



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD IN THE
FIRE DEPARTMENT TRAINING ROOM,
215 E. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, DECEMBER 17, 2019

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, December 17, 2019 to be approved as proposed or amended.

Consent:

1. Council Minutes December 3, 2019
2. Kuenster Plumbing & Hearing, Valve Replacements at Aquatic Center, \$9,180.00
3. Fox Engineering, City Hall Interceptor Reroute, \$294.63
4. Fox Engineering, N. 4th Avenue Street & Utility Improvements, \$19,350.00
5. Fox Engineering, South Elevated Water Storage Tank Improvements, \$365.00
6. Fox Engineering, Wastewater Treatment Plant, \$492.50
7. Fox Engineering, Water Treatment Plant Improvements, \$765.50
8. Gronewold, Bell, Kyhnm & Co., FY19 Audit Services, \$8,750.00
9. Midwest Municipal Consulting, Goal Setting Session, \$2,173.97
10. Coleman Homes, Application for Tax Abatement – 1122 E. 3rd St.
11. IA Municipal Workers Compensation Assn., Premium Installment #6, \$6,669.00
12. Ace-N-More, Class C Beer Permit (BC), Class B Native Wine, Sunday Sales,
(renewal)
13. Department Reports

Consent – Other:

- DeLong Construction, Pay App #7, S. 15th Pavement Reconstruction & Subdivision, \$77,580.19
- Bushong Construction, City Hall/Police Building Project, \$71,443.80

Claims & Financial Reports:

Claims for December 17, 2019
Financial Reports for November, 2019

SPECIAL PRESENTATION

Special Mayoral Presentation.

Relay for Life 2020 Request.

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

UNFINISHED BUSINESS

- Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 40 of the Code of Ordinances – Public Peace (Add Disorderly House Provision).
(tabled 11-05-2019)

NEW BUSINESS

1. Discussion and Consideration of Housing Rehab Program Final Payment for 1005 West Madison Street.
2. Discussion and Consideration of Change Order #2, South 15th Avenue Improvements Project.
3. Discussion and Consideration of a Resolution Adopting a Management Services Agreement for the Washington Steele Family Aquatic Center (2020-2022 Seasons)
4. Discussion and Consideration of a Resolution Adopting Strategic Priorities for Calendar Years 2020 and 2021.
5. Discussion and Consideration of a Resolution Adopting a Strategic Priorities Work Plan.
6. Discussion and Consideration of a Resolution Establishing a Quick Responder Service Study Committee.
7. Discussion and Consideration of a Resolution Endorsing Applications for a Riverboat Foundation Municipal Grant Funds for FY21.
8. Discussion and Consideration of a Resolution Endorsing a Pre-Application for Grant Funds.
9. Discussion and Consideration of a Resolution Supporting a Traffic Engineering Assistance Program (TEAP) Application.
10. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer.
11. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 65 of the Washington Code of Ordinances (S. 15th Avenue Stop Signs)

12. Discussion and Consideration of the Second Reading of Alliant Energy Agreement for Gas Franchise
13. Discussion and Consideration of the Second Reading of Alliant Energy Agreement for Electric Franchise.
14. Discussion and Consideration of Third Reading of a TIF Ordinance (Washington Business Park)

WORKSHOP

- Discussion on Discontinuation of Washington-Specific Yard Waste Bags
- Discussion on FY21-FY25 Capital Improvements Plan Update.

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

Council Minutes 12-03-2019

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, December 3, 2019 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Gault, Moore, Pettit-Majewski, Stigers.. Absent: Youngquist

Motion by Pettit-Majewski, seconded by Gault, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, December 3, 2019 be approved as proposed. Motion carried.

Consent:

1. Council Minutes November 19, 2019
2. PamPanm, LLC, 2019-2020 Sidewalk Replacement Program, \$5,800.00
3. Washington Chamber of Commerce Reimbursement for Summer Photo Contest Winners, \$400.00
4. Bolton & Menk, Taxilane for Fuel Facility, \$9,981.50
5. Farnsworth Group, Fire Station Project, \$8,284.31
6. Farnsworth Group, City Hall/Police Project, \$1,701.42
7. Garden & Associates, S. 15th Paving, Storm Sewer, Sanitary Sewer, Water Main, \$1,856.48
8. Washington County Auditor, Regular City-School Election Costs, \$3,494.95
9. Gary and Joan Beckman, 1580 W. 5th Street, Application for Tax Abatement.
10. Department Reports

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

Motion by Gault, seconded by Pettit-Majewski, to approve payment of the claims as presented. Motion carried.

Presentation from the Public:

Namcy Snaadt from Alliant Energy presented an energy rebate check for \$11,515.00 for energy savings features in the New Fire Station Building.

Discussion and Consideration of the First Reading of Alliant Energy Agreement for Gas Franchise. **(Tabled 09/17/2019).**

Motion by Pettit-Majewski, seconded by Stigers, to remove Discussion and Consideration of the First Reading of Alliant Energy Agreement for Gas Franchise from the table. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried.

Motion by Gault, seconded by DeLong, to approve the First Reading of Alliant Energy Agreement for Gas Franchise. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried.

Discussion and Consideration of the First Reading of Alliant Energy Agreement for Electric Franchise. **(Tabled 09/17/2019).**

Motion by Stigers, seconded by Moore, to remove from the table Discussion and Consideration of the First Reading of Alliant Energy Agreement for Electric Franchise. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried.

Motion by Pettit-Majewski, seconded by Stigers, to approve the First Reading of Alliant Energy Agreement for Electrical Franchise. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried.

Discussion and Consideration of a Resolution Accepting Water Treatment Plant Improvements Project as Completed. **(Tabled 09/17/2019).**

Motion by Stigers, seconded by Pettit-Majewski, to remove from the table a Resolution Accepting Water Treatment Plant Improvements Project as Completed. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried.

Motion by Stigers, seconded by Gault, to approve the Resolution Accepting Water Treatment Plant Improvements Project as Completed. Roll call on motion: Ayes: Gault, Moore, Pettit-Majewski, Stigers. Nays: none. DeLong abstained with conflict. Motion carried. **(Resolution No. 2019-121)**

Discussion and Consideration of Second Reading of an Ordinance Amending Chapter 40 of the Code of Ordinances – Public Peace (Add Disorderly House Provision) **(tabled 11-05-2019)** Remains tabled.

Motion by Pettit-Majewski, seconded by Gault, to approve the Resolution of Time and Material Costs for Alliant Energy on S.15th Avenue. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried. **(Resolution No. 2019-122)**

Motion by Pettit-Majewski, seconded by Gault, to approve the Proposal for Technical Services for W. Washington Blvd. Brick Paving Project. Motion carried.

Motion by Pettit-Majewski, seconded by DeLong, to approve the Resolution Setting a New Regular Council Meeting Location (Washington Fire Station Training Room). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried. **(Resolution No. 2019-123)**

Motion by DeLong, seconded by Gault, to approve the Resolution Correcting Resolution No. 2019-117 Regarding Eligible Debts for Fiscal Year 2021. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried. **(Resolution No. 2019-124)**

Motion by Pettit-Majewski, seconded by Stigers, to approve the Resolution Accepting the South Water Tower Improvements Project as Completed. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried. **(Resolution No. 2019-125)**

Motion by Gault, seconded by Pettit-Majewski, to approve the Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried. **(Resolution No. 2019-126)**

Motion by Stigers seconded by Pettit-Majewski, to approve the second reading of a TIF Ordinance (Washington Business Park). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried.

Motion by Stigers, seconded by Moore, to approve the third reading and adopt the Ordinance Adopting Code of Ordinances Supplement of the City of Washington, Iowa. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried. **(Ordinance No. 1095)**

Motion by Stigers, seconded by Moore to approve the third reading and adopt the Ordinance Amending Chapter 69 "Downtown Parking". Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers. Nays: none. Motion carried. **(Ordinance No. 1096)**

Motion by Gault, seconded by Pettit-Majewski, that the Regular Session held at 6:00 P.M., Tuesday, December 3, 2019, is adjourned.



PLUMBING HEATING & AIR

Where the customer comes first.

*Furnaces | Boilers | Geothermal
Plumbing | Air Conditioning*

206 6th Street
PO Box 626
Kalona IA 52247
319-656-4351
319-656-4341 fax
kuensterhtg@kctc.net

Invoice 13459640
Invoice Date 9/30/2019
Completed Date 9/10/2019
Customer PO

Billing Address

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

Job Address

Pool - Steele Family Aquatic
Center
1000 West Madison Street
Washington, IA 52353 USA

Description of Work

09/10/19 - Per estimate for replacing butterfly valves with new

Price includes:

- 3" butterfly valve lug type
- (2) 4" butterfly valve lug type
- (5) 6" butterfly valve lug type
- 8" butterfly valve lug type
- Labor

Task #	Description	Quantity	Your Price	Your Total
Service:Plumbing Service	Service:Plumbing Service	1.00	\$9,180.00	\$9,180.00
Potential Savings				\$0.00
Sub-Total				\$9,180.00
Tax				\$0.00
Total Due				\$9,180.00
Balance Due				\$9,180.00

Thank you for your business!

A 1.75% PER MONTH FINANCE CHARGE WILL BE ASSESSED ON ALL INVOICES AFTER 30 DAYS. MINIMUM CHARGE \$2.00 PLUS ALL COLLECTION COSTS.

Due to fluctuations in material pricing, estimates are only guaranteed for 30 days.

Pool Mechanical Room - valve project



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 45377
 Date 11/30/2019

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

Professional Services for the Period of 10/27/2019 to 11/23/2019

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	19,500.00	100.00	19,500.00	19,500.00	0.00
Final Design	20,000.00	100.00	20,000.00	20,000.00	0.00
Bidding	6,500.00	100.00	6,500.00	6,500.00	0.00
Boundary Survey	3,900.00	100.00	3,900.00	3,900.00	0.00
Construction Administration	15,500.00	100.00	15,500.00	15,500.00	0.00
Construction Staking	3,000.00	100.00	3,000.00	3,000.00	0.00
Total	68,400.00	100.00	68,400.00	68,400.00	0.00

Standard Hourly Rate Phases

Post Construction Phase

Professional Fees

Billed Amount

294.63

Post Construction Phase subtotal

294.63

Invoice total

\$294.63

Approved by:

Steven P. Soupir

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 45387
 Date 11/30/2019

Project **711419A N 4th Avenue Street and Utility Improvements**

Professional Services for the Period of 10/27/2019 to 11/23/2019

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Data Collection	1,000.00	100.00	1,000.00	1,000.00	0.00
N. 4th Avenue Improvements Scoping Study	8,200.00	100.00	8,200.00	8,200.00	0.00
N. 2nd Avenue Stormwater Pump Station Evaluation	8,300.00	100.00	8,300.00	8,300.00	0.00
Preliminary Design	82,500.00	8.00	0.00	6,600.00	6,600.00
Final Design	71,000.00	0.00	0.00	0.00	0.00
Bidding & Negotiatiton	9,500.00	0.00	0.00	0.00	0.00
Property Boundary Survey	7,500.00	75.00	0.00	5,625.00	5,625.00
Topographic Survey	9,500.00	75.00	0.00	7,125.00	7,125.00
Construction Administration	65,000.00	0.00	0.00	0.00	0.00
Post Construction Record Drawings	7,900.00	0.00	0.00	0.00	0.00
Construction Staking	19,500.00	0.00	0.00	0.00	0.00
Total	289,900.00	12.71	17,500.00	36,850.00	19,350.00

Invoice total **\$19,350.00**

Approved by:

Steven P. Soupir

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 45344
 Date 11/30/2019

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

Professional Services for the Period of 10/27/2019 to 11/23/2019

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

Construction Administration Subtotal

	Billed Amount
Professional Fees	365.00
Construction Administration Subtotal	365.00
Invoice total	\$365.00

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 45335
Date 11/30/2019

Project **204508A Washington Wastewater
Treatment Plant**

Professional Services for the Period of 10/27/2019 to 11/23/2019

<u>Standard Hourly Rate Phases</u>	<u>Billed Amount</u>
Consultation - IRE Pretreatment Agreement	
Professional Fees	492.50
Invoice total	<u><u>\$492.50</u></u>

Approved by: _____

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



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

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

Invoice number 45343
 Date 11/30/2019

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

Professional Services for the Period of 10/27/2019 to 11/23/2019

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

Commissioning & Post-Construction
 Professional Fees

	Billed Amount
Professional Fees	766.50
Commissioning & Post-Construction subtotal	766.50
Invoice total	\$766.50

Approved by:

Steven J. Troyer

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

Gronewold, Bell, Kyhnn & Co. P.C.

**1910 E. 7th Street
P.O. Box 369
Atlantic, IA 50022
712-243-1800**

*CITY OF WASHINGTON
215 EAST WASHINGTON ST.
WASHINGTON, IA 52353*

*Invoice No. 26301
Date 11/30/2019
Client No. 03793*

Progress billing on audit of financial statements
for the year ended June 30, 2019.

\$ 8,750.00

Interest at 18% per annum will be charged on any balance not paid within 30 days of receipt of invoice.



Midwest Municipal Consulting, L.L.C.
 1915 79th Street
 Windsor Heights, IA 50324

INVOICE

Date	Invoice #
12/3/2019	120319

Bill To
City of Washington Attn: City Administrator Brent Hinson Po Box 516 Washington, IA 52353

P.O. No.	Terms	Project
	Net 10	3-Dec

Quantity	Description	Rate	Amount
	Preparation and Facilitation of Staff Goal Setting Session	1800	\$1,800.00
240	Mileage	0.58	\$322.48
	Meals	4.24	\$4.24
9	Workbooks, Agendas, Ballots, etc. (21 pages)	0.25	\$47.25
Total			\$2,173.97

APPLICATION FOR TAX ABATEMENT UNDER THE
WASHINGTON URBAN REVITALIZATION PLAN FOR
WASHINGTON, IOWA

_____ Prior Approval for Intended Improvements

_____ Approval of Improvements Completed

FOR PROPERTY TAX EXEMPTION FOR IMPROVEMENTS UNDER THE PROVISIONS OF THE WASHINGTON
URBAN REVITALIZATION PLAN ADOPTED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA

The Washington Urban Revitalization Plan allows property tax exemptions as follows:

Residential

All qualified real estate assessed as residential property is eligible to receive a one hundred percent (100%) exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the improvements. The exemption is for a period of three (3) years. Improvements must increase the assessed value by a minimum of 10%.

Commercial/Industrial

All qualified real estate assessed as commercial and/or industrial property is eligible to receive a partial exemption from taxation on the actual value added by the improvements. The exemption is for a period of five (5) years. Improvements must increase the assessed value by a minimum of 10%. The amount of the partial exemption is equal to a percent of the actual value added by the improvements, determined as follows:

- 1) First Year – 75% Exemption
- 2) Second year – 60% Exemption
- 3) Third Year – 45% Exemption
- 4) Fourth Year – 30% Exemption
- 5) Fifth Year – 15% Exemption

Commercial includes property that consists of 3 or more separate living quarters with at least 75% of the space used for residential purposes.

In order to be eligible, the property must be located in the Washington Revitalization Area. A map is available for inspection at City Hall.

This application must be filed with the City by February 1 of the assessment year for which the exemption is first claimed, but not later than 2 years after the February 1st following the year that the improvements are first assessed for taxation.

Address of Property: 1122 E 3rd

Legal Description: _____

Title Holder or Contract Buyer: Coleman Homes, LLC

Address of Owner (if different than above): 2667 Wayland RD

Phone Number (to be reached during the day): 319-653-5113

Is there a Tenant on the Property that will be displaced by the Improvements who has occupied the same dwelling unit continuously for 1 year prior to _____ [insert date of adoption of the Plan]? Yes ___ No

Existing Property Use: Residential ___ Commercial ___ Industrial ___ Vacant

Proposed Property Use: Rental Residential

Nature of Improvements: New Construction ___ Addition ___ General Improvements

Specify: We will be moving a house onto a foundation

Permit Number(s) from the City of Washington Building Department

Date Permit(s) Issued: _____

Permit(s) Valuation: _____

[Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: 11/1/20

Estimated or Actual Cost of Improvements: \$60,000

Signature: [Handwritten Signature]

Name (Printed) Kim Coleman

Title: Secretary

Company: Coleman Homes, LLC

Date: 9/12/19

FOR CITY USE

CITY COUNCIL	Application Approved/Disapproved
	Reason (if disapproved) _____
	Date _____ Resolution No. _____
	Attested by the City Clerk _____
ASSESSOR	Present Assessed Value of Structure _____
	Assessed Value with Improvements _____
	Eligible or Noneligible for Tax Abatement _____
	Assessor _____ Date _____

* Example: To receive a full 5 year exemption on Improvements that were first fully assessed on 1-1-2012, the property owner must file the application with the City no later than 2-1-2014.

This Application is a summary of some of the Plan terms; for complete information, read a copy of the WASHINGTON URBAN REVITALIZATION PLAN, available at City Hall.

ATTACHMENTS: ATTACH YOUR APPROVED BUILDING PERMIT TO THIS APPLICATION

This Application is to be forwarded by the City to the County Assessor by March 1.



Zoning Permit Application

Applicant's Signature: _____

Permit Amount: \$ 120.00 Permit #: 19-264

Valuation of Project: \$ _____

Date Permit Issued 9 / 27 / 19

Authorized By: *Steve Donnolly*
Digitally signed by Steve Donnolly
DN: cn=Steve Donnolly, o=City of Washington,
ou=Development Services,
email=sdonnolly@washingtongiowa.gov, c=US
Date: 2019.09.27 11:07:08 -0500

SECTION 1. GENERAL INFORMATION

Property Owner: Coleman Homes Phone Number (319) 653 - 5113
Address of Property Owner: 2667 Wayland Road Washington, IA 52353

SECTION 2. SITE & CONSTRUCTION INFORMATION Zoning District R-2

Address of site: 1122 E. 3rd St. Use of Property residential

Change in use: yes no if yes, from _____ to _____

Class of work: New Addition Remodel Repair

Setbacks of Structure: Front yard _____ ft. Side yard (1) _____ ft. (2) _____ ft. Rear yard _____ ft.

Height of structure _____ ft. Construction Dimensions _____ x _____ = 0 Sq. Ft.

Describe Work: move in house onto a new foundation

Work will be preformed by: Homeowner Contractor (supply information below)

Contractor: Coleman Construction Contact Number (319) 653 - 5113

ZONING ADMINISTRATOR

Setback/pin verification: Preconstruction by: Steve Donnolly Date: 9 / 6 / 19

(If required) Construction by: Steve Donnolly Date: 11 / 18 / 19

Inspection Notes: _____

Building Inspections: Steve Donnolly (W) 319-653-6584 ext. 124 or (c) 319-458-0190
sdonnolly@washingtongiowa.gov

INVOICE INV75190

IMWCA

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION

500 SW 7TH STREET, SUITE 101

DES MOINES, IA 50309-4506

PHONE: 800-257-2708

DATE

12/1/2019

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
	WASHI001	AG0075				
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	INSTALL6	Installment 6 - Work Comp Prem 19-20			6,669.00	\$6,669.00

This invoice is due by January 1, 2020.

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	\$6,669.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$6,669.00

Thank You

Applicant License Application (BC0029303)

Name of Applicant:	<u>C & H Jones, Inc.</u>		
Name of Business (DBA):	<u>ACE-N-MORE</u>		
Address of Premises:	<u>1901 EAST WASHINGTON STREET</u>		
City	<u>Washington</u>	County:	<u>Washington</u> Zip: <u>52353</u>
Business	<u>(319) 653-6700</u>		
Mailing	<u>1901 EAST WASHINGTON STREET</u>		
City	<u>Washington</u>	State	<u>IA</u> Zip: <u>52353</u>

Contact Person

Name	<u>Holly Jones</u>		
Phone:	<u>(319) 653-6700</u>	Email	<u>holly@acenmore.com</u>

Classification Class C Beer Permit (BC)

Term: 12 months

Effective Date: 01/12/2019

Expiration Date: 01/11/2020

Privileges:

Class B Native Wine Permit

Class C Beer Permit (BC)

Sunday Sales

Status of Business

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

Ownership

Holly Jones

First Name: Holly **Last Name:** Jones
City: Washington **State:** Iowa **Zip:** 52353
Position: President
% of Ownership: 50.00% **U.S. Citizen:** Yes

Craig Jones

First Name: Craig **Last Name:** Jones
City: Washington **State:** Iowa **Zip:** 52353
Position: secretary
% of Ownership: 50.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company:	
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**WWTP report
December 17, 2019
Council meeting**

- **CONGRATS to Jason for earning his Waste Water grade IV certification. He worked hard to achieve this goal and I couldn't be more proud or happy for him. He will do a great job of managing/operating the WWTP as the Superintendent!**
- **After hour alarm and dog call outs –**
 - 28th WWTP, automatic effluent valve faulted out, 7:27 a.m. Parker, Jason and Fred
 - 6th WWTP, Post SBR high tank alarm, 2:58 a.m. Parker
 - 7th WWTP, generator running, 9:30 a.m. Jason
 - 7th dog call, Safety Center reported dog to be picked up at Paws & More, 12:45 p.m. Jason
 - 9th dog call, Safety Center reported 2 dogs to be picked up 815 S Iowa, 8:30 p.m. Jason was called off, the owners showed up before his arrival for pick up.
- **Dept Head meetings –** I attended the meetings on November 19th, 26th, and December 3rd. Jason attended the meeting on December 10th.
- **Emergency Operation Plan (EOP) meetings –** Jason and I attended the EOP meeting on November 19th. Jason attended the December 3rd meeting.
- **SASSO safety meeting –** Jason and I attended the meeting in Washington on November 20, 2019. The topics were CPR, AED operation, and first aid. Parker received this training through the Fire Dept.
- **WWTP November 2019 Discharge Monitoring Report (DMR) –** Average daily flow **1.002 million gallons (mg)**, maximum daily flow **1.41 mg**, minimum daily flow **0.782 mg**. There were **zero (0)** violations of the WWTP's NPDES discharge permit. Total precipitation for November 2019 snow = **1.9"**, rain/melted precip = **1.23"** (recorded at the WWTP).

CBOD5 removal 85% required	result = 88.1 %
Influent BOD5 monthly average =	107.9 mg/L
Effluent CBOD5 monthly average =	12.8 mg/L

TSS removal 85% required	result = 98.0 %
Influent TSS monthly average =	150.6 mg/L
Effluent TSS monthly average =	3.0 mg/L

- **Dog pound report for November 2019 –** Two (2) calls total for November 2019. **Zero (0)** call outs during normal hours and **two (2)** call outs after hours. **Two (2)** dogs were returned to their owners, **zero (0)** dogs the owners showed up on Parker's arrival, and **zero (0)** dogs were taken to Paws & More.
- **Bazooka-Farmstar, Inc sampling –** Jason collected samples at Bazooka on October 22, 2019. When we received the results in November, the zinc result (**48.6 mg/L**) was over the pretreatment agreement (PTA) zinc daily maximum limit of **2.61 mg/L**. I sent an email and a violation letter to Bazooka. We believe the problem was caused by poor housekeeping around their wash bay sump pit. Bazooka sent a response letter stating they would be cleaning up around the sump pit. We have collected additional samples, which all were well under the zinc daily maximum limit. We plan to collect more samples at random times to ensure Bazooka's zinc results remain below PTA maximum limit.
- **Grit tank pump suction line –** We discovered this line was plugged on November 15, 2019. Thanks to Tim K of M/C for bringing the water jet out to open the line. The line was open and the grit pump pumping again in the afternoon of the 15th.

- **Automated effluent discharge valve** – We all received a post SBR tank high level alarm on Thanksgiving around 7:27 a.m. This valve adjusts the flow so we constantly have discharge water going to the creek. It actually tries to match the incoming flow so we don't get any high level alarms. We found the motor was faulted out, so it wasn't opening enough to let enough water out to the creek. We were able to get it open manually. We contacted Joe Marie to look at it on December 2nd. The bearing was out of the motor and the motor was burnt. Jason got a new motor ordered; the cost was \$1,014.00 plus shipping. Two (2) weeks lead time for the new motor. We also took the old motor to Iowa City Electric Motor for a quote (\$600) to rebuild. This could've been a major problem if the UV equipment was in service since it relies on constant flow going through the UV modules to cool the UV lamps.
- **West EQ sand tube** – Parker and Jason got a sand tube pulled back up to the top of EQ liner, as it had worked its way down the inside of liner. The sand tubes help to keep the EQ liner in place when it's pumped down so it doesn't flop around in windy conditions.

Fred E Doggett
12/13/2019 8:49 AM

Washington Park and Recreation Board

11-14-19 6:00 pm

City Hall of Washington Iowa

Present: Gabby Canchola, Nick Pacha, Keely Brower, Charles Halverson, and Genie Davis

City Representative: Brent Hinson

Council Members: Fran Stigers and Elaine Moore

YMCA Members: Amy Schulte, Terri Hartzler, Ryan Harris, Samantha Van Houten and Liz Hall

Absent: Trent Stout

The meeting began with Nick stating he has not moved forward with any of the cameras at the pool, Central Park or the Wellness Park. This depends on money in the budget.

Nick told the group that the new valves and water heater have been installed at the pool.

The group then began discussion on the different areas of what has been going on at the YMCA. Amy stated that the YMCA provides all of the cleaning supplies, food and snacks at the pool.

A new draft of the new contract will be worked on and discussed at the next meeting. Amy did ask the question of who is responsible for the bills for the chemicals that are used in the pool. It was stated that the YMCA is responsible for the payment of the chemicals used.

Amy wanted to state that the communication between the park and the YMCA have been going very smoothly for the last 2 years.

Fran Stigers asked the question about the Day Camp gets into the pool for free. Amy explained that these kids do not have to pay for the use of the pool.

Amy was then presented with several questions as to why the pool closes early on some days and why it doesn't stay open later. For instance " Why do you not open the pool after a storm has passed and it is all cleared up" Another question was " When there is a party scheduled at the pool why isn't someone there".

One of Amy's answers was that the pool will close at 7:00 pm due to not having to keep the lifeguards so late.

Fran Stigers asked the question as the age limit at the pool. Amy explained during this last season a 6 week old baby was in the pool. The police were called due to the safety of the baby. Amy told the group

that each child under 12 has to pass a swim test before they are allowed to be in the pool. This is for safety reason.

Brent asked for a copy of the cost from the pool for expense for the season. Amy stated she would get a copy to Brent.

Keely asked a question about why the soccer members are the ones having to pay for the paint that is used for lines and the goals. No answer was given. Fran also stated that he isn't seeing the YMCA putting much into the soccer fields. The request for more porta potty's be places at the soccer fields.

The annual Rec Agreement was then discussed. The agreement will be renewed for another year.

It was discussed that at the next Park Board meeting a draft of the new contract between the Park Board and the YMCA will be gone through in detail. After the reading of the contract it will then go to the City Council for further consideration.

Nick spoke about the progress of the Wellness Park.

The next meeting is scheduled for 12-5-19 at 6:30 pm at City Hall.

Submitted by: Genie Davis

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



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

*Park Board Members:
Keely Brower
Charles Halvorson
Gabriela Canchola
Genie Davis
Trent Stout
Open seat*

*Parks Superintendent:
Nick Pacha*

October/November - City Council Update – Parks Department

- Mowing, trimming, spraying of all park properties, Mulching of leaves
- Outdoor pool is drained and winterized. We are working on several small repair projects and winterization of bath house. Replacing of all valves in mechanical room at pool is complete and done under budget due to keeping some of the repairs in house.
- Assisted M/C with leaf vacuum and yard waste pickup.
- 2 New Disc golf tee off pads installed at Sunset park. This completes all tee pads. Pads were sodded with leftover sod from Fire station project and seeded this fall.
- Temporary Disc golf Kiosk added to show course layout.
- Soccer field parking lot parking/telephone poles added to help parking congestion
- Central park & Soccer fields fertilized, over seeded, aerified
- Central Park leaf blowing and pickup multiple times
- Assisted with setup and cleanup of farmers market, 5k races and events
- Repaired Rocket slide play set and play sets at North park
- Installed Fountain cover for winter and attached decoration.
- Put up Christmas decorations with Chamber and Main street
- Serviced Park vehicles and mowing equipment
- Attended weekly Department head meetings.
- SASSO training meetings including CPR, First Aid, AED.
- Met with Pickle ball group several times trying to figure the best place to develop some outdoor pickle ball courts.
- Park board meetings and Wellness park meetings,

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



**Washington Police Department
215 E. Washington
Washington, IA 52353**



Chief of Police Jim Lester
Lieutenant Lyle Hansen
Lieutenant Ron See

Phone: 319-653-2256
Tip: 800-847-7492
Fax: 319-653-2317

***Department Activity Report
November 2019***

Included is the November 2019 activity report for the Washington Police Department.

Officer Ethan Hansen was sworn in on November 12 and is currently in his Field Training program.

Together with DVIP and the Library we hosted a Human Trafficking training presented by the Iowa Law Enforcement Academy.

We were invited by the Washington High School Morale Machine to participate in the high school's annual turkey bowling competition. Four members of the PD and two from the Sheriff's Office joined students and staff in this afternoon activity.

Officer Training / Presentations:

Taser Instructor, Officer Adam, provided training on the new Tasers.

Firearms Instructor, Officer Chalupa, worked with officers to complete their annual qualifications.

Officers VanWilligen, Adam, B. Altenhofen, E. Hansen, Lt. Hansen, Lt. See and Chief Lester attended Human Trafficking Training.

Lt. Hansen provided safe winter driving tips to a staff in-service at WCDC.

Lt. See attended the regional Law Enforcement Intelligence Network meeting.

Chief Lester spoke to the Fortnightly group, attended county Ambulance Advisory Committee meetings and the city's Emergency Planning Team meeting.

Respectfully submitted,


Jim Lester
Chief of Police

**Washington Police Department
Activity & Offense Summary
For the Month of November, 2019**

Activity	Previous Month	Current Month	Year-To-Date
Citations / Warnings	58	28	640
Traffic Stops	63	62	544
Traffic Accidents	30	10	174
Parking Tickets	32	11	137
Vehicle Unlocks	27	25	327
Arrest Warrants Served	10	4	83
Search Warrants Served	3	0	21
Calls for Service	326	272	3461
Animal Calls	16	20	242
Mental Health Responses / Suicidal Subjects	4	7	53
Arrests	27	21	332

Offense Summary

Offenses	Previous Month	Current Month	Year-To-Date
Assaults	7	3	40
Domestic Assault	2	3	18
Harassment	2	0	3
No Contact Order Violation	1	3	11
Burglary	2	4	16
Burglary to a Motor Vehicle	1	2	10
Curfew Violations	0	0	8
Disorderly Conduct	7	2	22
Driving While Intoxicated (OWI)	0	1	12
Drunkenness (Public Intoxication)	1	1	11
Drug Offenses	5	1	48
Drug Paraphernalia	1	1	25
Sexual Abuse	3	0	13
Theft (includes Shoplifting)	7	9	84
Trespass	1	2	16
Pornography / Obscene Material	1	1	4
Weapons Laws Violations	1	0	3

This chart indicates a summary of the types of offenses the Washington Police Department responded to during the reporting period. Some offense types are combined to simplify this report. It should also be noted that an offense does not always result in an arrest. Calls for service do not always include requests to return phone calls, instances where officers are approached while on patrol for minor issues or requests for assistance from other agencies such as probation / parole checks.

Washington Volunteer Fire Department
December 4, 2019

October Fires

13 City fires	2510.00
2 rural fires	340.00
1 Drill	600.00
15 fires & 1 drill	3450.00

Meeting opened Chief Wide in charge in our new meeting room

Minutes of the previous meeting were read and approved

Treasure report was read.

Kelly Williams made a motion to pay all bills against the department seconded by Bill Dusenbury
Motion passed.

All members need to log in to Fire Service Bureau to update information.

Committees: Social; snacks after meeting had chees balls wings 7&frys

Pancake; Tickets handed out

With all going on passed on having Christmas party this year.

Rescue

Communications: Thank you from Washington Schools for doing Fire Prevention in the schools.

Thank you and \$2000.00 donation from Premier 1 Supplies

Old Business: County meeting was in Riverside 11-26-19 at 7pm. Iowa Task Force was the program

Next county meeting in Washington on January 28, 2020

Our shed Has new roof on and electric is trenched in. Bill Hartsock and help has plumbing hooked up

Station update; We are in with some minor things to finish. Open house 12-12-19 4to7pm. All
fireman please wear red and black shirts.

New Business; Karen Armstrong had knee surgery and reacted to the medication and is recovering
at Halcyon house for a few more weeks.

Everyone needs to sign in on I'm Responding when going to a call.

New tanker chassis is in now working on body.

New station rules; North of brick wall is clean part no fire equipment or muddy boots.

Election of Officers Secretary - Tom Beauchamp, 1st. Asst. Brendan DeLong, 2nd Asst. Jim
Williams, Chief- Tom Wide.

Short work session after meeting.

Discussion of calls;

Roll call taken meeting adjourned.

Secretary
Tom Beauchamp

APPLICATION FOR PAYMENT NO. 7

To: City of Washington (JURISDICTION)
From: DeLong Construction, Inc. (CONTRACTOR)
Contract: South 15th Pavement Reconstruction & Subdivision
Project: Paving, Water Main, Sanitary Sewer & Storm Sewer
JURISDICTION's Contract No.: ENGINEER's Project No.: 5016276
For Work Accomplished Through the Date of: November 25, 2019

Table with 2 columns: Description and Amount. Rows include Original Contract Price (\$719,238.36), Net Change by Change Orders and Written Amendments (+ or -) (\$36,175.00), Current Contract Price (1 plus 2) (\$755,413.36), Total Completed and Stored to Date (\$755,537.20), Retainage (Per Agreement) with sub-items for 5% of Completed Work (\$37,776.86) and 5% of Stored Material, Total Retainage (\$37,776.86), Total Completed and Stored to Date Less Retainage (4 minus 5) (\$717,760.34), Less Previous Application for Payments (\$640,180.15), and DUE THIS APPLICATION (6 MINUS 7) (\$77,580.19).

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from JURISDICTION on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered -- through -- inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application of Payment will pass to JURISDICTION at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to JURISDICTION indemnifying JURISDICTION against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

Dated: 12-1-19 DeLong Construction, Inc. (CONTRACTOR) By: [Signature]

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 12-2-2019 Garden & Associates, LTD (ENGINEER) By: [Signature]

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: City of Washington (JURISDICTION) By: [Signature]

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

PROJECT:
 Washington City Hall & Police Station
 Washington, IA

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

VIA ARCHITECT:
 Farnsworth Group
 14225 University Avenue, Suite 110
 Waukee, IA 50263

APPLICATION NO: 2

Distribution to:
 OWNER
 CONTRACTOR
 A/R
 FILE

PERIOD TO: 11/30/2019

PROJECT NOS:

CONTRACT DATE: 7/23/2019

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 \$ 1,909,000.00
2. Net change by Change Orders \$83,997.37
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,992,997.37
4. TOTAL COMPLETED & STORED TO DATE \$93,275.00
 (Column G on G703)
5. RETAINAGE:
 - a. 5 % of Completed Work 4,663.75
 (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) \$ 4,663.75
 TOTAL EARNED LESS RETAI \$ 88,611.25
 (Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 17,167.45
8. CURRENT PAYMENT DUE \$ 71,443.80
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 1,904,386.12
 (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	\$83,997.37	\$0.00
TOTALS	\$83,997.37	\$0.00
NET CHANGES by Change Order		\$83,997.37

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: 12/02/19

State of: Iowa County of: Poweshiek
 Subscribed and sworn to before me this 2nd day of December, 2019
 Notary Public: Brenda J. Moore
 My Commission expires: 11/05/2022



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 \$ 71,443.80

(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 certified ARCHITECT:

By: [Signature] Date: 12/10/19

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.

**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
DECEMBER 17, 2019**

POLICE	ACE-N-MORE	TAPE	42.84	
	BDH TECHNOLOGY	TECH SERVICES	510.00	
	CINTAS CORP LOC. 342	RUG SERVICE	38.08	
	COBB OIL CO, INC.	FUEL	1,286.67	
	EMBROIDERY BARN	ZIPPER REPAIR	20.00	
	KCTC	INTERNET/PHONE	271.23	
	KIWANIS AMer's	DUES/MEALS	85.00	
	MARCO, INC.	COPIER PAYMENT	327.91	
	QUILL	OFFICE SUPPLIES	175.20	
	SYNNEX FINANCIAL SERVICES	MONTHLY FEE	604.26	
	U I COMMUNITY MEDICAL SERVICES, LLC	PHYSICALS	284.00	
	UPS	SHIPPING CHARGES	9.90	
	UP-TOWN AUTO WASH	REFILL WASH CARD	100.00	
	VERIZON WIRELESS	CELLULAR SERVICE	1,213.63	
	WASHINGTON AUTO CENTER	REPAIR- 14- JEEP GRAND CHE	901.75	
		TOTAL	5,870.47	
	FIRE	ACE-N-MORE	SUPPLIES	622.31
		ARNOLD MOTOR SUPPLY	PARTS	204.09
		COBB OIL CO, INC.	FUEL	113.32
		EBERT SUPPLY CO.	HAND CLEANER/TOWELS	101.40
FELD FIRE		TRAINING	21.50	
IGRAPHIX, INC		SHIPPING	41.40	
IMPRESSIONS COMPUTERS, INC		COMPUTER MAINTENANCE	323.00	
JOHN DEERE FINANCIAL		HEATER/FLAT WASHER	61.65	
KCTC		INTERNET/PHONE	265.29	
KIRKWOOD COMMUNITY COLLEGE		TRENCHING TRAINING	1,175.00	
MOORE'S BP AMOCO INC		FUEL	30.87	
SITLER'S SUPPLIES INC.		PARTS	111.25	
TOYNE INC		BULBS AND PARTS	134.27	
VERIZON WIRELESS		CELLULAR SERVICE	170.05	
		TOTAL	3,375.40	
DEVELOPMENT SERVICES		ACE-N-MORE	TOOL BOX	24.99
		GRAINGER	MANHOLE COVER LID LIFTER	798.32
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	366.25	
	VERIZON WIRELESS	CELLULAR SERVICE	148.63	
		TOTAL	1,338.19	
LIBRARY	ACCESS SYSTEMS	COPIER MAINTENANCE	87.85	
	ACE-N-MORE	BUILDING MAINTENANCE	52.15	
	ALLIANT ENERGY	ALLIANT ENERGY	1,181.71	
	AMAZON	LIBRARY MATERIALS	287.61	
	BAKER & TAYLOR	LIBRARY MATERIALS	1,248.56	
	CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	62.27	
	CINTAS CORP LOC. 342	RUG SERVICE	64.98	
	DEMCO	LIBRARY MATERIALS	123.20	
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	431.72	
	HARRIS BOYZ HEATING & AIR LLC	BUILDING MAINTENANCE	253.45	
	KCTC	PHONE/INTERNET	421.43	
	MCCURDY, GARY	PROGRAMMING	80.00	
	SECRETARY OF STATE	NOTARY CHARGE	30.00	
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES & TONER	433.09	
	WASHINGTON NOON KIWANIS CLUB	DUES	124.50	
		TOTAL	4,882.52	
	PARKS	ACE-N-MORE	SUPPLIES	273.82
ALLIANT ENERGY		ALLIANT ENERGY	1,296.08	
ARCHER APPLIANCE		SHOP FRIDGE	120.00	
ARNOLD MOTOR SUPPLY		EQUIPMENT REPAIR/AIR FILTERS	285.05	
COBB OIL CO, INC.		FUEL	149.44	
KCTC		INTERNET/PHONE	124.78	

	PETERSON, JASON VERIZON WIRELESS	BOOT REIMB CELLULAR SERVICE TOTAL	100.00 42.88 2,392.05
CEMETERY	ACE-N-MORE ARNOLD MOTOR SUPPLY ATCO INTERNATIONAL COBB OIL CO, INC. KCTC	SUPPLIES WIPERS FOR PICKUP DRAIN CLEANER FUEL INTERNET/PHONE TOTAL	21.99 17.04 106.00 782.70 155.62 1,083.35
FIN ADMIN	ACE-N-MORE ALL AMERICAN PEST CONTROL ALLIANT ENERGY BAKER PAPER & SUPPLY CINTAS CORP LOC. 342 IMPRESSIONS COMPUTERS, INC IOWA COUNTY RECORDERS ASSOCIATION, INC KCTC PACE PAYMENT SYSTEMS PITNEY BOWES GLOBAL FINANCIAL SERVICES PURCHASE POWER ROSIEN, JARON STOREY KENWORTHY/MATT PARROTT VERIZON WIRELESS WMPF GROUP LLC	DOOR KEYS PEST CONTROL ALLIANT ENERGY COPY PAPER RUG SERVICE/TOWEL SERVICE COMPUTER MAINTENANCE FILING FEE INTERNET/PHONE PACE ADMIN FEE POSTAGE MACHINE POSTAGE REFILLS MILEAGE REIMBURSEMENT PAYABLES CHECKS & ART CHAR CELLULAR SERVICE SHOP LOCAL/LEGALS TOTAL	7.17 44.00 20.92 112.95 179.74 85.00 100.00 829.46 20.00 313.44 2,015.00 240.12 583.03 47.88 929.03 5,527.74
AIRPORT	JAMIESON, JEAN TITAN AVIATION FUELS VERIZON WIRELESS VETTER'S INC-CULLIGAN WATER WINDSTREAM IOWA COMMUNICATIONS	CLEANING FUEL CELLULAR SERVICE AIRPORT WATER DECEMBER SERVICE TOTAL	196.00 25,595.58 52.88 81.82 181.98 26,108.26
ROAD USE	ARNOLD MOTOR SUPPLY COBB OIL CO, INC. MOORE'S BP AMOCO INC WMPF GROUP LLC	LEAF VAC PARTS FUEL FUEL LEAF VAC ADV TOTAL	120.05 529.57 86.75 71.40 807.77
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY TOTAL	10,923.52 10,923.52
HOTEL/MOTEL TAX	RUNNING ROBOTS	WEB MAINTENANCE (OCT, NOV, DEC) TOTAL	1,494.00 1,494.00
CAPITAL PROJECTS	HD SUPPLY CONSTRUCTION KCTC MENARDS WOODRUFF CONSTRUCTION, LLC	CURE & SEAL CABLE TO FIRE STATION VOLUNTEER FIRE- WIRE, ST B ADDTL PAVMT, AMEND #2 TOTAL	850.23 1,111.21 1,305.01 9,529.56 12,796.01
SIDEWALK REPAIR & REPLACE	JENKS, MICHELLE	SIDEWALK REPAIR REIMBURSEM TOTAL	128.00 128.00
LIBRARY GIFT	AMAZON BAKER & TAYLOR LATINOS FOR WASHINGTON	LIBRARY MATERIALS LIBRARY MATERIALS PROGRAMMING TOTAL	31.99 425.38 248.56 705.93

WATER PLANT	ACE-N-MORE	SUPPLIES	123.01
	ALLIANT ENERGY	ALLIANT ENERGY	14,491.18
	BISHOP, ERIKA	WATER DEPOSIT REFUND	96.99
	COBB OIL CO, INC.	FUEL	42.16
	COFFMAN, ELISA J	WATER DEPOSIT REFUND	105.39
	IA DEPT OF REVENUE	WATER SERVICE EXCISE TAX	6,736.00
	JOHNSON, JESSICA	WATER DEPOSIT REFUND	103.61
	KCTC	INTERNET/PHONE	155.62
	KERR, JACOB	WATER DEPOSIT REFUND	85.61
	MERCHANT SERVICES	DC/CC ADMIN FEE	999.09
	REA, CARMEN	WATER DEPOSIT REFUND	98.00
	RODER, BRIAN	WATER DEPOSIT REFUND	109.19
	SCHIELD, SAMUEL	WATER DEPOSIT REFUND	30.03
	VERIZON WIRELESS	CELLULAR SERVICE	47.88
	WALKER, BRYNA	WATER DEPOSIT REFUND	84.28
	TOTAL	23,308.04	
WATER DIST	ALLIANT ENERGY	ALLIANT ENERGY	39.86
	COBB OIL CO, INC.	FUEL	254.46
	CRONE, TONY	BOOT REIMBURSEMENT	100.00
	MARTIN EQUIPMENT OF IA-IL	JOHN DEERE 310SJHL BACKHOE	56,050.00
	VERIZON WIRELESS	CELLULAR SERVICE	85.89
	WINDSTREAM IOWA COMMUNICATIONS	DECEMBER SERVICE	110.68
		TOTAL	56,640.89
SEWER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	540.37
	COBB OIL CO, INC.	FUEL	144.08
	IA DEPT OF REVENUE	SALES TAX	2,049.00
	NORTHERN BALANCE & SCALE	BALANCE SCALE	178.00
	WINDSTREAM IOWA COMMUNICATIONS	DECEMBER SERVICE	276.44
	USA BLUEBOOK	LAB TESTING SUPPLIES	398.22
	VERIZON WIRELESS	CELLULAR SERVICE	143.64
	WASHINGTON LUMBER	LUMBER	7.55
		TOTAL	3,737.30
SEWER COLLECTION	ALLIANT ENERGY	ALLIANT ENERGY	953.25
	ARNOLD MOTOR SUPPLY	OIL FILTER	7.16
	COBB OIL CO, INC.	FUEL	611.45
	VERIZON WIRELESS	CELLULAR SERVICE	127.24
	WINDSTREAM IOWA COMMUNICATIONS	DECEMBER SERVICE	110.67
		TOTAL	1,809.77
SANITATION	JOHNSON COUNTY REFUSE INC	REFUSE AND RECYCLING/STICKERS	48,647.50
		TOTAL	48,647.50
SELF INSURANCE	EMPLOYEE BENEFIT SYSTEMS	EBS ADMIN FEE	345.00
		TOTAL	345.00
		TOTAL	188,613.67

*PREVIOUSLY APPROVED

CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
NOVEMBER 30, 2019

FUND	11/1/2019	M-T-D	REVENUES NOT	M-T-D	EXPENSES NOT	11/30/2019
	BEGINNING					REVENUES
	CASH BALANCE					BALANCE
001-GENERAL FUND	1,242,124.61	199,250.88	-	403,076.10	-	1,038,299.39
002-AIRPORT FUND	276,248.73	12,516.18	-	5,039.66	-	283,725.25
010-CHAMBER REIMBURSEMENT	10,575.33	6,120.55	-	8,430.52	-	8,265.36
011-MAIN STREET REIMBURSEMENT	(40,447.97)	34,044.64	-	5,480.71	-	(11,884.04)
012-WEDG REIMBURSEMENT	3,785.61	8,320.04	-	11,145.52	-	960.13
110-ROAD USE	1,106,487.08	82,294.08	-	291,576.39	-	897,204.77
112-EMPLOYEE BENEFITS	-	18,789.02	-	18,789.02	-	-
114-EMERGENCY LEVY	-	1,764.94	-	1,764.94	-	-
121-LOCAL OPTION SALES TAX	-	75,911.34	-	75,911.34	-	-
122-LOST DEBT SERVICE	158,940.00	-	-	29,170.00	-	129,770.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	44,149.50	-	-	-	-	44,149.50
125-UNIF COMM UR-NE IND	4,638.15	515.44	-	-	-	5,153.59
127-UNIF COMM UR - BRIARWOOD	17,855.00	-	-	13,171.50	-	4,683.50
129-SC RES UR	34,938.95	-	-	34,938.95	-	-
132-UNIF COMM UR - EBD	17,490.48	-	-	-	-	17,490.48
133-UNIF COMM UR-IRE	55,713.47	-	-	-	-	55,713.47
134-DOWNTOWN COMM UR	22,112.00	575.01	-	2,967.74	-	19,719.27
145-HOUSING REHABILITATION	144.81	38,824.00	-	1,800.00	-	37,168.81
146-LMI TIF SET-ASIDE	30,675.93	12,368.39	-	-	-	43,044.32
200-DEBT SERVICE	419,082.33	23,488.13	-	91,007.50	-	351,562.96
300-CAPITAL EQUIPMENT	(89,858.50)	-	-	96,042.00	-	(185,900.50)
301-CAPITAL PROJECTS FUND	227,585.73	785,085.07	-	531,675.48	-	480,995.32
308-INDUSTRIAL DEVELOPMENT	409,182.44	114.84	-	-	-	409,297.28
309-MUNICIPAL BUILDING	1,545,572.32	11,590.70	-	466,903.35	-	1,090,259.67
310-WELLNESS PARK	644,450.48	1,290.94	-	-	-	645,741.42
311-SIDEWALK REPAIR & REPLACE	(6,592.26)	25,000.00	-	7,399.50	-	11,008.24
312-TREE REMOVAL & REPLACE	31,323.34	-	-	800.00	-	30,523.34
510-MUNICIPAL BAND	3,363.16	-	-	-	-	3,363.16
520-DOG PARK	4,475.60	-	-	-	-	4,475.60
530-TREE COMMITTEE	5,998.90	15.00	-	523.82	-	5,490.08
540-POLICE FORFEITURE	2,160.99	-	-	-	-	2,160.99
541-K-9 PROGRAM	2,678.45	-	-	101.34	-	2,577.11
545-SAFETY FUND	2,475.50	-	-	-	-	2,475.50
550-PARK GIFT	44,871.03	33.48	-	-	-	44,904.51
570-LIBRARY GIFT	338,817.92	11,084.77	-	346.25	-	349,556.44
580-CEMETERY GIFT	10,993.00	-	-	-	-	10,993.00
590-CABLE COMMISSION	10,761.14	-	-	-	-	10,761.14
600-WATER UTILITY	531,289.55	133,732.37	-	116,097.67	-	548,924.25
601-WATER DEPOSIT FUND	26,305.00	2,025.00	-	1,425.00	-	26,905.00
603-WATER CAPITAL PROJECTS	(5,219.00)	-	-	2,030.26	-	(7,249.26)
610-SANITARY SEWER	1,209,668.14	178,476.14	-	271,036.32	-	1,117,107.96
613-SEWER CAPITAL PROJECTS	38,139.89	120,779.95	-	260,159.04	-	(101,239.20)
670-SANITATION	135,357.26	45,607.89	-	49,999.87	-	130,965.28
950-SELF INSURANCE	293,902.94	2,485.79	-	20,322.86	-	276,065.87
951-UNEMPLOYMENT SELF INS	58,556.35	522.34	-	-	-	59,078.69
TOTAL BALANCE	8,959,943.38	1,832,626.92	-	2,819,132.65	-	7,973,437.65

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	695,935.24 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT (PLUS 3 CDS)	2,294,921.83	1.39%
Wash St - Farm Mgmt Acct	107,639.53	
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00	2.75%
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%
Wash St Bank - CD 1/14/2019	500,000.00	2.75%
IPAIT ROLLING CD - MATURES MONTHLY	2,609,643.88	1.75%
Wash St Bank - CD 08/30/2018	264,947.17	2.28%
TOTAL CASH IN BANK	7,973,437.65	

(1) Washington State Bank	833,504.72
Outstanding Deposits & Checks/Wages payable	(137,569.48)
	<u>695,935.24</u>

**CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
NOVEMBER 30, 2019**

FUND	7/1/2019 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	11/30/2019 ENDING CASH BALANCE
001-GENERAL FUND	1,000,000.00	1,735,753.01	-	1,697,453.62	-	1,038,299.39
002-AIRPORT FUND	291,302.19	165,124.04	-	172,700.98	-	283,725.25
010-CHAMBER REIMBURSEMENT	7,806.45	33,335.23	-	32,876.32	-	8,265.36
011-MAIN STREET REIMBURSEMENT	-	34,044.64	-	45,928.68	-	(11,884.04)
012-WEDG REIMBURSEMENT	1,259.20	41,600.20	-	41,899.27	-	960.13
050-DOWNTOWN INCENTIVE GRANT	9,500.00	19,500.00	-	29,000.00	-	-
110-ROAD USE	981,616.71	501,282.98	-	585,694.92	-	897,204.77
112-EMPLOYEE BENEFITS	-	344,211.70	-	344,211.70	-	-
114-EMERGENCY LEVY	-	31,367.02	-	31,367.02	-	-
122-LOST DEBT SERVICE	-	158,940.00	-	29,170.00	-	129,770.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	50,552.29	11,249.07	-	17,651.86	-	44,149.50
125-UNIF COMM UR-NE IND	-	5,153.59	-	-	-	5,153.59
127-UNIF COMM UR - BRIARWOOD	3,562.36	14,292.64	-	13,171.50	-	4,683.50
129-SC RES UR	1,314.27	33,624.68	-	34,938.95	-	-
132-UNIF COMM UR - EBD	-	17,490.48	-	-	-	17,490.48
133-UNIF COMM UR-IRE	-	55,713.47	-	-	-	55,713.47
134-DOWNTOWN COMM UR	4,198.90	18,488.11	-	2,967.74	-	19,719.27
145-HOUSING REHABILITATION	8,740.56	95,567.00	-	67,138.75	-	37,168.81
146-LMI TIF SET-ASIDE	68,475.93	12,368.39	-	37,800.00	-	43,044.32
200-DEBT SERVICE	632.26	441,938.20	-	91,007.50	-	351,562.96
300-CAPITAL EQUIPMENT	142,108.48	-	-	328,008.98	-	(185,900.50)
301-CAPITAL PROJECTS FUND	2,124,307.12	874,437.77	-	2,517,749.57	-	480,995.32
305-RIVERBOAT FOUND CAP PROJ	-	253,818.76	-	253,818.76	-	-
308-INDUSTRIAL DEVELOPMENT	299,670.29	131,275.70	-	21,648.71	-	409,297.28
309-MUNICIPAL BUILDING	1,443,871.94	113,291.08	-	466,903.35	-	1,090,259.67
310-WELLNESS PARK	398,324.05	247,417.37	-	-	-	645,741.42
311-SIDEWALK REPAIR & REPLACE	45,361.60	25,000.00	-	59,353.36	-	11,008.24
312-TREE REMOVAL & REPLACE	62,663.34	-	-	32,140.00	-	30,523.34
510-MUNICIPAL BAND	3,363.16	-	-	-	-	3,363.16
520-DOG PARK	4,899.95	95.65	-	520.00	-	4,475.60
530-TREE COMMITTEE	13,843.88	4,140.00	-	12,493.80	-	5,490.08
540-POLICE FORFEITURE	2,160.99	-	-	-	-	2,160.99
541-K-9 PROGRAM	3,985.70	100.00	-	1,508.59	-	2,577.11
545-SAFETY FUND	2,475.50	-	-	-	-	2,475.50
550-PARK GIFT	43,809.97	3,727.36	-	2,632.82	-	44,904.51
570-LIBRARY GIFT	337,893.03	17,397.62	-	5,734.21	-	349,556.44
580-CEMETERY GIFT	10,993.00	-	-	-	-	10,993.00
590-CABLE COMMISSION	10,761.14	-	-	-	-	10,761.14
600-WATER UTILITY	692,482.31	701,394.12	-	844,952.18	-	548,924.25
601-WATER DEPOSIT FUND	26,830.00	10,125.00	-	10,050.00	-	26,905.00
603-WATER CAPITAL PROJECTS	-	311,213.35	-	318,462.61	-	(7,249.26)
610-SANITARY SEWER	843,146.97	928,836.29	-	654,875.30	-	1,117,107.96
613-SEWER CAPITAL PROJECTS	346,219.50	397,363.35	-	844,822.05	-	(101,239.20)
670-SANITATION	139,865.38	449,130.05	-	458,030.15	-	130,965.28
950-SELF INSURANCE	265,746.61	50,682.93	-	40,363.67	-	276,065.87
951-UNEMPLOYMENT SELF INS	50,228.60	9,569.09	-	719.00	-	59,078.69
TOTAL BALANCE	9,823,143.63	8,677,755.18	-	10,527,461.16	-	7,973,437.65

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	695,935.24 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT (PLUS 3 CDS)	2,294,921.83	1.39%
Wash St - Farm Mgmt Acct	107,639.53	
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00	2.75%
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%
Wash St Bank - CD 1/14/2019	500,000.00	2.75%
IPAIT ROLLING CD - MATURES MONTHLY	2,609,643.88	1.75%
Wash St Bank - CD 08/30/2018	264,947.17	2.28%
TOTAL CASH IN BANK	7,973,437.65	

(1) Washington State Bank	833,504.72
Outstanding Deposits & Checks/Wages payable	(137,569.48)
	<u>695,935.24</u>



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Illa Earnest, 319-653-6584 ext 131; iearnest@washingtioniowa.gov

****Requires advance City Council approval- Council meets 1st & 3rd Tuesdays at 6 PM;
Completed applications are due the Thursday previous to the meeting****

1. APPLICANT INFORMATION

Name/Event: American Cancer Society Relay For Life of Washington County

Coordinator: Deb Tisor

Contact Number: 319-653-1625

Email Address: crazyhistorian@hotmail.com

2. EVENT INFORMATION

Event Description: Fundraiser for Cancer Awareness, Education and Research

Days/Dates of Event: Saturday, June 27, 2020

Time(s) of Event: (Include Set Up/Tear Down Time) 8:00 a.m. - 10:00 p.m.

Event Location: Central Park and Inside Traffic Lanes

Will event require an alcohol license or require modification of an existing license? Yes X No

3. REQUEST INFORMATION (Check All Applicable Items)

If you are requesting the closing of a city street, a lane must be maintained for emergency vehicles at all times.

 X Temporarily close a street for a special event (specify street, times, and indicate on map:)

Description: 100 block of South Marion, 100 Block of South Iowa, 100 Block of West Washington

100 block of West Main

Method of Notification for businesses/downtown residents (if applicable):

We will send letters to each business

Other Requests

_____ Temporarily park in a "No Parking" area location : _____

Use of City Park (specify park : CENTRAL
Electrical Needs: YES - ALL AREAS

Walk/Run (attach map of route and indicate streets to be closed)

_____ Fireworks (specify location :)

_____ Use of gators/UTV/ATV on City streets

_____ Parade (attach map of route and indicate streets to be closed)

_____ Tent(s) to be used – over 400 sq ft or canopies over 1,000 sq ft

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

Street barricades

_____ Emergency "No Parking" Signs

Traffic cones

Picnic Tables

Yield signs for crosswalks

Garbage/Recycling Barrels

_____ Street Sweeping following (parades)

_____ Other (please specify :)

5. SOUND SYSTEMS Please indicate if the following will be used (verify availability with Parks Dept):

_____ Amplified Sound/Speaker System

_____ Public Address System

_____ Recorded/Live Music

_____ If so: BMI/ASCAP License obtained?

6. SANITATION Applicant is responsible for the clean-up of the event area immediately following the event, including trash removal from the site unless special arrangements are made (event trash may be hauled to Parks Shop dumpster at Sunset Park).

Will additional restrooms be brought to the site? _____ Yes No If yes, how many? _____
(General guideline of 1 restroom/100 people)

Will handwashing/hand sanitizer stations be provided? _____ Yes No If yes, how many?)

Contact Person: _____

Phone: _____

7. INSURANCE

For events requiring an alcohol license, the minimum amount of coverage in the general liability insurance policy shall be \$2,000,000 general aggregate, \$1,000,000 personal injury and \$1,000,000 each occurrence. The minimum limits for the liquor liability policy shall be \$500,000. For all other events held on public property, the minimum amount of coverage for the general liability insurance policy will be \$500,000. Proof of proper insurance coverage must be submitted prior to City Council consideration of the application. City Council may require certificate of insurance with City listed as "additional insured" if deemed necessary.

Certificate of Insurance provided and accepted _____ Certificate of Insurance not required

8. AGREEMENT

In consideration of the City of Washington, Iowa, granting permission for the activity described above, the undersigned indemnifies and holds harmless the City of Washington, Iowa, its employees, representatives and agents against all claims, liabilities, losses or damage for personal injury and/or property damage or any other damage whatsoever on account of the activity described above and/or deviation from normal City regulations in the area. The undersigned further agrees to indemnify and hold harmless the City of Washington, Iowa, its employees, representatives and agents against any loss, injury, death or damage to person or property and against all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kind or nature and from and against any and all costs and expenses including reasonable attorney fees which at any time may be suffered or sustained by the undersigned or by any person who may, at any time, be using or occupying or visiting the premises of the undersigned or the above-referenced public property or be in, on or about the same, when such loss, injury, death or damage shall be caused by or in any way result from or rising out of any act, omission or negligence of any of the undersigned or any occupant, visitor, or user of any portion of the premises or shall result from or be caused by any other matters or things whether the same kind, as, or of a different kind than the matters or things above set forth. The undersigned hereby waives all claims against the city for damages to the building or improvements that are now adjacent to said public property or hereafter built or placed on the premises adjacent to said property or in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time during the activity described above. The undersigned further agrees to comply with all the codes, rules, regulations, terms and conditions established by the City of Washington, Iowa.

THE UNDERSIGNED HAS READ AND FULLY UNDERSTANDS THIS DOCUMENT, INCLUDING THE FACT IT IS RELEASING AND WAIVING CERTAIN POTENTIAL RIGHTS, AND VOLUNTARILY AND FREELY AGREES TO THE TERMS AND CONDITIONS AS SET FORTH HEREIN.

Albra Tisor 12-10-19
 Applicant/Sponsor Signature Date

DEPARTMENT APPROVALS

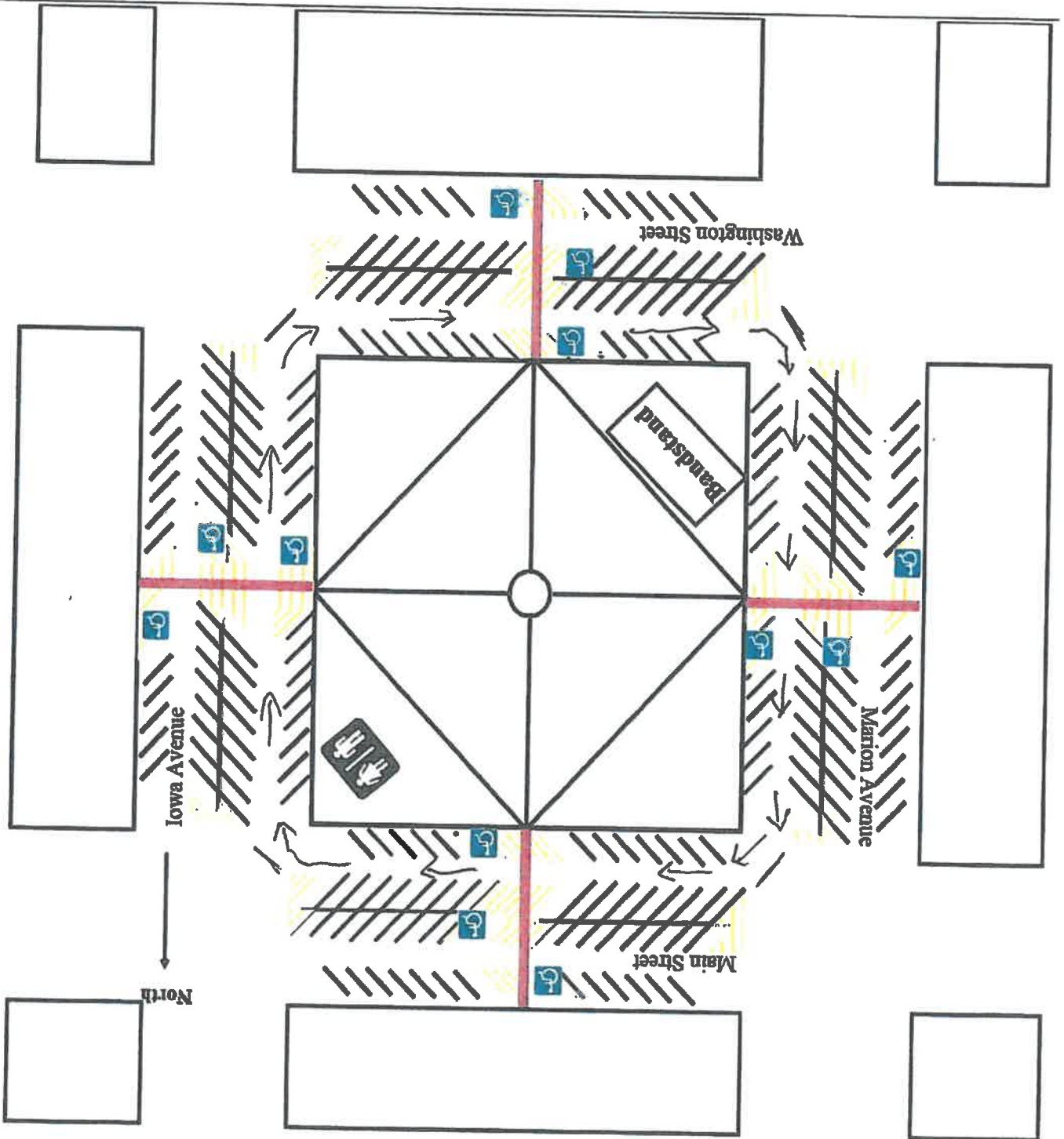
<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.		
<u>12-4-19</u>	City Clerk (Liquor Licenses)	Illa Earnest 319-653-6584 ext 131	iearnest@washingtونيowa.gov
Comments/Restrictions:			
<u>12-4-19</u>	Police Chief	Jim Lester 319-458-0264	jlester@washingtونيowa.gov
Comments/Restrictions:			
<u>12-4-19</u>	Fire Chief	Tom Wide 319-863-3332	firedept@washingtونيowa.gov
Comments/Restrictions:			
<u>12-4-19</u>	Streets	JJ Bell 319-653-1538	jjbell@washingtونيowa.gov
Comments/Restrictions:			
<u>12-4-19</u>	Parks	Nick Pacha 319-321-4886	npacha@washingtونيowa.gov
Comments/Restrictions:			
<u>12-4-19</u>	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us		
Comments/Restrictions:			

CITY COUNCIL APPROVAL

City Clerk Signature _____ Date of Action _____ Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

Downtown Map (If Area Outside Downtown, Please Attach a Map):



Deb Tisor

From: Deb Tisor
Sent: Wednesday, December 4, 2019 8:38 AM
To: 'jlester@washingtioniowa.gov'; 'firedept@washingtioniowa.gov';
'jjbell@washingtioniowa.gov'; 'npacha@washingtioniowa.gov'; 'Jason Taylor'
Cc: Illa Earnest (iearnest@washingtioniowa.net); 'Denise Conrad'; Deb Tisor
(crazyhistorian@hotmail.com)
Subject: Relay For Life

I am in the process of completing the required Special Events application to the City of Washington for the 20th Relay For Life event on Saturday, June 27th in Central Park in Washington. As in past years, we would like to utilize the inside traffic lanes as the walk route around the park. Craig Rembold has retired from the committee so will not be our contact this year. Right now, I will be that person and if changes, I will let you know.

Nick – I know he had Parks bring up extra trash receptacles and if needed/required recycling could be placed too. He has contacted Luke Waste in the past for a dumpster or two and we will do same this year. The participants will be using electrical outlets for decorations. Fundraisers and food booths. I would also request that 3 or 4 picnic tables be brought in for use on this day. Just in the past, a key to the restroom supplies and extra toilet paper and trash bags would be great.

JJ - The last couple of years, he only used barricades at the street intersections and then used caution tape in some areas. We would like to use the barricades again along with some traffic cones. Since there will be more people walking, we would like to utilize the Yield in the crosswalk signs also.

Chief Lester - 8:00 is an early time to begin our set up but there will be activity beginning around then and our event is from 1:00 p.m. to 9:00 p.m. and clean up after and hopefully out of park by 10:30/11:00 p.m.

Tom – During the course of the day there will be some cooking done by different teams for fundraisers, they are requested to have a fire extinguisher at their site. We no longer use wax candles in the luminaria bags so if the wind blows, no fires. They will hold a wax candle with a paper cup holder on the last lap of the evening and they return the candle to us at the end of the lap.

Jason – We are having a team captains meeting in January and again in April and will keep them informed if they are selling food products they must contact you.

We are working with KCII on playing music and with Abe Miller on providing a microphone and speaker for our speakers on the bandstand currently. If something changes, I will be following up with you.

To all, if you have any questions this is my work e-mail and I may be reached at it or my e-mail I put on the form of crazyhistorian@hotmail.com. I answer my cellphone before 7 a.m. and after 5 p.m. I don't carry it to work.

Thank you in advance.

Deb Tisor,
Relay For Life Event Chair
319-653-1625

Debra L Tisor
Executive Assistant
River Products Company Inc
3273 Dubuque Street NE
Post Office Box 2120
Iowa City IA 52244-2120
Company: 319-338-1184
Fax: 319-338-8510
Desk: 319-248-6485
E-mail: dtisor@riverproducts.com
Website: www.riverproducts.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/29/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Commercial Lines - (404) 923-3700 USI Insurance Services LLC 3475 Piedmont Road NE, Suite 800 Atlanta, GA 30305-2886	CONTACT NAME: Jennifer Lefler	
	PHONE (A/C, No, Ext): 470-875-0441	FAX (A/C, No): 610-537-1929
E-MAIL ADDRESS: jennifer.lefler@usi.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: ACE American Insurance Company		22667
INSURER B: Evanston Insurance Company		35378
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER: 14503047** **REVISION NUMBER: See below**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Event		HDOG71448162	09/01/2019	09/01/2020	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
						MED EXP (Any one person)	\$ 2,500
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 25,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
							\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		ISAH25285839	09/01/2019	09/01/2020	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		MKLV2EUL103577	09/01/2019	09/01/2020	EACH OCCURRENCE	\$ 1,000,000
						AGGREGATE	\$ 1,000,000
							\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	WLRC66041797 (AOS) SCRC66041839 (WI)	09/01/2019 09/01/2019	09/01/2020 09/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
A		N/A				E.I. EACH ACCIDENT	\$ 1,000,000
						E.I. DISEASE - EA EMPLOYEE	\$ 1,000,000
						E.I. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Insurance

CERTIFICATE HOLDER American Cancer Society, Inc. 250 Williams St. NW, 5th Floor Atlanta GA 30303	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY)
8/29/2019

THIS EVIDENCE OF COMMERCIAL PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

PRODUCER NAME, CONTACT PERSON AND ADDRESS Commercial Lines - (404) 923-3700 USI Insurance Services LLC 3475 Piedmont Road NE, Suite 800 Atlanta, GA 30305-2886		PHONE (A/C, No, Ext): 	COMPANY NAME AND ADDRESS Westport Insurance Corporation 5200 Metcalf Overland Park, KS 66201		NAIC NO: 39845
FAX (A/C, No): 		E-MAIL ADDRESS: 		IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH	
CODE: 		SUB CODE: 		POLICY TYPE Property	
AGENCY CUSTOMER ID #: 		LOAN NUMBER 		POLICY NUMBER NAP2002860 01	
NAMED INSURED AND ADDRESS American Cancer Society, Inc. 250 Williams Street 4th Floor Atlanta, GA 30303		EFFECTIVE DATE 09/01/2019		EXPIRATION DATE 09/01/2020	
ADDITIONAL NAMED INSURED(S) 		THIS REPLACES PRIOR EVIDENCE DATED: 		<input type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED	

PROPERTY INFORMATION (ACORD 101 may be attached if more space is required) BUILDING OR BUSINESS PERSONAL PROPERTY

Blanket Limit \$250,000,000 Bldg/PP and \$10M BI/EE

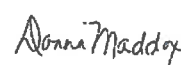
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE INFORMATION	PERILS INSURED	BASIC	BROAD	X	SPECIAL			
COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE:		\$ 250,000,000						DED: \$50,000
<input checked="" type="checkbox"/> BUSINESS INCOME	<input type="checkbox"/> RENTAL VALUE	X					IF YES, LIMIT: \$14,199,662 Actual Loss Sustained; # of months:	
BLANKET COVERAGE		X					IF YES, indicate value(s) reported on property identified above: \$	
TERRORISM COVERAGE			X				Attach Disclosure Notice / DEC	
IS THERE A TERRORISM-SPECIFIC EXCLUSION?								
IS DOMESTIC TERRORISM EXCLUDED?								
LIMITED FUNGUS COVERAGE							IF YES, LIMIT: DED:	
FUNGUS EXCLUSION (If "YES", specify organization's form used)								
REPLACEMENT COST		X						
AGREED VALUE								
COINSURANCE			X				IF YES, %	
EQUIPMENT BREAKDOWN (If Applicable)		X					IF YES, LIMIT: Included DED:	
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg							IF YES, LIMIT: DED:	
- Demolition Costs							IF YES, LIMIT: DED:	
- Incr. Cost of Construction							IF YES, LIMIT: DED:	
EARTH MOVEMENT (If Applicable)							IF YES, LIMIT: DED:	
FLOOD (If Applicable)							IF YES, LIMIT: DED:	
WIND / HAIL INCL <input type="checkbox"/> YES <input type="checkbox"/> NO Subject to Different Provisions:							IF YES, LIMIT: DED:	
NAMED STORM INCL <input type="checkbox"/> YES <input type="checkbox"/> NO Subject to Different Provisions:							IF YES, LIMIT: DED:	
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS								

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

<input type="checkbox"/> CONTRACT OF SALE <input type="checkbox"/> MORTGAGEE	<input type="checkbox"/> LENDER'S LOSS PAYABLE <input type="checkbox"/> LOSS PAYEE	LENDER SERVICING AGENT NAME AND ADDRESS
NAME AND ADDRESS American Cancer Society, Inc. 250 Williams Street 4th Floor Atlanta, GA 30303		AUTHORIZED REPRESENTATIVE 

REMARKS: (Continued from Page1):

Miscellaneous Equipment/Leased/Rented Equipment - \$1,000,000 subject to \$100,000 Deductible

*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

December 12, 2019

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 name "Brent Hinson" in the "From:" field.

Re: Disorderly House Ordinance- 2nd Reading

As discussed briefly during the around the table at the end of last meeting, attached is a new version of the ordinance, with some changes Kevin has proposed shown in blue underline (for additions) and red strikeout (for deletions).

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 40, PUBLIC PEACE,
OF THE CODE OF ORDINANCES OF WASHINGTON, IOWA**

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

SECTION 1. **Add Section.** A new Paragraph 40.06 is adopted as follows:

“40.06 DISORDERLY HOUSE.

1. Definition. For purposes of this section, the term “disorderly house” shall mean and include any building, house, enclosure, or place in or upon which occurs any of the following prohibited activities:
 - A. Disorderly conduct as defined in Section 40.03.
 - B. Any noise in violation of the provisions set forth in this or any other chapter of this Code of Ordinances.
 - C. The open storage, use, consumption, or distribution of a controlled substance as defined in Chapter 124 of the Code of Iowa, under which possession of such substance would be an offense.
 - D. Gambling in violation of Chapter 99B of the Code of Iowa.
 - E. Dispensing, selling, or consumption of an alcoholic beverage in violation of Chapter 123 of the Code of Iowa.
 - F. Acts of prostitution, pimping, or pandering as defined in Chapter 725 of the Code of Iowa.
 - G. Illegal use of fireworks that an individual, owner, lessee, renter, proprietor, or any other person with control of the real property allows, permits, hosts, consents to, or facilitates the use of.
2. Disorderly House Prohibited. No person (individual, owner, lessee, renter, proprietor, or any other person with control of the real property) shall knowingly keep, maintain, operate, or be concerned with keeping, maintaining or operating with the city a disorderly house; nor shall any person knowingly own or be interested as a proprietor or landlord of such a place.
3. Authority to Restore Order and Disperse; Failure to Disperse. Upon issuance of a citation for violation of this section, any peace officer of the city shall have the authority to restore order upon the subject premises, up to and including ordering the dispersal of persons from the subject premises. Any

person who fails or refuses to obey and abide by such an order shall be guilty of a violation of this section.

4. Notice Procedure for Landlords. In the event that the City has determined that the Disorderly House is a residential rental property, the City shall give notice via regular mail to the Landlord to the address listed on its rental registration on file with the City. Said notice shall describe the condition that at the residential rental property which gives rise to a violation of this Section 40.06 and a notice that the failure to remedy the prohibited activity at the residential rental property may result in a violation of this Section 40.06. However, if the Landlord takes either of the following actions, the City shall not file a municipal infraction against the Landlord for violation of said Section 40.06:

- A. Commenced procedures under Chapter 562A of the Code of Iowa to evict the tenant from the residential rental property; or
- B. If a first offense against this particular tenant at the residential rental property, the Landlord provides to the City a plan to ensure that a recurrence of the violations will not continue at the residential rental property.

If the Landlord fails to take any action within thirty (30) days within the mailing of the notice described in this subparagraph 4, the City may file a municipal infraction citation against the Landlord for violation of said Section 40.06.

5. Appeals. A Landlord, within thirty (30) days of the mailing of the notice above, may file written notice of appeal to the City Clerk. The appeal will be heard in accordance with the appeal procedures outlined in Chapter 50 of this Code.

4.6 ~~Penalty.~~

- A. A. Any person violating the provisions of this ~~section~~Section shall be deemed guilty of a simple misdemeanor and ~~upon~~ conviction ~~shall be punished in accordance with subsection~~of such ~~may impose punishment as outlined in Section 1.14 of this Code of Ordinances.~~
- B. B. Any repeat violations of this ~~subsection~~Section 40.06 by a property owner or tenant may be considered a municipal infraction ~~and punished~~punishable as outlined in ~~accordance with~~Chapter 4 of this Code ~~of Ordinances.~~”

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

Proposed Revisions for 2nd Reading as of 12/3/19

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

Passed and approved this _____ day of _____, 2019.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: _____ October 15, 2019
Approved on Second Reading: _____
Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2019.

City Clerk

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



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

Memorandum

December 12, 2019

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

From: Brent Hinson
City Administrator

Re: Owner-Occupied Housing Rehabilitation Program

We are asking for approval of a payment in the amount of \$9,100 to BW Construction of Washington. The work they completed on the house included: repair of private and City sidewalks, caulking of foundation, new gutters & downspouts, and new aluminum trim on the front porch.

The grant amount will be secured by a 5-year lien on the home.

MEMORANDUM

DATE: December 6, 2019
TO: Brent Hinson, City of Washington
FROM: Mark Culver, Housing Specialist
RE: Contractor Payment Request

Enclosed please find the required paperwork to authorize contractor payment for the house at:

1005 W. Washington Street, Washington, IA 52353 (Jenks)

I approve the payment request in the amount of **\$9,100.00**

Please cut a check in the amount of \$9,100.00 and send to the contractor.

BW Construction
1607 Highland Avenue
Washington, IA 52353

*** Please send me a copy of the check to the contractor.**

Thank you and as always, please let me know if you have any questions.



BW Construction
 1607 Highand Avenue
 Washington, IA 52353
 (319) 389-5172

Invoice

Date	Invoice #
11/18/2019	673

Bill To
Michelle Jenk 1005 W. Washington St. Washington, IA 52353

Work Completed at
Michelle Jenk 1005 W. Washington St. Washington, IA 52353

Terms

Item	Description	Quantity	Rate	Amount
Concrete	Concrete: Approach from city sidewalk and across front of porch - Removed and replaced approach from the city sidewalk and across the front of porch.		2,300.00	2,300.00
Concrete	Concrete: City sidewalk - Removed and replaced 2 squares on the city sidewalk.		750.00	750.00
Concrete	Concrete: Concrete across all of the left side of house - Removed and replaced all of the sidewalk along the left side of the house with new.		1,600.00	1,600.00
Foundatio	Foundation: Caulking - We caulked the cracks where the foundation meets the concrete on the ground.		550.00	550.00
Gutters	Gutters: - We removed existing gutters and downspouts and replace with new ones.		2,700.00	2,700.00

3193895172

bwconstructionllc@hotmail.com

www.bwconstructionandroofing.com

Total Invoice

Job Total Balance



BW Construction
 1607 Highand Avenue
 Washington, IA 52353
 (319) 389-5172

Invoice

Date	Invoice #
11/18/2019	673

Bill To
Michelle Jenk 1005 W. Washington St. Washington, IA 52353

Work Completed at
Michelle Jenk 1005 W. Washington St. Washington, IA 52353

Terms

Item	Description	Quantity	Rate	Amount
22 Specialty	Front Porch: - We installed new aluminum trim around bottom of the beam on the front porch.		1,200.00	1,200.00

3193895172

bwconstructionllc@hotmail.com

www.bwconstructionandroofing.com

Total Invoice	\$9,100.00
----------------------	------------

Job Total Balance	\$9,100.00
--------------------------	------------

All material is guaranteed to be as specified. All work to be completed in a worklike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the proposal. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are covered by Workman's

CHANGE ORDER

No. 2

DATE OF ISSUANCE 11-26-19 EFFECTIVE DATE 11-26-19

JURISDICTION City of Washington
 CONTRACTOR DeLong Construction, Inc.
 Contract: South 15th Avenue Pavement Reconstruction and Subdivision Project
 Project: Paving, Water Main, Sanitary Sewer & Storm Sewer
 JURISDICTION's Contract No. _____ ENGINEER's Contract No. 5016276
 ENGINEER Garden & Associates, LTD

You are directed to make the following changes in the Contract Documents:

Description: Lower existing water main to avoid conflict. Tie sump lines into new storm sewer.

Reason for Change Order: Conflicts with utilites

Attachments: (List documents supporting change)

CHANGE IN CONTRACT PRICE:
Original Contract Price: \$ <u>719,238.36</u>
Net Increase (Decrease) from previous Change Orders No. <u> </u> to <u> </u> : \$ <u>30,310.00</u>
Contract Price prior to this Change Order: \$ <u>749,548.36</u>
Net Increase (Decrease) of this Change Order: \$ <u>5,865.00</u>
Contract Price with all approved Change Orders: \$ <u>755,413.36</u>

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: _____ Ready for final payment: _____ (days or dates)
Net change from previous Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: _____ Ready for final payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: _____ Ready for final payment: _____ (days or dates)
Net Increase (Decrease) this Change Order: Substantial Completion: _____ Ready for final payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for final payment: _____ (days or dates)

RECOMMENDED:

By: 
ENGINEER(Authorized Signature)

Date: 12-2-2019

APPROVED:

By: _____
JURISDICTION(Authorized Signature)

Date: _____

ACCEPTED:

By: 
CONTRACTOR(Authorized Signature)

Date: 12-1-19

EJCDC 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractor of America and the Construction Specifications Institute.

*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

December 12, 2019

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

From: Brent Hinson
City Administrator

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

Re: 3-Year Agreement with YMCA for Aquatic Center Management Services

The City and the YMCA first entered into an agreement for management of the Steele Family Aquatic Center for the 2014 season. A number of changes have been approved by Council and the YMCA Board that time, and it seemed like an appropriate time to incorporate those changes fully into a single document.

Additionally, the attached agreement makes the following changes of significance:

- 1) The agreement is adopted for a 3-year term, with it renewing on a year-to-year basis after that if not terminated by either party.
- 2) The City would take on the cost of chemicals, which has ranged from \$6,800 to \$9,200 in recent years.
- 3) The YMCA would accept a lower management fee, with that going from \$6,800 in the current agreement to:
 - a. \$2,000 for the 2020 season,
 - b. \$2,500 for the 2021 season, and
 - c. \$3,000 for the 2022 season.

The agreement was reviewed by the Park Board at their last meeting. Amy Schulte will be present to answer any questions from the YMCA perspective. Combined financials from the last six pool seasons are attached for your information.

RESOLUTION NO. _____

**A RESOLUTION MANAGEMENT SERVICES
AGREEMENT FOR STEELE FAMILY AQUATIC CENTER**

WHEREAS, the City has had a mutually beneficial relationship with the Washington YMCA;
and

WHEREAS, to this end the City originally entered into a Management Services Agreement with the YMCA in 2014 to manage the Steele Family Aquatic Center, and further amended that Agreement in 2015, 2016 & 2019; and

WHEREAS, it is deemed prudent to incorporate these previous amendments as well as new proposed amendments at this time into a single document; and

WHEREAS, among these amendments, the YMCA has asked the City to take on the cost of chemicals, with the YMCA taking a somewhat lower management fee to partially compensate for this cost; and

WHEREAS, it is deemed mutually beneficial to enter into a three-year agreement to extend the relationship through the 2022 season.

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

Section 1. The City Council hereby approves the amendment to the Management Services Agreement attached as Exhibit A to this Resolution.

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

PASSED AND APPROVED this 17th day of December, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

MANAGEMENT SERVICES AGREEMENT
BY AND BETWEEN
THE CITY OF WASHINGTON, IOWA
AND
THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF WASHINGTON, IOWA

THIS MANAGEMENT SERVICES AGREEMENT (the "Agreement") is entered into by and between the City of Washington, Iowa, an Iowa municipal corporation, having an address for business at 215 E. Washington Street, Washington, Iowa, 52353, (hereafter the "City"); and the Young Men's Christian Association of Washington, Iowa, an Iowa nonprofit corporation, having an address for business at 121 E. Main Street, Washington, Iowa, 52353 (hereafter the "Manager").

WHEREAS, the City owns ~~and currently operates~~ the Washington Steele Family Aquatic Center (hereafter the "Facilities") located ~~within the City at 1000 W. Madison Street, Washington, Iowa, 52353;~~ and

WHEREAS, City desires to retain the services of Manager to manage the Facilities and ~~the~~ Manager desires to manage the Facilities; and

WHEREAS, City and Manager desire to set forth the terms under which the Manager will manage the Facilities.

NOW, THEREFORE, for the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

I. APPOINTMENT.

~~—~~The City hereby grants ~~to~~ the Manager the exclusive right to manage the Facilities at the Washington Steele Family Aquatic Center.- Manager will provide its management services during the Term of this Agreement in accordance with the terms and conditions herein contained.

II. SERVICES OF MANAGER.

Section 2.1 Management of Facilities.

Manager will provide management, supervision and direction of the operation and management of the Facilities in accordance with the standards to those prevailing at similar municipal operated outdoor ~~aquatic centers,~~aquatics centers and in accordance with standards of

regulatory agencies and within in the safety standards set forth by the prevailing industry standards for aquatic centers.

Manager will be responsible to provide telephone and internet services during the months of operation, May through August for the operation and management of the Facilities.

Manager will be responsible for maintaining the regular cleanliness of the Facilities in accordance with proper sanitary standards and shall report any concerns to the City immediately.

Manager shall be responsible for all necessary water quality testing and convey any concerns to the City CPO immediately.

Section 2.2 Procurement.

Manager shall purchase for the ~~operation~~operations of the Facilities all cleaning supplies, first aid and safety supplies and equipment, office supplies and equipment, food and beverage and other services needed to operate the Facilities, except as listed in SectionsSection 3.1, 3.2 and 3.23 below.

Section 2.3 Personnel.

All personnel employed at the Facilities shall be the employees of the Manager. -All employee costs, including, but not limited to salaries, benefits, FICA, unemployment insurance, and other costs of employment shall be the sole cost of the Manager. Manager shall ensure that all employees have undergone and passed the required background screening process prior to employment. Manager shall ensure all employees have obtained the required training and shall maintain the ongoing training in accordance with the prevailing standards for aquatic centers.

Section 2.4 Books and Accounts.

Manager shall keep and maintain complete and accurate books of account of all sales, gross receipts and ~~uses~~sales tax records and returns for ~~the~~Facilities.- All such books shall be kept and prepared in accordance with good accounting and management practices in accordance with generally accepted accounting standards. -Such books ~~and records~~ shall be available for

examination by the City, or any agents or auditors as designated by the City, ~~at any time~~ during the Manager's normal business hours.

~~Section 2.5~~ — Determination of Profit/Loss.

~~(a) — The determination of the Profit/Loss from the operation of the Facility by the Manager in any given year shall be determined by subtracting the Operating Expenses from the Gross Revenues.~~

~~(b) — For purposes of this Section 2.5, the term "Gross Revenues" shall mean all revenues and receipts of every kind derived from operating the Facilities, including, but not limited to: income derived from admissions to the Facilities; the sale of food and beverage in the Facilities, income from rentals of the Facilities, income from vending machines and income from the sale of merchandise. However, the purposes of calculating Gross Revenues, federal, state or municipal excise, sales or use taxes or any other taxes collected directly from patrons or guests of the Facilities shall be excluded from Gross Revenues.~~

~~(c) — For purposes of this Section 2.5, the term "Operating Expenses" shall mean all costs and expenses incurred in connection with the operation of the Facilities, including, without limitation, salaries, wages, benefits or other costs of each employee working in the Facilities; the cost of inventories, beverages, supplies, equipment, routine maintenance of equipment, insurance policies required under this Agreement or any taxes levied or assessed on wages, salaries, food and beverages and sales of equipment and any other costs agreed to among the parties to this Agreement.~~

III. ~~III.~~ CITY OBLIGATIONS.

Section 3.1 Cleaning, Maintenance and Repairs.

City will be responsible for ~~maintaining~~ maintenance of the Facilities' premises and keeping all equipment in good condition and repair, ~~as well as paying gas and electric billings for the Facilities.~~ City shall provide for ~~regular cleaning services~~ and will arrange for garbage and trash removal necessary for the Facilities to operate according in accordance to the proper sanitary standards ~~and~~ in compliance with all applicable health and sanitation laws and regulations.

City will be responsible for the necessary procedures to open and close the Facilities each season and any costs related to those procedures.

City will be responsible for back washing and vacuuming the Facility and will report to the Manager any issues that would prevent the Manager from meeting their obligations for operating the Facility.

Section 3.2 Utilities and Chemicals.

City will be responsible for providing gas and electric utility services for the operation of the Facility. City will provide will provide the CPO as required to operate the Facility in accordance with standard regulations. City will maintain the chemical systems for the Facility to ensure the proper sanitary standards are in compliance with all applicable health and safety regulations. City will purchase the necessary chemicals that are necessary for the safe operation of the Facility as deemed by the CPO.

Section 3.3 Capital ~~Expenditures~~ Expenses.

All capital expenditures necessary for the Facilities to operate in accordance with Section 2.1 shall be at the sole cost of the City.

Section 3.4 Licenses and permits.

~~_____The City or~~ Manager, as agreed upon by ~~the both~~ parties, will be responsible for obtaining, or ~~cause~~causing to be obtained, and will maintain in full force and effect, all such licenses.

Section 3.5 Security Cameras

Manager will be provided access to the surveillance systems in place at the Facilities to ensure that any issues or concerns can be addressed immediately in accordance with the prevailing industry standards for aquatics centers. Manager shall notify City of any issues or concerns that result in damage to Facilities immediately.

IV. MANAGEMENT FEES.

Section 4.1 Management Fee

~~_____~~As compensation for the Manager's services hereunder, the City agrees to pay Manager an annual management fee ~~of \$6,800 as reflected below.~~ This management fee shall be paid to the Manager in full no later than July 3rd of each Fiscal Year that this agreement is in effect.

(a) For the 2020 Season: \$2,000

(b) For the 2021 Season: \$2,500

(c) For the 2022 Season and thereafter (unless amended): \$3,000

Section 4.2 Facility Use Fees

Manager shall set facility fees, subject to confirmation of the City Council. Proposed fee changes shall be submitted to the Park Board of the City no later than March 1 of the effective season. Upon recommendation of the Park Board, the City Council shall consider a Resolution confirming said fee changes.

Section 4.3 Fee-Exempt Activities

Manager shall have the flexibility to schedule official activities of the YMCA outside of normal facility hours with no additional facility fee, unless a specific fee for that activity has been proposed by the Manager and confirmed by the Council as detailed in Section 4.2 of this Agreement.

V. INSURANCE

Section 5.1 Workers' Compensation.

____ Manager will provide and maintain workers' compensation insurance on all of the Manager's employees working at the ~~Facilities~~Facility and said cost will be treated as an operating expense.

Section 5.2 Liability Insurance.

~~The~~ Manager shall maintain at all times during the Term of this Agreement for the protection of the City and Manager comprehensive or commercial general bodily injury and property damage liability insurance in an amount of not less than \$1 million for each occurrence. Said insurance policies shall name the City as an additional insured. ~~The~~ Manager shall provide to the City a certificate of insurance evidencing such policies with a thirty (30) day notice of cancellation.

Section 5.3 Property Insurance.

The City shall keep the ~~City's~~ City structures on the ~~Premises~~ premises insured against loss or damage from fire, explosion or other cause normally covered by other broad form insurance policies. ~~Manager~~ shall be named as an additional insured on said policy for the Facilities.

Section 5.4 Cost of Insurance.

The cost of insurance listed above in Section 5.1 and 5.2 shall be an Operating Expense pursuant to this Agreement, and be the responsibility of the Manager. The costs of insurance listed above in Sections 5.3 and 5.4 shall be the responsibility of the City.

VI. TERM AND TERMINATION OF AGREEMENT.

Section 6.1 Term of Agreement.

The term ("Term") of this ~~Agreement~~ agreement shall commence on the effective date of this Agreement and shall continue until December 31, ~~2019-2022~~. In the event this Agreement is not terminated pursuant to ~~Sections~~ Section 6.2 or 6.3 below, the Agreement shall be extended for an additional ~~two~~-year Term shall be effective January 1st through December 31st of ~~each~~ the subsequent calendar year. ~~After the completion of the initial one~~ three-year term ~~and two-year renewal term~~, the Agreement will remain in full force and effect on a year by year basis until ~~terminated~~ termination by either party in accordance with Sections 6.2 or 6.3 below.

Section 6.2 Termination of Agreement for Convenience.

This Agreement shall remain in full force and effect until terminated ~~by~~ be either party by giving written notice to the other party no later than November 30th of the year in which the Agreement is in operation.

Section 6.3 Notice of Default; Termination for Breach.

In the event that either party breaches any term of this Agreement, the non-breaching party may send a Notice of Default to the breaching party giving the breaching party fourteen (14) calendar days to cure said default. ~~In the event that said default is not cured within fourteen~~ (14) days or ~~any~~ an extension given by the ~~nonbreaching~~ non-breaching party, this Agreement shall terminate.

In the event of termination under this Section 6.3, the breaching party shall pay all reasonable costs and attorneys' fees required to terminate said Agreement or litigate the breach in a court of competent jurisdiction.

VII. MISCELLANEOUS.

Section 7.1 Notices.

All notices required under this Agreement shall be in writing and shall be sent certified mail, return receipt requested, or via hand delivery as follows:

To the City: City Clerk
City of Washington, Iowa
215 East Washington Street
Washington, Iowa 52353

To the Manager: (until 6/20): Director
~~Y.M.C.A.~~ YMCA of Washington, ~~Iowa~~
~~County~~
121 East Main Street

Washington, Iowa 52353

~~or~~ To the Manager (after 6/20): Director
YMCA of Washington County
520 West 5th Street
Washington, Iowa 52353

Or at ~~such~~ other such address as is from time to time designated by the party receiving the notice. Any such notice that is mailed in accordance herewith shall be deemed received when the Notice is deposited with the United States Postal Service, postage prepaid. ~~In the event of hand delivery, the Notice shall be deemed delivered when the hand delivery is made to the address listed above.~~

Section 7.2 No partnership or joint venture.

Nothing contained in this Agreement shall constitute or be construed to be or create a partnership or joint venture between the City on the one part, and the Manager, its successors or assigns, on the other part.

Section 7.3 Amendment.

This Agreement shall not be amended or changed except by a written instrument executed by both parties.

Section 7.4 Authority to Enter Agreement.

(a) ~~(a)~~ In order to induce the Manager to enter into this Agreement, the City represents and warrants that the execution of this Agreement is permitted by the statutory and constitutional authority of the City, and this Agreement has been duly authorized, executed and delivered, and will, throughout the Term of this Agreement, constitute a

legal, valid and binding obligation of the City enforceable in accordance with the terms hereof.

(b) ~~(b)~~ In order to induce the City to enter into this Agreement, the Manager represents and warrants that the execution of this Agreement is ~~permitted~~ duly authorized by the Articles of Incorporation and the Bylaws of Manager, and this Agreement is duly authorized, executed and delivered, and throughout the Term of ~~this~~ the Agreement, constitutes a legal, valid and binding obligation of the Manager enforceable in accordance with the terms hereof.

Section 7.5 Entire Agreement.

This Agreement constitutes the entire agreement between the parties with respect to the matters addressed herein and supersedes all prior understandings and writings with respect to such matters, and may be changed or supplemented only ~~by~~ be a writing executed by both parties.

Section 7.6 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed an original, but taken together, shall constitute one and the same agreement.

Section 7.7 Governing Law.

This Agreement shall be interpreted in accordance with the laws of the State of Iowa and any litigation commenced to enforce any of the terms of this Agreement shall be filed in the Iowa District Court for Washington County or the Federal District Court for the Southern District of Iowa.

Section 7.8 Binding Effect.

This Agreement shall be binding upon the successors and assigns of each of the parties hereto.

Dated this ____ day of _____, 2019.

CITY: _____ YMCA: _____

Jaron P. Rosien, Mayor _____ Amy Schulte, Association Director

ATTEST:

Illa Earnest, City Clerk

Pool Budget Analysis for YMCA Agreement
As of CYE2019

	2014	2015	2016	2017	2018	2019
Revenues						
001-4-4035-1-4756 Swimming Lessons	14,118.00	13,718.00	15,273.00	17,800.00	12,590.00	11,990.00
001-4-4035-1-4759 Pool Admissions	61,457.70	62,077.00	59,888.99	61,358.94	55,728.64	56,465.31
001-4-4035-1-4761 Concessions	15,023.81	16,780.00	15,616.00	14,751.29	14,794.87	13,440.92
001-4-4035-2-4705 Contribution Private	-	-	-	-	-	-
001-4-4035-2-4710 Reimbursement	-	-	-	-	-	-
001-4-4035-2-4715 Refunds	-	-	-	-	-	-
	90,599.51	92,575.00	90,777.99	93,910.23	83,113.51	81,896.23
Expenses						
001-6-4035-6030 Hourly Wages	49,292.00	50,969.00	57,430.79	47,958.75	50,135.49	51,938.73
001-6-4035-6040 Overtime	-	-	-	-	-	-
001-6-4035-6110 FICA/Medicare	3,690.00	3,903.00	4,280.62	3,711.21	3,835.36	3,973.31
001-6-4035-6130 IPERS	-	-	-	249.20	-	-
001-6-4035-6160 Work Comp	240.00	539.00	-	-	-	-
001-6-4035-6220 License	-	-	-	-	-	-
001-6-4035-6230 Training*	-	-	110.00	133.00	133.00	130.81
001-6-4035-6310 Maintenance - Buildings	24,275.10	2,192.46	12,926.11	6,305.03	5,426.24	5,278.41
001-6-4035-6320 Ground Maintenance	367.33	364.18	314.25	413.00	168.47	66.84
001-6-4035-6340 Office Equipment Repair	-	-	-	-	-	-
001-6-4035-6350 Equipment Repair	1,620.08	649.59	6,806.84	854.75	5,802.66	2,722.84
001-6-4035-6371 Utilities	18,493.00	19,325.00	18,175.94	18,333.92	15,649.55	17,211.04
001-6-4035-6373 Phone Service	500.00	622.00	531.00	657.88	736.64	698.04
001-6-4035-6402 Advertising	603.00	612.00	838.00	290.22	371.08	214.00
001-6-4035-6430 License and Permits**	974.00	651.00	678.00	655.50	5,233.25	5,020.00
001-6-4035-6490 Professional Services	79.00	104.00	-	2,660.00	-	-
001-6-4035-6499 Reimbursement	-	-	-	-	-	-
001-6-4035-6501 Chemicals	6,428.00	7,115.00	6,850.00	7,128.55	7,726.90	9,209.15
001-6-4035-6503 Merchandise - Resale	7,741.00	9,841.00	10,312.75	9,851.94	7,724.07	7,798.62
001-6-4035-6504 Minor Equipment***	-	-	999.96	1,012.91	-	1,894.95
001-6-4035-6507 Supplies	3,339.00	3,763.00	1,900.00	1,757.16	1,287.36	2,546.22
001-6-4035-6508 Postage	-	-	-	-	-	-
001-6-4035-6510 Safety Supplies	-	-	-	-	-	-
001-6-4035-6599 Other Supplies	-	-	-	-	-	-

	2014	2015	2016	2017	2018	2019
Support Staff Salaries		9,025.00	9,658.33			
Support Staff FICA		690.00	738.86			
Software Costs		5,000.00	3,571.50			
Insurance		1,045.33	1,219.85			
Maintenance of Equip.		24.00	-			
Mileage Allowance		24.00	-			
Employee Expense		301.00	876.76		3,033.17	2,523.70

Total Expenditures	117,641.51	100,650.23	138,263.59	118,038.32	107,263.24	111,226.66
Expenditures Less Maint.	91,379.00	97,444.00	117,106.43	90,985.71	80,083.32	83,921.77

YMCA Revenue/Expenditure Breakdown

Profit/Loss Less Maint.	(779.49)	(4,869.00)	(26,328.44)	2,924.52	3,030.19	(2,025.54)
Management Fee	7,000.00	8,864.00	8,500.00	6,800.00	6,800.00	6,800.00
YMCA Profit/Loss	6,220.51	3,995.00	(17,828.44)	9,724.52	9,830.19	4,774.46

City Revenue/Expenditure Breakdown

City Other Expense	-	-	(1,109.96)	(1,145.91)	(133.00)	(2,025.76)
Maintenance Expense	(26,262.51)	(3,206.23)	(20,047.20)	(25,906.70)	(27,046.92)	(25,279.13)
Payment to YMCA	(7,000.00)	(8,864.00)	(8,500.00)	(6,800.00)	(6,800.00)	(6,800.00)
Total City Contribution	(33,262.51)	(12,070.23)	(29,657.16)	(33,852.61)	(33,979.92)	(34,104.89)

Maintenance items outside agreement (100% City responsibility)

* Park Superintendent CPO Re-Certification

** In 2018 & 2019 Seasons, software costs & insurance are included in this line

*** Pool Deck Chair Replacement

*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

December 12, 2019

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

From: Brent Hinson
City Administrator

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

Re: Strategic Priorities for 2020 and 2021 & Work Plan

Attached is a proposed goals resolution for calendar years 2020 and 2021. I have tried my best to organize the resolution for effective implementation and to reflect the discussion held at the December 3 meeting.

Pending your approval of the goals resolution, I have also prepared a work plan resolution for your consideration, which describes in greater detail how we intend to take action on these priorities.

RESOLUTION NO. _____

**A RESOLUTION SETTING STRATEGIC PRIORITIES
FOR THE CITY OF WASHINGTON**

WHEREAS, the City Council sees the importance of strategic planning as a method for confronting the many challenges and opportunities presented our community; and

WHEREAS, the City Council met in special session on December 3, 2019 to update its top strategic priorities for 2020 and 2021.

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

Section 1. The City Council establishes the following as its top strategic priorities for 2020 and 2021:

- Study implementation of a Quick Responder Service to supplement County EMS changes
- Complete Wellness Park Phase I improvements
 - Conduct administrative setup and staffing analysis
 - Develop & implement Y/Wellness Park area traffic & sidewalk plan
- Sewer inflow/infiltration (I/I)
 - Complete Egg Sewer Water Plant Block improvements (North 4th Project)
 - Complete evaluation of “egg” sewer basin
- Promote housing development
 - Work toward development of Bell land and other housing areas
 - Work as a partner with private developers
- Complete City Hall/Police building construction
 - Examine staffing for quality long-term building maintenance

Section 2. The City Council establishes the following as additional high strategic priorities for 2020 and 2021:

- Develop Police Department re-structuring plan
- Update Water Facility Plan to incorporate improvements since 2013 and to sharpen focus on improving water distribution infrastructure
- Complete continuity of operations planning initiative

- Through Hotel/Motel Tax Fund Administration Committee, help to “define” Washington, and effectively promote ourselves to internal and external audiences
- Develop Capital Equipment Replacement Plan (CERP) with proposed funding plan
- Plan & develop Madison Park expansion and improvements

Section 3. While keeping in mind the broad range of important priorities the City may have, the City Council establishes its intent that the following long-term priorities and projects will receive continued emphasis:

- Continue to update & implement Capital Improvements Plan (CIP) and focus on maintaining & upgrading infrastructure
- Complete evaluation of all three sewer basins and strongly emphasize efforts toward eliminating sources of inflow/infiltration (I/I) into the sanitary sewer system
- Promote business development
 - Continue development of West Buchanan Street corridor to Highway 1/ Business Park Phase II
- Actively promote improved housing stock and supply
 - Continue proactive nuisance and dangerous house abatements
 - Consider CDBG housing rehabilitation & other programs
 - Continue looking for new ways to partner in development, seeking long-term options for providing adequate/quality housing supply
 - Pursue both single and multi-family housing development
- Promote improvements to parks & recreation, through construction projects and broadening community support & engagement.
 - Continued development of Wellness Park buildout
 - Additional park projects as per five-year CIP
 - Continued development of pedestrian/bicycle infrastructure, including trails
 - Work to improve public safety in parks
- Maintain & improve sidewalk infrastructure
 - Continue trip hazards program
 - Continue strategic expansion of sidewalk network, with emphasis on installing sidewalks in school areas and other high pedestrian traffic generation areas, as well as installation of new sidewalks considered as part of all street reconstruction projects

Section 4. The City Council recognizes the following items as organizational values that it will seek to uphold in its deliberations and actions:

- Maintain public trust
- Maintain public safety
- Maintain strong financial condition
- Transparency and strong & diverse public communication
- Support economic development efforts & programming
- Strategic and cost-effective deployment of resources, utilizing long-range planning to the greatest extent possible and in accordance with adopted plans

Section 5. The City Council commits to seeing that all of the above goals remain top priorities for the coming years and that continuing progress be made toward on-going commitments and priorities. The City Administrator is directed to provide regular updates to allow for proper benchmarking. Strategic Priorities are to be reviewed regularly.

PASSED AND APPROVED this 17th day of December, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

RESOLUTION NO. _____

**A RESOLUTION ADOPTING WORK PLAN
FOR CALENDAR YEAR 2020 AND 2021
STRATEGIC PRIORITIES**

WHEREAS, the City Council identified its strategic priorities for calendar years 2020 and 2021 on December 3, 2019, and adopted them on December 17, 2019; and

WHEREAS, City staff has examined these priorities and devised a plan to accomplish each in an appropriate timeframe.

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

Section 1. The City Council hereby accepts the Work Plan presented in Exhibit A.

Section 2. The City Council hereby directs City staff to provide regular updates on progress toward the goals and implementation strategies identified in the Work Plan.

PASSED AND APPROVED this 17th day of December, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk



CALENDAR YEARS 2020 & 2021 STRATEGIC PRIORITIES: WORK PLAN

Calendar Years 2020 & 2021 Priorities:

Top Priorities

- **Study implementation of a Quick Responder Service to supplement County EMS changes**

Staff Primarily Responsible: Mayor, Councilor Pettit-Majewski, City Administrator, Study Committee

Staff Interpretation: Establish a committee to study the implementation of a QRS and bring recommendations back to Council for discussion & consideration.

Action: Significant changes are anticipated with Washington County government taking over operations of the Washington County Ambulance Service. In order to ensure quick first response in situations including those in which all staffed ambulances are busy, the City Council is interested in looking into establishing emergency medical first response capabilities by the City of Washington. While study is needed, this would likely be done within the Washington Fire Department, and entail equipment purchases, additional training for current staff, and recruitment of QRS-only volunteers. It is recommended that the committee include Chief Lester due to his extensive experience in EMS, as well as representation from the Fire Department. The committee's first task would be to determine a recommended budgetary allocation for the FY21 budget, which must be complete no later than January 15.

- **Complete Wellness Park Phase I improvements**
 - **Conduct administrative setup and staffing analysis**
 - **Develop & implement Y/Wellness Park area traffic & sidewalk plan**

Staff Primarily Responsible: Mayor, Councilor Stigers, City Administrator, Park Superintendent, Project Committee, and Stakeholder Group

Staff Interpretation: Construction is expected to commence on the fields & related improvements for the Wellness Park in Spring 2020. In connection with this work, it is necessary to work with stakeholders to develop recommendations for ongoing

management of the complex. Additionally, it is recommended that sidewalks be added to complete the network in the new Y/Wellness Park area, and that other traffic changes be considered as well to promote safety.

Action: With award of a \$650,000 grant from the Washington County Riverboat Foundation last month, the fields component of Phase 1 is ready to proceed. This \$2.5 million project is expected to yield 4 new ballfields, 2 large soccer fields, a concession/restroom building, paving of North Avenue E, and related improvements. There is still work to do on securing in-kind donations, but it is expected that the project will be ready to send to bid in early 2020, with spring construction.

Staff has begun developing recommendations for administrative setup and staffing. A very productive meeting of stakeholders including Washington Schools, WASA, WASP, Washington Y, and Tri-County Baseball has been held, but things were largely put on hold when the project did not secure Riverboat Foundation funding in April 2019. This initiative needs to be picked back up, and arrangements finalized prior to the 2021 opening of the fields. The stakeholder group understands its task as developing detailed recommendations for operations no later than the end of 2020, with the hope of having a complete plan significantly earlier than that if possible.

In connection of the study of “bicycle boulevards” along West 7th and Avenue D that was discussed in Council workshop in mid-2019, a review of sidewalk connections in the area shows that 2 blocks of additional sidewalk along Avenue D (3rd to 5th) is needed, as well as for two additional properties along North D and three along West 7th in order to complete a good sidewalk network in the area to accommodate the additional pedestrian traffic expected with the new Y and Wellness Park facilities in the area. The toughest (and most expensive) part of this sidewalk project will be that to create appropriate ADA sidewalks, at least five existing curb ramps along West 7th between Stewart Elementary and the Wellness Park will need to be corrected to eliminate steps and/or unacceptable grades. It is recommended that this sidewalk project be done in the first half of 2020 in place of the Lincoln Safe Routes to School Phase 1 project. The Lincoln project is still an important priority to complete, but it is more urgent that the Y and Wellness Park area be addressed due to the major changes coming to that area’s pedestrian and vehicle traffic flows.

In terms of vehicle traffic changes, it is recommended that the Council review the speed limit on West 5th Street (it is currently 40 mph almost to the new Y), and the possibility of a 4-way stop at 5th & D.

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

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

Staff Interpretation: Working with consultant FOX Engineering, complete North 4th/Egg Sewer Water Plant Block project, and continue evaluation of Egg Basin.

Action: With the Southeast Basin CDBG sewer project wrapping up and all known issues within an approximate 20-year time period addressed in that basin, it is time to move on to the “egg” sewer basin. The first major I/I project in the egg sewer basin located in the area around the Water Plant block on North 4th. FOX Engineering estimates that the project would reduce the flow of stormwater into the sanitary in the 5-year storm by 9.5 cubic feet per second (CFS), or 6.14 million gallons per day (MGD). The 2015-2016 Courthouse project was designed to remove 9.02 CFS, or 5.82 MGD in the 5-year storm. Thus, this proposed project is expected to yield a slightly larger reduction than that.

The City Council authorized FOX to proceed with design of the North 4th project with approval of the engineering task order on November 5. The project will include reconstruction of North 4th from 5th to 7th (including the intersection of North 4th and East 7th), replacement of the failing 24” sewer under North 4th in that section, installation of a new 10” water main from the Water Plant to Stewart Elementary, and extension of sidewalk on the east side of North 4th between East 3rd & 6th Streets to build a continuous sidewalk between Stewart and Lincoln Elementaries, as well as the storm sewer/sewer separation improvements.

Following the start of construction on these improvements, City staff will work with FOX to bring a proposal for a complete evaluation of egg sewer basin along the same lines as the analysis and modeling of the southeast basin that was completed in December 2016. This analysis will doubtlessly lead to recommendations on additional repairs and other improvements needed in the egg basin.

- **Promote housing development**
 - **Work toward development of Bell land and other housing areas**
 - **Work as a partner with private developers**

Staff Primarily Responsible: City Administrator & WEDG Director

Staff Interpretation: Help move along the policy and design process for the City in directly participating in land development for housing. Continue to work with private individuals in developing their land, keeping in mind the Housing Needs Assessment target of at least 20 new units developed per year.

Action: The City has been actively moving forward with the Bell land purchase, which is expected to close on April 1, 2020. This initial 19-acre purchase and eventual 42-acre buildout is designed to ensure a long-term supply of available building lots in Washington. The site still needs to be master-planned and a variety of activities will be proceeding in the next few months, including dividing the land into appropriate parcels, annexation, and rezoning.

An additional possible (and more immediate) opportunity has come up on a 7-acre parcel that is likely to be gifted to the City. Assuming this land transaction goes through in early 2020, it may be more opportune to develop this parcel prior to the more long-term initiative on the Bell property.

The City has continued to have conversations with developers on various possible developments around town, including in downtown, and will continue to work as an active partner to bring new and better housing to Washington.

- **Complete City Hall/Police building construction**
 - **Examine staffing for quality long-term building maintenance**

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

Staff Interpretation: See to active oversight of the City Hall/Police construction project currently underway. Examine and propose the addition of a dedicated building maintenance position in the FY21 budget.

Action: The Fire Station was substantially complete as of November 5, and the Fire Department has now fully vacated the former station space. Bushong Construction began construction on Phase 1 of the City Hall/Police improvements under a \$1.9 million contract in mid-November. Phase 1 is expected to be completed in April, and the project is expected to be substantially complete by August 31 and achieve final completion by September 30, 2020.

As has been discussed for several years, it is likely that the proposed FY21 budget will include the addition of a full-time building maintenance person, to be shared between the Library, City Hall/Police/Fire, and other City facilities. This position will help to ensure that the big investments the City has made in quality facilities will be protected over the long term. To help support this work, it is proposed that once the internal debt on the City Hall/Police building is paid back in the next couple of years that a portion of these revenue streams are dedicated to the creation of a reserve fund for future major building maintenance activities.

High Priorities

- **Develop Police Department re-structuring plan**

Staff Primarily Responsible: Mayor, City Administrator, City Council, Police Chief

Staff Interpretation: Complete the transition of leadership that began in mid-2019, with the addition of shift sergeant positions and a community advisory board.

Action: The hiring of Chief Lester in mid-2019 was the most prominent of many major changes within the department. We are now back to full staff, and Chief Lester has been implementing a number of changes to improve the department for the long term. These changes have included moving to 12-hour shifts, thorough review & updating of policies with Lexipol, equipment replacement, and improved reporting & financial management of the department.

While it is likely that future discussions will need to be had related to staffing and other changes to be proposed, the most immediate coming change will be the proposal of creating two shift sergeant positions, who would be scheduled in a way to ensure that there is a supervisor on all shifts. This plan would not be particularly costly, but would serve as a vehicle to improve the command structure and to help grow the future leadership of the department from within. This change will likely be proposed in the FY21 budget.

Additionally, Chief Lester has been working to formulate a plan for a community advisory committee. This group of stakeholders would meet from time to time to discuss topics of importance in law enforcement, and serve as a key outreach function and sounding board for the department.

- **Update Water Facility Plan to incorporate improvements since 2013 and to sharpen focus on improving water distribution infrastructure**

Staff Primarily Responsible: City Administrator, Maintenance & Construction Superintendent, Water Plant Superintendent, Engineering Technician, FOX Engineering

Staff Interpretation: Work with FOX Engineering to develop a proposal for updating the City's 2013 Water Facility Plan. Numerous projects as part of the plan have been completed, but it is now time to shift attention to critical needs within the City's aging water distribution network.

Action: The City averages around 20-25 water main breaks per year, but has had 35 breaks this year, and the recent annual high was 45 breaks. By contrast, the American Water Works Association standards say that a well-maintained system should have no more than 15 breaks per 100 miles of lines. With a system the size of Washington's, this means that we should have no more than 10 breaks per year if we had a well-maintained and up-to-date system. Water main break repairs are a highly inefficient and ineffective way to maintain a water distribution system. In addition to inconvenience to the public, significant staff overtime at often unpredictable hours is generated, and project planning within the M/C Department is undermined as a result.

The City has a great deal of the original water lines that were laid when the community got piped water for the first time well over 100 years ago. All of these lines are beyond their typical life, and many more put in after that time are in the

same category. Despite our efforts to perform replacements of some of the most problematic lines in recent years, including South B, South 12th/East Adams, and Circle Drive, the breaks have continued elsewhere, and considerable work will be needed before we can get the overall system to an acceptable level of repair. At this point, we would plan to budget for the Facility Plan update in FY21, and thus begin work in Fall 2020 or Spring 2021 on this update.

- **Participate in Continuity of Operations Planning**

Staff Primarily Responsible: Emergency Planning Team, including Mayor, Councilor Pettit-Majewski, County Emergency Management Coordinator, City Administrator, and Department Heads

Staff Interpretation: Complete planning process with deliverables including an Emergency Operations Plan and a Continuity of Government Plan. Continue planning on an ongoing basis with the Emergency Planning Team.

Action: The City Council approved the creation of an Emergency Planning Team consisting of key leaders within the City organization and with the leadership and guidance of Chief Lester and County Emergency Management Coordinator Reisen, who are both highly experienced in these matters. Recognizing that certain sensitive information contained within such plans must be held as confidential for protection of the community, the City Council adopted a Security Information Policy in October to define the scope of information that will be held confidential. It is expected that a general summary of the Emergency Operations Plan and Continuity of Government Plan suitable for public release will be forwarded to the City Council within the first few months of 2020 for discussion & consideration.

This process has already led to good discussion on readiness, and an initial initiative that we plan to propose is the addition of a transfer switch at Well 6, which would allow an emergency generator to be hooked up if necessarily to complement Well 5 and the WTP, which can be run on generator power if necessary currently.

- **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

Staff Interpretation: The Council would like to see the Hotel/Motel Tax effectively leveraged to promote the community, and improve its self-image along with its external image.

Action: The first major initiative of the Hotel/Motel Tax Committee, a joint website between the City, Chamber, Main Street, and WEDG located at www.washingtoniowa.gov, was launched in August 2019.

In order to determine the best path forward, the committee recently conducted a stakeholder survey on the best methods to promote Washington. These responses and additional input from the Chamber Tourism Committee will be taken into account in developing a plan for the best path(s) forward in promoting Washington in the future.

- **Develop a Capital Equipment Replacement Plan (CERP) with proposed funding plan**

Staff Primarily Responsible: City Administrator, Department Heads

Staff Interpretation: Ensure appropriate updating and replacement of equipment through the development of a dedicated plan.

Action: While various equipment purchases have been made in recent years, including 2 police vehicles, a fire truck, a street sweeper, and a backhoe in FY20, there is no doubt that equipment planning has taken a back seat to major projects such as sewer I/I, Water Plant, and the City Hall/Police/Fire building. The City does not have a dedicated equipment plan largely because no significant revenue streams have existed to fund it. This has led, at least in part, to us falling behind on items such as police vehicle and M/C dump truck purchases.

The major equipment purchases for FY20 listed above were all bond-funded, with the exception of the backhoe. While this strategy has been necessary to get by, the City can hopefully largely transition over the next few years to “pay as you go” funding for equipment, utilizing the remainder of the revenue streams from General Fund and Local Option Sales Tax that are currently repaying the internal debt on the City Hall/Police project (above, it is referenced that a portion of these funds is recommended to be set aside to build a reserve fund for long-term building maintenance needs). In addition, a reasonable allocation from Road Use Tax, Water Fund, and Sewer Fund will need to be made available for equipment purchases.

It is recommended that this CERP process is worked on in the latter half of 2021, as by that time, the expected revenue streams should start to become available to fully fund the plan.

- **Plan & develop Madison Park expansion & improvements**

Staff Primarily Responsible: Mayor, City Administrator, Park Superintendent, Park Board, Tree Committee

Staff Interpretation: Work toward the development of the former Jones property to expand Madison Park to a full block from Madison to Jefferson along South 2nd Avenue.

Action: The City was gifted the Jones property at 302 South 2nd Avenue in late 2017. After removing the house, the garage has continued to be used for storage after the Fire Station project required the removal of the garage City Hall staff used for storage of recycling carts and yard waste bags, among other things. Upon completion of Phase 1 of the City Hall/Police project, the garage should no longer be needed, and can be sold for someone to move off site, or it can be demolished. This property is ideally situated to allow for an uninterrupted aesthetically attractive area for the two-block stretch of South 2nd that serves as Highway 92 through town.

The project would likely follow the template set out with the original Madison Park development in 1999-2000. It will be necessary to examine at least the vacating of the portion of the east-west alley that would otherwise bisect the expanded park. It is recommended that a committee of stakeholders help plan & design the park expansion, with work to possibly proceed as soon as 2021.

Long-Term Priorities

- **Continue to update & implement Capital Improvements Plan (CIP) and focus on maintaining & upgrading infrastructure**

We plan to continue doing the CIP update process each year following goal-setting and prior to budget. The FY21-FY25 CIP update process is expected to occur with the December 17 and January 7 meetings, and conclude with public hearing and Council consideration on January 21, 2020. This process has helped to plan & execute a greatly increased amount of capital projects in recent years, particularly in infrastructure improvement.

- **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, the full egg system analysis has been delayed a bit to focus on other priorities, but major work has been performed in the past year in connection with the \$1.2 million Southeast Basin CDBG Sewer Project, and is expected to continue in 2020 with the North 4th Project, which includes a major sewer separation component on the Water Plant block. Following the completion of the egg basin analysis (likely to be completed in 2021), City staff is planning to move into the analysis of the north/west basin. When this is complete, the City should have a complete understanding of the condition of the sewer system, sources of I/I, and a detailed plan for improvements across the system.

The southeast basin study estimated that throughout the system, \$10.9 million in improvements are needed over the next 20 years to address I/I in the public system. This number may change somewhat as more complete analysis of the whole system is done. Additionally, it is widely estimated by professional engineers that in a typical sewer system, up to 50% of the I/I originates from leaky private service connections, illegally connected sump pumps & foundation drains, etc. At the current time, the plan is to fully evaluate the public system, and then move on to evaluation of the private systems by methods such as inspections of private sump pump connections once the analysis of the public system is completed and while significant public system projects continue.

- **Promote business development**

The City has made significant efforts to promote business development in recent years, from the creation of the Downtown Investment Grants (DIG) program, to the use of Tax Increment Financing (TIF) to create the Washington Business Park. The City also worked closely with developer Greg Wiley to fully develop his property for the construction of a new Dollar Tree store and 2 additional commercial lots for future sale, as well as worked with Allen Mitchell CPAs to build a new \$1.4 million building downtown on the Linda Lou's site. The City should continue to look for opportunities to expand the tax base and improve the business climate.

The next major project anticipated at this point in time is the completion of the West Buchanan Street corridor to Highway 1 (Business Park Phase II) in FY21. The City has also put itself in a position to assist with the redevelopment of the Smouse House/ Captain's Table through use of TIF, which has the potential to vastly improve a troubled property at a main gateway to downtown, promote business development, and aid the City's development partners. Finally, the streetscape expansion project planned for FY23 & FY24 aims to promote the continued development of downtown through a mix of continuing public and private investment.

City staff also anticipates continuing active work with development partners such as WEDG and Main Street, and providing logistical aid to developers interested in Washington.

- **Actively promote improved housing stock and supply**

The City has achieved redevelopment of several former nuisance properties through the Neighborhood Stabilization Program, and has now encountered the happy scenario that private homebuilders have been willing to save the City the work of acquiring and tearing down distressed houses for new home construction. To capitalize on this trend, the City introduced the Housing Infill Partner Program in July 2019 to provide grants to builders of \$5,500 or \$7,500 depending on the density with which the distressed house is being replaced. So far, 2 grants have been awarded, and at least one additional is expected in the next few months. The program will require a budgetary allocation for the first few years, but is expected to

pay for itself in the long run, as the general fund levy (\$8.10/\$1,000) on the new valuation created by the program will be transferred back to the Housing Rehabilitation Fund.

The City received a grant from the East Central Iowa Housing Trust Fund in the amount of \$151,200 (inclusive of the City's \$37,800 share) to provide grants of up to \$15,000 per property to 9 owner-occupied households for exterior rehab of homes on the main entry corridors to Washington. Two homes have already been improved under this program, and two more are under construction at the current time. Pending availability of ECHTF funds, this program may be repeated for other areas of town in the future, utilizing a similar LMI TIF match. It also seems reasonable to consider the CDBG Housing Rehabilitation & other programs for improving existing housing stock in the future.

City officials have been engaged in WEDG's workforce housing planning process, which includes as a major component rehabilitating the existing housing stock. This process will hopefully lead to broad support for the development of additional workforce housing and the rehabilitation of existing housing to provide quality mid- and lower-range ownership and rental opportunities.

Active code enforcement will continue with the oversight of the Nuisance Review committee (Mayor, City Attorney, City Administrator, Building Official, and Code Enforcement Officer) as well as the City Council. Residential building code adoption will be considered in the near future in addition to current practices. The central goal of code enforcement will remain as the continued improvement of a safe and attractive community.

- **Promote improvements to parks & recreation, through construction projects and broadening community support & engagement.**

The primary task in facility planning for parks over the next number of years will be the buildout of the Wellness Park. This effort will consume both significant time and significant resources in the coming years. In order to successfully complete Phase 1, several projects that we hoped to complete in the Capital Improvements Plan realistically need to be "bumped" to utilize the funds for the Wellness Park.

At this point, it is hoped that full buildout of the Wellness Park can be completed in 10 years or so. Once Phase 1 is completed, it may be the appropriate time for the Park Board to work with a consultant to develop a five-year parks master plan, something that would tie into the goals of the 2012 Comprehensive Plan and that the Council has been interested in having available for some time, and could also hopefully include the 3 CIP projects that need to be bumped at this point in time. It seems reasonable to do parks master planning in FY22. The master planning process may identify additional projects. It is anticipated that the vast majority of Riverboat Foundation Municipal Grant funds will be dedicated to park & trail improvements in the fiscal years beyond FY24 following the completion of the streetscape expansion project.

Trail development will be a hallmark of the Wellness Park development, but additional projects related to the 2018 Washington County Trails & Recreation Plan will be implemented over time as well, utilizing state and federal funds to the greatest extent possible.

- **Maintain & improve sidewalk infrastructure**

The East Washington sidewalk project was completed in mid-2019. This project has received rave reviews, showing just how much it has been needed since the construction of Walmart in 2009.

The trip hazards program has been completed for the northwest quadrant of town, and while things are a season behind what was anticipated, fieldwork has been completed for the northeast quadrant, and we will be doing notices for Spring 2020. This program will be ongoing into the future, as we rotate around the whole town. This program will result in a safer and more accessible sidewalk network over time.

It is recommended that we put the Lincoln Safe Routes to School sidewalk program off for two years in the CIP so that we can focus on making sure we have good sidewalk infrastructure in the Y/Wellness Park area. I have been in touch with FOX to get their input on whether it makes sense to group this in with the 2020 North 4th project.

The City will continue to expand and improve the sidewalk network through street projects and other targeted sidewalk connectivity initiatives in the future.

*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

December 12, 2019

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

From: Brent Hinson
City Administrator

Re: QRS Study Committee

In order to allow for timely development of recommendations prior to the presentation of the proposed FY21 budget, we are recommending that the Council approve setting up a Quick Responder Service (QRS) Study Committee at this meeting. This action is somewhat pending the Council's approval of the goals and work plan resolutions before it on the agenda, but since there was unanimous support for this priority at the goal-setting session, I feel comfortable in presenting it to you this way.

RESOLUTION NO. _____

**A RESOLUTION CREATING A QUICK RESPONDER SERVICE
STUDY COMMITTEE AND CONFIRMING APPOINTMENTS**

WHEREAS, the City Council, in its strategic priorities for 2020 and 2021, established a goal of “Study implementation of a Quick Responder Service (QRS) to supplement County EMS changes”; and

WHEREAS, this study needs to begin in the near future due to the upcoming FY21 budget process; and

WHEREAS, several individuals qualified and interested in participating in this study process have been identified.

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

Section 1. The City Council approves the creation of a QRS Study Committee to research and provide recommendations for the possible implementation of a Washington Quick Responder Service to the Council.

Section 2. The City Council accepts the Mayor’s appointments of Danielle Pettit-Majewski, Jim Lester, Tom Wide, Kelly Williams, Brent Hinson, and Jaron Rosien to the committee.

Section 3. The City Council hereby establishes January 15, 2020 as the target date for any initial budgetary allocation recommendations. The committee shall meet before and after that date as needed to form any and all other recommendations to the Council, to allow for orderly implementation of the new service, if recommended, by the start of the new fiscal year on July 1, 2020.

PASSED AND APPROVED this 17th day of December, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

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



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

Memorandum

December 12, 2019

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

From: Brent Hinson
City Administrator

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

Re: Riverboat Municipal Grant Applications

Attached are proposed Municipal Grant applications for FY21. The Riverboat Foundation deadline for these applications is coming up on January 6.

I am proposing that we request \$325,000 for the Wellness Park and \$100,000 for DIG for FY21. I am also proposing to put off the Sunset Park Pavilion project we requested for FY20, and ask them to reallocate that \$50,000 into the Wellness Park also. It is unfortunate to put off the park pavilion and some other small park projects, but is necessary to ensure that we get the Wellness Park constructed.

Pending the Council's approval of the official resolution and the Riverboat Foundation's approval of the applications, these requests would then be built into the FY21 budget.

RESOLUTION NO. _____

**A RESOLUTION ENDORSING
APPLICATIONS FOR MUNICIPAL GRANT FUNDS**

WHEREAS, the City of Washington has been very fortunate to receive sizeable amounts of municipal grant funds through the Washington County Riverboat Foundation over the years; and

WHEREAS, the Riverboat Foundation has established procedures requiring applications to be completed for each project cities wish to complete using municipal grant funds; and

WHEREAS, the City Council has determined the projects and initiatives for which it would like to allocate these funds for Fiscal Year 2020-2021 and for a reallocation of certain Fiscal Year 2019-2020 funds.

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

Section 1. The City Council hereby requests that the Washington County Riverboat Foundation allocate anticipated municipal grant funds for the fiscal year beginning July 1, 2020 in the following manner:

- A. Wellness Park: \$325,000
- B. Downtown Incentive Grants: \$100,000

Section 2. The City Council further requests that the \$50,000 programmed in FY20 for the Sunset Park Main Shelter be instead designated for the Wellness Park, increasing the FY20 amount for that project to \$325,000.

Section 3. The City Council states its commitment to identifying additional funding needed to successfully complete the above projects and initiatives.

PASSED AND APPROVED this 17th day of December, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

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



*215 East Washington Street
Washington, Iowa 52353
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Memorandum

December 12, 2019

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

From: Brent Hinson
City Administrator

Re: Highway 1 South and West Madison Street Intersection Study

Back in 2010, and prior to the 2012 West Madison/Highway 1-92 asphalt overlay project and three-lane conversion, the DOT studied making changes to the intersection of Highway 1 South and West Madison (Highway 92), also including the intersection of Old Highway 92. Potential changes to the intersection were ultimately abandoned, in part due to lack of support from the City of Washington.

This intersection continues to be a traffic bottleneck, particularly for northbound traffic on Highway 1. We should only expect that this will get worse with time, as West Buchanan is paved from the Business Park to the southwest side of town and the Bell land is built out with residential development.

In our meeting with the DOT regarding the South 12th & East Washington intersection, we asked about the Highway 1 & West Madison intersection, and they indicated interest in pursuing such a study. They asked that the Council first approve a resolution requesting the study, which is attached.

*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

December 16, 2019

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

From: Brent Hinson
City Administrator

Re: Smouse House/Captain's Table Community Catalyst Pre-Application

The Iowa Economic Development Authority has a grant program for renovation of important structures in downtown areas called the Community Catalyst program. The City must be the applicant, and eligible projects can receive up to a \$100,000 grant. This program appears to be a perfect fit for the Smouse House renovation being discussed by the Washington Chamber of Commerce.

In order to be able to apply in the next cycle, we must submit a pre-application through Iowa Grants by January 31. Attached is the proposed pre-application.

RESOLUTION NO. _____

A RESOLUTION ENDORSING A PRE-APPLICATION FOR GRANT FUNDS

WHEREAS, the Smouse House/Captain's Table building, located at 321 South Iowa Avenue, is an important historic property in Washington, which has fallen into significant disrepair; and

WHEREAS, the Washington Chamber of Commerce has expressed interest in pursuing the renovation of this building for its offices and a community welcome center, among other potential beneficial uses; and

WHEREAS, in order to be eligible to apply for a \$100,000 Community Catalyst grant from the Iowa Economic Development Authority, a pre-application must be submitted by January 31, 2020.

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

Section 1. The City Council endorses the submission of a pre-application for grant funds to the Iowa Economic Development Authority in the amount of \$100,000 for the Smouse House/Captain's Table redevelopment project.

Section 2. The City Council states its commitment in partnering with the Washington Chamber of Commerce to work toward the renovation of this building.

PASSED AND APPROVED this 17th day of December, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk



Application

228079 - Community Catalyst Building Remediation

336135 - Smouse House Redevelopment Project

Downtown Resource Center

Status: Editing Submitted Date:

Applicant Information

Project Officer

AnA User Id: BHINSON@IOWAID
 First Name*: Brent Hinson
First Name Middle Name Last Name
 Title:
 Email*: bhinson@washingtioniowa.gov
 Address*: 215 East Washington Street

Organization Information

Organization Name*: City of Washington
 Organization Type*: City Government
 DUNS: 08-712-8161
 Organization Website: www.washingtioniowa.gov
 Address: 215 East Washington Street
 215 East Washington Street
 Washington Iowa 52353
 City State/Province Postal Code/Zip
 Phone: 319-653-6584 134
Phone Ext.
 Phone: 319-653-6584 Ext.
 Fax:

City*: Washington Iowa 52353
City State/Province Postal Code/Zip
 Phone*: 319-653-6584 134
Phone Ext.
 Program Area of Interest*: Economic Development
 Fax:

Pre-Application

City: Washington

City Population: 7266

Address of Project: 321 South Iowa Avenue
Upload a map of the city with the project address identified on the required uploads form.

Brief description of the project. Include planned property use when remediation is completed: (1,000 characters max.)

The project would involve the redevelopment of the existing building for offices and a community welcome center. The project would likely take place over more than one phase, given the large structural and other remediation that must be done prior to beginning work on renovations. The total project is estimated to cost \$2-2.5 million.

Describe what is driving the project locally. Include how remediation specifically fits into a plan for

- 1) The Smouse House is one of the key historic structures in Washington, as a unique Prairie School adaptation (popularized by Frank Lloyd Wright).
- 2) It has been individually listed on the National Register of Historic Places since 1983.
- 3) The building was originally constructed by prominent Washington pioneer Winfield

the city and how this remediation will be a catalyst for economic development. (2,500 characters max.)

Smouse, and served as a popular and memorable regional restaurant destination for many years, most notably as the "Captain's Table".

4) The building sits along a highly trafficked gateway to our community and specifically to the downtown. We see this building as a cornerstone of our downtown district.

5) The building has fallen into severe disrepair, and without major action on the community's part, the building will likely need to be demolished in the near future. The building has been listed on Preservation Iowa's Most Endangered Properties, indicating both its historical significance as well as the level of degradation.

6) The City Council believes the needed rehabilitation is so extensive that it cannot happen without focused and prompt attention and the partnership of public and private entities, including the City. The City is ready to commit an initial TIF grant of \$345,000 plus a future \$155,000 in assistance, for a total of \$500,000 toward the total project.

7) The Washington Chamber of Commerce has stepped forward with a concept to redevelop the property for their offices and a regional welcome center.

Who owns the property?

Private Owner

Name of Owner:

KAT, LLC

Length of Ownership (Years):

1

Current use of Property:

Vacant

Proposed future use of Property:

Non-Profit

Financial commitment from owner to insure project success:

\$60,000.00

Describe the owners cooperation and any other information that shows commitment in making the project a success: (2,500 characters max.)

Owner purchased the property to facilitate redevelopment. Property will likely be purchased by the Washington Chamber of Commerce at a later date.

Describe how and why this building was selected: (1,000 characters max.)

See above. The building is a historically significant building at the cornerstone of our downtown that has fallen into severe disrepair. Either active steps will be taken in the near future, or the building will likely have to be torn down in the future.

Describe the impact the Catalyst grant will have on this project: (1,000 characters max.)

The Catalyst grant is essential for the undertaking of this project, and will help to secure a multi-million dollar investment in our downtown.

Required Documents (Pre-Application)

Attachment	Description	File Name	Type	File Size
City map with project address identified	Location map for Smouse House: 321 South Iowa Avenue, Washington, IA 52353	Smouse- Location Map 12-2-19.pdf	pdf	167 KB
Taxpayer Identification Number & Certification for Fiscal/ Applicant Organization Download IRS form	Washington W-9 Form	Washington W-9 Form.pdf	pdf	116 KB

Budget

Grant Amount Requested	\$100,000.00
City's financial contribution	\$345,000.00
City's in-kind contribution	\$0.00
Other contributions	\$1,055,000.00
Total estimated cost of project	\$1,500,000.00
Pre-Application Award Amount (if applicable)	\$5,000.00 MUST be less than or equal to \$5,000
Recommended Application Amount: (if invited to apply)	\$0.00 Internal Use Only

Photos of Building/Site (Pre-Application)

File Name	Description	File Size
Capt Table Full Report.pdf (4.5 MB)	Structural Engineer's Report & Photos, March 2018	4.5 MB

Miscellaneous Documents (Pre-Application)

File Name	Description	File Size
Excerpt from Downtown UR Plan- Smouse.pdf (148 KB)	City Downtown TIF Exhibit on Smouse House project	148 KB
Main-Street-Washington-District-Map.pdf (970 KB)	Washington Main Street District Map- this building shown as "Captain's Table"	970 KB
Smouse House National Register Listing 1983.pdf (248 KB)	National Register application for Smouse House (1982-1983)	248 KB

CITY OF WASHINGTON Smouse House Location Map



Main Street District

- Similar boundaries:
- Downtown Historic District
 - Downtown Slum & Blight TIF District

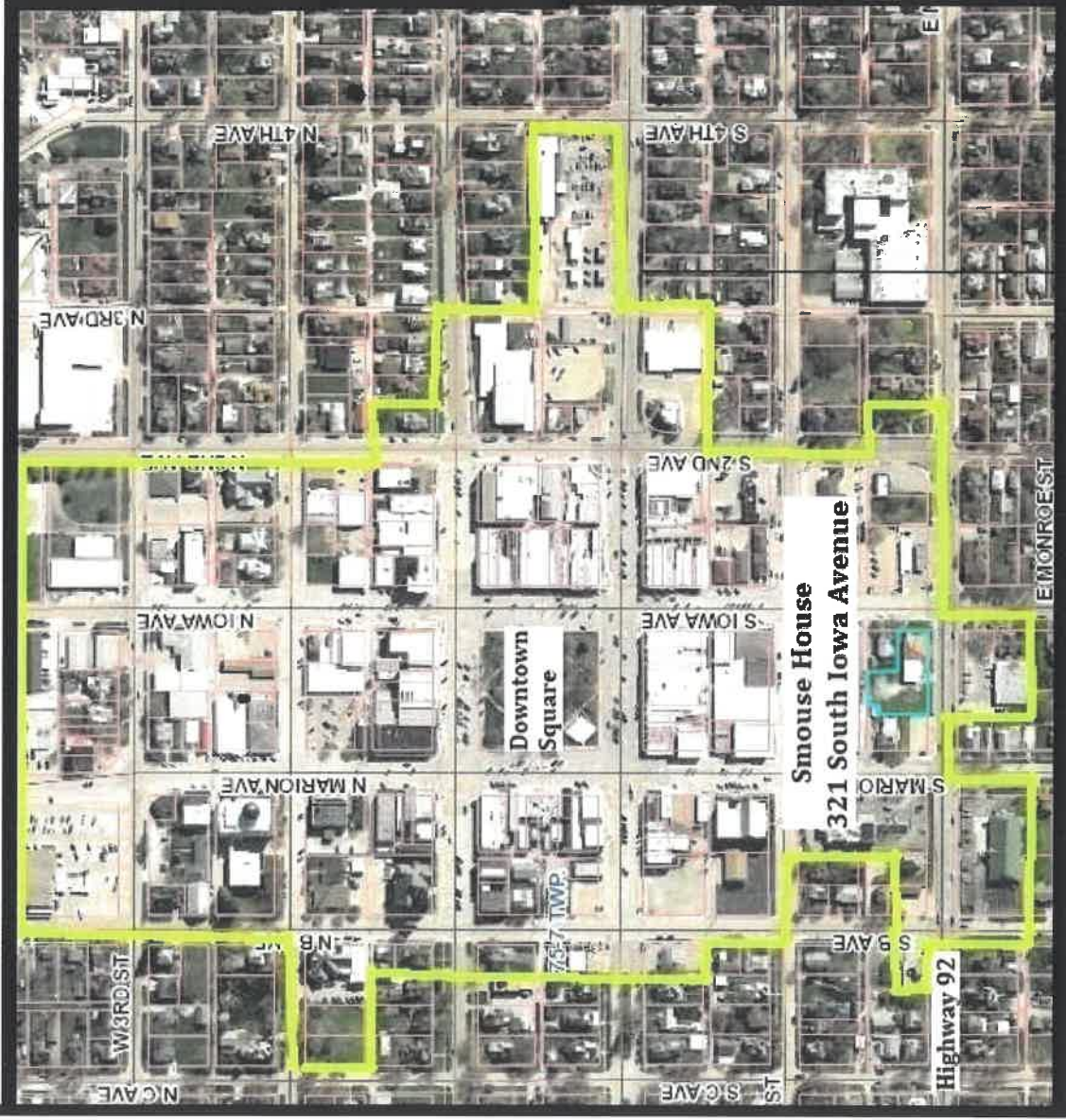
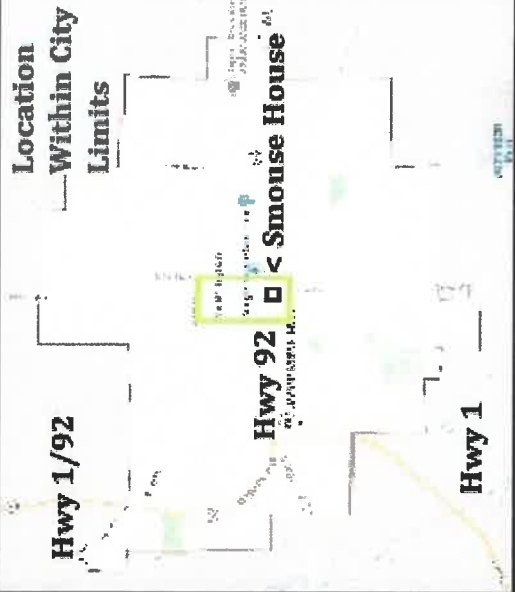


Exhibit L: Project Summary
Washington Downtown Urban Renewal Area

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



RESOLUTION NO. _____

A RESOLUTION SUPPORTING A TRAFFIC ENGINEERING ASSISTANCE PROGRAM (TEAP) APPLICATION

WHEREAS, the Iowa DOT has studied possible changes in the past to the intersection of Highway 1 & Highway 92 on Washington's west side; and

WHEREAS, a recent meeting with DOT staff indicated interest in renewing these discussions; and

WHEREAS, in order to identify improvements or other options needed for that intersection, the City would like to utilize the Iowa DOT Traffic Engineering Assistance Program (TEAP).

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

Section 1. The City Council endorses the submission of a request to the Iowa Department of Transportation for a study of the Highway 1 South and West Madison Street (Highway 92) intersection, and the adjacent intersection of Old Highway 92 & West Madison, under the Traffic Engineering Assistance Program (TEAP).

Section 2. The City agrees to assist with data collection for the study.

PASSED AND APPROVED this 17th day of December, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

RESOLUTION NO.

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

WHEREAS, the City of Washington, Iowa is empowered to levy, assess, and collect costs to the Washington County Treasurer for improvement and removal of debris against the abutting property owner, and unpaid delinquent utility charges,

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

The property of Tri-County Carpentry, LLC, (Nick Mullnix), 818 S 2nd Avenue for the amount of \$477.31. Legal description (08 05 WILSONS ADD) Parcel number (11-20-136-002)

The property of Enos Yoder, 314 N. Ave C for the amount of \$88.58. Legal description (11 02 MM YOUNGS ADD) Parcel number (11-17-164-004)

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

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

Passed and Approved this 17th day of December, 2019.

Jaron Rosien, Mayor

Attest:

Illa Earnest, City Clerk

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



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

Memorandum

December 12, 2019

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

From: Brent Hinson
City Administrator

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

Re: Stop Signs on South 15th

Related to the nearly complete South 15th Avenue improvements project, we recognized that stop signs are now needed on eastbound Madison at 15th and southbound 15th at Adams. I actually directed M/C to place these signs right away to minimize confusion, but we need formal approval to allow for enforcement.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 65.02 "SPECIAL STOPS REQUIRED"- SOUTH 15TH AVENUE

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

SECTION 1. **Add Phrase.** Section 65.02, "Special Stops Required", New Paragraph 257 "East Madison Street and South Fifteenth Avenue (eastbound stop)."

SECTION 2. **Add Phrase.** Section 65.02, "Special Stops Required", New Paragraph 258 "South Fifteenth Avenue and East Adams Street (southbound stop)."

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

SECTION 4. **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 _____, 20__.

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 _____, 20__.

City Clerk

**CITY OF WASHINGTON, IOWA
NATURAL GAS FRANCHISE**

ORDINANCE NO. _____

AN ORDINANCE REPEALING ORDINANCE NO. 756 AND GRANTING TO INTERSTATE POWER AND LIGHT COMPANY, ITS SUCCESSORS AND ASSIGNS, A NON-EXCLUSIVE TWENTY-FIVE YEAR FRANCHISE TO ERECT, CONSTRUCT, RECONSTRUCT, MAINTAIN, AND OPERATE PLANT AND SYSTEMS FOR THE DISTRIBUTION OF NATURAL GAS IN THE CITY OF WASHINGTON, IOWA AND TO SELL, DISTRIBUTE, AND SUPPLY NATURAL GAS TO SAID CITY AND ITS INHABITANTS, AND REQUIRING SAID COMPANY TO PAY A FRANCHISE FEE TO THE CITY.

BE IT ORDAINED BY THE City Council of the City of Washington, Washington County, Iowa, hereinafter referred to as the "City":

Section 1. There is hereby granted to Interstate Power and Light Company, hereinafter referred to as the "Company," its successors and assigns, the right, privilege and non-exclusive franchise for the term of twenty-five (25) years from and after the passage, adoption, approval and acceptance of this Ordinance, to lay down, maintain and operate the necessary pipes, mains and other conductors and appliances in, along and under the streets, avenues, alleys and public places in the City as now or hereafter constituted, for the purpose of distributing, supplying and selling gas to said City and the residents thereof and to persons and corporations beyond the limits thereof; also the right of eminent domain as provided in Section 364.2 of the Code of Iowa. The term "gas" as used in this franchise shall be construed to mean natural gas only.

Section 2. The mains and pipes of the Company must be so placed as not to interfere unnecessarily with water pipes, drains, sewers and fire plugs which have been or may hereafter be placed in any street, alley and public places in said City nor unnecessarily interfere with the proper use of the same, including ordinary drainage, or with the sewers, underground pipe and other property of the City. The Company, its successors and assigns shall hold the City free and harmless from all damages arising from the negligent acts or omissions of the Company in the laying down, operation and maintenance of said natural gas distribution system.

Section 3. In making any excavations in any street, alley, or public place, Company, its successors and assigns, shall protect the site while work is in progress by guards, barriers or signals, shall not unnecessarily obstruct the use of the streets, and shall back fill all openings in such manner as to prevent

settling or depressions in surface, pavement or sidewalk of such excavations with same materials, restoring the condition as nearly as practical. The Company shall not be required to restore or modify public right of way, sidewalks or other areas in or adjacent to the Company project to a condition superior to its immediate previously existing condition, unless said improvement is necessary to meet a SUDAS (Statewide Urban Design and Specifications) standard, a requirement of the Americans with Disabilities Act, or any other standard mandated by state or federal law. If the City otherwise requests that the Company restore or modify the public right of way, sidewalks or other areas on a particular project to a condition superior to its immediate existing condition, the Company will discuss such a request with the City and may require the City to pay the incremental cost of such an improvement.

Section 4. The Company shall, at its cost, locate and relocate its existing facilities or equipment in, on, over or under any public street or alley in the City in such a manner as the City may at any time reasonably require for the purposes of facilitating the construction, reconstruction, maintenance or repair of the street or alley or any public improvement thereof, in or about any such street or alley or reasonably promoting the efficient operation of any such improvement. The Company and City will engage in good faith discussion to establish a mutually agreeable date by which any relocation of the Company's existing facilities can be completed. If the City requires the Company to relocate facilities in the public right of way that have been relocated at Company expense at the direction of the City during the previous five (5) years, the Company may request the reasonable costs of such relocation, which shall be paid by the City.

If the City orders or requests the Company to relocate its existing facilities or equipment for any reason other than as specified above, or as the result of the initial request for a commercial, private or other non-public development, the Company shall receive payment for the cost of such relocation as a precondition to relocating its existing facilities or equipment.

The City shall consider reasonable alternatives in designing its public works projects so as not arbitrarily to cause the Company unreasonable additional expense in exercising its authority under this section. The City shall also provide a reasonable alternative location for the Company's facilities as part of its relocation request. In the event that no reasonable alternative location can be identified within the public right-of-way that meets applicable code standards, including but not limited to 49 CFR §192.325, and

the Company Work Practices that implement those code standards, City and Company shall work cooperatively to secure appropriate easements on private property. The Company may request the reasonable costs of acquiring the private easements, which shall be paid by the City.

When the Company extends service to new service locations, such extensions will be in accordance with and based upon the Company's extension policies and tariffs which are then in effect.

Section 5. Company operations staff will, at the request of the City, attend an annual meeting with the City to discuss annual and long-term construction planning for the Company and City. This will not replace any periodic meetings needed on specific projects and issues. In addition, the Company will provide advance notice via electronic mail to the City of planned construction projects. However, notwithstanding the foregoing, no advance notice is required for Company's maintenance, upgrading and repair of existing facilities unless said maintenance, upgrading or repair involves excavation of the City's street and sidewalk infrastructure. Advance notice is not required in an emergency. While the Company will make every effort to provide advance notice, failure to provide such notice shall not be deemed a default under this chapter.

Section 6. Prior to the City abandoning or vacating any street, avenue, alley or public ground where the Company has gas facilities, the City shall grant the Company a utility easement for said facilities. If the City does not grant the Company a utility easement for said facilities prior to abandoning or vacating a street, avenue, alley or public place, the City shall at its cost and expense obtain easements for existing Company facilities.

Section 7. Said Company, its successors and assigns, shall throughout the term of the franchise distribute to all consumers gas of good quality and shall furnish uninterrupted service, except as interruptible service may be specifically contracted for with consumers; provided, however, that any prevention of service caused by fire, act of God or unavoidable event or accident shall not be a breach of this condition if the Company resumes service as quickly as is reasonably practical after the happening of the act causing the interruption.

Section 8. There is hereby imposed a franchise fee of zero percent (0%) upon the gross revenue generated from sales of natural gas by the Company within the corporate limits of the City. The Company

shall begin collecting the franchise fee upon receipt of written approval of the required tax rider tariff from the Iowa Utilities Board.

The amount of the franchise fee shall be shown separately on the utility bill to each customer. The Company shall remit franchise fee receipts to the City no more frequently than on or before the last business day of the month following each calendar year quarter.

The Company shall not, under any circumstances be required to return or refund any franchise fees that have been collected from customers and remitted to the City. In the event the Company is required to provide data or information in defense of the City's imposition of franchise fees or the Company is required to assist the City in identifying customers or calculating any franchise fee refunds for groups of or individual customers the City shall reimburse the Company for the expenses incurred by the Company to provide such data or information.

Section 9. The Company shall indemnify and hold the City harmless at all times during the term of this franchise from and against all claims for injury or damage to persons or property caused by the Company's negligence in the construction, erection, operation or maintenance of its facilities, or the negligence of its contractors or its employees; provided however, that the Company shall not be obligated to indemnify or hold the City harmless for any costs or damages arising from the negligence of the City, its officers, employees or contractors.

Section 10. If either party determines that there has been a default under this chapter, the other party shall be given written notice of the same describing the default in detail and the defaulting party shall be given a reasonable time to respond to the written notice, which shall be at least thirty (30) days. The failure of the Company to cure said default may result in the termination of the franchise agreement by the City.

Section 11. The term of the franchise granted by this Ordinance and the rights granted thereunder shall continue for the period of twenty-five (25) years from and after its written acceptance by the Company. The acceptance shall be filed with the City Clerk within ninety (90) days from passage of this Ordinance.

Section 12. If any section or provision of this ordinance is held invalid by a court of competent jurisdiction, such holding shall not affect the validity of any other provisions of this ordinance which can be given effect without the invalid portion or portions

and to this end each section and provision of this ordinance is severable.

Section 13. The expense of the publication of this Ordinance shall be paid by the Company.

Section 14. This Ordinance sets forth and constitutes the entire agreement between the Company and the City with respect to the rights contained herein, and may not be supplemented, superseded, modified or otherwise amended without the approval and acceptance of the Company. Notwithstanding the foregoing, except to the extent necessary for the City to exercise its Police Powers, in no event shall the City enact or maintain any ordinance or place any limitations, either operationally or through the assessment of fees other than those approved and accepted by the Company within this Ordinance or those fees that are allowed to be collected by Statute or regulation, that create additional burdens upon the Company, or which delay utility operations.

PASSED and ADOPTED by the Washington City Council on the _____ day of _____, 2019.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

(CITY SEAL)

**CITY OF WASHINGTON, IOWA
ELECTRIC FRANCHISE**

ORDINANCE NO. _____

AN ORDINANCE REPEALING ORDINANCE NO. 757, AND GRANTING TO INTERSTATE POWER AND LIGHT COMPANY, ITS SUCCESSORS AND ASSIGNS, A NON-EXCLUSIVE TWENTY-FIVE YEAR FRANCHISE TO ACQUIRE, CONSTRUCT, ERECT, MAINTAIN AND OPERATE AN ELECTRIC SYSTEM IN THE CITY OF WASHINGTON, IOWA AND TO FURNISH AND SELL ELECTRIC ENERGY TO THE CITY AND ITS INHABITANTS, AND REQUIRING SAID COMPANY TO PAY A FRANCHISE FEE TO THE CITY.

BE IT ORDAINED BY THE City Council of the City of Washington, Washington County, Iowa, hereinafter referred to as the "City":

Section 1. There is hereby granted to Interstate Power and Light Company, hereinafter referred to as the "Company," its successors and assigns, the right and non-exclusive franchise to acquire, construct, reconstruct, erect, maintain and operate in the City, works and plants for the manufacture and generation of electricity and a distribution system for electric light, heat and power and the right to erect and maintain the necessary poles, lines, wires, conduits and other appliances for the distribution of electric current along, under and upon the streets, alleys and public places in the said City to supply individuals, corporations, communities, and municipalities both inside and outside of said City with electric light, heat and power for the period of twenty-five (25) years; also the right of eminent domain as provided in Section 364.2 of the Code of Iowa.

Section 2. The poles, lines, wires, circuits, and other appliances shall be placed and maintained so as not to unnecessarily interfere with the travel on said streets, alleys, and public places in said City nor unnecessarily interfere with the proper use of the same, including ordinary drainage, or with the sewers, underground pipe and other property of the City.

Section 3. In making any excavations in any street, alley, or public place, Company, its successors and assigns, shall protect the site while work is in progress by guards, barriers or signals, shall not unnecessarily obstruct the use of the streets, and shall back fill all openings in such manner as to prevent settling or depressions in surface, pavement or sidewalk of such excavations with same materials, restoring the condition as nearly as practical. The Company shall not be required to restore or modify public right of way, sidewalks or other areas

in or adjacent to the Company project to a condition superior to its immediate previously existing condition, unless said improvement is necessary to meet a SUDAS (Statewide Urban Design and Specifications) standard, a requirement of the Americans with Disabilities Act, or any other standard mandated by state or federal law. If the City otherwise requests that the Company restore or modify the public right of way, sidewalks or other areas on a particular project to a condition superior to its immediate existing condition, the Company will discuss such a request with the City and may require the City to pay the incremental cost of such an improvement.

Section 4. The Company shall, at its cost, locate and relocate its existing facilities or equipment in, on, over or under any public street or alley in the City in such a manner as the City may at any time reasonably require for the purposes of facilitating the construction, reconstruction, maintenance or repair of the street or alley or any public improvement thereof, in or about any such street or alley or reasonably promoting the efficient operation of any such improvement. The Company and City will engage in good faith discussion to establish a mutually agreeable date by which any relocation of the Company's existing facilities can be completed. If the City requires the Company to relocate facilities in the public right of way that have been relocated at Company expense at the direction of the City during the previous five (5) years, the Company may request the reasonable costs of such relocation, which shall be paid by the City.

If the City orders or requests the Company to relocate its existing facilities or equipment for any reason other than as specified above, or as the result of the initial request for a commercial, private or other non-public development, the Company shall receive payment for the cost of such relocation as a precondition to relocating its existing facilities or equipment.

The City shall consider reasonable alternatives in designing its public works projects so as not arbitrarily to cause the Company unreasonable additional expense in exercising its authority under this section. The City shall also provide a reasonable alternative location for the Company's facilities as part of its relocation request. In the event that no reasonable alternative location can be identified within the public right-of-way that meets applicable code standards, including but not limited to NESC 320.b, and the Company Work Practices that implement those code standards, City and Company shall work cooperatively to secure appropriate easements on private property. The Company may request the

reasonable costs of acquiring the private easements, which shall be paid by the City.

When the Company extends service to new service locations, such extensions will be in accordance with and based upon the Company's extension policies and tariffs which are then in effect.

Section 5. Company operations staff will, at the request of the City, attend an annual meeting with the City to discuss annual and long-term construction planning for the Company and City. This will not replace any periodic meetings needed on specific projects and issues. In addition, the Company will provide advance notice via electronic mail to the City of planned construction projects. However, notwithstanding the foregoing, no advance notice is required for Company's maintenance, upgrading and repair of existing facilities unless said maintenance, upgrading or repair involves excavation of the City's street and sidewalk infrastructure. Advance notice is not required in an emergency. While the Company will make every effort to provide advance notice, failure to provide such notice shall not be deemed a default under this chapter.

Section 6. Prior to the City abandoning or vacating any street, avenue, alley or public ground where the Company has electric facilities, the City shall grant the Company a utility easement for said facilities. If the City does not grant the Company a utility easement for said facilities prior to abandoning or vacating a street, avenue, alley or public place, the City shall at its cost and expense obtain easements for existing Company facilities.

Section 7. The Company is authorized and empowered to prune or remove at Company expense any tree extending into any street, alley or public grounds to maintain electric reliability, safety, to restore utility service and to prevent limbs, branches or trunks from interfering with the wires and facilities of the Company. The pruning and removal of trees shall be performed in accordance with Company's then current line clearance vegetation plan as filed and approved by the Iowa Utilities Board, as well as all applicable codes and standards referenced therein. The Company shall replace any healthy tree that the Company removes from City right of way. The variety of the replacement tree will be at the Company's discretion to ensure that the growth of the replacement tree will not interfere with company facilities in the future.

Section 8. During the term of this franchise, the Company shall furnish electric energy in accordance with the applicable

regulations of the Iowa Utilities Board and the Company's tariffs. The Company will maintain compliance with Iowa Utilities Board regulatory standards for reliability.

Section 9. Service to be rendered by the Company under this franchise shall be continuous unless prevented from doing so by fire, acts of God, unavoidable accidents or casualties, or reasonable interruptions necessary to properly service the Company's equipment, and in such event service shall be resumed as quickly as is reasonably possible.

Section 10. There is hereby imposed a franchise fee of zero percent (0%) upon the gross revenue generated from sales of electricity by the Company within the corporate limits of the City. The Company shall begin collecting the franchise fee upon receipt of written approval of the required tax rider tariff from the Iowa Utilities Board.

The amount of the franchise fee shall be shown separately on the utility bill to each customer. The Company shall remit franchise fee receipts to the City no more frequently than on or before the last business day of the month following each calendar year quarter.

The Company shall not, under any circumstances be required to return or refund any franchise fees that have been collected from customers and remitted to the City. In the event the Company is required to provide data or information in defense of the City's imposition of franchise fees or the Company is required to assist the City in identifying customers or calculating any franchise fee refunds for groups of or individual customers the City shall reimburse the Company for the expenses incurred by the Company to provide such data or information.

Section 11. The Company shall indemnify and hold the City harmless at all times during the term of this franchise from and against all claims for injury or damage to persons or property caused by the Company's negligence in the construction, erection, operation or maintenance of its facilities, or the negligence of its contractors or its employees; provided however, that the Company shall not be obligated to indemnify or hold the City harmless for any costs or damages arising from the negligence of the City, its officers, employees or contractors.

Section 12. If either party determines that there has been a default under this chapter, the other party shall be given written notice of the same describing the default in detail and the

defaulting party shall be given a reasonable time to respond to the written notice, which shall be at least thirty (30) days. The failure of the Company to cure said default may result in the termination of the franchise agreement by the City.

Section 13. The term of the franchise granted by this Ordinance and the rights granted thereunder shall continue for the period of twenty-five (25) years from and after written acceptance by the Company. The acceptance shall be filed with the City Clerk within ninety (90) days from passage of this Ordinance.

Section 14. If any section or provision of this ordinance is held invalid by a court of competent jurisdiction, such holding shall not affect the validity of any other provisions of this ordinance which can be given effect without the invalid portion or portions and to this end each section and provision of this ordinance is severable.

Section 15. The expense of the publication of this Ordinance shall be paid by the Company.

Section 16. This Ordinance sets forth and constitutes the entire agreement between the Company and the City with respect to the rights contained herein, and may not be supplemented, superseded, modified or otherwise amended without the written approval and acceptance of the Company. Notwithstanding the foregoing, except to the extent necessary for the City to exercise its Police Powers, in no event shall the City enact or maintain any Ordinance or place any limitations, either operationally or through the assessment of fees other than those approved and accepted by the Company within this Ordinance or those fees that are allowed to be collected by statute or regulation, that create additional burdens upon the Company, or which delay utility operations.

PASSED and ADOPTED by the Washington City Council on the _____ day of _____, 2019.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON ALL PROPERTY LOCATED WITHIN THE UNIFIED WASHINGTON URBAN RENEWAL PROJECT AREA IN THE CITY OF WASHINGTON, COUNTY OF WASHINGTON, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF WASHINGTON, COUNTY OF WASHINGTON, WASHINGTON COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY SAID CITY IN CONNECTION WITH SAID URBAN RENEWAL PROJECT.

WHEREAS, the City of Washington established the Washington Business Park, having adopted a final plat, and seen to construction of public improvements, and sale of lots by prior action of this Council; and

WHEREAS, the Project is located within the Unified Commercial Urban Renewal Area (the "Urban Renewal Project Area"); and

WHEREAS, it is now necessary for the City to pass an ordinance setting the base value of the Project and directing incremental revenues into a special project fund to refund certain costs as specified in the Urban Renewal Plan for said Unified Commercial Urban Renewal Area.

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

Section 1: For purposes of this Ordinance, the following terms shall have the following meanings:

"Project Area" means the following described real property in the City of Washington:

Washington Business Park Subdivision, Lots 1-10 and Outlots A and B, as shown in Plat Book ___ at page _____, Records of the Washington County Recorder (collectively the "Property");

Section 2: The taxes levied on the taxable property in the Project Area located in the Urban Renewal Project Area, legally described in Section 1 hereof, by and for the benefit of the State of Iowa, City of Washington, County of Washington, Washington Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 3: As to the Project Area, base period taxes on this Property shall be computed in the same manner using the total value shown on the assessment roll as of January 1, 2018, being the assessment roll applicable to the Property in the Project Area as of January 1 of the calendar year preceding the effective date of this Ordinance.

Section 4: That portion of the taxes each year in excess of base period taxes for the Project Area shall be allocated to and when collected be paid into the special tax increment fund previously established by the City of Washington to pay the principal of and interest on loans, monies advanced to, or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under authority of

Section 403.9 or Section 403.12 of the Code of Iowa, incurred by the City of Washington, Iowa to finance or refinance, in whole or in part, urban renewal projects undertaken within the Unified Washington Urban Renewal Project Area pursuant to the Urban Renewal Plan, as amended, except that taxes for the payment of bonds and interest of each taxing district shall be collected against all property within the Urban Renewal Project Area without any limitation as hereinabove provided.

Section 5: Unless or until the total assessed valuation of the taxable property in the areas of the Urban Renewal Project Area exceeds the total assessed value of the taxable property in said areas shown by the assessment rolls referred to in Section 3 of this Ordinance, all of the taxes levied and collected upon the taxable property in the Project Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 6: At such time as the loans, monies advanced, bonds and interest thereon and indebtedness of the City of Washington referred to in Section 4 hereof have been paid, all monies thereafter received from taxes upon the taxable property in the Urban Renewal Project Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 7: All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to continue the division of taxes from property within the Urban Renewal Project Area enacted prior to this Ordinance and to fully implement the provisions of Section 403.19 of the Code of Iowa with respect to the division of taxes from property within the Project Area described above. In the event that any provision of this Ordinance shall be determined to be contrary to law it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to the Urban Renewal Project Area and the territory contained therein.

Section 8: This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this ____ day of _____, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

Approved on First Reading: November 19, 2019

Approved on Second Reading: December 3, 2019

Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2019.

City Clerk

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



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

Memorandum

December 13, 2019

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

From: Kelsey Brown
Finance Director

Re: Yard Waste Bags

This summer we learned we could no longer order from our current yard waste vendor. I had contacted the supplier the vendor used and was informed we had to buy a truck load of yard waste bags (6 years' worth! We normally would purchase 2 years' worth and have just enough storage for that amount) if we wanted the customized "City of Washington" design. Following that conversation, I reached out to several communities to find different yard bag suppliers and see how other cities ran their yard waste programs. I was unable to find any other suppliers so I contacted the original supplier again to inquire about a truck load of bags and was given a lead time of 10 to 12 weeks which would have put us in mid January. By this time, we were well into the yard waste season and that just wouldn't do. I did an analysis of revenue for our current yard waste bags vs expense, and we broke even in that regard. This however does not even cover the cost our staff picking up the bags. After that analysis, we felt comfortable we would not be losing any revenue if we had retailers in the City supply their own yard waste bags. We did give them the following specifications, as we still want good sturdy bags: 30 gallon, 2 ply, 50 pound, biodegradable, kraft paper yard waste bags. Currently Ace-N-More, Fareway, and Hy-Vee stock bags that meet our standards, as well as Menards and Lowe's. Walmart and Orschelns are working on stocking them as well in the near future. If there ever is a time that we start having issues with certain bags that are being purchased, we can address that with the retailer. We recommend that council approves the change of retailers supplying the bags instead of the City, as this change will save us time, money, and storage space.

*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

December 13, 2019

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

From: Brent Hinson
City Administrator

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

Re: Capital Improvements Plan (CIP) Update for FY21-25

The City Council last updated the CIP in January 2019. Attached is a proposed update to that plan, as we get ready for budget time. The total draft plan is around \$28 million, which is consistent with past plan updates. Around \$10 million of these projects are in various stages of already being in motion.

Here is a quick year-by-year summary of the changes proposed:

FY20/Carryover

- South Avenue B Water Main: This has been moved up, to reflect that the M/C crew started on the project this fall. They will finish it within FY21 all the way up to between Adams & Monroe, where they will tie into existing newer 8".
- North 4th Project: I have asked FOX to look into adding the Y/Wellness area sidewalk project as an extension of the North 4th Project. This gives us the best timing for completion for that work prior to the opening of the Y, if possible.

FY21

- Adams from 9th to 15th Paving: This project has been separated back out from the South 12th (Tyler to Adams) project since cost estimates have gone up. South 12th is now slated for FY24.

- **Lincoln Safe Routes to School:** In 2013, we did an extensive Safe Routes to School study, report, and grant application with the help of Washington County Public Health. Unfortunately, the grant program was later eliminated. This study identified various sidewalk improvements to be made. We have done some and are planning to take care of others along with anticipated paving projects, but I show us handling the remaining segments called for in the SRTS plan in this CIP update: along Monroe from Iowa to 4th in FY20 and along Van Buren from 6th to 9th in FY22.
- **Water Facility Plan Update:** This would update the City's 2013 Water Facility Plan to incorporate the WTP upgrade and all other changes made, and specifically focus on necessary steps to upgrade the water distribution system.
- **Bell Land Development:** I have put a placeholder in for a \$2 million revenue bond to develop this property. It may due to the recent possibility arising of the City being gifted other residential land that the development of that land may come first, at a much lower expected cost.

FY22

- **East Main (12th to 15th) Water Main:** Based on cost estimates, we have now bounced this back to being an in-house project. It will now be the next in-house project after the South B water main is done.
- **Lincoln Safe Routes to School:** We have combined all the work into one project due to the need to take on the Y/Wellness Park area sidewalks first. The project includes new sidewalks along Monroe from Iowa to 4th and along Van Buren from 6th to 9th.
- **South 12th/East Washington Intersection:** Following the meeting with the DOT this week, we are envisioning this as a \$400,000 project with \$300,000 in grant funding. There are two separate programs we would need to apply for. The scope of the project would include new traffic signals, intersection modifications on 12th as called out in the TEAP study, and transition from 4 lane to 3 lanes with a center turn lane. Of course, all of this will be subject to Council and DOT review & approval, but this is very promising for both safety and traffic flow in this area, at less cost to the City than anticipated.

FY24

- **Central Storm Sewer Study:** The study that FOX conducted of the North 2nd underpass lift station found that in order to upsize its pumping capacity, a new, larger force main would have to be built. However, if this were to be done, flooding problems would be created in other parts of the downtown/central area of town. This item would involve in-depth study of the drainage system in the central area of town, recommending

improvements that would ease these issues and eventually allow the stormwater lift station to be upgraded.

- South 12th from Tyler to Adams Paving: This project has been split from the East Adams project and moved back a few fiscal years due to budget concerns.

FY25 (Newly Added to Plan)

- Wellness Park Phase 2: This would involve construction of the dam to allow for a permanent pond, along with a dock and other improvements. The project scope would also likely include upgrades to the soccer complex such as irrigation and restrooms, as well as other ancillary improvements to be identified for the overall facilities.
- Airport Layout Plan Update: This is the Airport Commission's official document that goes to FAA and includes all the projects eligible for funding. The last ALP was done at least 10 years ago.
- South 4th Water Main: This project was identified originally in the 2013 Water Facility Plan, but has moved back and forth between "future years" and being included in the 5-year plan. This is a critical project to improve water pressure in the south-central area of town, with a new 10" main being extended from East Main Street to East Madison Street. It would also include 1 block of new 8" water main on East Jefferson between 3rd & 4th to tie into the 8" we extended for the Fire Station project.
- Aquatic Center Plaster & Repainting: This is the largest project we envision as part of our Aquatic Center maintenance now that the facility is getting to 20+ years of age. This would involve completely re-plastering and re-painting the entire pool basin, at an estimated cost of \$150,000.

Future Years

A new project listed in the "Future Years" of the plan is:

- West Madison Water Main from D to Highway 1: We have had many breaks in recent years on this line, which is on Highway 92 through town. The entire line from D to Highway 1 needs to be replaced, and would likely have to be bored (at higher cost) due to DOT standards.

Projects Dropped from Scheduled to Future Years

- Sunset Park Main Pavilion Remodel, North Park Restrooms, and Water Tower Park Play Structure: These have been moved back to allow for completion of Wellness Park Phase 1 in FY20-21.

- Apron/New Large Hangar: The Airport Commission has determined that it is not financially sustainable to construct a large new hangar at this point. The parking apron project constructed several years ago would still facilitate this in the future if desired.

Projects Completed Since Last Year (or complete enough to count)

- Fire Station Construction
- South 15th Paving & Subdivision/S. 14th Ave Storm Sewer
- I/I Project (SE Basin)/Egg Relocation
- East Washington Sidewalk

Projects Dropped from Plan

- South 7th & Marion/Jefferson Water Main Tie-In: This in-house project to construct new water main from Washington to Madison on South 7th, plus tying together water mains at Marion and Jefferson that cross but do not intersect in order to improve water pressure along Jefferson has been dropped after analysis by FOX in September 2019 showed that construction of a South 4th water main, plus upgrades to East Jefferson, would be a much more effective way to address flow issues in this area.

I am hoping to have discussion at this meeting, and then we can complete the discussion and potentially set the hearing at the January 7 meeting. We could then hold the hearing at our second January meeting.

Council Previously Approved/Discussed Projects

Proj #	Proj Type	Amount Budgeted	GO Debt	Revenue Debt	Water	Sewer	Road Use	TIF	Quarterly Riverboat	Special Assess	Grant	Other	Notes
Fiscal 2021													
111A	S Ave B Watermain- VB to Tyler	W \$50,000			\$50,000								In-House
112	Enlarge Pavement Apron- Phase 2	A \$450,000					\$30,000				\$270,000	\$15,000	AP002 match
113	Wellness Park Phase I	PR/SW \$3,758,424	\$1,433,520		\$93,977			\$208,053	\$1,095,874		\$765,000	\$160,000	Gift, WP310 match
117	Woodlawn Gates & Building	B \$50,000									\$25,000	\$25,000	
119	S. Avenue E Reconst (Stiller to Lincoln)	R/SS \$1,218,761	\$800,000				\$240,561	\$138,200		\$40,000			Sidewalk to TR
122	City Hall/Police Construction	B \$2,206,559										\$2,206,559	
125/127	N 4th Project/Wellness Sidewalks	S \$2,585,000	\$2,250,000		\$50,000	\$200,000	\$85,000						Partner with N. 4th Proj
	FY20 Totals	\$10,316,744	\$4,483,520	\$0	\$193,977	\$200,000	\$355,561	\$346,253	\$1,095,874	\$40,000	\$1,060,000	\$2,406,559	
Fiscal 2021													
111B	S Ave B Watermain- Adams to VB	W \$50,000			\$50,000								In-House
120	Egg Sewer Basin Evaluation	S \$200,000				\$200,000							
123	New Fuel Farm	A \$200,000									\$150,000	\$50,000	Airport 002 match
107	W. Washington Watermain Replacement	W \$487,108			\$487,108					\$75,000			Bore Line & Patch Brick
133	Adams 9th to 15th Pvg	R/SS \$1,350,000	\$1,000,000				\$275,000						
147	Water Facility Plan Update	W \$35,000			\$35,000								
148	Bell Land Development	R/W/S \$2,000,000		\$2,000,000									
149	Biz Park Phase II/W. Buchanan	R/SS/S/W \$2,685,950							\$475,000		\$2,210,950		
	FY21 Totals	\$7,008,058	\$1,000,000	\$2,000,000	\$572,108	\$200,000	\$275,000	\$0	\$475,000	\$75,000	\$2,360,950	\$50,000	
Fiscal 2022													
118	E. Main Watermain- 12th to 15th	W \$50,000			\$50,000								In-House
137	Re-Light Runway 18/36	A \$393,000					\$38,300				\$353,700		
139	Old WWTF Demo	S \$200,000			\$200,000								
142/143	Lincoln SRTS Phase I/II	R \$140,000					\$120,000			\$20,000			
149	S. 12th/E. Wash Intersection/Traffic Signals	R \$400,000			\$100,000		\$100,000				\$300,000		
	FY22 Totals	\$1,183,000	\$0	\$0	\$50,000	\$200,000	\$258,300	\$0	\$0	\$20,000	\$653,700	\$0	
Fiscal 2023													
126	E. 3rd Watermain- 4th to 12th	W \$75,000			\$75,000								
138	Downtown Streetscape Expansion	R/SS/S/W \$3,845,000	\$1,000,000		\$350,000			\$1,300,000	\$1,195,000				In-House FY23-25
140	N 2nd Underpass Engineering Evaluation	R \$25,000					\$25,000						
	FY23 Totals	\$3,945,000	\$1,000,000	\$0	\$425,000	\$0	\$25,000	\$1,300,000	\$1,195,000	\$0	\$0	\$0	
Fiscal 2024													
144	18/36 Approach Lighting (PAPI/REIL)	A \$201,500					\$20,150						
145	Egg Sewer Basin I/II Project	S \$1,400,000	\$1,000,000		\$400,000						\$181,350		
150	Central/SE Storm Sewer Study	SS \$100,000			\$100,000								
121	S. 12th-Tyler to Adams Pvg	R/SS \$1,150,000	\$900,000		\$75,000		\$100,000			\$75,000			
	FY24 Totals	\$2,851,500	\$1,900,000	\$0	\$75,000	\$500,000	\$120,150	\$0	\$0	\$75,000	\$181,350	\$0	
Fiscal 2025													
151	Wellness Park Phase 2 (Lake Gault)	P \$1,150,000	\$1,150,000										Riverboat MG over 3 yrs
152	Airport Layout Plan Update	A \$300,000					\$30,000				\$270,000		

Proj #	Proj Type	Amount Budgeted	GO Debt	Revenue Debt	Water	Sewer	Road Use	TIF	Quarterly Riverboat	Special Assess	Grant	Other	Notes
135	W/R	\$1,345,000	\$545,000		\$800,000								Jeff WM 3rd to 4th ADA
153	P	\$150,000	\$150,000										
	FY25 Totals	\$2,945,000	\$1,845,000	\$0	\$800,000	\$0	\$30,000	\$0	\$0	\$0	\$270,000	\$0	
	Programmed Totals	\$28,249,302	\$10,228,520	\$2,000,000	\$2,116,085	\$1,100,000	\$1,065,011	\$1,646,253	\$2,765,874	\$210,000	\$4,526,000	\$2,456,559	
Future Years or Unscheduled													
104/105	A	\$335,000											Request FY23/Not funded
	A	\$2,300,000											Start in FY25- Riverboat
	P	\$30,000											
	P	\$3,475,265											
124	P	\$50,000											FY25?
130	P	\$75,000											
132	P	\$30,000											
	R	\$285,000											
	R	\$430,000											
	R	\$200,000											
	R	\$260,000											
	R/SS	\$596,800											
	R/W	\$625,900											
	R/SS	\$436,000											
	R/SS	\$377,250											
	R/SS	\$1,000,000											
	W	\$227,250											
	W	\$1,340,500											
	W	\$317,250											
	W	\$436,200											
	W	\$1,500,000											
146	S	\$600,000											
134	S	\$200,000											
	S	\$200,000											
	S	\$150,000											
	Future Years Total	\$15,122,415	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Project Types: R= Road S= Sewer B= Building P= Parks
 W= Water SS= Storm Sewer A= Airport

Project Cost Key: Blank- no cost estimate
 FOX- engineer preparing cost estimates