Internal or External Debt

Purpose: Redevelopment of severely blighted and historically significant property

Project Description: The project is expected to include the City in a consortium of groups interested in redevelopment of the property for commercial and/or community benefit.

Cost not to Exceed Estimate: \$500,000

Potential Sources of Funding: Incremental taxes

Need for TIF Project: To promote economic development and community improvement; blight remediation.

Time Table for Project: 2018-2025

Date of Amendment: November 2018





**Exhibit M: Project Summary**  
**Washington Downtown Urban Renewal Area**

Project Name: Linda Lou's/Red Bear Daycare Redevelopment

Location: 123 East 2<sup>nd</sup> Street

Type of Project: Internal Loan

Purpose: Demolition of existing blighted structure and construction of new commercial building on site.

Project Description: Demolition of severely blighted building and construction of a new office building by Pam Panm, LLC.

Cost not to Exceed Estimate: \$80,000

Potential Sources of Funding: Incremental taxes

Need for TIF Project: Blight removal and incentive to encourage private investment.

Time Table for Project: 2018-2019

Date of Amendment: November 2018





CITY OF WASHINGTON

BOARD/COMMISSION APPLICATION FORM

Please return to: City of Washington, ATTN: City Clerk, PO Box 516, Washington, IA 52353

Application for: \_\_\_ Airport Commission \_\_\_ Planning & Zoning Commission \_\_\_ Board of Adjustment
\_\_\_ Forestry Commission \_\_\_ Library Board \_\_\_ Historic Preservation Commission
\_\_\_ Cable TV Commission \_\_\_ Tree Beautification Committee

X Hotel/Motel Tax Fund Administration Committee \_\_\_ Park & Recreation Board

NAME Rhonda Reed HOME ADDRESS 2709 Airport Rd

OCCUPATION Business Owner/Manager EMPLOYER VTI, LLC

PHONE NUMBER: HOME 319 325 3969 BUSINESS 319 591-2222

E-MAIL ADDRESS vti.11@22@yahoo.com

EXPERIENCE AND/OR ACTIVITIES WHICH YOU FEEL QUALIFY YOU FOR THIS POSITION (PLEASE FEEL FREE TO ATTACH ADDITIONAL INFORMATION AS NEEDED)

Participant in Leadership Washington which helped give me a better grasp on the community + what it might need in the future to enhance tourism.

WHAT IS YOUR PRESENT KNOWLEDGE OF THIS ADVISORY BOARD

It's my understanding this committee decides how future funds will be used to enhance Washington

WHAT CONTRIBUTIONS DO YOU FEEL YOU CAN MAKE TO THIS ADVISORY BOARD? (OR STATE REASON FOR APPLYING)

We have a successful family business in Washington that is thriving. Experience in managing a business which includes AP + AR

Rhonda Reed Signature

1D-15-18 Date

(OVER)

**Biographical Background of the Applicant:**

I've have lived and worked in the City of Washington for the past 11 years. My husband + I started an Agricultural Equipment business about 8 years ago and continue to run our business on the east side of town. I have lived in Washington County for approximately 25 years. Recently I became an Ambassador with the Chamber and volunteered for many events Rogbrai, 175th Celebration, 9/11 memorial, Chamber Dinner etc.

**What is your favorite thing about Washington?**

The great pride Washington residents take in the community. How hard everyone works to keep Washington a beautiful and desirable place to live and work.

**What makes Washington unique?**

The diverse group of people that volunteer and devote their time and money to the community to keep it beautiful, safe and fun. So many of the volunteers people do not even know about or the things they do. The number of great businesses we have to offer.

**What do you see as the future of Washington?**

Washington is a growing thriving town with so much to offer, I see our town continuing to grow residentially and commercially.

*Jaron P. Rosjen, 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**

November 16, 2018

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

From: Brent Hinson  
City Administrator

Re: Hotel/Motel Tax Committee Recommendation- Web Maintenance Fees

One of the key concerns that has arisen as we have begun working through the website overhaul process with Chamber, WEDG, and Main Street is the issue of ongoing costs once the website redesign is completed. The budgets of our development partner organizations are already very tight and cannot handle additional maintenance fees for the undoubtedly higher level of service we will receive for the new site. Therefore, the Hotel/Motel Tax Committee voted to recommend that ½ of the estimated annual maintenance fees of \$3,000 (thus, \$1,500) be paid from Hotel/Motel Tax proceeds on an ongoing basis. This would result in each of the organizations paying about what they pay now for website maintenance.

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



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

**Memorandum**

November 15, 2018

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

From: Brent Hinson   
 City Administrator

Re: Health Insurance Renewal

We got bad but not terrible initial news on our health insurance renewal quote this year, which came back with a 15.63% increase. Sticking with the same plan with this increase would have meant an increase in City costs of over \$66,000. Therefore, we took a look at options for reducing our costs while still maintaining an excellent plan for our employees. We ended up finding a higher-deductible plan with higher coinsurance and higher office visit copays that will actually reduce premiums by 1.18% while maintaining the same out-of-pocket maximum as current. In order to achieve this, the City will have to increase its risk through partial self-insurance somewhat, but I feel very comfortable recommending this, as we currently have a fund balance of over \$226,000 in our health self-insurance fund based on the past strong performance of our self-insurance program. With the increase in self-insurance funding, the City would incur an increase of 1.65% versus the current plan.

Here's a quick summary of the current plan versus the recommended plan:

<u>Item</u>	<u>Current Plan</u>	<u>Proposed Plan</u>
Deductibles- Purchased	\$5,000/\$10,000	\$5,000/\$15,000
Deductibles- Net to Employee (after self-ins)	\$1,000/\$2,000	\$1,000/\$2,000
Out-of-Pocket Maximum- Purchased	\$10,000/\$20,000	\$10,000/\$30,000
Out-of-Pocket Max- Net to Employee (after self-ins)	\$3,000/\$6,000	\$3,000/\$6,000
In-Network Coinsurance	20%	30%
In-Network Copays	\$25/\$50 Specialist	\$30/\$60 Specialist
Emergency Room Copay	\$150	\$250
Premium Cost to City	\$531,197.31	\$539,964.55
Premium Cost to Employees	\$104,731.53	\$103,494.65

City of Washington  
 Health Insurance Cost Analysis  
 November 13, 2018

	<u>Family</u>	<u>Emp/Ch</u>	<u>Emp/Sp</u>	<u>Single</u>	<u>Subtotal</u>	<u>Total</u>	Increase % Vs. Actual	Increase % Vs. Budget
<b>Budgeted Coverages</b>	10	7	7	22		46		
Budgeted City Cost	\$ 153,885.06	\$ 66,442.82	\$ 71,883.88	\$ 142,669.30	\$ 434,881.06			
Budgeted City Cost of Self-Ins	\$ 28,900.00	\$ 20,230.00	\$ 20,230.00	\$ 32,780.00	\$ 102,140.00	<b>\$ 537,021.06</b>		
Budgeted Employee Cost	\$ 51,295.86	\$ 22,147.90	\$ 23,961.29	\$ 4,413.02		<b>\$ 101,818.08</b>		
<b>Actual Coverages (10/31/18)</b>	11	7	8	20		46		
Current City Cost	\$ 161,213.58	\$ 63,279.09	\$ 78,240.96	\$ 123,523.68	\$ 426,257.31			
Current City Cost of Self-Ins	\$ 31,790.00	\$ 20,230.00	\$ 23,120.00	\$ 29,800.00	\$ 104,940.00	<b>\$ 531,197.31</b>		
Current Employee Cost	\$ 53,737.86	\$ 21,093.03	\$ 26,080.32	\$ 3,820.32		<b>\$ 104,731.53</b>		
<b>Renewal of Current Plan at 1/1/19, Self-Insure OPM down to \$3,000/\$6,000 (Current)</b>								
Renewal City Cost	\$ 186,403.14	\$ 73,166.94	\$ 90,465.84	\$ 142,825.13	\$ 492,861.05			
Renewal City Cost of Self-Ins	\$ 31,790.00	\$ 20,230.00	\$ 23,120.00	\$ 29,800.00	\$ 104,940.00	<b>\$ 597,801.05</b>	12.54%	11.32%
Renewal Employee Cost	\$ 62,134.38	\$ 24,388.98	\$ 30,155.28	\$ 4,417.27		<b>\$ 121,095.91</b>	15.63%	18.93%

Plan 2: Wellmark PPO Plan EXE/GRZ, Self-Insure OPM down to \$3,000/\$6,000; cut SI to 15%

**\*Proposed**

Plan 2 City Cost	\$ 159,309.81	\$ 62,531.91	\$ 77,316.48	\$ 122,066.35	\$ 421,224.55			
Plan 2 City Cost of Self-Ins	\$ 40,590.00	\$ 25,830.00	\$ 29,520.00	\$ 22,800.00	\$ 118,740.00	<b>\$ 539,964.55</b>	1.65%	0.55%
Plan 2 Employee Cost*	\$ 53,103.27	\$ 20,843.97	\$ 25,772.16	\$ 3,775.25		<b>\$ 103,494.65</b>	-1.18%	1.65%

**Rate Tables**

	<u>Family</u>	<u>Emp/Ch</u>	<u>Emp/Sp</u>	<u>Single</u>
Monthly Rate- City Budget	\$ 1,282.38	\$ 790.99	\$ 855.76	\$ 540.41
Monthly Rate- Emp Budget	\$ 427.47	\$ 263.67	\$ 285.25	\$ 16.72
Monthly Rate- City Current	\$ 1,221.32	\$ 753.32	\$ 815.01	\$ 514.68
Monthly Rate- Emp Current	\$ 407.11	\$ 251.11	\$ 271.67	\$15.92
Monthly Rate- City Renewal 1	\$ 1,412.15	\$ 871.04	\$ 942.35	\$ 595.10
Monthly Rate- Emp Renewal 1	\$ 470.72	\$ 290.35	\$ 314.12	\$ 18.41
Monthly Rate- City Plan 2	\$ 1,206.89	\$ 744.43	\$ 805.38	\$ 508.61
Monthly Rate- Emp Plan 2	\$ 402.30	\$ 248.14	\$ 268.46	\$ 15.73

\* Employee cost does not include potential extra expense for higher Out-of-Pocket Maximums

Medical Cost Analysis for City of Washington for January 2019

	Current	Renewal	Option
	Wellmark Alliance Select Copayment Plus WYB/X45	Wellmark Alliance Select Copayment Plus EWS/GRY	Wellmark Alliance Select Primary EXE/GRZ
<b>Network Type</b>	PPO	PPO	PPO
<b>Annual Deductible</b>			
In-Network (Single/Family)	\$5,000/\$10,000	\$5,000/\$10,000	\$5,000/ <b>\$15,000</b>
Out-of-Network (Single/Family)	\$5,000/\$10,000	\$5,000/\$10,000	\$5,000/ <b>\$15,000</b>
<b>Coinsurance</b>			
In-Network/Out-of-Network	20%/30%	20%/30%	<b>30%/40%</b>
<b>Annual Out-of-Pocket Maximum</b>			
In-Network (Single/Family)	\$10,000/\$20,000	\$10,000/\$20,000	\$10,000/ <b>\$30,000</b>
Out-of-Network (Single/Family)	\$10,000/\$20,000	\$10,000/\$20,000	\$10,000/ <b>\$30,000</b>
<b>Office Services</b>			
In-Network Providers	\$25 copay \$25 Virtual Visit	\$25 copay \$25 Virtual Visit	<b>\$30 PCP copay \$60 Specialist copay \$30 Virtual Visit</b>
Out-of-Network Providers	30% after ded	30% after ded	<b>30% after ded</b>
Prescription Drugs	\$100/\$200 Ded (waived for Tier 1) then: \$8/\$35/\$50/\$50	\$100/\$200 Ded (waived for Tier 1) then: \$8/\$35/\$50/\$50	\$100/\$200 Ded (waived for Tier 1) then: \$8/\$35/\$50/ <b>\$85/\$85</b>
Inpatient Services / Outpatient Surgery	20% after ded	20% after ded	<b>30% after ded</b>
Emergency Room (waived if admitted)	\$150 copay	\$150 copay	<b>\$250 copay</b>
Preventive Care / Screenings / Immunizations	\$0 copay	\$0 copay	\$0 copay
Mental Health & Chemical Dependency	Covered	Covered	Covered
Spinal Manipulation	\$25 copay	\$25 copay	<b>\$30 copay</b>
Pediatric Dental	Not Covered	Not Covered	Not Covered
Pediatric Vision	Not Covered	Not Covered	Not Covered
<b>Rates</b>			
Single	\$530.60	\$613.51	\$524.34
Employee/Spouse	\$1,086.68	\$1,256.47	\$1,073.84
Employee/Child(ren)	\$1,004.43	\$1,161.38	\$992.57
Family	\$1,628.42	\$1,882.86	\$1,609.19
<b>Monthly Total</b>	\$43,094.48	<b>\$49,828.09</b>	\$42,585.64
<b>Annual Total</b>	\$517,133.76	\$597,937.08	\$511,027.68
<b>Percentage Difference</b>		15.63%	-1.18%
<b>Annual Dollar Difference</b>		\$80,803.32	-\$6,106.08

**SEE SPECIFIC CARRIER BENEFIT SUMMARY FOR OUT OF NETWORK BENEFIT LEVELS**

This outline summarizes certain provisions of the plans illustrated. Complete plan information is included in the legal documents and brochures that govern each plan. If there is a difference between this handout and the legal documents, the documents which are available upon request, will govern.

*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  
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## **Memorandum**

November 16, 2018

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

From: Brent Hinson  
City Administrator

Re: TIF State Report and County Certification

In order to collect Tax Increment Financing (TIF) revenues, the City must complete two important items this time of year, with December 1 as the deadline. The first is the State of Iowa Annual Urban Renewal (UR) Report, which is a "look back" at the fiscal year completed this past June 30. The second is the Washington County TIF Debt Form for each active UR Area, which is a "look forward" to the fiscal year beginning July 1, 2019.

The State report is fairly lengthy, and was introduced in its current form 6 years ago, and despite its many limitations & problems it has not been revised since its inception, so I have tried to make the report understandable by tying it into my own spreadsheet, which is also attached. We have to list all of the new debt incurred over the past fiscal year, all of the debt retired, any new areas established, and list the usage of our LMI TIF funds, and many other things.

I am still working on the County certification, but will have this to you no later than meeting time, as it needs official approval prior to the submission deadline of December 1.



**Annual Urban Renewal Report, Fiscal Year 2017 - 2018**

**Levy Authority Summary**

Local Government Name: WASHINGTON  
 Local Government Number: 92G887

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
WASHINGTON UNIFIED SOUTH CENTRAL RESIDENTIAL URBAN RENEWAL	92014	2
WASHINGTON DOWNTOWN COMMERCIAL URBAN RENEWAL	92018	3
WASHINGTON UNIFIED COMMERCIAL URBAN RENEWAL	92019	5

**TIF Debt Outstanding:** 1 1,371,755

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<b>TIF Sp. Rev. Fund Cash Balance</b>			<b>Amount of 07-01-2017 Cash Balance</b>
<b>as of 07-01-2017:</b>	69,331	2	Restricted for LMI

TIF Revenue:	261,063	3
TIF Sp. Revenue Fund Interest:	0	4
Property Tax Replacement Claims	0	5
Asset Sales & Loan Repayments:	17,145	6
<b>Total Revenue:</b>	<b>278,208</b>	<b>7</b>

Rebate Expenditures:	40,037	8
Non-Rebate Expenditures:	259,850	9
Returned to County Treasurer:	0	10
<b>Total Expenditures:</b>	<b>299,887</b>	<b>11</b>

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<b>TIF Sp. Rev. Fund Cash Balance</b>			<b>Amount of 06-30-2018 Cash Balance</b>
<b>as of 06-30-2018:</b>	47,652	12	Restricted for LMI

**Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance:** 13 1,024,216

City of Washington  
 FY2017-2018 State TIF Report  
 Summary of TIF Debts by Area

TIF District	TIF Debt as of 07/01/2017	Source of Debt	Starting FB	TIF Taxes & Misc. RV		Debt Payments	Ending FB	New Debt Added FY2017-2018	TIF Debt as of 06/30/2018
				TRF In	FY2017-2018				
125- NE Industrial Park	\$32,091.12	Infrastructure installation	\$0.00	\$0.00	\$9,272.55	\$9,272.55	\$0.00	\$0.00	\$22,818.57
127- Briarwood	\$34,426.82	Project Incentives	\$0.00	\$0.00	\$34,426.82	\$34,426.82	\$0.00	\$0.00	\$0.00
129- Timber Ridge II									
- Timber Ridge Incr	\$0.00	Revenue bond/infrastructure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Oakwood Incr	\$552,132.61	Revenue bond/infrastructure	\$0.00	\$0.00	\$48,432.37	\$48,432.37	\$0.00	\$87,631.84	\$591,332.08
131- MAHP Subdivision	\$0.00	Infrastructure installation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
132- Engineered Building Design*	\$111,131.55	Project Incentives	\$0.00	\$0.00	\$38,752.65	\$38,752.65	\$0.00	\$0.00	\$72,378.90
133- Biodiesel**	\$446,778.92	Infrastructure installation	\$0.00	\$0.00	\$117,354.82	\$117,354.82	\$0.00	\$57,364.54	\$386,788.64
134- DOWNTOWN									
- Wash Preservation LLC	\$11,373.30	Bldg Improvements- Rebate	\$0.00	\$0.00	\$12,823.47	\$12,823.47	\$0.00	\$0.00	(\$1,450.17)
- Ins on Ave Incr	\$0.00	Bldg Improvements- Rebate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Marshall's Incr	\$0.00	Bldg Construction- Rebate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
146- LMI TIF Set-Aside	\$0.00		\$69,331.10	\$0.00	\$17,145.06	\$38,824.27	\$47,651.89	\$38,824.27	(\$47,651.89)
	\$1,187,934.32								\$1,024,216.13
w/New Debt	\$183,820.65		\$69,331.10	\$0.00	\$278,207.74	\$299,886.95	\$47,651.89	\$183,820.65	
	\$1,371,754.97		Line 2	Line 6	Line 7	Line 11	Line 12	Included in Line 1	Line 13
	Line 1								

- Line numbers in bold refer to the FY2018 State TIF Report, "Levy Authority Summary" Page

\* Debt reduced by \$319.32 to reflect actual vs. projected revenue debt payments (no other way to show in State TIF Report)

\*\* Biodiesel increment debt reduced by \$226.81 principal and \$7,369.63 interest per State Auditor guidance in FY18 audit

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



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## **Memorandum**

November 19, 2018

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

From: Brent Hinson  
City Administrator

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

Re: TIF County Certification

Attached is a proposed TIF certification resolution for FY20. Sorry for being so late getting this to you. Several points to be aware of regarding the resolution (not all increments have changes for this certification):

- 1) NE Industrial Park: We would be retiring this increment after FY20 (the 20-year period actually ends after FY23).
- 2) Engineered Building Design: As we will be paying off the external TIF loan in FY19, we only have the internal TIF loan to pay off. I have proposed certifying \$55,516.02 in eligible costs against this increment to be repaid to the Road Use Tax Fund related to the 2017 Sitler Drive paving project. This certification will allow us to continue to collect the full amount available against the EBD TIF. In future years, we will look to recoup Business Park water costs. The EBD increment expires after FY29.
- 3) Unified Downtown: Rather than using the sub-increments we would certify against the entire adopted Unified Downtown TIF this year and in the future years (for everything but Marshall's, which is an external payment). This change allows us to pay off the bulk of the debt for the Pennsylvania Townhomes in FY20 and helps to get us ready for participation in the redevelopment of the Captain's Table and for the Streetscape expansion project in future years. By analyzing & enhancing bond issuance and TIF usage in future years, we have now increased the projected budget for the Streetscape in FY23 from \$3 million to \$3.5 million.

A variety of other positive impacts from this certification will be discussed more fully as we update our Capital Improvements Plan and do the FY20 Budget.

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

**A RESOLUTION OBLIGATING AND APPROPRIATING  
URBAN RENEWAL TAX REVENUE FUNDS FOR THE  
REPAYMENT OF ELIGIBLE DEBTS FOR FISCAL YEAR 2020**

WHEREAS, the City Council, pursuant to and in strict compliance with all laws applicable to the city, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted urban renewal plans for its urban renewal areas, as listed below; and

WHEREAS, the Council has adopted ordinances providing for the division of taxes levied on taxable property and established a special fund for the deposit of such monies pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, the City has scheduled Annual Payments on an annual appropriation basis for certain debts per lawfully adopted development agreements as referenced below, and it is now necessary for the City Council to authorize said funds for appropriation; and

WHEREAS, the Council wishes to certify all other eligible debts for payment in Fiscal Year 2018:

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

Section 1. The City Council hereby authorizes certification for Fiscal Year 2020 to the Washington County Auditor for the repayment of the following TIF debts:

<u>Area</u>	<u>Amount</u>
<b>Unified Commercial</b> <ul style="list-style-type: none"><li>• NE Industrial Park</li><li>• Engineered Building Design</li> <li>• Biodiesel</li> <li>• Reserves at Briarwood</li></ul>	<ul style="list-style-type: none"><li>• \$12,819 (total debt \$12,818.57)</li><li>• 100% of incremental revenues (total debt \$87,973.92)</li> <li>• \$112,000 (total debt \$274,788.64)</li><li>• 100% of incremental revenues</li></ul>
<b>Downtown Commercial</b> <ul style="list-style-type: none"><li>• Unified Downtown TIF not including Marshall's Properties, LLC</li> <li>• Marshall's Properties, LLC</li></ul>	<ul style="list-style-type: none"><li>• \$38,690 (total debt \$44,957.64)</li> <li>• 100% of incremental revenues</li></ul>
<b>Unified South Central Residential</b> <ul style="list-style-type: none"><li>• Oakwood Village</li></ul>	<ul style="list-style-type: none"><li>• 100% of incremental revenues (total debt \$533,400.01)</li></ul>

Section 2. The City Council hereby obligates 100% of incremental revenues collected from Marshall's Properties, LLC development agreement for appropriation from the Downtown Commercial Urban Renewal Tax Revenue Fund to make the Annual Payments in the fiscal year beginning July 1, 2019.

Section 3. The City Council hereby obligates 100% of incremental revenues collected from Briarwood Partners, LLC development agreement for appropriation from the Unified Commercial Urban Renewal Tax Revenue Fund to make the Annual Payments in the fiscal year beginning July 1, 2019.

Section 4. The City's certification of the amounts obligated for appropriation in Sections 2 & 3 above, on the City's December 1, 2018 certification of debt payable from the appropriate funds is hereby authorized and such amount shall be reflected in the City's budget for the next succeeding fiscal year.

Section 5. The City Council hereby approves amending the 2006 TIF Revenue Bond internal loan by adding \$55,516.02 in principal to be repaid to the Road Use Tax Fund at 4.3% interest, with the City Administrator directed to prepare an amended promissory note to detail this debt certification.

Section 6. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 20<sup>th</sup> day of November, 2018.

---

Jaron P. Rosien, Mayor

ATTEST:

---

Illa Earnest, City Clerk

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

RESOLUTION ADOPTING THE WASHINGTON COUNTY MULTI-JURISDICTIONAL  
HAZARD MITIGATION PLAN 2019

WHEREAS, the Washington City Council has heretofore deemed it accessory and desirable to have a Hazard Mitigation Plan that identifies potential hazards and the actions that need to be taken to reduce or eliminate the long term risks to human life and property from those hazards for the citizens of Washington; and

WHEREAS, a Local Mitigation Plan, as defined in 44 CFR Section 201.6 is required for local jurisdictions that elect to participate in FEMA hazard mitigation programs as a subapplicant or subgrantee; and

WHEREAS, the Washington County Multi-Jurisdictional Hazard Mitigation Plan 2019 was funded by a Pre-Disaster Mitigation planning grant; and

WHEREAS, the East Central Iowa Council of Governments (ECICOG) with the help of the Hazard Mitigation Planning Committee has prepared the hazard mitigation plan that will be placed on file in Washington City Hall, 215 East Washington Street for public inspection upon approval of the plan by FEMA; and

WHEREAS, a public hearing has now been held in accordance with published notice of the same as by law provided; and

WHEREAS, the Washington County Emergency Management Coordinator has recommended approval of the same,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Washington, Iowa, that the above-referenced Washington County Multi-Jurisdictional Hazard Mitigation Plan 2019 be and the same is hereby approved.

Passed and approved this 20<sup>th</sup> day of November, 2018.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest

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

## Brent Hinson

---

**From:** Tom Gruis  
**Sent:** Tuesday, November 13, 2018 2:35 PM  
**To:** 'Marissa Reisen'  
**Cc:** 'Tom Gruis'; Alicia Presto  
**Subject:** Washington County hazard mitigation plan adoption  
**Attachments:** Draft Hazard Mitigation Resolution.docx

Dear Washington County jurisdictions:

The public comment period for the Washington County hazard mitigation plan has ended, and the plan has been reviewed by Iowa Homeland Security. The revised draft of the plan is available on our website here: <http://www.ecicog.org/washington-county.html>. Jurisdictions may now adopt the plan, which is a required step for Hazard Mitigation Assistance grant eligibility. Plan adoption will run concurrently with a review by FEMA. Any changes FEMA requests will not be for jurisdiction-specific information such as your mitigation strategy or action plan; therefore, there will be no need to re-adopt the plan if plan edits are required.

Each jurisdiction must adopt the plan through a resolution approved by the official governing body. An example resolution is attached, which you may adapt to conform to your jurisdiction's needs. Whatever form your resolution takes, please refer to the plan as the Washington County Multi-Jurisdictional Hazard Mitigation Plan 2019. Once the plan is adopted, a copy of the resolution may be emailed to me or mailed to the following address:

Tom Gruis, Planner  
ECICOG  
700 16<sup>th</sup> St. NE, Suite 301  
Cedar Rapids, IA 52403

I will provide confirmation that the resolution has been received. Once the plan is approved by FEMA, I will send an announcement and provide each jurisdiction with a copy of the final plan. Please let me know if you have any questions.

Thank you,

Tom Gruis  
Planner  
East Central Iowa Council of Governments (ECICOG)  
Email: [tom.gruis@ecicog.org](mailto:tom.gruis@ecicog.org)  
Phone: (319) 365-9941 ext. 130  
Website: [www.ecicog.org](http://www.ecicog.org)



# Washington County Multi-Jurisdictional Hazard Mitigation Plan 2019–2024



Jurisdictions include Washington County cities, school districts, and unincorporated areas

This plan maintains Hazard Mitigation Assistance funding eligibility for participating jurisdictions from \_\_\_\_\_ to \_\_\_\_\_

Prepared by the East Central Iowa Council of Governments in partnership with Washington County and Iowa Homeland Security and Emergency Management Department



# Hazard Mitigation Planning Overview

The primary purpose of hazard mitigation planning is to identify how a community can minimize the negative impacts—such as death, injury, property damage, and community disruption—of natural, technological, and human-caused hazards. For the State of Iowa and Washington County, recurring natural disasters such as windstorms, flooding, and severe winter storms have made local hazard mitigation planning an essential activity.

The secondary purpose of hazard mitigation planning is to maintain a local government’s eligibility to apply for the Federal Emergency Management Agency’s (FEMA) Hazard Mitigation Assistance (HMA) funding, which includes the Pre-Disaster Mitigation (PDM) Grant Program, Hazard Mitigation Grant Program (HMGP), and the Flood Mitigation Assistance (FMA) program. HMGP grant funding is made available to a state following a Presidential Disaster Declaration while PDM and FMA funding is nationally competitive and awarded on an annual cycle. Upon approval of this plan, the county, cities, and school districts included in this plan are eligible to apply for HMA funding to complete their mitigation strategy.

The importance of hazard mitigation planning was recognized at the federal level in the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which was amended most recently by the Disaster Mitigation Act of 2000 (DMA 2000). The current federal requirements for local hazard mitigation planning that provide eligibility for HMA are contained in Title 44 of the Code of Federal Regulations §201.6 as of October 1, 2017. DMA 2000 repealed previously established mitigation planning provisions and replaced them

The primary purpose of hazard mitigation planning is to identify how a community can minimize the negative impacts of natural, technological, and human-caused hazards.

Communities also engage in hazard mitigation planning to maintain a local government’s eligibility to apply for FEMA’s Hazard Mitigation Assistance funding, which includes the following grant programs:

#### Hazard Mitigation Grant Program

*The HMGP provides funding for long-term hazard mitigation measures following major disaster declarations. Funding is available to implement projects in accordance with State, territorial, federally-recognized tribal, and local priorities.*

#### Pre-Disaster Mitigation

*The PDM program provides funds on an annual basis for hazard mitigation planning and the implementation of mitigation projects. FEMA provides funding measures to reduce or eliminate overall risk from natural hazards.*

#### Flood Mitigation Assistance

*The FMA program provides funds on an annual basis so that measures can be taken to reduce or eliminate the risk of flood damage to buildings insured under the National Flood Insurance Program.*

with requirements that emphasize the need to coordinate mitigation planning and implementation.

Local hazard mitigation plans can be conducted by a single jurisdiction or collaboratively by several jurisdictions in a multi-jurisdictional effort. Local hazard mitigation plans are required to 1) document the planning process, 2) identify hazards and assess risks, 3) document jurisdictions' mitigation strategies and priorities, and 4) if applicable provide an update to the previously approved local plan(s). The participating jurisdictions are required to formally adopt the plan in order for the plan to be approved by FEMA.

Title 44 of the Code of Federal Regulations §201.6 codifies the requirements all hazard mitigation plans must include to maintain eligibility for HMA grants for participating jurisdictions. Where specific requirements are met in the plan, they will be cited throughout following this example:

*Requirement §201.6 (c)(2)(i): (c) Plan content. The plan shall include the following: ... (2) The risk assessment shall include: (i) A description of the type, location, and extent of all natural hazards that can affect the jurisdiction. The plan shall include information on previous occurrences of hazard events and on the probability of future hazard events.*

### **Hazard Mitigation Goals Update**

1. Protect the health and safety of residents, visitors, staff, and emergency personnel (paid or volunteer) during and after hazard events
2. Minimize losses to existing and future structures in hazard areas. Critical facilities are priority structures.
3. Maintain local services and infrastructure in order to reduce community, economic, and environmental disruption during and after hazard events.
4. Educate residents and visitors about hazards and the resources available.
5. Use public funds in an efficient, cost effective, and fair manner.

## WASHINGTON HAZARD PRIORITIZATION

The jurisdiction’s planning committee used the multi-jurisdictional risk assessment prepared for the planning areas as a base for discussing the hazards that may affect the area and an appropriate priority level. Ultimately, the planning committee based the priority levels on local conditions and priorities. Refer to Table 44.

Table 44: Washington Hazard Prioritization

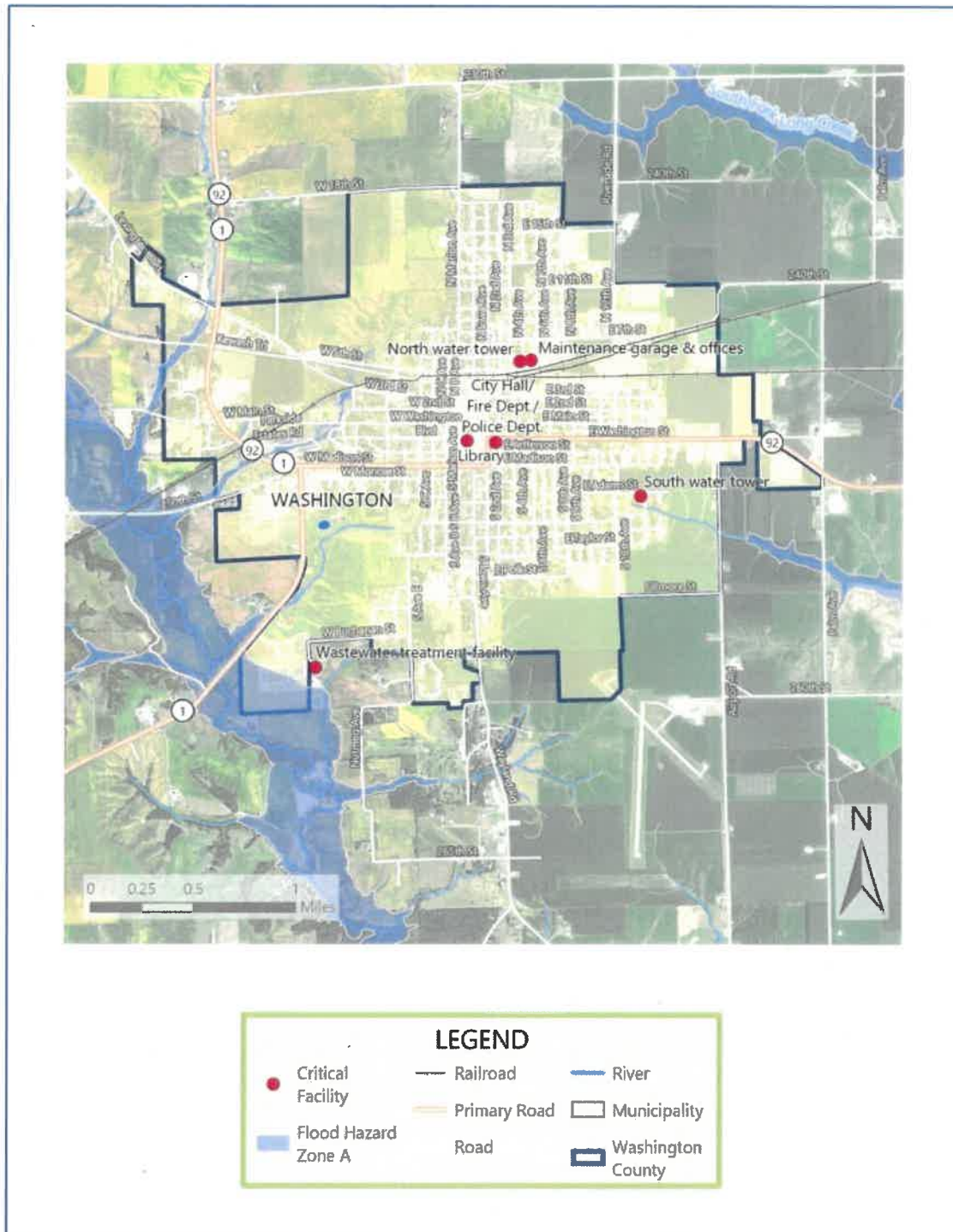
Hazard	Type	Current Priority Level	Priority Level Update
Animal, Plant, Crop Disease	Natural	3	2
Drought	Natural	2	2
Earthquake	Natural	2	3
Expansive Soils	Natural	3	3
Extreme Heat	Natural	2	2
Flash Flood	Natural	1	1
Grass or Wildland Fire	Natural	1	2
Hazardous Materials Incident	Technological	1	1
Human Disease	Natural	3	3
Infrastructure Failure	Technological	1	1
Landslide	Natural	3	3
Levee and Dam Failure	Technological	Excluded	Excluded
Radiological Incident	Technological	2	2
River Flood	Natural	3	1
Severe Winter Storm	Natural	1	1
Sinkholes	Natural	Excluded	Excluded
Terrorism	Human Caused	2	2
Thunderstorm, Lightning and Hail	Natural	1	1
Tornado and Windstorm	Natural	1	1
Transportation Incident	Technological	2	2

The priority levels for four hazards were updated by Washington’s planning committee to reflect current conditions and priorities: animal, plant, and crop disease; earthquake; grass or wildland fire; and river flood. The priority levels for animal, plant, and crop disease and river flood were raised to a higher priority level. For both hazards, this change matched the priority levels with the countywide assessment. The planning committee also noted that the city has dealt with the emerald ash borer infestation. The committee also felt a higher river flooding priority level was appropriate because there are some affected areas within the city when waterway flooding rises past the 100-year flood level. The updated earthquake hazard priority level matches the countywide assessment. The grass or wildland fire priority level was lowered, but remains higher than the countywide assessment, due to grassy areas the City maintains close to fields just outside their jurisdiction.

## WASHINGTON CRITICAL FACILITIES

Critical facilities are the buildings, facilities, and infrastructure that provide essential services to the residents and businesses in the community. In Washington, all city property and infrastructure are considered critical facilities. For specific critical facilities, refer to Map 40.

Map 40: Specific Critical Facilities in Washington



## WASHINGTON OPERATIONS AND RESOURCES

Washington has a wide range of operations and resources to implement a well-rounded hazard mitigation strategy. All city operations and resources were considered throughout the plan development process to ensure the city’s final mitigation strategy if feasible. See Table 56.

Table 56: Washington Operations and Resources

<b>Officials, Commissions, and Committees</b>	<ul style="list-style-type: none"> <li>• Mayor*</li> <li>• City Council*</li> <li>• Washington County Emergency Management Commission*</li> <li>• Airport Commission</li> <li>• Planning and Zoning Commission</li> <li>• Board of Adjustment</li> <li>• Forestry Commission*</li> <li>• Library Board of Trustees</li> <li>• City Historic Preservation Commission</li> <li>• Cable Television Commission</li> <li>• Washington Tree Beautification Committee</li> <li>• Park Board</li> </ul>
<b>Staff and Departments</b>	<ul style="list-style-type: none"> <li>• Administration and Finance*</li> <li>• City Cemeteries</li> <li>• Building and Zoning*</li> <li>• Developmental Services*</li> <li>• Fire*</li> <li>• Maintenance and Construction*</li> <li>• Parks and Recreation</li> <li>• Police*</li> <li>• Public Library</li> <li>• Rental Inspections*</li> <li>• Waste Water Treatment Plant*</li> <li>• Water Plant*</li> </ul>
<b>City Services</b>	<ul style="list-style-type: none"> <li>• Clean and secure water supply</li> <li>• Fire protection and inspections</li> <li>• Outdoor warning siren system</li> <li>• Street maintenance and improvements</li> <li>• Police protection and education</li> <li>• Public Library</li> <li>• Storm sewer maintenance and improvements</li> <li>• Vegetation and tree management in public areas</li> <li>• Wastewater management and treatment</li> <li>• Snow removal</li> <li>• Storm debris removal</li> </ul>
<b>Contracted or Agreement Services</b>	<ul style="list-style-type: none"> <li>• Washington County Emergency Management Agency</li> <li>• Fire protection mutual aid agreements</li> <li>• East Central Iowa Council of Governments (ECICOG)</li> <li>• Southeast Iowa Multi-County Landfill (SEMCO)</li> <li>• Solid waste and recycling</li> <li>• Muscatine Fire Department for countywide HAZMAT response</li> </ul>

Table 56: Washington Operations and Resources, continued

<p><b>Policies, Programs, and Plans</b></p>	<ul style="list-style-type: none"> <li>• Washington Code of Ordinances*</li> <li>• Comprehensive Plan 2012*</li> <li>• Washington County Hazard Mitigation Plan 2013*</li> <li>• Floodplain ordinance and management program*                             <ul style="list-style-type: none"> <li>○ National Flood Insurance Program participation</li> <li>○ Current effective map: 1/16/2013</li> </ul> </li> <li>• Comprehensive Regional Development Strategy (CRDS)*</li> <li>• Washington County Emergency Management Plan*</li> <li>• Coordinate with Washington County Emergency Management Agency</li> <li>• Coordinate with Washington County Public Health</li> <li>• Coordinate with Iowa Department of Natural Resources</li> </ul>
<p><b>Financial and Other Resources</b></p>	<ul style="list-style-type: none"> <li>• City budget*</li> <li>• Bonds</li> <li>• Grants</li> <li>• Donations</li> </ul>

\*The asterisk indicates officials or staff that participated in the plan development process or policies, programs, and plans that were discussed or reviewed for relevancy in the county’s mitigation strategy.

## WASHINGTON PROGRESS UPDATE

The city has an existing hazard mitigation plan so it is important to document mitigation actions that have been completed since the plan was adopted. Completed mitigation actions demonstrate Washington’s general commitment and progress toward mitigating or reducing the risk of hazards in the city. Refer to Table 67.

Table 67: Washington Complete Mitigation Actions

Proposed Mitigation Action	Hazard(s) Addressed	Goal(s) Addressed	Inclusion in Existing Plan	Update/Notes
Road signage	Transportation Incident	1, 5	X	High visibility stop and road signs were installed. The City has implemented a property maintenance code and a rental inspection program that utilizes the code. It has also hired a 20 hrs./week Code Enforcement Officer. 5 nuisance properties have been demolished in recent years.
Property maintenance/rehabilitation	Extreme Heat, Infrastructure Failure, Severe Winter Storm	1, 2, 3, 5	X	This is an ongoing project. Many system improvements are planned in the next five years, including plant upgrades, water tower rehabilitation, and water main replacements.
System improvements (water)	Animal, Plant, and Crop Disease; Drought; Flash Flood; Human Disease; Infrastructure Failure; River Flood	1, 2, 3, 5	X	The City would like to have a drainage study conducted to see if there are options for detention/retention/infiltration systems to mitigate flash flooding.
System Improvements (sewer/waste-water)	Flash Flood, River Flood	1, 2, 3, 5	X	

The first action in Table 67 is considered complete and not ongoing, so it will not be a part of Washington’s mitigation strategy for this plan. In addition to completing the road signage project, Washington has also implemented policies and programs that support more resilient housing in Washington. Improvements to the water, stormwater, and waste-water systems have been completed, and planned projects—not counting the drainage study—from the city’s Capital Improvements Plan are noted.



## WASHINGTON MITIGATION STRATEGY

All identified hazards are addressed by at least one mitigation action in Washington’s final mitigation strategy. Several mitigation actions address multiple hazards due to the similar impacts. Mitigations actions for flood or severe weather hazards are often similar. Refer to Table 80 and Table 81 for the City’s mitigation strategy and removed mitigation actions, respectively.

Table 80: Washington Mitigation Strategy

ID	Proposed Mitigation Action	Hazard(s) Addressed	Goal(s) Addressed	Inclusion in Existing Plan	Update/Notes
1	Property acquisitions in flood zone	River flood	1, 2, 5		
2	Public education through mailer and/or website	All hazards	1, 4, 5		
3	Community safe room	Tornado, extreme wind	1, 5	X	Washington would still like to build a community safe room, but they intend to incorporate it into a new building rather than retrofitting an older building.
4	System improvements (water)	Flash flood; river flood; infrastructure failure; drought; human disease; animal, plant, crop disease	1, 2, 3, 5	X	This is an ongoing project. Many system improvements are planned in the next five years, including plant upgrades, water tower rehabilitation, and water main replacements.
5	Interoperability of communications systems	All hazards	1, 2, 3, 5	X	This is an ongoing project that is being addressed on a countywide level.

Table 80: Washington Mitigation Strategy, continued

ID	Proposed Mitigation Action	Hazard(s) Addressed	Goal(s) Addressed	Inclusion in Existing Plan	Update/Notes
6	System Improvements (sewer/waste-water)	Flash flood, river flood	1, 2, 3, 5	X	The City would like to have a drainage study conducted to see if there are options for detention/retention/infiltration systems to mitigate flash flooding.
7	Property maintenance/rehabilitation	Infrastructure failure, extreme heat, severe winter storm	1, 2, 3, 5	X	The City has implemented a property maintenance code and a rental inspection program that utilizes the code. It has also hired a 20 hrs./week Code Enforcement Officer. 5 nuisance properties have been demolished in recent years.
8	Smoke detectors	Infrastructure failure	1, 2, 4, 5	X	Washington does not currently have a program to distribute smoke detectors, but rental properties are required to have smoke/CO detectors.

Table 81: Washington Removed Mitigation Strategies

Proposed Mitigation Action	Hazard(s) Addressed	Goal(s) Addressed	Inclusion in Existing Plan	Update/Notes
Road signage	Transportation incident	1, 5	X	High visibility stop and road signs were installed.
Emergency assistance registration	All hazards	1, 4, 5	X	This action is the responsibility of the County.

## WASHINGTON ACTION PLAN

The Washington planning committee reviewed the mitigation actions in the jurisdiction’s mitigation strategy to determine the potential benefit, cost, and priority level. Mitigation actions with a high priority level are expected to be addressed by the jurisdiction during the life of this plan. Refer to Table 99 for the City’s action plan.

Table 99: Washington Action Plan

Priority Level	ID	Proposed Mitigation Action	Lead	Potential Partner(s)	Benefit	Cost	Potential Funding Source(s)
1	1	Property acquisitions in flood zone	City	IHSEMD	High	High	City, HMGP, PDM, FMA, other locally available grants
1	2	Public education through mailer and/or website	City Administrator		Medium	Low	City
1	3	Community safe room	City	IHSEMD	High	High	City, HMGP, PDM
1	4	System improvements (water)	City	Engineering consultant	High	High/medium	City, CDBG, other locally available grants
1	5	Interoperability of communications systems	County/EMA	EMA coordinator	High	High	County
1	6	System improvements (sewer/waste-water)	City	Engineering consultant	High	High/medium	City, CDBG, other locally available grants
1	7	Property maintenance/rehabilitation	City	Local contractors	High	High/medium	City, CDBG, other locally available grants
1	8	Smoke detectors	City building inspector		High	Low	City

# AGREEMENT TO PROVIDE SERVICES

This Agreement is entered into by and between **Impressions Custom Computers, Inc.**, located at 108 W. Main, Suite B, Washington, IA 52353-0927, hereinafter referred to as **Impressions**, and **City of Washington (Water & Engineer Departments)**, located at Washington, Iowa, hereinafter referred to as **Client**, for the purpose of enabling **Impressions** to provide services to the **Client**.

## 1. TERM AND TERMINATION.

1.1 Term/Extension. This Agreement is effective beginning the 27<sup>th</sup> day of November, 2018, and terminates on the 27<sup>th</sup> day of November, 2019. This Agreement will automatically be renewed on an annual basis unless written termination is received according to the Terms of paragraph 1.2. Continuation of this Agreement shall be subject to such extensions after the initial term as the parties may agree.

1.2 Termination. **Client** may not cancel this Agreement during the initial term unless, after having notified **Impressions** of a material breach of this Agreement, that breach is not cured within thirty days from the date that the written notice of breach was mailed or delivered.

Either party may cancel this agreement after the initial term with sixty days prior written notice; however, termination by the **Client** shall not create the right to a refund of any service fees previously paid or payable, except in the event **Impressions** is unable to provide the contracted services stated herein.

## 2. SCOPE OF SERVICES.

2.1 The scope of the services shall be as set forth in the attached Addendum.

2.2 The scope of the services shall not be expanded by conduct, acquiescence, or verbal understandings, but shall only be legally valid and enforceable if contained in writing and executed by both parties.

2.3 **Impressions** shall have no duty to perform or continue to perform any services defined by this paragraph unless payments are fully and timely made pursuant to paragraph 6 of this Agreement.

## 3. DUTIES OF THE CLIENT.

3.1 Cooperation. The **Client** shall cooperate in all regards with **Impressions** and its employees and agents to effectuate the purposes of this Agreement.

3.2 Title Matters. **Impressions** at all times maintains title to all its equipment, tools, manuals and other tangibles. **Impressions** shall be construed as passing title on any tangible items only when accompanied by a duly authorized and executed Bill of Sale.

## 4. LIMITATIONS AND DISCLAIMERS OF WARRANTY.

4.1 Limited Warranty and Remedies.

4.1a **Impressions** will perform its services in a prompt, workmanlike manner. In no event shall **Impressions** be liable to the **Client** or any other person or entity for any damage or cost directly or indirectly arising out of improper work unless due to the negligence of **Impressions**. Even if **Impressions** is notified of the possibility of any damages, the liability of **Impressions**, if any, for damages related to any allegedly defective product or service shall under any legal theory be limited to the actual price paid for such item and shall in no event include incidental or consequential commercial damages of any kind, including without limitation, loss of business or anticipatory profits.

4.1b **Impressions** does not warrant any connection to, transmission over, nor results of use of, any network connection or facilities provided under this Agreement. **Impressions** makes no warranties of any kind, whether expressed or implied, including any implied warranty of merchantability or fitness of this service for a particular purpose. **Impressions** assumes no responsibility for any damages suffered by **Client**, including, but not limited to, loss of data from delays, nondeliveries, misdeliveries, or service interruption caused by **Impressions** own negligence or **Client**'s errors and/or omissions.

4.2 UCC Warranties Do Not Apply. Because this transaction is predominantly for the provision of services and since the sale of goods, if any, is merely incidental, **Impressions** and the **Client** agree that the Uniform Commercial Code does not apply.

## 5. GENERAL.

5.1 Non-Solicitation of Employees. Neither party shall solicit for employment, directly or indirectly, any employees from the other party for the period of this Agreement, and for 2 years after this Agreement ends. Nor shall either party assist any competitor of the other party in the solicitation or employment of any current employee or any of its related entities.

5.2 Trade Secrets. Neither party shall divulge or reveal to any of the other parties' competitor or its related entities its knowledge of methodology or trade secrets.

5.3 Insurance. The parties shall each be responsible for assessing their own need for, and ability to maintain, property, casualty and liability insurance and shall obtain such insurance covering their risks as they each sees fit. The parties agree not to make any claims against the other for any property loss, whether or not insured, and shall require their insurers, if any, to waive any rights of subrogation against the others for any such loss.

5.4 Scope. The scope of this service agreement shall not be expanded by either conduct, acquiescence, or verbal understandings, but shall only be legally valid and enforceable if contained in writing executed by both parties.

5.5 Non-Waiver. Waiver by Impressions of strict adherence with any particular of this contract does not waive its rights to performance or remedy for breach of performance of that particular or any other cause of this Agreement unless specifically modified in writing.

5.6 Modification. This Agreement may be modified only in writing signed by duly authorized persons for both parties.

5.7 Notification. All notices given by any party or required under this Agreement shall be in writing and addressed to the relevant party(ies) as follows:

**Impressions Custom Computers, Inc.**  
108 W. Main, Suite B  
Washington, IA 52353-0927

**Client:** City of Washington (Water & Engineer Dept.)  
Washington, Iowa

5.8 Entire Agreement. This Agreement constitutes the complete and exclusive agreement between the parties and supercedes all proposals oral or written, and all other communications between the parties related to the subject matter hereof. All previous agreements or understandings, whether written, oral or implied, are merged into this Agreement.

5.9 Governing Law and Arbitration. Any dispute arising out of this Agreement shall be governed by the laws of the State of Iowa. Any such disputes created herein, whether in tort or contract, shall be adjudicated pursuant to the terms of the Iowa Arbitration Act.

6. **TERMS AND CONDITIONS.**

6.1 Impressions will receive compensation for its services based upon the proposal as attached as an addendum to this Agreement.

6.2 Unpaid fees plus expenses shall accrue interest at the rate of 1.5% per month or the maximum rate permitted by law, whichever is greater, compounded monthly. In the event of nonpayment of the Client for a period of more than 30 days, the Client shall be obliged to pay any reasonable court costs and attorney fees necessary to collect such sums as charged by Impressions.

6.3 The Client agrees to pay for expenses incurred at the request of the Client.

IN WITNESS WHEREOF, the undersigned have executed this agreement on the date set forth below.

Client: \_\_\_\_\_

**Impressions Custom Computers, Inc.**

By: \_\_\_\_\_

By: Handwritten Signature

Title \_\_\_\_\_

Title President

Date \_\_\_\_\_

Date 11/15/18

**ADDENDUM A**

Services Being Provided by **Impressions**:

*Our staff will take preemptive action to keep your IT system running smoothly. Installing security patches and service packs for operating system software is included, as is management of antiviral software and monitoring of backup procedures.*

*Impressions will suggest to you parts replacements, hardware modifications, or upgrades and computing procedural changes that prove effective, based on either our experience or research, in avoiding downtime or resisting mischief from viruses, hackers, or electronic sabotage.*

*Impressions will act on your behalf as a virtual IT department in consultations with specialized software vendors including digital information suppliers, Internet service providers, and application code sources.*

Client: \_\_\_\_\_ Impressions Custom Computers, Inc  
By: \_\_\_\_\_ By: Harold Skuhel  
Title \_\_\_\_\_ Title President  
Date \_\_\_\_\_ Date 11/15/18

**ADDENDUM B**

**Client:** \_\_\_\_\_ **Impressions Custom Computers, Inc.**  
**By:** \_\_\_\_\_ **By:** Karl Olyn Slav  
**Title** \_\_\_\_\_ **Title** President  
**Date** \_\_\_\_\_ **Date** 11/15/18

Compensation for Services:

\$1800 per year and a hourly rate of \$75

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

The property of Marcus Greer and Lindsey J. Long located at 834 E. Madison St. for the amount of \$175.00. Legal description (08 E WASH E1/2 S1/2 OL) Parcel Number (11-17-458-016)

and,

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

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

Passed and Approved this 20th day of November, 2018

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

Attest:

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





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

# Memo

To: City Council  
From: Steve Donnolly-Building and Zoning Official  
Date: 11/16/2018  
Re: Rezone property from R-2 (One and Two Family Residential District) to I-1 (Light Industrial District)

---

## **Issue**

Review and consider a change in the zoning of property.

## **Background**

Iowa Bridge and Culvert (IBC) would like to change the zoning of their storage yard up on 17<sup>th</sup> Street. The west side of the property was previously used as pasture for animals (see picture of the zone change attached) and IBC would like to use the entire property as storage. Since the property is zoned R-2 and being used as I-1, a non-conforming use, the storage area cannot be expanded legally. The change in zone will allow IBC to use the entire property as storage. This land has been used by IBC as storage since 1956 and probably should have been zoned I-1 when the City enacted zoning.

## **Recommendation**

The City of Washington's Planning and Zoning Commission recommends that the City of Washington's City Council approve the rezone of property from R-2 to I-1.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE WASHINGTON ZONING ORDINANCE  
BY CHANGING THE BOUNDARIES OF ZONING DISTRICTS.**

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

SECTION 1. Purpose: The purpose of this ordinance is to change the zoning of property from R-2 One and Two Family Residential District to I-1 Light Industrial District, as recommended by action of the City of Washington's Planning & Zoning Commission on November 13, 2018.

SECTION 2. Amendment: That the Zoning Districts and Zoning Map of the City of Washington, Iowa, be and the same are hereby amended to provide that the following real-estate as now laid out and established in the City of Washington, Washington County, Iowa and more particularly described as follows, to-wit:

Outlots numbered 10, 11, 12, 13 and 15, in Win Smouse's Highland Park Addition to the City of Washington. Also all of Outlot 14, except the South 127 feet thereof, in the Win Smouse's Highland Park Addition to the City of Washington.

Be and the same is hereby re-classified as I-1 Light Industrial District and that said real estate be subject to all provisions and regulations as affecting I-1 Light Industrial District real estate within the City of Washington, Iowa.

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

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

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

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

Approved on First Reading: \_\_\_\_\_

Approved on Second Reading: \_\_\_\_\_

Approved on Third & Final Reading: \_\_\_\_\_

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

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



Prepared by and return to: City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE VACATING A PLATTED ALLEY**

WHEREAS, the City Council of the City of Washington, Iowa, has heretofore deemed it necessary and desirable to vacate a platted alley; and

WHEREAS, pursuant to Section 354.23 of the Code of Iowa (2017), the City published notice of the same and the public hearing has now been held; and

WHEREAS, it is now necessary to vacate said alley via Ordinance.

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

SECTION 1. That the City Council has heretofore determined that the alley described as follows:

The east-west alley lying between Lots 1-4 and Lots 5-8, Block 20, Original Plat, Washington, Washington County, Iowa (the "Alley"),

is no longer of use for the public.

SECTION 2. That the City Council has determined that it is in the best interest of the public to vacate said alley in order to allow for replatting of the adjacent City-owned properties.

SECTION 3. That said Alley is hereby declared vacated.

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

SECTION 5. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

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

Approved on First Reading: \_\_\_\_\_ 11-06-2018 \_\_\_\_\_

Approved on Second Reading: \_\_\_\_\_

Approved on Third & Final Reading: \_\_\_\_\_

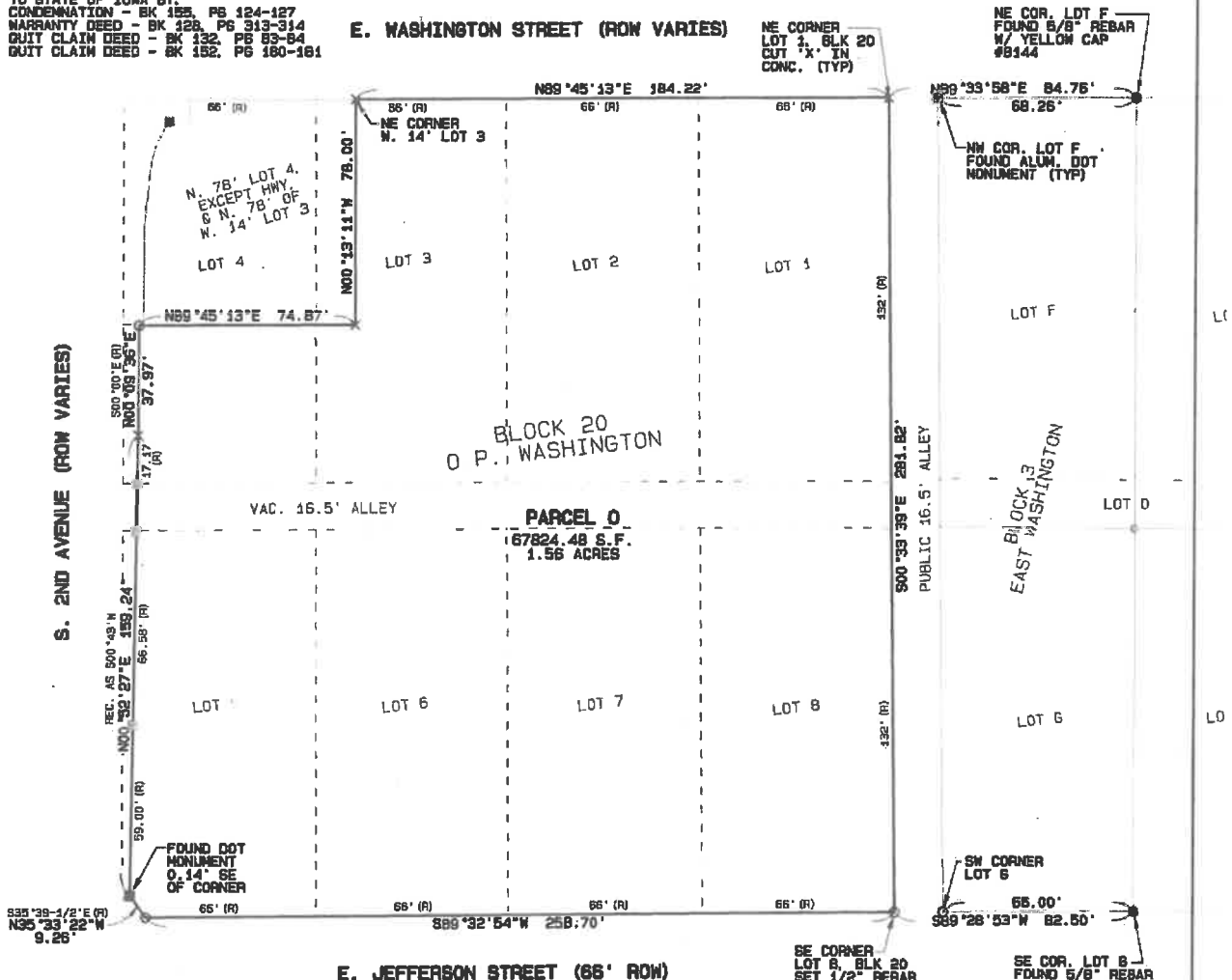
I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day  
of \_\_\_\_\_, 2018.

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

# PLAT OF SURVEY

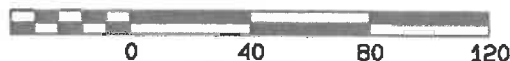
**LOCATION:** IN BLOCK 20, D.P. WASHINGTON, WASHINGTON COUNTY, IOWA  
**PROPRIETOR:** CITY OF WASHINGTON  
**REQUESTED BY:** STEVE SOUPIR, FOX ENGINEERING  
**SURVEYOR:** R. BRADLEY STUMBO, PLS #17161  
 STUMBO & ASSOCIATES LAND SURVEYING  
 P.O. BOX 1664  
 AMES, IA 50010  
 515-233-3689

W. LINE BLOCK 20 DECEDED TO STATE OF IOWA BY:  
 CONDEMNATION - BK 125, PG 124-127  
 WARRANTY DEED - BK 128, PG 313-314  
 QUIT CLAIM DEED - BK 132, PG 83-84  
 QUIT CLAIM DEED - BK 152, PG 180-181



**Survey Description-Parcel '0':**  
 Lots 1, 2, 6, 7 and 8, Lot 3, except the North 78 feet of the West 14 feet thereof, Lot 4, except the North 78 feet and except highway, and Lot 5, except highway, and all of the east/west alley lying between said Lots 1-4 and Lots 5-8, except highway, all in Block 20 of the Original Plat of Washington, Washington County, Iowa, and all together being more particularly described as follows: Beginning at the Northeast Corner of said Lot 1; thence S00°33'39"E, 281.82 feet to the Southeast Corner of said Lot 8; thence S89°32'54"W, 258.70 feet along the south line of said Lots 8-5 to the east right of way line of S. 2nd Avenue; thence following said line N35°33'22"W, 9.26 feet; thence N00°52'27"E, 189.24 feet; thence N00°09'36"E, 37.97 feet; thence departing said line N89°45'13"E, 74.87 feet; thence N00°13'11"N, 78.00 feet to the north line of said Lot 3; thence N89°45'13"E, 184.22 feet to the point of beginning, containing 1.56 acres

GRAPHIC SCALE 1"=40'



Note: Corner monuments will be set once demolition of existing structures and construction of new improvements have been completed.

**STUMBO & ASSOCIATES**  
**LAND SURVEYING**

510 S. 17TH STREET, SUITE #102  
 AMES, IOWA 50010  
 PH. 515-233-3689 • FAX 515-233-4403

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

**DRAFT**

R. Bradley Stumbo License #17161 Date: \_\_\_\_\_  
 My license renewal date is December 31, 2019



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 164-SITE PLAN REQUIREMENTS OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON

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

1. Amendment. Section 164.04 heading "Required Information" is hereby amended by deleting the entire heading and replacing with the following:

*"164.04 REQUIRED INFORMATION. All site plans required under section 164.02 shall be designed by a licensed engineer, land surveyor or landscape architect and shall include as a minimum the following information:"*

2. Amendment. Section 164.04(24)(D) "Water Quality Criteria" is hereby amended by deleting the section in its entirety.

3. Amendment. Section 164.04 (24)(E) is hereby amended by deleting the section in its entirety, renumbering to Section 164.04(24)(D) and replacing with the following:

*"D. The Storm Water Management Plan shall be designed and signed by a licensed engineer."*

4. Amendment. Section 164.06(3)(A) is hereby amended by deleting the section in its entirety and replacing with the following:

*"A. Buffer Wall: A buffer wall or fence shall not be less than eight (8) feet in height and must be constructed of a permanent low maintenance material such as concrete block, cinder block, brick, concrete, precast concrete, tile block, chain link fence with slatting or weather resistant wood approved by the Planning and Zoning Commission and City Council."*

5. Amendment. Section 164.06(6) is hereby amended by deleting the section in its entirety and replacing with the following:

*"6. Surfacing Requirements. Driveway entrances must be of Portland Cement Concrete for a minimum of ten (10) feet. Industrial Zones are allowed to have aggregate parking, loading areas and access roadways. If outside parking, outside storage, loading areas and access roads are within 200 feet of any other district except A-1, a durable and dustless surface paved with an*

*asphaltic or Portland Cement Concrete pavement must be used unless the Planning and Zoning Commission recommends to City Council the requirement be waived."*

6. Amendment. Section 164.06(9) is hereby amended by deleting the section in its entirety and replacing with the following:

*"9. Waiver of Requirements. The City Council reserves the right to waive or modify to a lesser requirement any provisions or requirement of off-street parking, outside storage, loading areas and access roads contained in this chapter, provided a report on such change is received from the Planning and Zoning Commission or City Administrator, provided adequate area exists for future expansion, and further provided said waiver or modification does not adversely affect the intent of these regulations to adequately safeguard the general public and surrounding property."*

7. Amendment. Section 164.11(2) is hereby amended by deleting the section in its entirety and replacing with the following:

*"2. In the case on non-building uses or non-building portion of uses, in an amount of 50% or greater of the existing developed non-building site area; or"*

8. Amendment. Section 164.11(3) is hereby added to the Code of Ordinances as follows:

*"3. In the case the total impervious space of the building and non-building uses exceeds 10,000 square feet, then the provisions of this chapter shall apply."*

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

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

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

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



Approved on First Reading: 11-06-2018  
Approved on Second Reading: \_\_\_\_\_  
Approved on Third & Final Reading: \_\_\_\_\_

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

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE WASHINGTON ZONING ORDINANCE  
BY CHANGING THE BOUNDARIES OF ZONING DISTRICTS.**

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

SECTION 1. Purpose: The purpose of this ordinance is to change the zoning of property from CCRC- Continuing Care Retirement Community to R-1 One-Family Residence District, as recommended by action of the City of Washington's Planning & Zoning Commission on October 9, 2018.

SECTION 2. Amendment: That the Zoning Districts and Zoning Map of the City of Washington, Iowa, be and the same are hereby amended to provide that the following real-estate as now laid out and established in the City of Washington, Washington County, Iowa and more particularly described as follows, to-wit:

Eastview Subdivision is a part of Auditor's Parcel L, 4.989 acres, as shown in Plat Book 22, Page 244, in the South Half (S ½) of the Southwest Quarter (SW ¼) of the Southwest Quarter (SW ¼) in Lot F of the Auditor's Subdivision of the Southwest Quarter (SW ¼) of Section Sixteen (16), Township Seventy-five (75) North, Range Seven (7) West of the Fifth (5th) Principal Meridian, in the City of Washington; in Washington County, Iowa; subject to easements and restrictions of record. Deed Book 2008 Page 4335 in the office of Washington County Recorder, except Lots One (1) and Two (2) of Auditor's Parcel "L". Eastview Subdivision is more particularly described as follows: Beginning at the Southeast corner of said Parcel "L" of SW ¼ of SW ¼ Section 16; thence South 89°07'40" West 328.00 feet along the South line thereof; thence North 01°19'00" East 513.10 feet along the West line of said Parcel "L"; thence North 89°22'05" East 133.97 feet along the South line of Lot 2 of Parcel "L"; thence North 01°21'10" East 120.68 feet along the East line of Lot 2 of Parcel "L"; thence North 01°25'05" East 30.01 feet along the East line of Lot 1 of Parcel "L"; thence North 89°25'50" East 193.87 feet along the North line of Parcel "L" to the East line thereof; thence South 01°19'05" West 662.20 feet along said East line to the Point of Beginning, containing 197,141 square feet (4.53 acres).

Be and the same is hereby re-classified as R-1 One-Family Residential District and that said real estate be subject to all provisions and regulations as affecting R-1 One-Family Residential District real estate within the City of Washington, Iowa.

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

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

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

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

Approved on First Reading: 10-16-2018  
Approved on Second Reading: 11-06-2018  
Approved on Third & Final Reading: \_\_\_\_\_

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

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

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON BY ESTABLISHING A 5 (FIVE) FOOT REARYARD SETBACK IN A B-1 ZONE.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Amendment. Section 165.15.5 of the Code of Ordinances is hereby amended by deleting "10 feet" under minimum rear yard depth and replacing it with "5 feet".
2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.
3. Effective Date. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jaron P. Rosien, Mayor

Attest:

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

Approved on First Reading: October 16, 2018

Approved on Second Reading: November 6, 2018

Approved on Third & Final Reading: \_\_\_\_\_

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

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

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



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

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## **Memorandum**

November 1, 2018

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

From: Brent Hinson  
City Administrator

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

Re: Progress Report on Strategic Priorities, November 2018

**Background:** The City Council unanimously adopted a resolution setting strategic priorities for calendar years 2018 and 2019 on December 5, 2017 and a resolution adopting a strategic priorities work plan on December 19, 2017. This report seeks to provide the City Council with a one-year update on progress toward these goals.

### **Calendar Years 2018 & 2019 Priorities:**

#### **Top Priorities**

- **Design & construct Wellness Park Phase I improvements**

Staff Primarily Responsible: Park Superintendent, City Administrator and Project Committee

The City Council authorized this project and the issuance of General Obligation bonds in the amount of \$1 million in the annual budget process. The bond sale was held, and the funds are on hand for the project. Things quickly progressed from conceptual design on the groundwork portion of the project at the time the strategic priorities were adopted to final design, and a Utilities & Grading project was bid out. The result of this bid process was the award of a contract in the amount of \$850,292 to DeLong Construction. This part of the project is nearly complete.

Plans have solidified for the 2<sup>nd</sup> half of the 40-acre Phase I project, which will include finish grading of fields, fencing, trail/sidewalk development, road development, etc. There is still

a large funding gap for this portion of the project, so significant in-kind donations and grant funds will be needed to close the gap and allow construction to proceed. At this point, we are hoping to begin construction on the rest of the Phase I improvements in Spring 2019. Additionally, substantial work remains to be done on the administrative/operating structure for the new facilities over the next year.

- **Sewer inflow/infiltration (I/I)**

Staff Primarily Responsible: Maintenance & Construction Superintendent, Engineering Technician, and City Administrator

The City Council authorized a \$1 million Southeast Sewer Basin I/I Reduction project in the FY19 budget, and further authorized the submission of a \$600,000 Community Development Block Grant (CDBG) application prior to the April 1, 2018 submission deadline. The project consists of various point repairs, manhole rehabilitations, and CIPP lining throughout the southeast basin. The \$600,000 CDBG was awarded in June, and plans reached the 90% stage in October and were submitted to DNR for their review. It is anticipated that the DNR will issue a construction permit in mid to late November, and we plan to receive bids on the project on January 3, 2019. Work will likely begin in February and then be completed by September.

We next intend to proceed with the investigation and modeling of the “egg” system in cooperation with FOX Engineering, most likely starting in mid-2019.

- **Promote housing development**

Staff Primarily Responsible: City Administrator & WEDG Director

The proposed South 15<sup>th</sup> Avenue Subdivision project has been slowly moving forward, with the property owner now having gained approval for the preliminary plat and the Council having approved 1<sup>st</sup> reading of an ordinance rezoning the property to R-1. The City completed the acquisition of additional right-of-way on both East Adams and East Madison to help facilitate this project and the eventual build-out of the collector street network for this area. Staff has also been actively seeking out additional housing opportunities, including the development of additional downtown housing, such as the 6-unit Pennsylvania House Townhomes that are nearing completion. Discussions have been ongoing with developers, realtors, and others regarding several other potential locations for long-term subdivision activity.

The City is in the process of working with a consortium that currently includes the cities of Washington, Wellman, Kalona, and Riverside, as well as KCTC and Alliant Energy to develop a countywide housing study. RDG Planning & Design has been hired to assist with this process, and work has begun. The City Council approved the City of Washington to act as the fiduciary for this process and also authorized \$7,500 in City funds to match the grants and other community contributions.

- **Move forward on the construction of a new Fire Station and design of improvements to City Hall/Police facilities**

Staff Primarily Responsible: Project Committee, including Fire Chief, Police Chief, Finance Director, City Administrator and others

The Council authorized the issuance of Local Option Sales & Service Tax revenue bonds in the FY19 budget for the Fire Station project, and this issuance was completed and funds are on hand. The City was also fortunate to receive a \$100,000 competitive grant from the Washington County Riverboat Foundation.

The City is substantially complete on two precursor projects to the main Fire Station building construction project: 1) A "Phase I Renovations" project that included the construction of an electrical and water service room in the existing building and placement of a new generator and transformer; and 2) A "Grading & Utilities" project that included the relocation of the "egg" sewer and numerous other utilities, placement of underground stormwater detention, and grading of the building pad to prepare for construction.

The City Council approved award of the contract for Fire Station building construction on August 21 to Bushong Construction in the amount of \$2,474,900. A subcontractor has completed the installation of vibratory stone columns (geopiers) to stabilize the building pad, and we expect the contractor to begin full mobilization on Monday of next week.

The Council approved the creation of a committee to assist with planning and design of City Hall/Police building improvements on September 5. The Council formally approved the committee's recommendation that Design Alliance continue as the architect for this project on October 16, and the contract has been prepared and signed for these services. Design Alliance plans to meet with the committee on November 6 to initiate the building design process. It is expected that this project will follow immediately on the heels of the substantial completion of the Fire Station and the moving of Fire Department operations.

## **High Priorities**

- **Maintain & improve sidewalk infrastructure**

Staff Primarily Responsible: Engineering Technician, Building & Zoning Official, and City Administrator

The City Council approved the inclusion of the East Washington sidewalk construction project in the FY19 budget, and approved hiring Garden & Associates to design the improvements on April 17. The design was completed and the special assessment process initiated, and the Council ultimately passed the Resolution of Necessity on October 16. The project is expected to be bid in February 2019.

The City Council authorized the proposed sidewalk inspection program for trip hazards and the issuance of 172 notices in Zone 1 (roughly, Ward 1) in May. Much work has already been completed in accordance with these notices, and staff is working on a list of incomplete notices to be rolled into a single project that will be bid early next year.

• **Improve communication to public, including communication of accomplishments**

Staff Primarily Responsible: Elected Official representative(s) to be determined, website committee, Wastewater Plant Superintendent, Police Chief, and City Administrator

The City is now working with the Chamber, WEDG, and Main Street on an integrated community website, with that process being administered through the Hotel/Motel Tax committee, working with consultant Running Robots. Notice has been sent to GovOffice for early termination of our contract, and the City's website committee plans to meet with Running Robots next week to discuss the structure for our portion of the site.

Due to focus on other issues including numerous construction projects, we have not yet made progress on the planned e-newsletter.

• **Review of Police Department**

Staff Primarily Responsible: Mayor, City Administrator, Police Chief, other Police representatives and City Council member(s) as designated

Not much movement has been made on this priority.

• **Continue to emphasize improved private property maintenance**

Staff Primarily Responsible: Mayor, City Administrator, City Attorney, Building & Zoning Official, and Code Enforcement Officer

City staff developed, and City Council approved the creation of an Owner-Occupied Housing Rehabilitation program to be administered by ECICOG. The City Council authorized the use of \$37,800 in existing Low and Moderate-Income Tax Increment Financing (LMI TIF) funds to provide local match for the East Central Housing Trust Fund (ECIHTF) in exchange for a \$151,200 grant from the ECIHTF. The ECIHTF awarded these funds in July for 2019. The project plan is to offer an exterior improvement grant of up to \$15,000 for 9 qualifying households in a geographical area that includes the east-west Highway 92 corridor through town, plus the residential portion of the 12<sup>th</sup> Avenue/Riverside Road corridor. It is hoped that this program will significantly improve the appearance along some of our main corridors and help leverage improvements that would not otherwise be possible. If this program is successful, the City would have the capacity to revisit a similar program in future years, given the expected continued inflow of LMI TIF funds from current and future non-LMI housing subdivisions.



In code enforcement, a Nuisance Review committee consisting of the Mayor, City Attorney, City Administrator, Building & Zoning Official, and Code Enforcement Officer continues to meet twice a month. The committee discusses and strategizes on nuisance matters great and small. We feel we have continued to make very good progress on the smaller nuisances and have picked out a few larger/thornier nuisances at a time to work through. We believe we have been very responsive to citizen concerns and continue to conduct some proactive code enforcement as well.

Major “white elephants” such as Goncho Apartments, Pamida, and the former paint factory on East 5<sup>th</sup> have been addressed in recent years, with significant private investment on each site providing additional property valuation and much-improved appearance. The City also has struck what looks to be an excellent deal to demolish the former Linda Lou’s building on East 2<sup>nd</sup> in exchange for the construction of a new \$2 million office building. The next big challenge is anticipated to be working for the rehabilitation of the Smouse House/Captain’s Table property on South Iowa. A downtown TIF amendment currently in process will help to facilitate both the Linda Lou’s and Captain’s Table projects.

- **Through Hotel/Motel Tax Fund Administration Committee, help to “define” Washington, and effectively promote ourselves to internal and external audiences**

Staff Primarily Responsible: Councilor Youngquist, Councilor Gault, City Administrator, Chamber Director, Hotel/Motel Fund Administration Committee

The Fund Administration Committee recommended and the City Council approved on April 3 the hiring of Running Robots to assist with branding and marketing of Washington. Initially at least, the focus is on internet presence and marketing. As referenced above, the initial process will include development of a carefully structured website presence that will operate under the City’s washingtoniowa.gov umbrella (we are told this is the best vehicle for directing web traffic to our sites), but will also include improvements to the WEDG, Chamber, and Main Street websites.

### Summary of Progress on Long-Term Priorities

- **Continue to update & implement Capital Improvements Plan (CIP) and focus on maintaining & upgrading infrastructure:** The City Council approved the \$27.8 million FY19-23 CIP update on January 30. The updated plan continues a focus on strong investments in street and utility infrastructure and facility improvements. The CIP update process for FY20-24 is expected to begin in December.
- **Complete evaluation of all three sewer basins and strongly emphasize efforts toward eliminating sources of inflow/infiltration (I/I) into the sanitary sewer system:** As stated above, following the initiation of the 2019 Southeast Sewer Basin construction project, we plan to next focus on the investigation and modeling of the “egg” basin. As this is the oldest part of the system, we are likely to find enough issues to justify

several projects in this basin in the ensuing years.

- **Promote business development:** WEDG has been without an Executive Director since Ed Raber left at the end of March, but the board has been conducting in-person interviews of candidates this week and hopes to have a new person selected soon. A variety of commercial and industrial improvements are on the horizon, including continued development of the Business Park. The KCTC facility there is near completion, and the Sustainable Solutions truck shop/industrial condo facility is under construction. We also have a very strong prospect looking at a lot, so may have another lot sale to bring the Council in the near future.

The City's joint program with Main Street, Downtown Investment Grants (DIG) got off to a good start, with the following grants approved to date: Greiner Buildings/Former Library (\$50,000 grant), Royal Midwest/Frontier Family Restaurant (\$40,000 grant), and DW Developments/Washington Evening Journal (\$29,000). Greiners unveiled their wonderful renovation of the library to the public on October 18, and DW Developments also held an open house showcasing their improvements this fall. The Frontier project still being worked on, with work on the new façade underway currently.

The City actively partnered with Cornerstone Property Management to redevelop the long-vacant former Pamida building on East Washington Street for the new Washington Auto Center, including the extension of a sewer line that opens up approximately 25 acres for future commercial and residential development.

- **Actively promote increased housing development:** As stated above, work continues on the administrative end of the South 15<sup>th</sup> project. The City has been able sell its lots at 420 West 6<sup>th</sup> and 415 West Madison (both are nuisance house abatements) for construction of new homes. Nathan Brown is currently constructing a new spec home at 415 West Madison. The lot at 1218 North 2<sup>nd</sup> was swapped to Jeff Hazelett for a lot he owned adjacent to the soccer complex. Jeff plans to work with Scott Goodwin on constructing a new house on that site soon. The City also worked hand-in-hand with the developer for the Pennsylvania House Townhomes.
- **Complete Police/Fire/City Hall building improvements:** As stated above, good progress has been made on the Fire Station project, and design process for the City Hall/Police project is getting started on schedule.
- **Promote improvements to parks & recreation, through construction projects and broadening community support & engagement:** Much of the focus in park improvements over the past year has rightly been on the Wellness Park. This is a major undertaking for us. However, good progress has been made on the Kewash paving/Kirkwood trail spur project. A low construction bid for the primary trail project has allowed us to expand the scope of the 2018/2019 improvements to include asphalt overlay of the existing paved portion of the Kewash, plus a new trailhead at the Kirkwood Regional Center is on track to be constructed in the spring.

Minor parks initiatives such as re-roofing of several parks shelters have been completed, and the next initiative we plan to undertake is a 5-year maintenance plan for our 18-year-old Aquatic Center. We feel that by making relatively small investments now, we can save the City significant dollars in the long run, minimize operational disruptions, and keep the facility much nicer for public use during its operating life. The Council also approved applying to the Riverboat Foundation for \$50,000 in municipal grant funds to renovate the main shelter at Sunset Park.

Significant progress has been made in most areas identified by the Council. It is a pleasure to work with you in tackling such a wide array of projects and initiatives to benefit our community. Please let me know if you have any questions regarding this report.

**City of Washington Goal-Setting Quick Reference**  
**Calendar Years 2018 and 2019**

<u>Goal</u>	<u>Classification</u>	<u>Goal Type</u>	<u>Status</u>	<u>Completion Date</u>
Wellness Park Phase I	Top Priority	Project	Utilities & Grading project ("Phase 1A") nearly complete, planning underway for completion of all Phase 1 initiatives, funding gap still to be closed	Late 2019
Sewer I/I	Top Priority	Projects & Focused Initiative	Significant Progress on SE Basin Project	Ongoing for at least 10 years
Promote Housing Development	Top Priority	Broad Initiative	Progress on South 15 <sup>th</sup> Subdivision, Pennsylvania Townhomes, Housing Study	Ongoing
Fire Station/City Hall/Police Improvements	Top Priority	Project	Fire Station building under construction contract, City Hall/Police design underway	Late 2020
Maintain & Improve Sidewalk Infrastructure	High Priority	Projects & Focused Initiative	Trip hazard notices for Zone 1 sent and repairs are underway- completion of Zone 1 in 2019, East Washington sidewalk to be constructed in early 2019	Ongoing annual trip hazards program plus targeted projects as approved
Improve Communication to Public	High Priority	Broad Initiative	In early stages of integrated community website and digital marketing	Ongoing
Review of Police Department	High Priority	Focused Initiative	Not initiated yet	To be determined
Improved Private Property Maintenance	High Priority	Projects and Broad Initiative	Significant progress on addressing key "white elephants" and also typical nuisances, home rehab grant through ECIHTF for 2019	Nuisance abatement ongoing, ECIHTF grant completed by late 2019
Define and promote Washington to Internal and External Audiences	High Priority	Broad Initiative	Hotel/Motel Fund Administration Committee working on digital marketing and web presence	Website live in 2019, promotion through H/M tax ongoing

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