



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE NICOLA-STOUFER ROOM.
PUBLIC LIBRARY AT 115 W. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, MARCH 5, 2019

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, March 5, 2019 to be approved as proposed or amended.

Consent:

1. Council Minutes 02-19-2019
2. RDG, Washington County Housing Study, \$6,287.50
3. Cahoy Pump, Well No. 7, \$23,578.50
4. Garden & Assoc., 15th Ave. Paving, Storm Sewer, Sanitary Sewer, Water Main, \$2,959.45
5. Kevin D. Olson, Professional Services, \$1,115.34
6. Design Alliance, Washington Fire Station Project, \$2,091.37
7. Design Alliance, City Hall & Police Station Project, \$11,956.34
8. bpOne Trip, 1504 E. Washington St., Class C Beer (BC), Class B Native Wine, Sunday Sales, **(renewal)**
9. Wine & Spirits, 106 W. 2nd Street, Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (carryout beer), Sunday Sales, **(renewal)**
10. Department Reports

Consent – Other:

- Tricon Construction, Water Treatment Plant Improvements, \$10,561.49
- MSA Professional Services. Kirkwood Trail Project. \$2,000.00

Claims & Financial Reports:

Claims for March 5, 2019

Financial Reports – February, 2019

SPECIAL PRESENTATION

- Washington Tree Committee Annual Report

- Request from PAWS & More Car Show, Sunday, August 18, 2019

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

UNFINISHED BUSINESS

- Discussion and Consideration of a Resolution Approving an Agreement with PAWS & More Animal Shelter.
- Discussion and Consideration of a Resolution Acknowledging Fulfillment of a Contract for Sale of Real Property (Business Park Lot 1). **(Tabled 01/02/2019)**

PUBLIC HEARING

- FY20 Budget
- Discussion and Consideration of a Resolution Adopting the FY20 Budget.
- Plans, Specifications, Form of Contract & Estimate of Cost for East Washington Street Sidewalk Project.
- Discussion and Consideration of a Resolution Adopting Plans, Specifications, Form of Contract & Estimate of Cost for East Washington Street Sidewalk Project.

NEW BUSINESS

1. Discussion and Consideration of M/C Request for 4 X4 Flat Bed Tonner Truck.
2. Discussion and Consideration of Approving a Contract for Solid Waste and Recycling Collection Services with Johnson County Refuse.
3. Discussion and Consideration of Bids Received for Trip Hazard Sidewalk Program (Zone 1).
4. Discussion and Consideration of a Resolution to Provide for a Notice of Hearing and Letting on Proposed Plans, Specifications, Form of Contract and Estimate of Cost for the Wellness Park Restroom and Concession Structures Project and Taking Bids Therefore.
5. Discussion and Consideration of a Resolution Setting a Hearing on a Development Agreement (Wiley Subdivision)
6. Discussion and Consideration of a Resolution Dedicating Property and Accepting a Dedication Agreement with Washington School District.
7. Discussion and Consideration of a Proposal for Landscaping Architect Services (South E Ave/West Buchanan/Elm Grove)

DEPARTMENTAL REPORT

Police Department
City Attorney
City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor
Brendan DeLong

Steven Gault
Elaine Moore
Danielle Pettit-Majewski
Fran Stigers
Millie Youngquist

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 02-19-2019

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, February 19, 2019 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Pettit-Majewski, Stigers, Youngquist. Absent: Gault, Moore.

Motion by Youngquist, seconded by Pettit-Majewski, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, February 19, 2019 be approved as proposed. Motion carried.

Consent:

1. Council Minutes 02-05-2019
2. Council Minutes 02-12-2019
3. Sandra Johnson, Reimbursement Historic Preservation Conference, \$532.12
4. Bushong Construction, Fire Station Project, \$165,640.12
5. Design Alliance, City Hall/Police Station, \$8,412.59
6. Design Alliance, Fire Station Project, \$2,875.71
7. Fox Engineering, S. Elevated Water Storage Tank, \$505.00
8. Fox Engineering, Water Treatment Plant Improvements, \$7,734.24
9. Fox Engineering, SE Basin I & I Reduction, \$5,950.00
10. PAWS & More Animal Shelter, Dogs Taken from Pound in Lieu of Euthanization, \$513.15
11. Hy-Vee, 528 Hwy 1 S, Class C Beer Permit (BC), Class B Wine Permit, Sunday Sales, **(renewal)**
12. Hy-Vee Wine & Spirits, 1004 W. Madison Street, Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (carryout beer), Sunday Sales, **(renewal)**
13. Columbus Club, 606 W. Third Street, Class C Liquor License (LC) (Commercial), Sunday Sales, **(renewal)**
14. The Wagon Wheel, 521 E. 7th Street, Class C Liquor License (LC) (Commercial), Living Quarters, Outdoor Service, Sunday Sales, **(renewal)**
15. Department Reports

Consent – Other:

Councilor DeLong requested item 3 be removed from the consent agenda.

Councilor Stigers requested item 14 be removed from the consent agenda.

Motion by Pettit-Majewski, seconded by Youngquist, that the consent agenda items 1-2 & 4-13 be approved. Motion carried.

Motion by DeLong, seconded by Pettit-Majewski, to approve consent item 3 as amended. A letter detailing the policy on reimbursement time limit to accompany the check. Motion carried.

Motion by DeLong, seconded by Stigers, to approve consent item 14. Motion carried. Stigers abstained with conflict.

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

Finance Director Kelsey Brown gave the financial reports for January, 2019.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the financial reports for January, 2019. Motion carried.

Amber Talbot and Sheila Hanson from PAWS & More Animal Shelter came before council to report on the numbers of animals served and requested a funding increase from the City of Washington. After discussion with the Council, Amber Talbot will meet with Mayor Rosien and City Administrator Hinson to work out a plan to bring back to Council for approval.

Jake Huck from MSA Professional Services gave Council an update on the Wellness Park and especially Phase 1B , the concessions and rest room buildings.

Motion by Youngquist, seconded by Pettit-Majewski, to approve Amendment No.1 to Owner-Engineer (MSA) Agreement (Wellness Park). Motion carried. DeLong abstained with conflict.

Building and Zoning Official Steve Donnolly updated Council on nuisance abatements.

Presentations from the Public:

Evie Richardson, a citizen, came before Council to share her research on the valuable economic impact of pet owners to the economy of Washington. She noted the importance of PAWS & Mores services and urged Council's continued financial support of PAWS & More.

Discussion and Consideration of a Resolution Acknowledging Fulfillment of a Contract for Sale of Real Property (Business Park Lot 1). (Tabled 01/02/2019) Remains tabled.

Bids received for new zero turn, rear discharge Hustler X-1 Mower:

Lengachers Small Engine	\$8,150.70 - \$2,200.00 (trade in value) = \$5,950.70
The Shack	\$8,379.00 - \$600.00 (trade in value) = \$7,779.00

Motion by Stigers, seconded by Youngquist, to approve purchase of the mower from Lengachers Small Engine, Keosauqua, Iowa, in the amount of \$5,950.70. Motion carried.

Bids received for Tree Bid #8:

	Group 8A 12 Trees	Group 8B 12 Trees	Group 8C 11 Trees	Group 8D 12 Trees	Group 8E (stumps) 18 stumps
Midwest Tree	\$4,300.00	\$6,250.00	\$4,750.00	\$6,200.00	\$950.00
Brown Tree	\$4,100.00	\$4,900.00	\$5,380.00	\$6,250.00	\$1,330.00
Double S	\$5,960.00	\$8,425.00	\$7,575.00	\$9,125.00	\$1,900.00
T. Greiner Log.		\$4,925.00			

Motion by Youngquist, seconded by Stigers, to approve as detailed in the memo: Midwest Tree Service bids for 8C, 8D, 8E and Brown Tree Service for 8A and 8B. Motion carried.

After discussion, motion by DeLong, seconded by Stigers, to approve the Resolution Approving Proposal for Solid Waste and Recycling Collection Services and Awarding Bid to Johnson County Refuse, Inc. for the term of July 1, 2019 to June 20, 2024 subject to negotiation of a mutual agreeable contract and final City Council approval. Roll call on said motion: Ayes: DeLong, Pettit-Majewski, Stigers, Youngquist. Nays: none. Absent: Gault, Moore. Motion carried. (Resolution No. 2019-15)

Motion by Pettit-Majewski, seconded by Stigers, to approve a Resolution Authorizing Grant Applications (Wellness Park). Roll call on said motion: Ayes: DeLong, Pettit-Majewski, Stigers, Youngquist. Nays: none. Absent: Gault, Moore. Motion carried. (Resolution No. 2019-16)

Motion by DeLong, seconded by Pettit-Majewski, to approve a Resolution Accepting the Fire Station Phase I Renovations Project as Completed. Roll call on said motion: Ayes: DeLong, Pettit-Majewski, Stigers, Youngquist. Nays: none. Absent: Gault, Moore. Motion carried. (Resolution No. 2019-17)

Motion by Youngquist, seconded by Pettit-Majewski, to approve as amended a Resolution Authorizing a Notice of Public Hearing (March 5, 2019) and Letting (March 13, 2019) for the East Washington Street Sidewalk Project.

Roll call on said motion: Ayes: DeLong, Pettit-Majewski, Stigers, Youngquist. Nays: none. Absent: Gault, Moore. Motion carried. **(Resolution No. 2019-18)**

Motion by DeLong, seconded by Stigers, to approve a Resolution Adopting Preliminary Plans, Specifications, Plat, Schedule, and Estimate of Cost and Providing for Notice of Public Hearing (March 19, 2019) on Resolution of Necessity for South 15th Avenue Project. Roll call on said motion: Ayes: DeLong, Pettit-Majewski, Stigers, Youngquist. Nays: none. Absent: Gault, Moore. Motion carried. **(Resolution No. 2019-19)**

Motion by Youngquist, seconded by Pettit-Majewski, to approve a Resolution Setting a Date for Consultation and Public Hearing (March 19, 2019) on the Proposed Amendment No. 4 to the Washington Unified Commercial Urban Renewal Plan (Wiley Subdivision). Roll call on said motion: Ayes: DeLong, Pettit-Majewski, Stigers, Youngquist. Nays: none. Absent: Gault, Moore. Motion carried. **(Resolution No. 2019-20)**

Motion by DeLong, seconded by Youngquist, to approve a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on said motion: Ayes: DeLong, Pettit-Majewski, Stigers, Youngquist. Nays: none. Absent: Gault, Moore. Motion carried. **(Resolution No. 2019-21)**

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Third Reading and Adopt the Ordinance Vacating Certain Streets and Alleys (Water Treatment Plant Block). Roll call on said motion: Ayes: DeLong, Pettit-Majewski, Stigers, Youngquist. Nays: none. Absent: Gault, Moore. Motion carried. **(Ordinance No. 1084)**

Workshop

After discussion, motion by Stigers, seconded by DeLong, with council consensus to refer the possible Expansion of a Smoke-Free Parks Ordinance to the Park Board for their recommendation.

Motion by DeLong, seconded by Pettit-Majewski, that the Regular Session held at 6:00 P.M., Tuesday, February 19, 2019, be adjourned. Motion carried.

Illa Earnest, City Clerk



January 31, 2019
 Project No: R3002.733.00
 Invoice No: 34209

Brent Hinson
 City Administrator
 City of Washington
 215 E Washington Street
 Washington, IA 52353

Project R3002.733.00 Washington County Housing Study
Professional Services through January 31, 2019
Fee

Billing Phase	Fee	Billed %	Earned	Prior Fee	Current Fee
Fee	25,000.00	69.00	17,250.00	10,962.50	6,287.50
Total Fee	25,000.00		17,250.00	10,962.50	6,287.50
		Total Fee			6,287.50
				Total this Invoice	\$6,287.50

Cahoy Pump Service, Inc.

Phone: 563-578-1130
 Fax: 563-578-1135
 24568 150th Street

Invoice

Date	Invoice #
2/15/2019	25060

Bill To
Washington Municipal Water Department Attn.: Chad McCleary 215 East Washington Street PO Box 516 Washington, IA 52353

P.O. No.	Terms
Proposal	

Quantity	Description	Rate	Amount
	Well NO.: 7		
	1. Job prep & mobilization (3 man crew)	2,896.00	2,896.00
	2. Set-up & remove temporary equipment (3 man crew) - 11 crew hours @ \$305.00 per hour	3,355.00	3,355.00
	3. Prep & install boreline (3 man crew) - 28 crew hours @ \$305.00 per hour	8,540.00	8,540.00
	4. Disinfect & pump to waste	1,802.00	1,802.00
	5. Put back online & provide start-up (2 man crew) - 9 crew hours @ \$205.00 per hour	1,845.00	1,845.00
	6. Per Diems - 11 @ \$175.00 each	1,925.00	1,925.00
	7. Provide owner with detailed final report	0.00	0.00
	8. Shock chlorination	7,258.00	7,258.00
	LESS: Discount	-4,042.50	-4,042.50

603-6-8010-6783
 600-6-8010-6350 Initials KW
 EXP. _____
 Vender # _____ Date Rec. _____
 Due Date _____ Inv # _____

Total \$23,578.50

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

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

March 1, 2019

Mr. Brent Hinson, City Administrator
City of Washington, Iowa
215 E. Washington Street
Washington, Iowa 52353

INVOICE

For legal services rendered to the City of Washington, Iowa in February, 2019

TOTAL HOURS 10.75 hours (reg)

TOTAL MILES 264 miles

Hourly Rate \$90/hour- Reg
\$75/hour - Court

Mileage Rate \$0.56 per mile

Reimbursements:

TOTAL INVOICE FOR FEBRUARY, 2019 \$1,115.34



City of Washington
215 East Washington Street
Washington, IA 52353

March 1, 2019
Invoice No: 205691
Project No: 217055

Attn: Brent Hinson

Re: Washington Fire Station

For professional services rendered for the period February 1, 2019 to February 28, 2019
for the referenced project.

Description	Contract Amount	% Work To Date	Amount Billed	Previous Billed	This Inv Billed
Predesign	15,500.00	100.00%	15,500.00	15,500.00	0.00
Schematic	7,750.00	100.00%	7,750.00	7,750.00	0.00
Design Dev	31,000.00	100.00%	31,000.00	31,000.00	0.00
Const Doc	54,250.00	100.00%	54,250.00	54,250.00	0.00
Bid/Negot	7,750.00	100.00%	7,750.00	7,750.00	0.00
Const Admin	38,750.00	28.08%	10,881.00	8,943.50	1,937.50
Total Fixed Fee	155,000.00		127,131.00	125,193.50	1,937.50
Total Fixed Fee					\$1,937.50

Kristofer Orth - mileage	143.84
United Parcel Service	10.03
Total Out-of-Pocket Expenses	\$153.87

INVOICE TOTAL \$2,091.37

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

1.5% interest charged on unpaid balance over 30 days

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



City of Washington
215 East Washington Street
Washington, IA 52353

March 1, 2019
Invoice No: 205692
Project No: 219001

Attn: Brent Hinson

Re: Washington City Hall & Police Station

For professional services rendered for the period February 1, 2019 to February 28, 2019
for the referenced project.

Description	Contract Amount	% Work To Date	Amount Billed	Previous Billed	This Inv Billed
Schematic	11,812.50	100.00%	11,812.50	11,812.50	0.00
Design Dev	23,625.00	60.00%	14,175.00	2,362.50	11,812.50
Const Doc	47,250.00	0.00%	0.00	0.00	0.00
Bid/Negot	5,906.25	0.00%	0.00	0.00	0.00
Const Admin	29,531.25	0.00%	0.00	0.00	0.00
Total Fixed Fee	118,125.00		25,987.50	14,175.00	11,812.50
Total Fixed Fee					\$11,812.50

Kristofer Orth - mileage	143.84
Total Out-of-Pocket Expenses	\$143.84

INVOICE TOTAL \$11,956.34

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

1.5% interest charged on unpaid balance over 30 days

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

Applicant License Application (BC0027956)

Name of Applicant:	<u>Cobb Oil Co., Inc.</u>		
Name of Business (DBA):	<u>bp One Trip</u>		
Address of Premises:	<u>1504 E Washington St</u>		
City	<u>Washington</u>	County:	<u>Washington</u>
		Zip:	<u>52353</u>
Business	<u>(319) 653-2243</u>		
Mailing	<u>1504 E Washington St</u>		
City	<u>Washington</u>	State	<u>IA</u>
		Zip:	<u>52353</u>

Contact Person

Name	<u>Mark Cobb</u>		
Phone:	<u>(319) 653-2243</u>	Email	<u>lcobb@cobboil.com</u>

Classification Class C Beer Permit (BC)

Term: 12 months

Effective Date: 04/01/2019

Expiration Date: 03/31/2020

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

Mark Cobb

First Name: Mark **Last Name:** Cobb

City: Brighton **State:** Iowa **Zip:** 52540

Position: President

% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company:	<u>First Western Insurance</u>		
Policy Effective Date:		Policy Expiration	
Bond Effective		Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective Date		Temp Transfer Expiration Date:	

Applicant License Application (LE0000830)

Name of Applicant: <u>T & J Walsh Inc</u>		
Name of Business (DBA): <u>Wines And Spirits</u>		
Address of Premises: <u>106 W 2nd St</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>5235300</u>
Business <u>(319) 653-2822</u>		
Mailing <u>106 W 2nd St</u>		
City <u>Washington</u>	State <u>IA</u>	Zip: <u>52353</u>

Contact Person

Name <u>Anthony</u>		
Phone: <u>(319) 653-2822</u>	Email	<u>winenspirits@hotmail.com</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 03/04/2019

Expiration Date: 03/03/2020

Privileges:

- Class B Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

Status of Business

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

Ownership

Anthony Walsh

First Name: Anthony **Last Name:** Walsh
City: Washington **State:** Iowa **Zip:** 52353
Position: Owner
% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>United Fire & Casualty Company</u>	
Policy Effective Date: <u>03/04/2019</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration

MAINTENANCE & CONSTRUCTION DEPT. REPORT

2-9-19/2-22-19

STREETS: Personnel cleared streets on multiple occasions of snow, including hauling most of it away. Salting areas that were necessary. Personnel also came in early to clean the square on multiple occasions.

WATER DISTRIBUTION: Personnel repaired #8 & #9 water main breaks of the year, located at 605 South 15th Ave, using a 238 repair sleeve which allowed the water service to be reconnected after the original tapping saddles bolts had decayed. The other was across from 1031 North 8th Ave where a shear was found on a 4 inch PVC. Personnel worked numerous water boxes for either realtors or homes that were empty or purchased.

SEWER COLLECTION: Personnel inspected a few areas where contractors were working, assisting them with maps.

STORM SEWER COLLECTION: Personnel cleaned areas where possible flooding could occur.

MECHANIC/SHOP: Personnel serviced PD 905, PD 97 (service and new tires), 117 (electrical issues, wiper motor), Case Hoe (seat switch), 131 (Loader-repair turn signals and brake lights), Kubota (Parks-repair front end), 111 (broken support for transmission), PD 96 (all brakes and rear calipers) and PD Durango (service).

OTHER: Personnel responded to 12 One Call Locates. Personnel hauled numerous loads of rock and sand to the material storage shed.

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

**WWTP report
March 5, 2019
Council meeting**

- **After hour alarm and dog call outs –**
 - 15th WWTP, Decanter #3 VFD fault, 5:40 p.m. Parker
 - 15th WWTP, Decanter #3 VFD fault, 10: 30p.m. Parker
 - 16th dog call, Safety Center reported a dog to be picked up at 701 South B, 1:20a.m. Parker
 - 23rd WWTP, West EQ sub drain pump station high float alarm, 3:03 p.m. Fred
 - 24th WWTP, I came out to check a few things out due to the strong winds, 3:45 p.m. Fred
 - 24th dog call, Safety Center reported a dog to be picked up at Paws & More, 1:45 p.m. Parker
 - 24th WWTP, Decanter #3 VFD fault, 10:37 p.m. Fred
- **Dept Head meetings –** I attended the meetings February 19th & 26th.
- **T & K Roofing and Sheet Metal, Co –**We accepted a quote for roof inspection and minor repairs from T & K not to exceed \$2,850.00 for all three (3) buildings at the WWTP. This work will take place when the weather warms up. T & K installed the roofing on the buildings when the WWTP was built.
- **SBR #2 Dissolved Oxygen (D.O.) probe –** Around 1:45 p.m. on 2-20-19 we discovered there was a problem with the D.O. probe in basin #2 through operational testing. The flow was shut off to basin #2 and the decanter was shut off so no water was discharged from basin #2. We found the D.O. probe was reading high D.O. levels throughout every cycle which caused the blower not to run as it is set to turn on when D.O. levels go below 2.0 and shut off when D.O. levels get above 6.0. The basin was switched from D.O. mode to time mode which allows the blower to run even if the D.O. levels are showing high levels. On the 21st around 1:45 p.m. we started flow back into basin #2 while the decanter remained off. After operational tests showed the ammonia-nitrogen level had dropped and the D.O level had increased we turned the decanter back on so the basin would start discharging again. The effluent composite sampler was sampling during this time. Basin #2 will run in time mode until the middle of March when the weather warms up as we have a contractor scheduled to be here to calibrate our D.O. and TSS meters. We have purchased a new D.O. probe that will be installed by the contractor when he is here.
- **Parker –** He attended a training class at Kirkwood Community College in Cedar Rapids on the 27th. The class title was Wastewater Treatment Grade II. Parker plans to take the Wastewater Grade II exam in the near future.
- **SBR basin Total Suspended Solids (TSS) composite sampler –** Jason and Parker replaced the sampling pump on the TSS sampler for basins 1 & 2. The bearings were out of the old one.
- **SBR decanters –** We have had some VFD faults on decanter #3 due to the cold weather. When the decanter faults out the decanter quits going down or up until the VFD fault is reset on the control panel. All of the decanter motors have been wrapped with sleeping bags to help keep them warm during the cold temps so all the treated wastewater gets discharged during the decant cycle. When the decanter VFD faults out only some of the treated wastewater is discharged causing the basins to remain at higher depths.
- **Dog pound furnace –** Armstrong Heating replaced a bad pressure switch on the dog pound furnace.

- **West EQ basin** – Over the weekend of March 23 & 24 over eight million (8,000,000) gallons of wastewater overflowed into the West EQ basin due to the rain and snow melt. We will pump the overflow wastewater back through the WWTP for treatment when it warms up some.
- **LS tractor rear mounted blade** – Jason and Parker removed the cutting edge on the blade and flipped it over as the one side was worn clear down.
- **pH meter** – We purchased a new pH meter from USA Bluebook for the WWTP lab as the old one started having some operational problems.
- **Yard Waste Center (YWC)** – We have set the dates for the YWC to be open on Saturday mornings from 7:00 a.m. to 10:00 a.m. so Washington residents can haul their yard waste to the YWC. The dates are as follows: April 20, 27, May 3, 10, 17, 24.

Fred E Doggett
2/28/2019 3:19 PM



Contractor's Application for Payment No. 16

ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE To: City of Washington (Owner): Project: Water Treatment Plant Improvements, City of Washington, Washington, Iowa Owner's Contract No.: 17-011-4A	Application Period: 2/20/2019 - 2/28/2019 Application Date: 2/20/2019 Via (Engineer): Fox Engineering Inc, 414 South 17th Street, Ste 107, Ames, IA 50010 Engineer's Project No.: 2485-11A	16
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Application For Payment Change Order Summary

Approved Change Orders	Number	Additions	Deductions
1.		ORIGINAL CONTRACT PRICE	\$ 4,943,000.00
2.		Net change by Change Orders	\$
3.		Current Contract Price (Line 1 + 2)	\$ 4,943,000.00
4.		TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	\$ 4,917,397.63
5.		RETAINAGE:	
	a. 5% X	\$ 4,917,397.63 Work Completed	\$ 245,869.88
	b. 5% X	Stored Material	\$ 245,869.88
	c.	Total Retainage (Line 5.a + Line 5.b)	\$ 4,671,527.75
6.		AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	\$ 4,671,527.75
7.		LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ 4,669,966.26
8.		AMOUNT DUE THIS APPLICATION	\$ 10,561.49
9.		BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 8.c above)	\$ 271,472.25

Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	By: <u>Mary K. Stone</u> Date: <u>2-20-19</u>
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Payment of:	\$ 10,561.49	(Line 8 or other - attach explanation of the other amount)
is recommended by:	<u>Matthew Stone</u>	(Date) <u>2/27/2019</u>
Payment of:	\$	(Line 8 or other - attach explanation of the other amount)
is approved by:		(Owner) _____ (Date) _____
Approved by:		Funding or Financing Entity (if applicable) _____ (Date) _____



INVOICE

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

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

For questions, contact: (800) 362-4505

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

February 28, 2019
Project No: R10322004.0
Invoice No: 1
Project Manager: John Krayner
Client Liaison: Jacob Huck

Project R10322004.0 Washington, IA - Kirkwood Trail
Professional Services from January 27, 2019 to February 23, 2019

Description	Contract Amount	Percent Complete	Amount Earned	Previous Invoices	This Invoice	
Kirkwood Trail	8,000.00	25.00	2,000.00	0.00	2,000.00	
Total Fee	8,000.00		2,000.00	0.00	2,000.00	
			Total Fee			2,000.00
						AMOUNT DUE THIS INVOICE: \$2,000.00

For ACH notification, remit to:

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

MSA ENABLES PEOPLE TO POSITIVELY IMPACT THE LIVES OF OTHERS.

We are proud to be a 100% employee-owned firm.

CITY OF WASHINGTON, IOWA

CLAIMS REPORT FOR MARCH 5TH, 2019

POLICE	ACE-N-MORE	SPARE KEYS/SUPPLIES	74.61
	ALLIANT ENERGY	ALLIANT ENERGY	446.53
	AMAZON CAPITAL SERVICES	PHONE CASE	28.03
	CINTAS CORP LOC. 342	RUG SERVICE	35.79
	GRAFIX SHOPPE	DECALS-UNIT 232	44.70
	GREINER DISCOUNT TIRES	TIRE REPAIR	24.45
	HANSEN, LYLE	REIMBURSEMENT	67.24
	KCII	EMPLOYMENT ADVERTISING	151.60
	KCTC	PHONE & INTERNET	743.30
	MARCO, INC.	COPIER AGREEMENT	327.91
	RAY O'HERRON CO.,INC.	CLOTHING	221.83
	UPS	SHIPPING CHARGES	20.14
	VISA	VARIOUS	2,089.85
	WAL-MART	MONITORS, CABLE AND SUPPLI	350.59
	TOTAL	4,626.57	
FIRE	ACE-N-MORE	SUPPLIES	151.94
	ALLIANT ENERGY	ALLIANT ENERGY	893.06
	ARCHER APPLIANCE	WATER PUMP	54.43
	ARMSTRONG HEATING & AIR CONDITIONING I	HEATER REPAIR	326.46
	GALLS LLC	CAP/SHIRT/HELMET	287.38
	KCTC	PHONE & INTERNET	245.87
	VISA	FIRE INSPECTOR TRAINING	215.95
		TOTAL	2,175.09
DEVELOP SERV	CAPPER CHRYSLER DODGE JEEP RAM	AUTO REPAIR	48.50
	CDW GOVERNMENT	COMPUTER ACCESSORY	342.64
	COLEMAN CONSTRUCTION INC.	SNOW ABATEMENT	120.00
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	112.50
	MARK'S SANITATION	TRASH ABATEMENT	40.00
	VISA	LODGING	244.16
	WHOLESALE FIRE EQUIPMENT	SAFETY SUPPLIES	81.39
		TOTAL	989.19
LIBRARY	AMAZON	LIBRARY MATERIALS	216.41
	CINTAS CORP LOC. 342	RUG SERVICE	39.38
	FISHER, JASON	MARCH CLEANING	1,125.00
	GALE/CENGAGE LEARNING	BOOK/LARGE PRINT	20.79
	MIDWEST ALARM	ANNUAL FIRE INSPECTION-EQU	729.36
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	452.50
	VISA	POST, SUPPLIES, & PROGRAMM	390.85
		TOTAL	2,974.29
PARKS	ACE-N-MORE	ICE MELT	116.48
	ALLIANT ENERGY	ALLIANT ENERGY	712.20
	KCTC	PHONE & INTERNET	120.78
	VISA	SUPP FOR MTG, MEAL, POOL C	31.29
	WAL-MART	SUPPLIES, SOFTWARE, ICE ME	108.32
		TOTAL	1,089.07
POOL	VISA	SUPP FOR MTG, MEAL, POOL C	130.81
		TOTAL	130.81
CEMETERY	ALLIANT ENERGY	ALLIANT ENERGY	651.47
	ATCO INTERNATIONAL	ICE MELT	368.00
	FUTURE LINE LLC	SNOW PLOW PARTS	125.11
	GRAINGER	PROTECTIVE EQUIPMENT	269.84
	KCTC	PHONE & INTERNET	119.78
	WASH CO COMMUNICATIONS CT	YEARLY ALARM MONITORING	120.00
		TOTAL	1,654.20

FINAN ADMIN	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	ALLIANT ENERGY	ALLIANT ENERGY	893.06
	CINTAS CORP LOC. 342	RUG SERVICE	166.24
	DE LAGE LANDEN FINANCIAL SERVICES INC	COPIER MAINTENANCE AGREEME	154.98
	IGRAPHIX, INC	SHIPPING LABELS	97.50
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	225.00
	KCTC	PHONE & INTERNET	989.21
	ROSIEN, JARON	MILEAGE REIMBURSEMENT	28.42
	VIVIAL	ADVERTISING	25.15
	WAL-MART	SUPPLIES, SOFTWARE, ICE ME	40.12
		TOTAL	2,663.68
AIRPORT	ALLIANT ENERGY	ALLIANT ENERGY	1,377.27
	QT PETROLEUM	KEYPAD FOR FUEL SYSTEM	75.00
	CLOUDBURST 9	INTERNET	69.95
	VISA	WINDSOCK & POSTAGE	67.33
		TOTAL	1,589.55
ROAD USE	ACE-N-MORE	CABLE PULLER	49.99
		TOTAL	49.99
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	289.39
	MARIE ELECTRIC INC.	SERVICE	55.00
		TOTAL	344.39
HOUSING REHAB	WASH CO TREASURER	1218 N 2ND TAXES	593.00
		521 N AVE D- TAXES	146.00
		415 W MADISON TAXES	173.00
		TOTAL	912.00
INDUSTRIAL DEVELOP	WASH CO TREASURER	BUSINESS PARK TAXES	2,220.00
		TOTAL	2,220.00
MUNI BUILDING	WASH CO TREASURER	MUNICIPAL LOT TAXES	853.00
		TOTAL	853.00
TREE COMMITTEE	CASLAVKA, ANN	TYPING NEWSLETTERS	30.00
	CUSTOM IMPRESSIONS INC	VOLUNTEER OF THE YEAR PLAQ	25.00
		TOTAL	55.00
LIBRARY GIFT	AMAZON	LIBRARY MATERIALS	38.93
	KCTC	TECH UPGRADE STOUFER ROOM	200.00
		TOTAL	238.93
WATER PLANT	ACE ELECTRIC. INC	TANK SERVICE-MAINTENANCE	2,147.28
	ACE-N-MORE	SUPPLIES/TOWELS	206.32
	ALLIANT ENERGY	ALLIANT ENERGY	418.66
	CARROLL, SUSAN	MILEAGE REIMBURSEMENT	15.08
	CUSTOM IMPRESSIONS INC	SAFETY SHIRTS	98.35
	KCTC	PHONE & INTERNET	201.75
	POSTMASTER	BULK MAILING- WATER BILLS	785.12
	STREFF, ROSE	MILEAGE REIMBURSEMENT	4.98
	VISA	DNR FEES	30.00
	WAL-MART	SUPPLIES, SOFTWARE, ICE ME	114.64
	WATER SOLUTIONS UNLIMITED	CHEMICALS	5,236.96
	WHOLESALE FIRE EQUIPMENT	FIRE SAFETY EQUIPMENT	3.60
		TOTAL	9,262.74

WATER DIST	ALLIANT ENERGY	ALLIANT ENERGY	483.51
		TOTAL	483.51
SEWER PLANT	ARMSTRONG HEATING & AIR CONDITIONING I	DOG POUND HEATER REPAIR	131.00
	ALLIANT ENERGY	ALLIANT ENERGY	11,639.09
	ATCO INTERNATIONAL	PLANT CHEMICALS	370.50
	HACH COMPANY	SBR#2 NEW D.O. PROBE	2,170.68
	TESTAMERICA LABORATORIES INC	TESTING FEES	1,192.80
	TIFCO INDUSTRIES	SHOP SUPPLIES	19.95
	UNITED LABORATORIES	DEGREASER	611.40
	USA BLUEBOOK	ELECTRODE, LAB SUPPLIES	500.09
	VISA	TESTING SUPPLIES	71.12
	WASHINGTON RENTAL	SNOWBLOWER CUTTING EDGE	14.99
		TOTAL	16,721.62
SEWER COLLECT	WAL-MART	SUPPLIES, SOFTWARE, ICE ME	59.98
		TOTAL	59.98
SANITATION	HENIE, STARR	ANNUAL STICKER REFUND	75.00
	LUKE WASTE MANAGEMENT	REFUSE & RECYCLING FOR FEB/BULKY	28,678.00
	WASH CO HUMANE SOCIETY	FEBRUARY COLLECTIONS	378.09
		TOTAL	29,131.09
		TOTAL	78,224.70

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

CLAIMS REPORT 3/5/2019

LIBRARY/LIBRARY GIFT
USPS - POSTAGE
ACE-N-MORE - EXTENSION CORD FOR VACUUM
HOBBY LOBBY - FIBER ARTS PGR0AM SUPPLIES
ENDICIA - POSTAGE FEE
WALMART - PROGRAMMING SUPPLIES

200.00
59.99
86.10
9.95
31.81

FIN ADMIN

-

POLICE
PDESTINATION - MICROSOFT OFFICE 2016 (1 OF NEW SQUAD ROOM COMPUTERS)
PDESTINATION - MICROSOFT OFFICE 2016 (1 OF NEW SQUAD ROOM COMPUTERS)
PDESTINATION - MICROSOFT OFFICE 2016 (1 OF NEW SQUAD ROOM COMPUTERS)
MICROSOFT STORE - MICROSOFT OFFICE
CEDER VALLEY OUTFITT - HANDGUN FOR 106
TEST KITS AT HOME - 25 DRUG TEST KITS
TECHNOLOGY SERVICES OF IOWA - MONITOR, SVGA CABLE
OFFICEMAX- OFFICE SUPPLIES
GRACE UNIVERSITY - GST LEVEL 1 FULL CERTIFICATION - B ALTENHOFFEN

390.85

PARKS/POOL
IOWA PARK AND REC - POOL CEU CLASS FOR PACHA
CASEYS - PIZZA FOR THE PARK BOARD BUDGET MEETING
JIMMY JOHNS - PACHA LUNCH WHILE ATTENDING POOL CEU CLASS

120.00
31.29
10.81

162.10

DEVELOP SERV
DRURY INN - LODGING FOR DONNOLLY AT IOWA ASSN OF BUILDING OFFICIALS

2,089.85
244.16

AIRPORT
MYPILOTSTORE.COM - WINDSTOCK
USPS - SHIPPING

54.95
12.38

ROAD USE

244.16

FIRE
NPPA NATL FIRE PROTECT - CERTIFIED FIRE IMPSECTOR TRAINING SERIES - CHENOWETH

67.33

215.95

SEWER PLANT
WALMART - SUPPLIES

-
71.12

CEMETERY

215.95

WATER DIST

71.12

WATER PLANT
IA DNR FEES & PAYMENTS - BROCK GRAD 2 WATER TREATMENT TEST

-

30.00

-

30.00

3,271.36

Grand Total

**CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
FEBRUARY 28, 2019**

FUND	2/1/2019 BEGINNING CASH BALANCE	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	2/28/2019 ENDING CASH BALANCE
001-GENERAL FUND	974,576.20	102,370.22	-	267,418.39	-	809,528.03
002-AIRPORT FUND	248,379.31	23,668.86	-	2,578.81	-	269,469.36
010-CHAMBER REIMBURSEMENT	7,122.47	6,035.28	-	5,058.75	-	8,099.00
011-MAIN STREET REIMBURSEMENT	(2,406.47)	-	-	3,698.25	-	(6,104.72)
012-WEDG REIMBURSEMENT	(3,979.49)	-	-	7,489.85	-	(11,469.34)
050-DOWNTOWN INCENTIVE GRANT	49,500.00	-	-	-	-	49,500.00
110-ROAD USE	1,054,874.99	80,518.64	-	53,066.28	-	1,082,327.35
112-EMPLOYEE BENEFITS	-	6,440.51	-	6,440.51	-	-
114-EMERGENCY LEVY	-	513.44	-	513.44	-	-
121-LOCAL OPTION SALES TAX	-	63,292.94	-	63,292.94	-	-
122-LOST DEBT SERVICE	158,542.22	-	-	-	-	158,542.22
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	30,334.31	-	-	400.00	-	29,934.31
125-UNIF COMM UR-NE IND	8,256.83	-	-	-	-	8,256.83
127-UNIF COMM UR - BRIARWOOD	1,781.16	-	-	-	-	1,781.16
129-SC RES UR	4,929.77	-	-	-	-	4,929.77
132-UNIF COMM UR - EBD	16,996.06	-	-	-	-	16,996.06
133-UNIF COMM UR-IRE	54,204.58	-	-	-	-	54,204.58
134-DOWNTOWN COMM UR	2,099.45	-	-	-	-	2,099.45
145-HOUSING REHABILITATION	19,242.56	-	-	1,052.50	-	18,190.06
146-LMI TIF SET-ASIDE	57,363.53	-	-	-	-	57,363.53
200-DEBT SERVICE	434,374.64	6,918.27	-	-	-	441,292.91
300-CAPITAL EQUIPMENT	105,841.86	-	-	9,231.18	-	96,610.68
301-CAPITAL PROJECTS FUND	3,133,481.67	12,898.75	-	195,784.10	-	2,950,596.32
305-RIVERBOAT FOUND CAP PROJ	214,010.88	-	-	-	-	214,010.88
308-INDUSTRIAL DEVELOPMENT	94,962.26	92.84	-	-	-	95,055.10
309-MUNICIPAL BUILDING	1,384,507.90	148.36	-	-	-	1,384,656.26
310-WELLNESS PARK	175,989.81	2,316.63	-	-	-	178,306.44
311-SIDEWALK REPAIR & REPLACE	37,927.96	-	-	-	-	37,927.96
312-TREE REMOVAL & REPLACE	43,563.34	-	-	11,400.00	-	32,163.34
510-MUNICIPAL BAND	4,328.70	-	-	-	-	4,328.70
520-DOG PARK	4,684.69	215.26	-	-	-	4,899.95
530-TREE COMMITTEE	6,713.54	-	-	30.00	-	6,683.54
540-POLICE FORFEITURE	2,051.49	-	-	-	-	2,051.49
541-K-9 PROGRAM	22,028.00	-	-	-	-	22,028.00
545-SAFETY FUND	100.00	-	-	100.00	-	-
550-PARK GIFT	145,267.38	45.76	-	-	-	145,313.14
570-LIBRARY GIFT	323,661.23	486.00	-	4,450.26	-	319,696.97
580-CEMETERY GIFT	11,048.00	-	-	-	-	11,048.00
590-CABLE COMMISSION	10,761.14	-	-	-	-	10,761.14
600-WATER UTILITY	1,173,476.22	143,464.95	-	89,175.84	-	1,227,765.33
601-WATER DEPOSIT FUND	25,480.00	1,100.00	-	300.00	-	26,280.00
603-WATER CAPITAL PROJECTS	(362,326.06)	23,178.66	-	23,402.76	-	(362,550.16)
610-SANITARY SEWER	1,107,227.18	191,070.80	-	72,880.29	-	1,225,417.69
613-SEWER CAPITAL PROJECTS	351,451.65	2,316.63	-	6,076.37	-	347,691.91
670-SANITATION	191,994.38	38,153.89	-	33,047.61	-	197,100.66
950-SELF INSURANCE	227,792.86	578.36	-	550.23	-	227,820.99
951-UNEMPLOYMENT SELF INS	42,787.81	154.57	-	2,655.00	-	40,287.38
TOTAL BALANCE	11,674,176.01	705,979.62	-	860,093.36	-	11,520,062.27

Cash in Bank - Pooled Cash		Interest Rate
Wash St. Bank - Operating Account	2,389,357.45 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT (PLUS 3 CDS)	3,738,802.79	2.176%
Wash St - Farm Mgmt Acct	80,846.58	
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	3,049,320.05	2.31%
Wash St Bank - CD 08/30/2018	261,385.40	2.38%
TOTAL CASH IN BANK	11,520,062.27	

(1) Washington State Bank	2,439,606.00
Outstanding Deposits & Checks/Wages payable	(50,248.55)
	<u>2,389,357.45</u>

**CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
FEBRUARY 28, 2019**

FUND	7/1/2019	Y-T-D	REVENUES NOT	Y-T-D	EXPENSES NOT	2/28/2019
	BEGINNING					REVENUES
	CASH BALANCE					BALANCE
001-GENERAL FUND	1,000,000.00	2,194,871.03	-	2,385,343.00	-	809,528.03
002-AIRPORT FUND	216,686.89	255,301.68	-	202,519.21	-	269,469.36
010-CHAMBER REIMBURSEMENT	3,120.36	45,647.98	-	40,669.34	-	8,099.00
011-MAIN STREET REIMBURSEMENT	-	34,024.56	-	40,129.28	-	(6,104.72)
012-WEDG REIMBURSEMENT	-	8,320.04	-	19,789.38	-	(11,469.34)
050-DOWNTOWN INCENTIVE GRANT	128,500.00	-	-	79,000.00	-	49,500.00
110-ROAD USE	724,834.41	770,931.29	-	413,438.35	-	1,082,327.35
112-EMPLOYEE BENEFITS	-	444,018.76	-	444,018.76	-	-
114-EMERGENCY LEVY	-	35,438.91	-	35,438.91	-	-
121-LOCAL OPTION SALES TAX	-	580,875.32	-	580,875.32	-	-
122-LOST DEBT SERVICE	-	203,027.03	-	44,484.81	-	158,542.22
123-LOST DEBT SERVICE RESERVE	8,473.29	79,170.00	-	8,473.29	-	79,170.00
124-HOTEL/MOTEL TAX	-	42,870.83	-	12,936.52	-	29,934.31
125-UNIF COMM UR-NE IND	-	8,256.83	-	-	-	8,256.83
127-UNIF COMM UR - BRIARWOOD	-	21,124.94	-	19,343.78	-	1,781.16
129-SC RES UR	-	32,363.77	-	27,434.00	-	4,929.77
132-UNIF COMM UR - EBD	-	17,533.56	-	537.50	-	16,996.06
133-UNIF COMM UR-IRE	-	54,204.58	-	-	-	54,204.58
134-DOWNTOWN COMM UR	-	5,033.50	-	2,934.05	-	2,099.45
145-HOUSING REHABILITATION	37,809.51	4,000.00	-	23,619.45	-	18,190.06
146-LMI TIF SET-ASIDE	47,651.89	9,711.64	-	-	-	57,363.53
200-DEBT SERVICE	65,190.56	490,754.62	-	114,652.27	-	441,292.91
300-CAPITAL EQUIPMENT	145,742.38	-	-	49,131.70	-	96,610.68
301-CAPITAL PROJECTS FUND	3,242,414.72	2,028,222.24	-	2,320,040.64	-	2,950,596.32
305-RIVERBOAT FOUND CAP PROJ	-	214,010.88	-	-	-	214,010.88
308-INDUSTRIAL DEVELOPMENT	104,652.52	11,710.09	-	21,307.51	-	95,055.10
309-MUNICIPAL BUILDING	1,429,140.77	1,013.02	-	45,497.53	-	1,384,656.26
310-WELLNESS PARK	178,883.88	19,422.56	-	20,000.00	-	178,306.44
311-SIDEWALK REPAIR & REPLACE	75,480.31	32,509.33	-	70,061.68	-	37,927.96
312-TREE REMOVAL & REPLACE	97,136.42	-	-	64,973.08	-	32,163.34
510-MUNICIPAL BAND	4,078.70	250.00	-	-	-	4,328.70
520-DOG PARK	4,684.69	215.26	-	-	-	4,899.95
530-TREE COMMITTEE	7,728.31	2,372.50	-	3,417.27	-	6,683.54
540-POLICE FORFEITURE	2,051.49	-	-	-	-	2,051.49
541-K-9 PROGRAM	7,040.00	14,988.00	-	-	-	22,028.00
545-SAFETY FUND	100.00	-	-	100.00	-	-
550-PARK GIFT	142,418.61	4,948.82	-	2,054.29	-	145,313.14
570-LIBRARY GIFT	333,893.93	22,826.70	-	37,023.66	-	319,696.97
580-CEMETERY GIFT	11,048.00	-	-	-	-	11,048.00
590-CABLE COMMISSION	10,761.14	-	-	-	-	10,761.14
600-WATER UTILITY	603,906.24	1,523,712.49	-	899,853.40	-	1,227,765.33
601-WATER DEPOSIT FUND	23,870.00	14,300.00	-	11,890.00	-	26,280.00
602-WATER SINKING	-	29,649.07	-	29,649.07	-	-
603-WATER CAPITAL PROJECTS	-	1,782,962.16	-	2,145,512.32	-	(362,550.16)
610-SANITARY SEWER	715,813.10	1,502,460.96	-	992,856.37	-	1,225,417.69
612-SEWER SINKING	-	225,300.00	-	225,300.00	-	-
613-SEWER CAPITAL PROJECTS	381,043.09	14,979.19	-	48,330.37	-	347,691.91
670-SANITATION	160,034.64	327,695.21	-	290,629.19	-	197,100.66
950-SELF INSURANCE	238,854.45	39,935.30	-	50,968.76	-	227,820.99
951-UNEMPLOYMENT SELF INS	44,776.92	10,656.46	-	15,146.00	-	40,287.38
TOTAL BALANCE	10,197,821.22	13,161,621.11	-	11,839,380.06	-	11,520,062.27

Cash in Bank - Pooled Cash

		Interest Rate
Wash St. Bank - Operating Account	2,389,357.45 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT (PLUS 3 CDS)	3,738,802.79	2.176%
Wash St - Farm Mgmt Acct	80,846.58	
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	3,049,320.05	2.31%
Wash St Bank - CD 08/30/2018	261,385.40	2.38%
TOTAL CASH IN BANK	11,520,062.27	

(1) Washington State Bank	2,439,606.00
Outstanding Deposits & Checks/Wages payable	(50,248.55)
TOTAL	2,389,357.45

Illa Earnest

From: Sheila Hanson
Sent: Tuesday, February 19, 2019 8:24 AM
To: Illa Earnest; bainjohnr@gmail.com
Subject: 21st Annual PAWS Central Park Car Show

Illa,

Sheila Hanson here. I am following up with an email after we spoke last week to verify that the request to close the streets of square for the 21st Annual Central Park Car Show had already been made, and if not, to do so.

The date is Sunday, August 18, 2019. The Corn Country Cruisers will again run the show. This year, Craig Rembolt and John Bain will be in charge, taking over for Phil Ealy, who will still be helping but in a smaller capacity.

We usually close the INSIDE rows of the east side of the square, both sides on the south and west, and the INSIDE of the north. We coordinate with the parks department for barricades and also pass out flyers on cars asking them to not park there.

Please verify that we've got this part of the show handled and let us know if we need to do anything further. PAWS & More is so grateful for everyone that helps — this is a very important fundraiser!

Thanks so much,
Sheila
319-461-5560

*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

March 1, 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: PAWS & More Agreement

As discussed at the last meeting, Mayor Rosien and I met with PAWS & More Director Amber Talbot to discuss the terms of our relationship with PAWS & More. We had a very good and fruitful discussion, and we now present a proposed agreement to set the terms of PAWS services for the next 3 fiscal years, including settling the FY20 budget amount.

PAWS has agreed to transition our per-day boarding and pickup fees to ½ of their standard rate increases for FY20. The effect of this is that proposed funding for FY20 will be \$24,181 (FY19 funding is \$21,000). From FY21 forward, we will pay PAWS for actual animals processed times their standard rates. This will result in approximate annual payments of \$26,472, although this will fluctuate a bit one way or the other based on actual animals processed.

If neither party wants to change the agreement at the end of the 3 years, it will continue to renew at PAWS & More standard rates. They will have to inform us by December 1 of the previous year for any rate increases to go into effect for the following fiscal year.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AN
AGREEMENT FOR ANIMAL SHELTER SERVICES**

WHEREAS, the City has had a mutually beneficial relationship with the PAWS & More animal shelter; and

WHEREAS, the City entered into a multi-year agreement for services with PAWS in 2014, which has now expired; and

WHEREAS, the City and PAWS wish to enter into a new agreement to set the terms of service.

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

Section 1. The City Council hereby approves the attached agreement with PAWS & More.

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

PASSED AND APPROVED this 5th day of March, 2019.

Jaron P. Rosien, Mayor

Illa Earnest, City Clerk

ANIMAL SHELTER AGREEMENT

THIS AGREEMENT entered into by and between the City of Washington, Iowa, an Iowa municipal corporation, 215 E. Washington Street, Washington, Iowa 52353, hereafter referred to as the “City”; and the Washington County Humane Society (d/b/a PAWS & More Animal Shelter), an Iowa nonprofit corporation, 1004 ½ W. Madison Street, Washington, Iowa 52353, hereafter referred to as “PAWS.”

WHEREAS, PAWS runs a nonprofit animal shelter (the “Services”) in the City of Washington whose goal is to promote the adoption of stray animals in the City and surrounding areas; and

WHEREAS, the City has heretofore used PAWS for the sheltering of stray cats and dogs and budgeted an annual amount to fund a portion of the Services provided by PAWS; and

WHEREAS, the City and PAWS wish to enter into a multi-year agreement setting the terms of these services and transition to recognizing PAWS standard fees.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. **Obligations of PAWS.** As a material term of this Agreement, PAWS will provide the following Services to the City, subject to the payment provisions in Section B of this Agreement:

1. **Stray Cats.** PAWS shall retrieve as needed, and house all stray cats under the jurisdiction of the City that are brought to the animal shelter operated by PAWS, including all cats brought to the animal shelter by any employee or agent of the City. All care of the cats housed at the animal shelter shall be at the sole cost and expense of PAWS.

2. **Stray Dogs.** After the City holds any unclaimed stray dogs for a period of seven (7) days as required by the City ordinances and policies at the City’s dog pound, City shall deliver said animals to PAWS at a mutually agreeable time, to be housed at the sole cost and expense of PAWS pending adopting out of the animal.

3. **Trap, Neuter and Release services.** PAWS, on an as-needed basis to be arranged with the City or as requested by the City, shall conduct a program in the City to capture cats and sterilize said animals before releasing these animals back into the community.

4. **Operation of the Shelter.** By entering into this Agreement, PAWS agrees that it will be responsible for compliance with the City’s ordinances regarding the sound of barking

dogs. In the event that the City receives complaints from neighboring properties, PAWS shall correct said noise violations in a timely manner.

5. State regulations. PAWS agrees to operate the animal shelter and provide the Services to the City in strict compliance with all state laws and regulations regarding the operation of an animal shelter.

6. Reporting. PAWS agrees to provide a verbal report to the City Council at least once per year, along with written reports during the year as merited.

7. City Official as Voting Board Member. As a term of this Agreement, PAWS agrees to designate an elected or appointed City official as a voting member of its board of directors, and to maintain a voting City representative throughout the duration of this Agreement.

8. Notification of Changes in Service Fees. PAWS agrees to notify the City by December 1 of any fee changes that are to go in effect for the following City fiscal year.

B. Obligations of the City. As material terms of this Agreement, the City will provide the following to PAWS:

1. Fees for Service. In consideration of the Services PAWS provides to the City under Section (A)(1) of this Agreement, the City shall pay fees to the shelter on the following schedule:

- | | | |
|----|---------------------|--|
| a. | Fiscal Year
2020 | Boarding: 202 Cats x \$16.50 boarding fee x 7 days
Pick Ups: 17 Cats x \$50 fee
Total Fee for Service= \$24,181 |
| b. | Fiscal Year
2021 | Boarding: Actual cats boarded for calendar 2019 times
PAWS standard rates (currently \$18 boarding fee x 7
days/animal)
Pick Ups: Actual cats picked up times PAWS standard
rates (currently \$60 fee/animal)
Estimated Fee for Service= \$26,472 |
| c. | Fiscal Year
2022 | Continuation of payment of PAWS standard rates for
actual cats processed |

2. Payment for stray dogs. In exchange for taking the City's stray dogs after the initial seven (7) day holding period, the City will pay to PAWS, the sum of \$105.40 per dog retrieved by PAWS from the City within 30 days of invoice of PAWS. This fee is the typical cost of humanely euthanizing a dog by the City. Notwithstanding this program, at its sole discretion and cost, the City will euthanize any stray dogs that are a danger to the public as a result of the dog's temperament or health.

3. Payment for Trap, Neuter and Release services. As payment for PAWS conducting the trap, neuter and release services described in Section (A)(3) above, the City will pay to PAWS, within 30 days of invoice to the City, the sum of \$70 per animal sterilized. This fee is the typical cost of this program per animal. This amount will not exceed \$2,000 in a fiscal year unless agreed upon in advance by the City and PAWS.

4. Voluntary donation on utility bills. At the request of a City utility customer, the City shall place a voluntary donation charge of up to five dollars (\$5) per month on that customer's bill, in possible increments of \$1, \$2 or \$5 per month, with all such collections to be paid by the City to PAWS on a monthly basis. Donations may be terminated by utility customers at any time.

C. Administrative Provisions.

1. Term of Agreement. This Agreement will commence as of midnight on July 1, 2019 and will continue until 11:59 p.m. on June 30, 2022. Unless terminated by either party via written notice to the other party by April 1, 2022, the Agreement will continue on a year-to-year basis using PAWS standard fees as the basis for payment, and under the notification provision detailed in Section A(8) of this agreement for any fee changes.

2. Default. In the event that either party has defaulted on its obligations of the Agreement, the other party shall give the defaulting party notice of said default and give the other party fifteen (15) days to remedy said default. In the event that the default is not cured within said fifteen (15) day period, the nondefaulting party may terminate this Agreement and seek to recover damages, including reasonable attorneys' fees and costs, caused by said breach.

3. Notices. For purposes of this Agreement, when notice is required to the other party, notice is deemed given when the party has sent written notice, via regular U.S. Mail, with appropriate postage attached and placed in a mail box for delivery, to the following:

For the City:

City Administrator

City of Washington, Iowa
215 E. Washington Street
Washington, Iowa 52353

For PAWS:

Washington County Humane Society
1004 ½ W. Madison Street
Washington, Iowa 52353

4. Survival. All express representations, indemnifications or limitations of liability made in or given in this Agreement shall survive the completion of the services to be rendered by PAWS and the City hereunder or the termination of this Agreement for any reason.

5. Controlling law. This Agreement is to be governed by the laws of the State of Iowa. The parties hereto agree that any action, suit or proceeding based upon any matter, claim or controversy arising under this Agreement shall be brought solely in the state courts located in Washington County, Iowa or the federal courts located in Linn County, Iowa. The parties hereto hereby irrevocably waive objection to the venue of the above-mentioned courts, including any claim that such action, suit or proceeding has been brought in an inconvenient forum. Both parties hereto expressly acknowledge and agree that nothing contained in this Agreement shall be construed to require the parties to submit to mandatory arbitration or mediation in the event of a breach or dispute hereunder.

6. Headings. The headings of sections of this Agreement are for convenient reference only and shall not be deemed to limit, construe, affect, modify or alter the meaning of such sections.

7. Severability. If any section, subsection, term or provision of this Agreement or the application thereof to PAWS, the City or a particular circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of this Agreement or the application of same to the PAWS, the City or particular circumstances other than that for which it was held invalid or unenforceable, shall not be affected thereby and each remaining section, subsection, term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

8. Modification. The terms of this Agreement may not be changed, waived, discharged or terminated orally, but only by a written document signed by the party against whom enforcement of the change, waiver, discharge or termination is sought.

9. Waiver. No waiver by the City or PAWS of any default hereunder shall operate as a waiver of any other default or of the same default on any future occasion. No delay on the part of the City or PAWS in exercising any right or remedy hereunder shall operate as a waiver thereof. No single or partial exercise of any right or remedy by the City or PAWS shall preclude future exercise thereof or the exercise of any other right or remedy.

10. Authority. The persons signing this Agreement warrant and represent that they have the authority to sign as, or on behalf of, the party for whom they are signing.

11. Final Agreement. Both PAWS and the City hereby expressly acknowledge and agree that this Agreement is intended to set forth the entire agreement between the parties regarding the services to be rendered by the PAWS to the City in connection with the Services, that there are no other considerations or monies contingent upon or resulting from the execution of this Agreement, and that no other monies or considerations have been solicited. No waiver, change, modification or amendment of this Agreement shall be binding upon either party hereto unless in writing and signed by both PAWS and the City. The waiver by either party hereto of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that provision or of any other provision or condition in this Agreement.

ACCEPTED & AGREED this _____ day of _____, 2019:

**Washington County Humane Society
d/b/a PAWS & More Animal Shelter**

City of Washington

By: _____
Sheila Hanson, President

Jaron P. Rosien, Mayor

ATTEST:

By: _____
Lori Adams, Treasurer

Illa Earnest, City Clerk

92-887

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2019 - ENDING JUNE 30, 2020

Resolution No.: _____

The City of: WASHINGTON

County Name: WASHINGTON

Date Budget Adopted: _____

(Date) *xxxx/xx*

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

Telephone Number

Signature

County Auditor Date Stamp

January 1, 2018 Property Valuations

Last Official Census

Regular
DEBT SERVICE
Ag Land

2a	With Gas & Electric	245,370,522	2b	Without Gas & Electric	241,161,806	7,266
3a	DEBT SERVICE	254,519,466	3b	Without Gas & Electric	250,310,750	
4a	Ag Land	1,274,427				

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate	
384.1	8.10000	Regular General Levy	1,987,501	1,953,411	8.10000	
(384)		Non-Voted Other Permissible Levies				
12(8)	0.87500	Contract for use of Bridge		0	0	
12(10)	0.95000	Opr & Maint publicly owned Transit		0	0	
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center		0	0	
12(12)	0.13500	Opr & Maint of City owned Civic Center		0	0	
12(13)	0.06750	Planning a Sanitary Disposal Project		0	0	
12(14)	0.27000	Aviation Authority (under sec.330A.15)		0	0	
12(15)	0.06750	Levee Impr. fund in special charter city		0	0	
12(17)	Amt Nec	Liability, property & self insurance costs	100,001	98,285	0.40755	
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.		0	0	
(384)		Voted Other Permissible Levies				
12(1)	0.13500	Instrumental/Vocal Music Groups		0	0	
12(2)	0.81000	Memorial Building		0	0	
12(3)	0.13500	Symphony Orchestra		0	0	
12(4)	0.27000	Cultural & Scientific Facilities		0	0	
12(5)	As Voted	County Bridge		0	0	
12(6)	1.35000	Missi or Missouri River Bridge Const.		0	0	
12(9)	0.03375	Aid to a Transit Company		0	0	
12(16)	0.20500	Maintain Institution received by gift/devise		0	0	
12(18)	1.00000	City Emergency Medical District		0	0	
12(20)	0.27000	Support Public Library		0	0	
28E.22	1.50000	Unified Law Enforcement		0	0	
Total General Fund Regular Levies (5 thru 24)			2,087,502	2,051,696		
384.1	3.00375	Ag Land	3,828	3,828	3.00375	
Total General Fund Tax Levies (25 + 26)			2,091,330	2,055,524	Do Not Add	
Special Revenue Levies						
384.8	0.27000	Emergency (if general fund at levy limit)	66,250	65,114	0.27000	
384.6	Amt Nec	Police & Fire Retirement		0	0	
	Amt Nec	FICA & IPERS (if general fund at levy limit)	333,277	327,560	1.35826	
Rules	Amt Nec	Other Employee Benefits	371,999	365,618	1.51607	
Total Employee Benefit Levies (29,30,31)			705,276	693,178	2.87433	
Sub Total Special Revenue Levies (28+32)			771,526	758,292		
Valuation						
386	As Req	With Gas & Elec	Without Gas & Elec			
	SSMID 1 (A)	(B)		0	0	
	SSMID 2 (A)	(B)		0	0	
	SSMID 3 (A)	(B)		0	0	
	SSMID 4 (A)	(B)		0	0	
	SSMID 5 (A)	(B)		0	0	
	SSMID 6 (A)	(B)		0	0	
	SSMID 7 (A)	(B)		0	0	
	SSMID 8 (A)	(B)		0	0	
Total Special Revenue Levies			771,526	758,292		
384.4	Amt Nec	Debt Service Levy	76.10(6)	909,159	894,125	3.57206
384.7	0.67500	Capital Projects (Capital Improv. Reserve)			0	0
Total Property Taxes (27+39+40+41)			3,772,015	3,707,941	15.22394	

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

NOTICE OF PUBLIC HEARING

**2019 EAST WASHINGTON SIDEWALK PROJECT
WASHINGTON, IOWA**

The City Council of Washington, Iowa will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost of the construction of certain improvements and work incidental thereto described in general as "2019 East Washington Sidewalk Project, Washington, Iowa" and as described in detail in the Plans and Specifications for said improvements now on file in the office of the City Clerk.

The public hearing will be held at 6:00 P.M. on March 5, 2019, in the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, Washington, Iowa in accordance with the provisions of Chapter 384, Code of Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party to the Plans and Specifications, proposed form of contract or estimate of cost of the Project.

The description of the work is generally as follows:

Excavation, Class 10- 141 CY; Subgrade Preparation, 6" Thick- 1920 SY; Granular Subbase, 6" Thick- 170 SY; Manhole Adjustments- 4 EA; Curb & Gutter- 65 LF; PCC Pavement Samples and Testing- Lump Sum; Removal of Existing Drives- 140 SY; Sidewalk, PCC, 4" Thick- 1248 SY; Sidewalk, PCC, 6" thick- 90 SY; Detectable Warning Panels- 60 SY; Driveway Paved PCC, 6" Thick- 115 SY; Curb & Gutter Removal- 65 LF; Traffic Control- Lump Sum; Hydraulic Seeding, Fertilizing, and Mulching- Lump Sum; Sidewalk Retaining Wall (150 Feet)- 20 CY; Mobilization- Lump Sum; and Relocate Sign- 5 EA.

This Notice is given by authority of the City of Washington, Iowa.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

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



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

Memorandum

March 1, 2019

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

From: Brent Hinson
City Administrator

Re: East Washington Sidewalk Plans & Specs Hearing & Resolution

It is now time for the hearing and consideration of the resolution adopting the plans & specs for this project. We will receive bids on March 13, and Council will review bids and hopefully be able to award the contract at the March 19 meeting. Everything else is on track on the project to this point.

RESOLUTION NO. _____

**A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF
CONTRACT, AND ESTIMATE OF COST**

WHEREAS, Garden & Associates, Ltd. has prepared plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as the “2019 East Washington Sidewalk Project”; and

WHEREAS, notice of hearing on plans, specifications, form of contract, and estimate of cost for said public improvements was published as required by law.

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

Section 1. That the plans, specifications, form of contract, and estimate of cost are hereby approved as the plans, specifications, form of contract, and estimate of cost for said public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED, this 5th day of March, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS
 1703 21st Avenue East, Suite 1
 500 E. Taylor, Suite C
 Okmaha, Iowa 52577
 641.782.4318 Fax
 641.782.4318 Cell
 641.782.4318 Home
 641.673.2525 Phone
 800.491.2324 Toll Free
 emc@gardenassociates.net

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

**SHEET TITLE
 SIDEWALK PLAN**

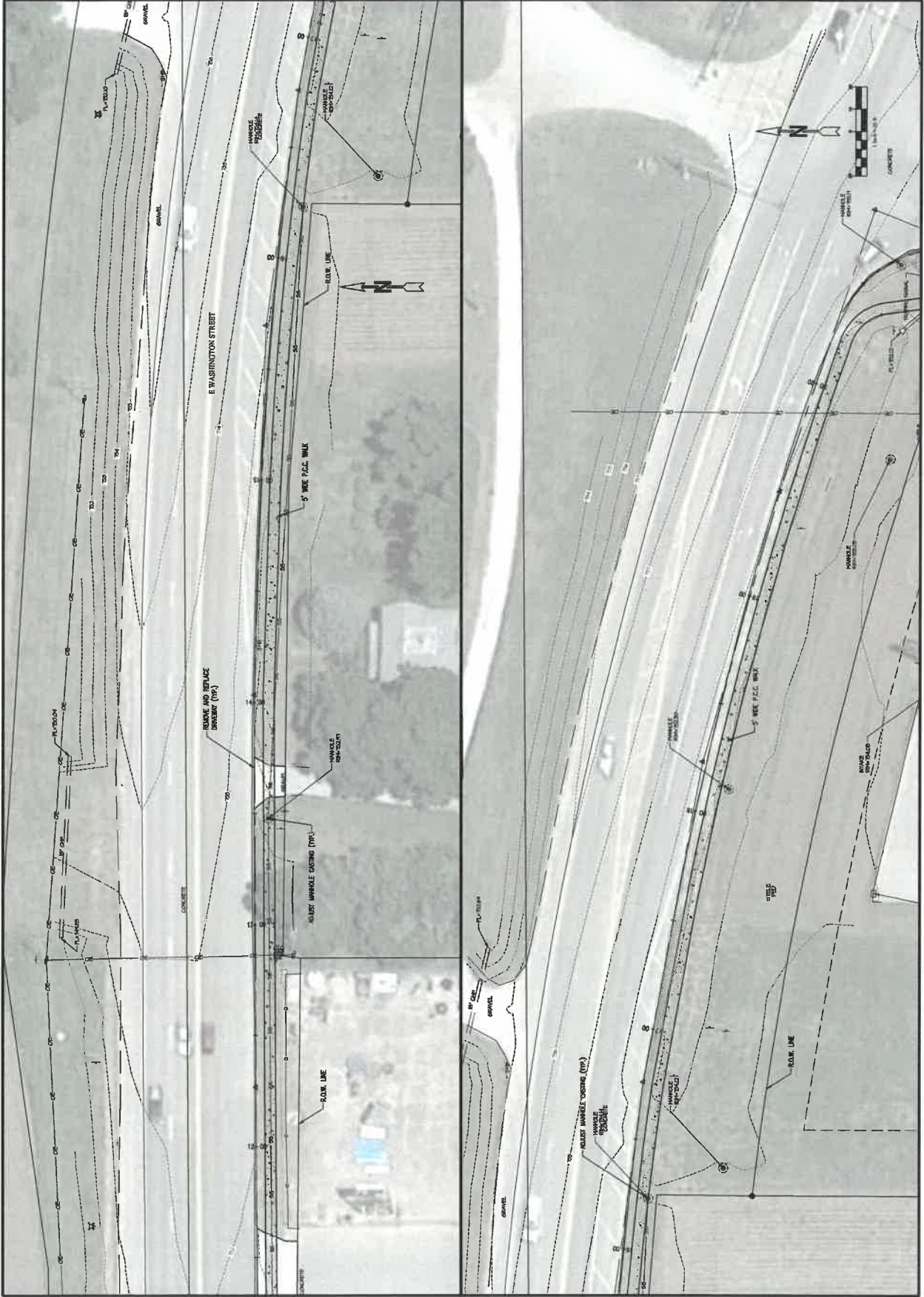
SCALE	1"=20'
FIELD BOOK	
DRAWN BY	EWL
APPROVED	

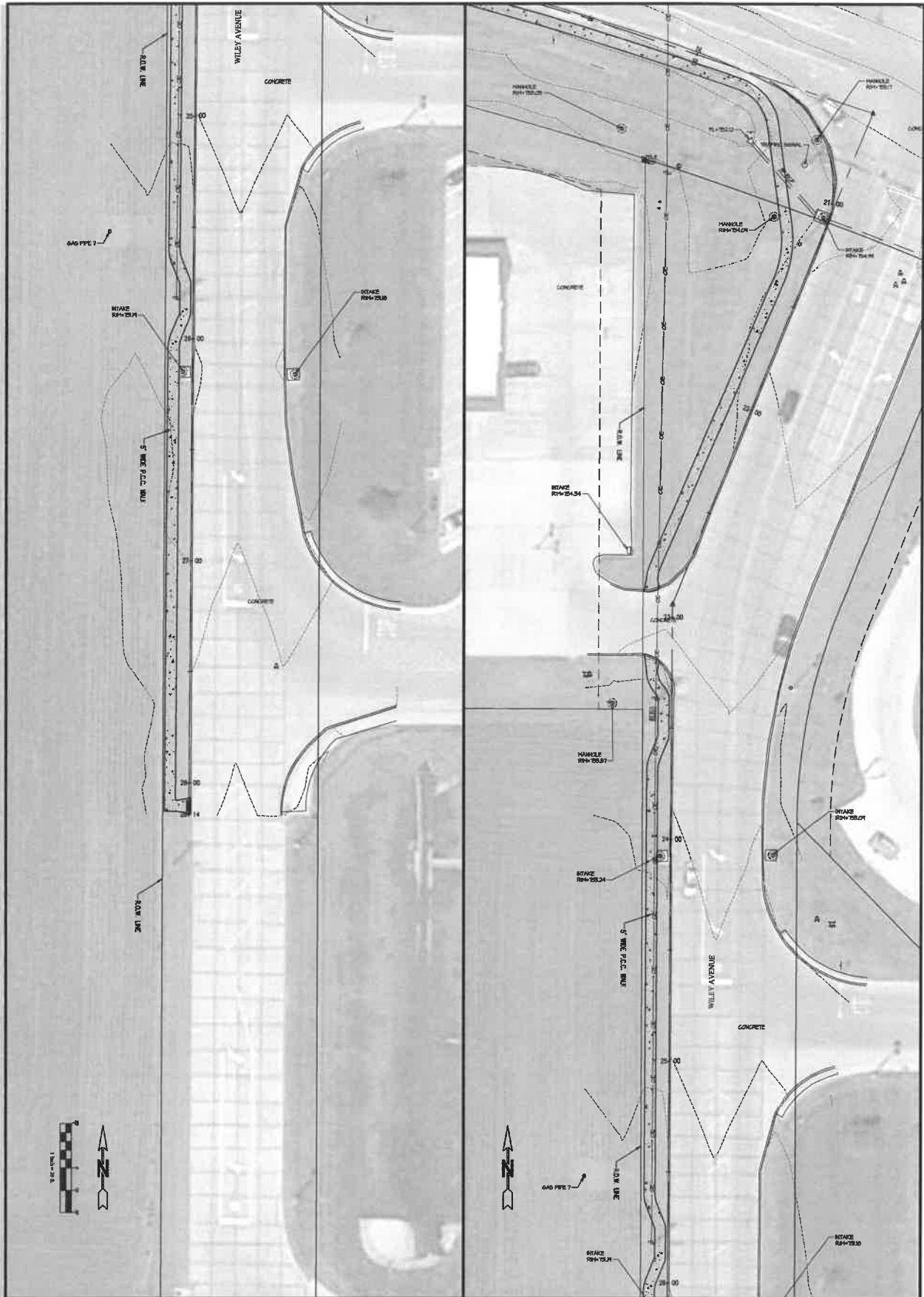
REVISIONS

DATE: JAN. 17, 2018

PROJECT NO.: 5017312

SHEET NO.: S.02





SHEET NO.
S.03

PROJECT NO.
50732

DATE
JAN. 17, 2018

REVISIONS

APPROVED:
EVR

SCALE:
1"=20'

FIELD BOOK

SHEET TITLE
SIDEWALK SHEET

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

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS

2781 3rd Avenue East, Suite 2
P.O. Box 451
Dubuque, Iowa 52007
641.672.2525 Phone
641.672.2051 Fax
800.491.2524 Iowa Toll Free
email@gardenssodizes.net

502 E. Topick, Suite C
Creston, Iowa 50801
641.782.4005 Phone
641.782.4118 Fax

ENGINEER'S OPINION OF PROBABLE COSTS
E. Washington Street - Sidewalk Extension
Washington, Iowa
August 13, 2018



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

Total Construction Costs \$144,726.50

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

FY 2018-2019 Budget
Equipment Purchase Request

FOR ITEMS OVER \$5,000

Item: 302 4X4 FLATBED TONNER	Account:610-6-8017-6723 Sewer Collection
Cost:\$32,000	Dept:M/C

Narrative/Justification:The pick-up we are wanting to replace is a 1996 Ford 250 (97,178 miles as of 12/22/17), this truck has had some issues with the transmission for quite some time amongst other issues as well. It cannot (or should not) pull our equipment no longer such as the sewer jet, vac trailer, camera trailer and car trailer. This unit is out of the sanitary department.

We would like to replace this item with a state bid for a 4X4 ton truck with a flat bed. These trucks seem to be a lot easier to grab tools out of instead of the high bed sides they make these days. Having 4-wheel drive vehicles in our opinion for this department with towing heavy equipment is essential, and not only in the winter but year round with the many situations and conditions on or off the road that we encounter. This would give us an opportunity to have the flexibility of pulling equipment with more than a couple vehicle options. Our fleet has diminished with one F-250 already, this should be known, for as the vehicle (1989, F-250) is not worth repairing to be in our fleet but to be sold in an online auction with the vehicle we are wanting to replace in this request. This unit we are replacing might bring close to \$1,000 on an online auction (Public Surplus).

We have passed down a number of vehicles in the past to the Parks Dept, but these vehicles need to go to auction.

If applicable, please describe the approximate value of the unit to be replaced, and whether it will be traded in or sold outright:

*****Please attach additional documentation including any quotations received*****

CNGP530

VEHICLE ORDER CONFIRMATION

09/04/18 12:51:4

==>

Dealer: F4178:

2019 F-SERIES SD

Page: 1 of :

Order No: 9874 Priority: L1 Ord FIN: QF269 Order Type: 5B Price Level: 92!
Ord PEP: 610A Cust/Flt Name: WASHINGTON PO Number:

RETAIL		RETAIL	
F3B	F350 4X4SDR/CSR \$37120	JOB #1 BUILD	
	142" WHEELBASE	10300# GVWR PKG	
Z1	OXFORD WHITE	425 50 STATE EMISS	NC
A	VNYL 40/20/40	512 SPARE TIRE/WHL2	NC
S	MEDIUM EARTH GR	525 CRUISE CONTROL	235
510A	PREF EQUIP PKG	TELE TT MIR-PWR	
	.XL TRIM	59H HI MNT STOP LMP	NC
	.TRAILER TOW PKG		
572	.AIR CONDITIONER NC	TOTAL BASE AND OPTIONS	39930
	.AM/FM STER/CLK	TOTAL	39930
996	.6.2L EFI V8 ENG NC	*THIS IS NOT AN INVOICE*	
44P	6-SPD AUTOMATIC NC	*TOTAL PRICE EXCLUDES COMP PR	
TBM	LT245 BSW AT 17 165	* MORE ORDER INFO NEXT PAGE *	
X37	3.73 REG AXLE NC	F8=Next	
90L	PWR EQUIP GROUP 915	F3/F12=Veh Ord Menu	
F1=Help	F2=Return to Order	F9=View Trailers	
F4=Submit	F5=Add to Library		

QC20016

Mincer Ford price on the above 2019 unit is \$ 27208.00

This price is good to 11-6-18.

Larry Mincer
Mincer Ford
319-725 2249

CAPPER CHRYSLER DODGE JEEP RAM, INC.
1738 E WASHINGTON ST.
WASHINGTON, IA 523532170

Configuration Preview

Date Printed: 2019-02-06 5:17 PM
Estimated Ship Date:

VIN:
VON:

Quantity: 1
Status: BA - Pending order
FAN 1: 60992 COUNTY OF WASHINGTON, IOWA
FAN 2:
Client Code:
Bid Number: TB9061
PO Number:

Sold to:
CAPPER CHRYSLER DODGE JEEP RAM, INC.
(60608)
1738 E WASHINGTON ST.
WASHINGTON, IA 523532170

Ship to:
CAPPER CHRYSLER DODGE JEEP RAM, INC. (60608)
1738 E WASHINGTON ST.
WASHINGTON, IA 523532170

Vehicle: 2019 3500 TRADESMAN REG CAB 4X4 (140 IN WB 8FT 0 IN Box) (D28L62)

	Sales Code	Description	MSRP(USD)	FWP(USD)
Model:	D28L62	3500 TRADESMAN REG CAB 4X4 (140 IN WB 8FT 0 IN Box)	37,645	35,726
Package:	ZZA	Customer Preferred Package 2ZA	0	0
	ESA	6.4L Heavy Duty V8 HEMI with MDS	0	0
	DFX	8-Spd Auto 8HP75-LCV Transmission	0	0
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0	0
	APA	Monotone Paint	0	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0	0
	-X8	Black/Diesel Gray	0	0
Options:	4DH	Prepaid Holdback	0	-1,156
	4ES	Delivery Allowance Credit	0	-376
	MAF	Fleet Purchase Incentive	0	-1,240
	YEP	Manuf Statement of Origin	0	0
	A61	Tradesman Level 1 Equipment Group	895	814
	5N6	Easy Order	0	0
	4FM	Fleet Option Editor	0	0
	4FT	Fleet Sales Order	0	0
	151	Zone 51-Chicago	0	0
	4EA	Sold Vehicle	0	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0	0
Bid Number:	TB9061	Government Incentives	0	-2,500
Discounts:	YG2	5.2 Additional Gallons of Gas	0	13
Destination Fees:			1,695	1,695
Total Price:			40,235	32,876

Order Type: Fleet
Scheduling Priority: 1-Sold Order
Salesperson:
Customer Name:
Customer Address:
USA

PSP Month/Week:
Build Priority: 99

\$33,226
+ Fees

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.



Estimate

Frytown Trailers

2171 500th st
 Kalona IA - 52247
 United States
 Mobile No: 319-330-7049
 frytowntrailersales@gmail.com
 frytowntrailers.com

Estimate #	4082
Date	Feb 21, 2019
Total USD	\$3,725.00

Estimate To:
 City of Washington
 Washington Iowa
 319 653 1527

Tasks	Quantity	Rate	Amount
1. truck bed for new 2019 Ford	0.00	\$0.00	\$0.00
Products	Quantity	Unit Price	Amount
1. 84x102 steel 3000xl truck bed Includes 2017 & newer factory upfit	1.00	\$3,075.00	\$3,075.00
2. Installation of bed & removal of factory bed	1.00	\$650.00	\$650.00

Sub Total:	\$3,725.00
Total USD:	\$3,725.00

*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

March 1, 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 printed name of Brent Hinson.

Re: Solid Waste & Recycling Collection Contract with Johnson County Refuse

Based on the Council's approval of Johnson County Refuse's proposal at the February 19 meeting and further discussions with JCR, we have prepared the attached proposed contract. The contract was based on the contract between JCR and the City of North Liberty, with various changes made to match our Request for Proposals and other practices specific to Washington.

We have had very good public reaction so far, and I am excited to work with JCR to implement this new system.

RESOLUTION NO. _____

**A RESOLUTION APPROVING CONTRACT FOR
RESIDENTIAL SOLID WASTE DISPOSAL AND RECYCLING SERVICES**

WHEREAS, the City of Washington's current contract for residential solid waste disposal and recycling services expires June 30, 2019; and

WHEREAS, City staff received proposals from potential contractors on February 14, and has approved the award of the contract for FY20-FY24 to Johnson County Refuse.

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

Section 1. The City of Washington approves the contract attached as Exhibit A with Johnson County Refuse, beginning July 1, 2019 and lasting through June 30, 2024.

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

PASSED AND APPROVED this 5th day of March, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

AGREEMENT FOR RESIDENTIAL SOLID WASTE COLLECTION SERVICES

THIS AGREEMENT is made by and between the City of Washington, Iowa, a municipal corporation, hereinafter referred to as "City," and Johnson County Refuse, hereinafter referred to as "Hauler." In consideration of the mutual promises contained herein, the parties agree as follows:

SECTION 1. DEFINITIONS.

- a. "Aluminum cans" shall mean disposable aluminum beverage containers.
- b. "Ashes" shall mean the residue from the burning of wood and other non-hazardous combustible material.
- c. "Bulky waste" shall mean large household appliances including but not limited to stoves, refrigerators (unless it contains a component having hazardous substances, such as Freon, in which event disposal would be by special arrangement only), television sets, washing machines, dryers, and other items of similar size, and fixtures and materials too large to fit into a bag or rigid container. Expressly excluded from this definition are tires, hazardous substances, dead animals or batteries.
- d. "City" shall mean the City of Washington, Iowa.
- e. "Collection bag" shall mean a plastic, water tight bag, securely tied or sealed and not exceeding 35 gallons in size and 40 pounds in weight when full.
- f. "Construction and demolition waste" shall include but not be limited to lumber, roofing material, sheathing, rubble, broken concrete, plaster, brick, conduit, pipe, wire insulation and similar materials which result from a construction, demolition or remodeling process.
- g. "Container" shall mean a closed and water proof plastic container, varying in size and provided by the Hauler.
- h. "Curbside" shall mean the area adjacent to the curb or travelled portion of the roadway.
- i. "Dwelling unit" shall mean any room or group of rooms located within a building and forming a single habitable unit with facilities that are used or intended to be used for living, sleeping, cooking and eating.
- j. "Extra refuse" shall mean trash that exceeds the amount of capacity in the container.

k. "Glass containers" shall mean glass bottles and jars made from clear, green or brown glass. Expressly excluded from this definition is window glass and other non-container glass or glass products, porcelain and ceramic products.

l. "Hauler" shall mean Johnson County Refuse.

m. "Household" shall be composed of persons that reside together in a dwelling unit.

n. "Newspaper" shall mean non-glossy paper of the type commonly referred to as newsprint and distributed at fixed intervals, having printed thereon news and opinions containing advertisements and other matters of public interest. Soiled newspapers are excluded as a recyclable.

o. "Non-collectible waste" shall mean paint in liquid form, poisons, acids, caustics, explosives and other hazardous substances that may cause damage or injury to collection equipment or personnel, human or animal excrement and dead animals.

p. "Residential solid waste" shall mean refuse, recyclables, yard waste and bulky waste.

q. "Refuse" shall mean solid waste such as food waste, trash, rags, ashes, ceramics, non-recyclable glass, paper (except unsoiled newspaper), obsolete household goods, non-recyclable plastics and similar items produced or originating within dwelling units. Recyclables shall be treated as refuse if not properly disposed of as set forth herein. Refuse does not mean household generated hazardous substances.

r. "Recyclables" shall mean designated consumer wastes that are collected and marketed for resource recovery, including unsoiled newspaper, tin and steel cans, aluminum beverage containers, glass containers, and plastic containers.

s. "Removal" shall mean collection and disposal.

t. "Tags" shall mean the tag (commonly referred to as a "sticker") designated by the City of Washington which is placed on extra refuse and bulky waste to indicate that the disposal fee has been paid.

u. "Tin and steel can" shall mean a clean container made of tin coated iron or steel in which food or beverages are preserved.

SECTION 2. SCOPE OF WORK.

a. The Hauler agrees to collect and dispose of Recyclables from each single-family dwelling and multi-family dwelling up to and including four (4) separate dwelling units, but not including mobile-home parks, in the City once each week. The City, in

consultation with the Hauler, agrees to update the number of dwelling units covered by this Agreement every 30 days. The monthly cost per dwelling unit for collecting and disposing of Residential solid waste shall be as set forth in the "Schedule of Fees" attached as Appendix A and made a part of this Agreement by this reference.

b. The Hauler agrees to collect and dispose of all refuse for each of the dwelling units listed above once each week or every other week as requested by the owner or occupant in strict compliance with all applicable laws and regulations. Options for refuse pickup include:

- A 35-gallon container picked up every other week, as scheduled by the Hauler and approved by the City.
- A 35-gallon container picked up weekly
- A 65-gallon container picked up weekly

All refuse, with the exception of extra refuse, must be placed at the curbside in the container provided by the Hauler. Extra refuse shall be secured in a collection bag, affixed with a tag and placed on the top of the refuse container. All solid waste disposal unit and monthly fees listed in this Agreement are inclusive of the cost of applicable SEMCO Landfill tipping fees, which are the responsibility of the Hauler, except as noted.

c. The Hauler agrees to collect and dispose of all recyclables for each of the dwelling units listed above once each week in strict compliance with all applicable laws and regulations. Options for recycling pickup include:

- A 65-gallon container picked up weekly
- A 95-gallon container picked up weekly

d. The Hauler agrees to collect and dispose of all bulky waste. Bulky waste shall be collected by a separate agreement between the Hauler and the owner or occupant of the dwelling unit requesting the disposal of such bulky waste. Billing and payment shall be by separate arrangement between the Hauler and the owner or occupant of the dwelling unit.

e. The Hauler agrees to collect and dispose of all bulky waste for all dwelling units under this contract for annual spring and fall cleanup. Said cleanup events will be held at a central site at a time and place to be coordinated between the City and the Hauler. The City shall pay hauler a \$1,500 service fee per cleanup event, plus actual tipping fees.

i. The Schedule of Fees attached hereto (Appendix A) is based on the SEMCO Landfill tipping fee schedule currently in effect. The Schedule of Fees is subject to a rate adjustment, increase or decrease, in the event the SEMCO Landfill fees increase or decrease by greater than 5 percent in any one year under this Agreement. Such adjustment shall not be unreasonably denied by the parties, and the agreed rate adjustment shall correspond to the percentage of any increase or decrease in the landfill fees. An increase in the Schedule of

Fees will only be allowed if the SEMCO Landfill tipping fee increases by greater than 5 percent above the fees currently in effect or approved and the Hauler is using the SEMCO Landfill to dispose of the waste and refuse collected in Washington.

SECTION 3. INSUFFICIENT SERVICE PENALTY.

The City reserves the right to impose an insufficient service penalty whenever the Hauler does not begin and complete the above-referenced service during the time period of 6:00 a.m. to 4:00 p.m. on the designated days of collection and the insufficient service is the result of action, inaction, lack of equipment, equipment failure or other circumstances under the control of the Hauler. The penalty imposed may be up to 5 percent of the monthly charge for collection and disposal of refuse and recyclables on all accounts and may include termination of this Agreement for repeat or continuing violations. The City Administrator shall notify the Hauler, in writing, within 10 days of the date of the insufficient service if this penalty provision is to be assessed by the City. The Hauler may appeal the assessment of the penalty to the City Council within 10 days of the date of the written notice. The City Council's decision regarding the imposition of the penalty shall be final. By entering this Agreement, the Hauler waives any rights it may have to argue that said insufficient service penalty is not collectable under common law.

SECTION 4. TERM OF CONTRACT.

This Agreement shall be in force from July 1, 2019, until June 30, 2024, unless terminated as provided herein. The parties shall advise each other by March 1, 2024, if the parties wish to negotiate a contract extension or terminate the contract on June 30, 2024. The Agreement may be amended by mutual written agreement of the parties as merited at any point during the contract term.

SECTION 5. COLLECTION SERVICE REQUIREMENTS.

a. The collection of residential solid waste shall be confined to Monday, Tuesday, Wednesday, Thursday and such collection shall occur between the hours of 6:00 a.m. and 4:00 p.m. on any collection day. Friday collection shall be allowed in any week in which New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, or Christmas Day are observed on the aforementioned weekdays. The Hauler shall propose the exact hours, within the above hourly limit and days, during the week for residential solid waste collection and disposal.

b. Routes of collection will be determined by the Hauler and subject to City approval. Collections will be made on the same days of each week and the Hauler shall travel said route in the same direction and manner each collection day.

c. If the collection day falls on the observance of New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, or Christmas Day, the Hauler may elect to collect the residential solid waste on the day before or after the holiday. If the Hauler elects to collect the residential solid waste on the day before or after the holiday, the Hauler shall post and

publish as hereinafter provided the Hauler's holiday collection schedule, provided it is approved by the City.

d. The Hauler shall provide sufficient personnel and equipment to complete the collection of all refuse and recyclable waste in any established collection district within the City on the approved schedule.

e. The Hauler agrees to perform all work described above without any further compensation, except as provided in this Agreement, from any individuals living within the three property classifications listed in Section 2, except as herein provided for collection and disposal of bulky waste.

f. The Hauler agrees to provide appropriately labelled and sized dumpsters at the City locations specified in Section 5(g). Additional dumpsters may be added or relocated by mutual agreement of the City and the Hauler.

g. The Hauler agrees to collect solid waste and/or recyclable waste from City-owned sites on the following schedule, at a flat fee of six hundred dollars (\$600) per month, inclusive of Hauler payment of applicable SEMCO Landfill tipping fees:

<u>Location</u>	<u>Solid Waste Pickup Frequency</u>	<u>Recycling Pickup Frequency</u>
Downtown Residential Recycling Dumpsters (behind Library and in Marion & 2 nd St municipal parking lot)	N/A	Weekly
Water Treatment Plant Wastewater Treatment Plant Maintenance Shop Public Library Elm Grove Cemetery	Weekly	Weekly
Municipal Building Green Field (seasonal) Central Park Sunset Park Aquatic Center (seasonal)	Semi-Weekly (2x week)	Weekly

h. All solid waste and recyclable materials collected by the Hauler shall become the property of the Hauler at the time of collection.

i. The Hauler shall remove from the City all residential solid waste collected each day and shall dispose of the same outside of the City at a licensed landfill or other approved disposal or recycling center. The City shall retain the right to approve or otherwise determine the disposal locations and recycling centers, which approval shall not be unreasonably withheld.

j. The Hauler shall not be required to remove waste building materials and other waste materials from the construction, alteration, repair, moving or demolition of a building or from the promotion or development of property by a real estate or commercial agent or from commercial, industrial or manufacturing establishments.

k. Household appliances, interior remodeling and containable refuse must be collected and disposed of by the Hauler if the owner/occupant contacts the Hauler and makes necessary pickup and financial arrangements to have the above items disposed. Such service furnished by the Hauler will be charged to said owner/occupant in accordance with the approved Schedule of Fees maintained at the office of the City Clerk and Hauler. Such special services shall be billed and collected by the Hauler.

l. The Hauler shall be responsible for the submission of monthly reports including but not limited to: the total weight of recyclable materials collected; and the refuse tonnage disposed at the landfill. The City may withhold payment until the Hauler has submitted the above-referenced reports and receipts.

SECTION 6. VEHICLES.

a. All trucks, trailers and other equipment used to collect, haul or transport residential solid waste shall at all times be kept clean, in good repair and well painted.

b. Each collection vehicle shall be constructed and used in such a manner so that solid residential waste will not blow, fall or leak out of the vehicle. The Hauler shall use mechanical packer trucks or equipment that, in the reasonable estimation of the City, will perform equal to a packer type truck.

c. The name of the Hauler and its phone number shall be painted or printed in legible letters on both sides of all vehicles, equipment and conveyances used in the City in performance of this Agreement.

d. Upon notification in writing by the City Administrator that any designated truck, trailer or other equipment or vehicle is not in reasonable compliance with this Agreement, such truck, trailer, or other vehicle or equipment shall be forthwith removed from service by the Hauler and not returned to service in the City until it has been inspected for compliance and approved by the City Administrator which approval shall not be unreasonably withheld.

e. The Hauler shall submit an Equipment List prior to July 1, 2019, and shall update the same annually, all of which shall be a part of this Agreement by this reference.

SECTION 7. CONTAINERS.

a. Upon approval of this agreement the Hauler shall provide each existing dwelling unit with one container for recycling and one container for refuse at no cost to the owner/occupant. Each container will have a hinged lid with the recycling container being identified with a yellow lid. Container sizes for each dwelling unit will be determined by the

owner/occupant based on the options included in Section 2 of this agreement. Hauler shall be reimbursed by the City within fifteen (15) days of presentation of acceptable invoices for the cost of the initial containers for implementation of the new system. Ownership of a number equal to the original carts purchased shall revert to the City of Washington should the City opt to cancel the contract effective on or before the ending date of the initial contract term.

b. For each dwelling unit built within the City after the beginning of this Agreement, the Hauler shall provide one container for recycling and one container for refuse at no cost to the owner/occupant in the manner described above, without further reimbursement from the City.

c. Recyclables may be commingled in recyclable containers.

d. The containers shall be treated as the property of the Hauler. If the owner/occupant of the dwelling unit loses or destroys the container by misuse, a charge for replacement may apply. If a container deteriorates by reason of time, normal use, weather, or a container is damaged by reason of an act of God or other act beyond the owner's/occupant's control, said owner/occupant shall obtain a replacement container from the Hauler at no cost.

e. The owner/occupant can change the size of the containers within the first 60 days of program implementation at no charge. After the initial grace period, an increase in the size of the refuse container or decrease in the size of the recyclable container will result in a charge to the owner/occupant in the amount of \$30. A decrease in the size of the refuse container or increase in the size of the recycling container after the grace period will result in a charge of \$30.

SECTION 8. ROUTES AND CHANGES.

a. The Hauler shall prepare and file with the City prior to the commencement of this Agreement a collection and disposal schedule together with a complete map of the residential solid waste collection districts within the City. The Hauler shall indicate thereon in an easily understandable manner the days of collection for each district. This schedule shall be subject to the approval of the City, which approval shall not be unreasonably withheld.

b. The collection schedule, when approved by the City, shall be maintained without modification unless a change is first approved by the City and written notice thereof given as hereinafter provided.

c. The Hauler shall cause a collection schedule to be published once in the official newspaper of the City prior to beginning collection under this Agreement and in January of each year of the contract, unless this requirement is waived by the City. A map and schedule shall be provided to the City at no charge to the City.

d. The published schedule shall contain a map or sketch delineating the boundaries of each district, the day or days of the week upon which collections will be made and the name, address and phone numbers of the Hauler and any other information deemed reasonably necessary by the City Administrator. Thereafter, before any change in the collection schedule is made, the Hauler shall provide the City Administrator with a proposed revised collection schedule and a new map. No such change in the collection schedule shall be made without prior approval by the City. In the case of a collection schedule change, the Hauler, in coordination with the City, shall be responsible for publicizing the change.

SECTION 9. OFFICE FOR INQUIRIES AND COMPLAINTS.

a. The Hauler shall provide for the wide distribution of a contact phone number in the name of the Hauler as it appears in this Agreement. The Hauler shall at all times during the hours between 8:00 a.m. and 4:30 p.m. on each day that residential solid waste is collected have an employee at said office authorized to answer inquiries and receive complaints.

b. If a dwelling unit is missed, not by the fault of the dwelling unit owner or tenant, the Hauler shall collect that dwelling unit no later than 24 hours following the date and time of notification, provided that day is not a Saturday, Sunday or a holiday. If the following day is a Saturday, Sunday or a holiday, the Hauler shall collect the missed dwelling unit on the next following workday.

SECTION 10. METHOD OF PAYMENT.

a. The City will act as billing and collection agent for the Hauler for the costs of collection and disposal of recyclables and refuse. All monthly refuse and recycling fees collected by the City shall be paid to the Hauler by the final business day of each month for the preceding month of service.

b. In addition, the Hauler shall be responsible for the sale and collection of revenue for all tags as defined herein. There shall be no markup of the rate per tag by any sales outlet that engages in the sale of said tags other than that approved by the City. Tags will be sold at City Hall and any other outlet that agrees to sell the tags. The Hauler shall be responsible for the printing of the tags, as currently in use by the Hauler. The cost of the tags shall be set forth in the Schedule of Fees (Appendix A) attached hereto.

c. Any disputes or alleged discrepancies in billing or collection shall be mutually resolved by the Hauler and the City Administrator.

SECTION 11. STATUTES AND REGULATIONS.

The Hauler shall at all times comply with all applicable provisions of the Washington Code of Ordinances and amendments thereto that may be enacted by the City Council. In addition, the Hauler shall comply with all applicable laws and regulations of Washington County, the State of Iowa, and the United States now in effect or hereinafter enacted.

SECTION 12. PERMITS AND LICENSES.

The Hauler shall obtain and maintain all permits and licenses required by the City, County and State necessary to provide the above-described collection, hauling and disposal services. If the necessary permits and licenses are not obtained or maintained by the Hauler, the City may terminate this Agreement. Copies of all above referenced permits and licenses will be provided to the City.

SECTION 13. INSURANCE.

a. The Hauler shall assume responsibility and shall defend, hold harmless and indemnify the City for any and all damage to property or injuries to persons, including accidental death, which is caused directly or indirectly by the Hauler's performance under this Agreement whether such performance is by the Hauler, its agents, employees or assigns or anyone directly or indirectly employed by the Hauler.

b. The insurance to be maintained by the Hauler shall be written as follows:

i. **Workers' Compensation and Employers Liability Insurance** as prescribed by Iowa law or the minimum limits shown below:

Iowa Benefits	Statutory
Employers Liability	
Bodily Injury by Accident	\$500,000 each accident
Bodily Injury by Disease	\$500,000 each accident
Bodily Injury by Disease	\$500,000 policy limit

This insurance must include the following features:

- A. Endorsed to waive all rights of subrogation against the City.
- B. Endorsed to provide 30 days' notice prior to cancellation.

ii. **Commercial General Liability Insurance** combined single limits shown below covering Bodily Injury, Property Damage and Personal Injury:

General Aggregate Limit	\$2,000,000
Products- Completed Operations Aggregate Limit	\$2,000,000
Personal and Advertising Injury Limit	\$1,000,000
Each Occurrence Limit	\$1,000,000
Fire Damage Limit (any one fire)	\$100,000
Medical Damage Limit (any one person)	\$5,000

This insurance must include the following features:

- A. Include the City as an additional insured on a primary and noncontributory basis.

- B. Include the City as an additional insured for products and completed operations for 3 years (construction projects).
- C. Endorsed to provide 30 days' notice prior to cancellation.
- D. Endorsed to waive all rights of subrogation against the City.
- E. Advertising Injury.
- F. Operations by independent contractors.
- G. Contractual Liability coverage.

iii. **Automobile Liability Insurance** coverage with a minimum combined single limit for Bodily Injury and Property Damage of \$1,000,000 per accident.

This insurance must include the following features:

- A. Include the City as an additional insured on a primary and noncontributory basis.
- B. Endorsed to waive all rights of subrogation against the City.
- C. Insurance must include Contractual Liability.
- D. Include coverage for all owned, non-owned, hired and leased vehicles (or any vehicle used in connection with the operations covered under this Agreement).
- E. Endorsed to provide 30 days' notice prior to cancellation.

iv. **Umbrella/Excess Liability Insurance** limits of not less than \$2,000,000 each occurrence and \$2,000,000 aggregate are required.

This insurance must include the following features:

- A. Include the City as an additional insured.
- B. Endorsed to provide 30 days' notice prior to cancellation.

v. The insurance company and the Hauler expressly agree and state that the purchase of this policy of insurance by the Hauler will not waive any of the defenses of governmental immunity available to the City under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.

The insurance company and the Hauler further agree that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.

vi. **Insurance Certificates.** Each policy noted above shall be issued by an insurance company authorized to write such insurance in the State of Iowa and shall be reasonably accepted to the City. These insurance policies shall not be canceled without at least 30 days prior written notice to the City. A properly executed Certificate of Insurance showing evidence of these

insurance requirements shall be delivered to the City prior to the commencement of their operations.

c. The Hauler shall name the City as an additional insured on said insurance and shall furnish evidence of the same to the City Administrator. The insurance policy shall include a 30-day notice to the City in the event of cancellation or change in the terms of the policy.

d. The Hauler shall maintain and file with the City certificates of insurance showing insurance amounts in compliance with this Section to be in full force and effect for the entire term of this Agreement. Violations of this Section, whether the fault of the Hauler or not, shall be grounds for immediate termination of this Agreement.

SECTION 14. PERSONAL LIABILITY.

a. No member of the City Council or other city official, employee or agent of the City shall be personally responsible for any liability arising under this Agreement.

b. Nothing in the document or any contract entered into with the City shall be deemed to make an employee or officer of the Hauler an employee of the City.

SECTION 15. WORKERS COMPENSATION INSURANCE.

a. The Hauler, shall at all times be fully insured, at its own expense, with Workers Compensation Insurance as mandated by the laws of the State of Iowa. The Hauler shall hold the City harmless from any and all liability for any cause that may arise by reason of injuries to any employee or agent of the Hauler who may be injured while performing work or labor under the provisions of this Agreement, except when said injury is caused by the negligent act or conduct by the City.

b. No work shall be performed by the Hauler during any period that it is not covered by Workers Compensation Insurance or any other insurance as required by this Agreement. In such an event, the applicable provisions hereof shall apply the same as when the Hauler fails to collect and dispose of garbage. The Hauler shall file a certificate with the City showing said insurance to be in full force and effect for the entire term of the contract.

SECTION 16. TERMINATION.

a. The breach of any of the terms and conditions of this Agreement by either party shall be grounds for the cancellation and termination of this Agreement. The City, upon such termination, shall have the right to contract with other parties to perform the obligations as provided herein and in such event, the Hauler agrees that the City shall hold the Hauler and its surety liable for any costs for performing such work in excess of the cost to the City if the Hauler had continued to perform in the manner anticipated at the time this contract was awarded.

b. Failure to comply with the terms of this Agreement relative to the collection and disposal of residential solid waste on the part of the Hauler by reason of weather, major disaster, epidemic, or other emergency within the City beyond the control of the Hauler as reasonably determined by the City Administrator shall not constitute a breach of this Agreement nor be grounds for termination of this Agreement.

c. This Agreement may be terminated if its terms are not complied with by either party after 60 days' written notice. The City may terminate this Agreement upon 60 days' written notice if, in the City's reasonable opinion, the Hauler is providing inadequate service to the residents of Washington.

SECTION 17. NOTICES.

The parties may be notified or contacted at the following addresses and phone numbers:

City Administrator
City of Washington
215 East Washington Street
Washington, Iowa 52353
(319) 653-6584

Steve Smith
Johnson County Refuse
970 238th St. NE
P.O. Box 200
North Liberty, Iowa 52317

DATED this _____ day of _____, 2019.

CITY OF WASHINGTON, IOWA

JOHNSON COUNTY REFUSE

By: _____
Jaron P. Rosien, Mayor

By: _____
Steve Smith

ATTEST: _____
Illa Earnest, City Clerk

By: _____
[name / office]

STATE OF IOWA)
) ss:
WASHINGTON COUNTY)

On this ___ day of _____, 2019, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Jaron P. Rosien and Illa Earnest, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Washington, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation; and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the ___ day of _____, 2019; and that Jaron P. Rosien and Illa Earnest acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

STATE OF IOWA)
) ss:
JOHNSON COUNTY)

This instrument was acknowledged before me on this ___ day of _____, 2019, by Steve Smith as _____ of Johnson County Refuse.

Notary Public in and for the State of Iowa

APPENDIX B

APPENDIX A

SCHEDULE OF FEES

Monthly Recycling Pickup	\$5.50
Monthly Solid Waste Bi-weekly Pickup 35 gallon	\$8.50
Monthly Solid Waste Weekly Pickup 35 gallon	\$11.50
Monthly Solid Waste Weekly Pickup 65 gallon	\$13.50
Appliances, furniture, bulky pickup etc.	Call Johnson County Refuse to make arrangements
Stickers for extra trash	\$3.00

Note: \$0.25 of the \$3.00 sticker charge is to be kept by the selling business for administrative costs

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



MEMO

To: City Council
From: Keith Henkel, Engineering Technician
Date: 03/05/2019
Re: Sidewalk Trip Hazard Quotes for Zone 1

Council,

We received three (3) quotes back from contractors for the repair of the sidewalk trip hazards for zone 1. AS Concrete at \$47,417.36, Bruty at \$57,243.52 and Coleman at \$63,256.00. This work will start early March and be completed by mid-June. My recommendation to council is to award this project to AS Concrete for the amount of \$47,417.36.

Thank You,

A handwritten signature in black ink, appearing to read "Keith Henkel", is written over the typed name.

Keith Henkel

*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*

RFP – Sidewalk Replacement – Trip Hazard Program North/West Quad

The City of Washington will be accepting bids for the replacement of sidewalk hazards on 121 properties in the north-west quadrant of the city. The contractor will notify the city mid-week prior to conducting this work. The city will ensure all removals of the identified properties are marked by 8am on the Monday following the notice from the contractor. The contractor is responsible for all work related to the removal and replacement of the sidewalk and is incidental in the contractor's square foot price bid. Bids are due to the city Engineering Tech by noon on Friday March 1, 2019. Notice to proceed will be given to the contractor on March 6, 2019. All work must be completed and billed to the city by June 14, 2019. Work will consist of the following:

- 308 W. Main St. – 32 SqFt of 4" sidewalk in 1 setup
- 321 W. Main St. – 24 SqFt of 4" sidewalk in 1 setup
- 409 W. Main St. – 32 SqFt of 4" sidewalk in 1 setup
- 414 W. Main St. – 32 SqFt of 4" sidewalk in 2 setups
- 502 W. Main St. – 32 SqFt of 4" sidewalk in 1 setup
- 508 W. Main St. – 16 SqFt of 4" sidewalk in 1 setup
- 515 W. Main St. – 32 SqFt of 4" sidewalk in 1 setup
- 526 W. Main St. – 32 SqFt of 4" sidewalk in 2 setups
- 529 W. Main St. – 16 SqFt of 6" sidewalk in 1 setup
- 601 W. Main St. – 16 SqFt of 4" sidewalk in 1 setup
- 618 W. Main St. – 16 SqFt of 4" sidewalk in 1 setup
- 628 W. Main St. – 16 SqFt of 4" sidewalk in 1 setup
- 634 W. Main St. – 64 SqFt of 4" sidewalk in 3 setups
- 709 W. Main St. – 32 SqFt of 4" sidewalk in 1 setup
- 714 W. Main St. – 36 SqFt of 4" sidewalk in 1 setup
- 803 W. Main St. – 16 SqFt of 6" sidewalk in 1 setup
- 101 N. Marion Ave. – 36 SqFt of 4" sidewalk in 1 setup
- 602 N. Marion Ave. – 160 SqFt of 4" and 32 SqFt of 6" sidewalk in 7 setups
- 603 N. Marion Ave. – 128 SqFt of 4" sidewalk in 6 setups
- 609 N. Marion Ave. – 96 SqFt of 4" and 48 SqFt of 6" sidewalk in 4 setups
- 614 N. Marion Ave. – 128 SqFt of 4" sidewalk in 2 setups
- 615 N. Marion Ave. – 16 SqFt of 4" sidewalk in 1 setup
- 620 N. Marion Ave. – 32 SqFt of 4" sidewalk in 2 setups
- 702 N. Marion Ave. – 64 SqFt of 4" sidewalk in 4 setups
- 706 N. Marion Ave. – 48 SqFt of 4" sidewalk in 3 setups

"One of the 100 Best Small Towns in America"

720 N. Marion Ave. – 112 SqFt of 4” sidewalk in 5 setups
727 N. Marion Ave. – 64 SqFt of 4” sidewalk in 4 setups
803 N. Marion Ave. – 48 SqFt of 4” sidewalk in 3 setup
901 N. Marion Ave. – 24 SqFt of 6” sidewalk in 1 setup
902 N. Marion Ave. – 32 SqFt of 4” sidewalk in 2 setups
909 N. Marion Ave. – 166 SqFt of 4” sidewalk in 1 setup
1011 N. Marion Ave. – 16 SqFt of 4” sidewalk in 1 setup
318 N. Iowa Ave. – 8 SqFt of 4” and 80 SqFt of 6” sidewalk in 3 setups
428 N. Iowa Ave. – 48 SqFt of 6” sidewalk in 2 setups
502 N. Iowa Ave. – 176 SqFt of 4” and 32 SqFt of 6” sidewalk in 8 setups
508 N. Iowa Ave. – 48 SqFt of 4” sidewalk in 2 setups
602 N. Iowa Ave. – 48 SqFt of 4” sidewalk in 2 setups
603 N. Iowa Ave. – 32 SqFt of 4” sidewalk in 2 setups
614 N. Iowa Ave. – 80 SqFt of 4” sidewalk in 4 setups
615 N. Iowa Ave. – 16 SqFt of 4” sidewalk in 1 setup
702 N. Iowa Ave. – 128 SqFt of 4” sidewalk in 6 setups
703 N. Iowa Ave. – 48 SqFt of 4” sidewalk in 2 setups
715 N. Iowa Ave. – 16 SqFt of 4” sidewalk in 1 setup
719 N. Iowa Ave. – 16 SqFt of 4” sidewalk in 1 setup
720 N. Iowa Ave. – 112 SqFt of 4” sidewalk in 3 setups
803 N. Iowa Ave. – 96 SqFt of 4” sidewalk in 3 setups
804 N. Iowa Ave. – 80 SqFt of 4” sidewalk in 5 setups
809 N. Iowa Ave. – 48 SqFt of 4” and 48 SqFt of 6” sidewalk in 2 setups
821 N. Iowa Ave. – 64 SqFt of 4” sidewalk in 2 setups
822 N. Iowa Ave. – 48 SqFt of 4” sidewalk in 3 setups
903 N. Iowa Ave. – 64 SqFt of 4” and 16SqFt of 6” sidewalk in 5 setups
908 N. Iowa Ave. – 16 SqFt of 4” sidewalk in 1 setup
910 N. Iowa Ave. – 16 SqFt of 4” sidewalk in 1 setup
917 N. Iowa Ave. – 272 SqFt of 4” sidewalk in 5 setups
1008 N. Iowa Ave. – 32 SqFt of 4” sidewalk in 2 setups
1014 N. Iowa Ave. – 16 SqFt of 4” sidewalk in 1 setup
1030 N. Iowa Ave. – 16 SqFt of 4” sidewalk in 1 setup
1101 N. Iowa Ave. – 64 SqFt of 4” sidewalk in 4 setups
1103 N. Iowa Ave. – 32 SqFt of 4” sidewalk in 2 setups
1105 N. Iowa Ave. – 16 SqFt of 4” sidewalk in 1 setup
505 N. 2nd Ave. – 64 SqFt of 4” sidewalk in 3 setups
603 N. 2nd Ave. – 144 SqFt of 4” sidewalk in 6 setups
903 N. 2nd Ave. – 160 SqFt of 4” and 80 SqFt of 6” sidewalk in 12 setups
1003 N. 2nd Ave. – 16 SqFt of 4” sidewalk in 1 setup
108 W. 2nd St. – 48 SqFt of 4” sidewalk in 1 setup
301 W. 2nd St. – 64 SqFt of 4” sidewalk in 4 setups
302 W. 2nd St. – 64 SqFt of 4” sidewalk in 4 setups
402 W. 2nd St. – 48 SqFt of 4” sidewalk in 2 setups
502 W. 2nd St. – 48 SqFt of 4” sidewalk in 2 setups
633 W. 2nd St. – 80 SqFt of 4” sidewalk in 4 setups
303 W. 3rd St. – 64 SqFt of 4” sidewalk in 4 setups
320 W. 3rd St. – 64 SqFt of 4” sidewalk in 4 setups
400 W. 3rd St. – 16 SqFt of 4” sidewalk in 1 setup
206 W. 6th St. – 48 SqFt of 4” sidewalk in 1 setup
320 W. 6th St. – 80 SqFt of 4” sidewalk in 4 setups

108 W. 7th St. – 80 SqFt of 4” sidewalk in 2 setups
114 W. 7th St. – 80 SqFt of 4” sidewalk in 3 setups
120 W. 7th St. – 128 SqFt of 4” and 64 SqFt of 6” sidewalk in 5 setups
201 W. 7th St. – 32 SqFt of 4” sidewalk in 2 setups
314 W. 7th St. – 48 SqFt of 4” sidewalk in 2 setups
219 W. 8th St. – 368 SqFt of 4” sidewalk in 9 setups
220 W. 8th St. – 32 SqFt of 4” sidewalk in 2 setups
300 N. Ave. B – 16 SqFt of 4” sidewalk in 1 setup
303 N. Ave. B – 64 SqFt of 4” sidewalk in 2 setups
309 N. Ave. B – 96 SqFt of 4” sidewalk in 3 setups
315 N. Ave. B – 32 SqFt of 4” sidewalk in 2 setups
321 N. Ave. B – 48 SqFt of 6” sidewalk in 1 setup
509 N. Ave. B – 32 SqFt of 4” sidewalk in 2 setups
515 N. Ave. B – 80 SqFt of 4” sidewalk in 4 setups
617 N. Ave. B – 64 SqFt of 4” sidewalk in 3 setups
623 N. Ave. B – 32 SqFt of 4” sidewalk in 2 setups
703 N. Ave. B – 112 SqFt of 4” and 64 SqFt of 6” sidewalk in 7 setups
719 N. Ave. B – 16 SqFt of 4” sidewalk in 1 setup
721 N. Ave. B – 32 SqFt of 4” sidewalk in 2 setups
803 N. Ave. B – 16 SqFt of 4” sidewalk in 1 setup
121 N. Ave. C – 128 SqFt of 4” sidewalk in 5 setups
127 N. Ave. C – 80 SqFt of 4” sidewalk in 3 setups
221 N. Ave. C – 192 SqFt of 4” sidewalk in 8 setups
308 N. Ave. C – 16 SqFt of 4” sidewalk in 1 setup
314 N. Ave. C – 16 SqFt of 4” and 16 SqFt of 6” sidewalk in 2 setups
317 N. Ave. C – 48 SqFt of 4” sidewalk in 2 setups
320 N. Ave. C – 16 SqFt of 4” sidewalk in 1 setup
322 N. Ave. C – 80 SqFt of 4” sidewalk in 2 setups
509 N. Ave. C – 16 SqFt of 4” sidewalk in 1 setup
515 N. Ave. C – 32 SqFt of 4” and 16 SqFt of 6” sidewalk in 2 setups
521 N. Ave. C – 48 SqFt of 4” sidewalk in 2 setups
522 N. Ave. C – 96 SqFt of 4” sidewalk in 5 setups
610 N. Ave. C – 48 SqFt of 4” sidewalk in 1 setup
617 N. Ave. C – 48 SqFt of 4” sidewalk in 3 setups
620 N. Ave. C – 144 SqFt of 4” sidewalk in 2 setups
623 N. Ave. C – 16 SqFt of 4” sidewalk in 1 setup
716 N. Ave. C – 48 SqFt of 4” sidewalk in 3 setups
720 N. Ave. C – 32 SqFt of 4” sidewalk in 2 setups
726 N. Ave. C – 112 SqFt of 4” sidewalk in 6 setups
508 N. Ave. D – 48 SqFt of 4” sidewalk in 3 setups
514 N. Ave. D – 64 SqFt of 4” sidewalk in 3 setups
603 N. Ave. D – 80 SqFt of 4” sidewalk in 4 setups
605 N. Ave. D – 112 SqFt of 4” and 16 SqFt of 6” sidewalk in 6 setups
608 N. Ave. D – 80 SqFt of 4” sidewalk in 3 setups
614 N. Ave. D – 112 SqFt of 4” sidewalk in 3 setups
620 N. Ave. D – 160 SqFt of 4” sidewalk in 4 setups

Totaling:

121 properties with 328 setups

7240 SqFt of 4" PCC Sidewalk

664 SqFt of 6" PCC Sidewalk

All incidentals to the removal and replacement of the sidewalk for this project are included on the contractors square foot bid price. Contractor will be responsible all cleanup, grading and reseeding of disturbed soil.

Reinforcing bar is not required in the sidewalks. If the contractor chooses to use reinforcing bar in the sidewalk the city will not allow those costs.

All work being performed will conform to SUDAS standards

Please provide the following bid tab for consideration:

7240 SqFt of 4" PCC @ _____ SF

664 SqFt of 6" PCC @ _____/SF

Bid tabs can be dropped off or sent to the City at 215 E. Washington St. Washington, IA 52353

Attn: Keith Henkel or emailed to khenkel@washingtioniowa.gov

If you have any question regarding this bid I am available at 563-554-9381

Keith Henkel
Engineering Technician
City of Washington

Totaling:

121 properties with 328 setups
7240 SqFt of 4" PCC Sidewalk
664 SqFt of 6" PCC Sidewalk

All incidentals to the removal and replacement of the sidewalk for this project are included on the contractors square foot bid price. Contractor will be responsible all cleanup, grading and reseeding of disturbed soil.

Reinforcing bar is not required in the sidewalks. If the contractor chooses to use reinforcing bar in the sidewalk the city will not allow those costs.

All work being performed will conform to SUDAS standards

Please provide the following bid tab for consideration:

7240 SqFt of 4" PCC @ \$ 6.00 SF = 43,440.00 }
664 SqFt of 6" PCC @ 5.99 /SF 3,977.36 } \$ 47,417.36


Bid tabs can be dropped off or sent to the City at 215 E. Washington St. Washington, IA 52353
Attn: Keith Henkel or emailed to khenkel@washingtioniowa.gov

If you have any question regarding this bid I am available at 563-554-9381

Keith Henkel
Engineering Technician
City of Washington

**A.S. Concrete Specialties
LLC.**
WE DO IT RITE OR WE DON'T DO IT

3259 110TH ST.
BRIGHTON, IA, 52540
Cell: 319-591-1415
Office: BEN-319-458-0728
Fax: N/A
N/A
Sinzey@ineedfoundationrepair.com



Michael Sines
CO-OWNER

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Totaling:

121 properties with 328 setups
7240 SqFt of 4" PCC Sidewalk
664 SqFt of 6" PCC Sidewalk

All incidentals to the removal and replacement of the sidewalk for this project are included on the contractors square foot bid price. Contractor will be responsible all cleanup, grading and reseeding of disturbed soil.

Reinforcing bar is not required in the sidewalks. If the contractor chooses to use reinforcing bar in the sidewalk the city will not allow those costs.

All work being performed will conform to SUDAS standards

Please provide the following bid tab for consideration:

7240 SqFt of 4" PCC @ 6.95 SF = 50,318.00 }
664 SqFt of 6" PCC @ 10.43 /SF = 6,925.52 } \$ 57,243.52

Bid tabs can be dropped off or sent to the City at 215 E. Washington St. Washington, IA 52353
Attn: Keith Henkel or emailed to khenkel@washingtioniowa.gov

If you have any question regarding this bid I am available at 563-554-9381

Keith Henkel
Engineering Technician
City of Washington

BRUTY
1340 North 6th Avenue
Washington, IA 52353

Greg Bruty
319-461-4808

Totaling:

121 properties with 328 setups
7240 SqFt of 4" PCC Sidewalk
664 SqFt of 6" PCC Sidewalk

All incidentals to the removal and replacement of the sidewalk for this project are included on the contractors square foot bid price. Contractor will be responsible all cleanup, grading and reseeding of disturbed soil.

Reinforcing bar is not required in the sidewalks. If the contractor chooses to use reinforcing bar in the sidewalk the city will not allow those costs.

All work being performed will conform to SUDAS standards

Please provide the following bid tab for consideration:

7240 SqFt of 4" PCC @ 8.00 SF = 57,920.00 }
664 SqFt of 6" PCC @ 8.50 /SF 5,644.00 } \$ 63,256.00

Bid tabs can be dropped off or sent to the City at 215 E. Washington St. Washington, IA 52353
Attn: Keith Henkel or emailed to khenkel@washingtioniowa.gov

If you have any question regarding this bid I am available at 563-554-9381

Keith Henkel
Engineering Technician
City of Washington

Coleman Const

Brian 319 653-1715

*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

March 4, 2019

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

From: Brent Hinson
City Administrator

Re: Wellness Park Restroom & Concession Buildings Project

We are ready to move forward with bidding the Phase 1B project that would involve construction of restroom & concession buildings at the Wellness Park, as was discussed at the February 19 meeting. The basic schedule for this project is as follows:

- March 5: Authorize notice of hearing & letting
- March 19: Hold hearing on plans & specs
- March 28: Open bids
- April 16: Council considers bids
- May 21: Council approves contracts and notice to proceed

This schedule is built around the schedule for the Riverboat Foundation grant application (applications are due on April 3, with awards likely announced May 15). We want to know what the actual cost of constructing the buildings will be before submitting the grant application, but do not want to proceed with construction until we know grant funds are confirmed.

An additional item to make the Council aware of is that we will likely exclude the wood building materials from the competitive bid, and this will be handled by separate agreement with Engineered Building Design to facilitate a donation to the project.

RESOLUTION NO. _____

**A RESOLUTION TO PROVIDE FOR A NOTICE OF HEARING AND LETTING
ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND
ESTIMATE OF COST FOR THE WELLNESS PARK RESTROOM AND
CONCESSIONS STRUCTURES PROJECT AND TAKING OF BIDS
THEREFOR.**

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

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

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

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

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

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

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

Section 4. The City Council hereby delegates to the City Clerk the duty of receiving, opening and announcing the results of all bids for the construction of the Project on the 28th day of March, 2019 at 10:00 AM at City Hall, 215 E. Washington Street, Washington, Iowa. The 19th day of March, 2019 at 6:00 PM at the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, Washington, Iowa is hereby fixed as the time and place of hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project and the 16th day of April, 2019 at 6:00 PM at the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, Washington, Iowa as the time and place of considering bids received by the City in connection therewith.

Section 5. The City Clerk is hereby authorized and directed to give notice of the aforementioned hearing and taking of bids by publication of such notice in a newspaper of general circulation in the City, which publication shall be made not less than 4 nor 20

days prior to the date for receipt of bids and the time of said hearing, all in conformity with Chapters 362 and 384 of the Code of Iowa. The said notice shall be in the form substantially as attached to this Resolution.

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

PASSED AND APPROVED this 5th day of March, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

NOTICE OF PUBLIC HEARING & LETTING

Sealed bids will be received by the City of Washington at the office of the City Clerk, City Hall, 215 E. Washington Street, Washington, Iowa until 10:00 a.m. on the 28th day of March, 2019 for the construction of certain building construction and work incidental thereto described in general as the “2019 Wellness Park Restroom & Concession Structures Project” and as described in detail in the specifications for said improvements now on file in the office of the Clerk.

The City Council will hold a Public Hearing on the proposed specifications and form of contract at 6:00 p.m. on the 19th day of March, 2019 in the Nicola-Stoufer Room, Washington Public Library, 115 West Washington Street, Washington, Iowa. At the Hearing the City will receive and consider any objections made by interested party to the specifications or proposed form of Contract.

Sealed proposals will be received by the City Clerk of the City of Washington, Iowa, at City Hall, 215 East Washington Street, Washington, Iowa, until 10:00 a.m. on the 28th day of March, 2019, for the construction of the Project. Proposals will be opened and the amount of the bids announced by the City Clerk at the time and date specified above. Proposals will be acted upon by said City at the April 16th City Council Meeting or at such later time and place as then may be fixed.

Bids are to include all labor, materials and equipment needed to complete the work as outlined in the plans and specifications. Work will be done according to the specifications and to generally accepted standards accepted by the industry for this type of work. Bidder is required to furnish Performance and Payment Bonds to cover this project.

Bids shall be accompanied by a bid bond, certified check or cashiers check in the amount of at least five percent (5%) of the total bid amount. If a certified check or cashiers check is used it shall be drawn on a bank or credit union in Iowa and made payable to the Treasurer of the City. The bond will be forfeited or the checks cashed if the bidder fails to execute a contract for this work.

Within ten (10) days after notification of acceptance of the bid, the awarded bidder must furnish an acceptable certificate of insurance for liability, auto and workers compensation. No bid may be withdrawn within sixty (60) days after bid opening.

Payment to the contractor will be made based on monthly estimates provided by the contractor. The City will pay ninety-five percent (95%) of the value of work completed during the preceding calendar month, providing the work done to date is acceptable. Should there be questions or problems the City Council will determine how much of the estimate will be paid and the corrective measurers needed. Estimates are to be provided to the City no later than the first Wednesday of each month. City staff will review and

check the work and monthly estimates and approve for payment within two weeks. Such monthly payment will in no way be construed as an act of acceptance to any or all of the work partially or totally completed.

Final payment to the Contractor will be made no earlier than thirty-one (31) days from and after final acceptance of the work by the City Council and subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa. No such partial or final payment will be due until the Contractor has certified that the materials, labor and services involved in each instance have been paid by the Contractor.

The successful Bidder will be required to furnish a corporate surety bond in an amount equal to one hundred percent (100%) of the contract price, said Bond to be issued by a responsible surety approved by the City and authorized to do business in the State of Iowa, and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and the maintenance of the "2019 Wellness Park Restroom & Concession Structures Project" for a period of not less than five (5) years, in good repair from the time of acceptance of the improvements by the City.

All work under this contract should be completed by September 15, 2019 unless the City otherwise approves.

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa Statutes; provided, however, the award of the Contract will be made to the lowest responsible Bidder submitting the lowest responsible bid, which shall be determined without regard to state or local law whereby preference is give on factors other than the amount of the bid.

The City hereby reserves the right to reject any or all bids and to waive informality and irregularities as it may deem to be in the best interests of the City.

CITY OF WASHINGTON

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

GENERAL PLAN NOTES:

1. ALL DIMENSIONING IS TO FACE OF STUD, FRAMING OR CONCRETE.
2. DO NOT SCALE DRAWINGS. IF DIMENSIONS ARE IN QUESTION, THE CONTRACTOR SHALL CONSULT THE ARCHITECT FOR CLARIFICATION FROM THE ARCHITECT BEFORE CONTINUING WITH CONSTRUCTION.
3. THE CONTRACT DOCUMENTS CONSIST OF THE SPECIFICATION MANUAL AND DRAWINGS WHICH ARE INTENDED TO BE COMPLEMENTARY AND TO BE USED IN CONJUNCTION WITH EACH OTHER.
4. IF DISCREPANCIES OCCUR BETWEEN THE SPECIFICATION MANUAL AND THE DRAWINGS, NOTIFY THE ARCHITECT FOR A RESOLUTION.
5. ALL EXTERIOR WALL AND ROOF OPENINGS BY ALL TRADES SHALL BE FLASHED AND WEATHERED TO PREVENT WATER INTRUSION.
6. OPENINGS FOR PLUMBING, VENTILATING, AND ELECTRICAL WORK IN WALLS, FLOORS, CEILING, AND ROOF SHALL BE PROVIDED BY THE GC LOCATION AND SIZE AS SHOWN ON THE DRAWINGS. SEE FINISHING DRAWINGS FOR FINISHES.
7. COORDINATE WITH PLUMBING DRAWINGS. (MAX FLOOR SLOPE 1/4" PER FT).
8. CONTRACTOR TO COORDINATE STRUCTURAL, ARCHITECTURAL, HVAC, AND MECHANICAL DRAWINGS. NOTIFY ARCHITECT OF ANY VARIANCE BEFORE COMMENCING CONSTRUCTION.
9. IN NO CASE SHALL STRUCTURAL ALTERATIONS OR WORK AFFECTING A BUILDING'S STRUCTURAL INTEGRITY BE PERMITTED WITHOUT THE ARCHITECT'S WRITTEN APPROVAL.
10. GENERAL CONTRACTOR SHALL PROVIDE ALL INTEGRAL CONCRETE DRAWINGS INSIDE THE BUILDING.

PLAN NOTES - FLOOR PLAN

1. WALL HUNG LAVATORY
2. DOWN SPOUT, CONNECT TO DRAINWILE
3. WALL MOUNTED JAMB DRYER
4. H2O DRINKING FOUNTAIN
5. H2O DRINKING FOUNTAIN
6. H2O DRINKING FOUNTAIN
7. FIRE EXTINGUISHER WALL BRACKET
8. ROOM SIGNAGE, SEE DETAIL BTD-44.1
9. COLUMNS, SEE STRUCTURAL
10. MOP SINK WATER HEATER SHELF ABOVE. SEE PLUMBING DRAWINGS FOR WATER HEATER CONNECTION TO PROVIDE. VERIFY LOCATION WITH OWNER BEFORE INSTALLATION.
11. VERIFY LOCATION WITH OWNER BEFORE INSTALLATION.

SCHEDULE - DOOR

DOOR OPENING NO.	DOOR TYPE	M/T	NOMINAL SIZE		FRAME DETAILS		HW SET	GLASS TYPE	FIRE RATING	REMARKS
			WIDTH	HEIG	HT	SS				
1	A	HM	3'-0"	7'-0"	1-3/4"	F1	(none)	-	-	-
2	A	HM	3'-0"	7'-0"	1-3/4"	F1	(none)	-	-	-
3	A	HM	2'-6"	7'-0"	1-3/4"	F1	(none)	-	-	-
4	A	HM	3'-0"	7'-0"	1-3/4"	F1	(none)	-	-	-

DOOR REMARKS:
 1. SET THRESHOLD ON GASKET (SEE HARDWARE SET)

SCHEDULE - ROOM FINISH

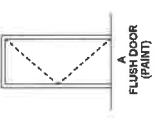
ROOM NO.	ROOM NAME	WALLS				CEILING		REMARKS
		NORTH	SOUTH	EAST	WEST	MATL	HEIGHT	
101	WOMEN'S RESTROOM	F1	W1	W1	C1	9'-0"		
102	MECHANICAL ROOM	F1	W1	W1	C1	9'-0"		
103	RESTROOM	F1	W1	W1	C1	9'-0"		
104	MEN'S RESTROOM	F1	W1	W1	C1	9'-0"		

FINISH REMARKS:
 1. NONE

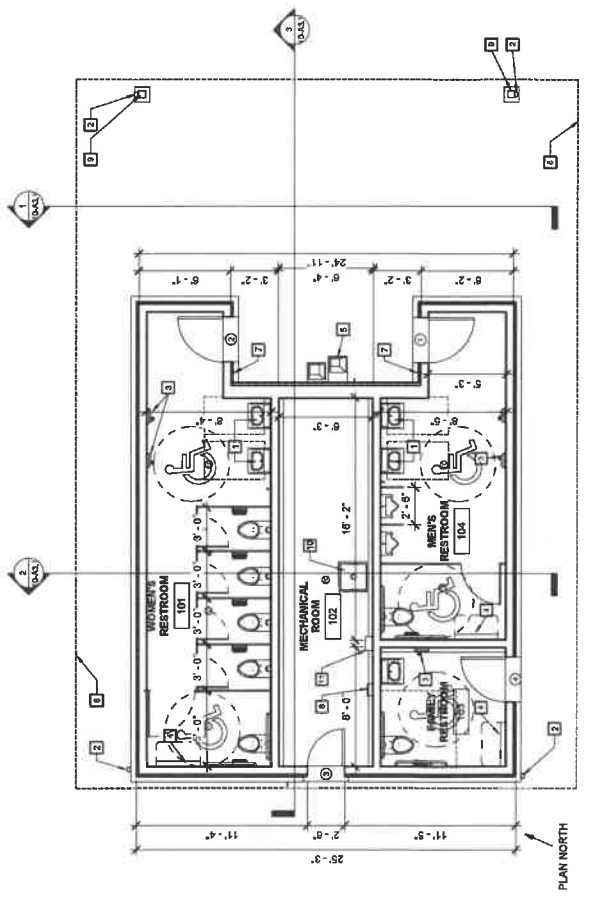
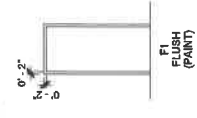
ROOM FINISH LEGEND

- FLOOR:**
 F1, CONCRETE W/ SMOOTH STEEL-TROWELED FINISH AND HEAVY DUTY FLOOR FINISH (MATTLE APPEARANCE)
- WALLS:**
 W1, CONCRETE WALL UP TO 3'-6" STUD WALL ABOVE 3'-6"
- CEILING:**
 C1, ABUSE RESISTANT GYPSUM BOARD WITH LIGHT ORANGE PEEB TEXTURE (EPOXY PAINT)
- BASE:**
 B1, NONE

DOOR TYPES
 1/4" = 1'-0"



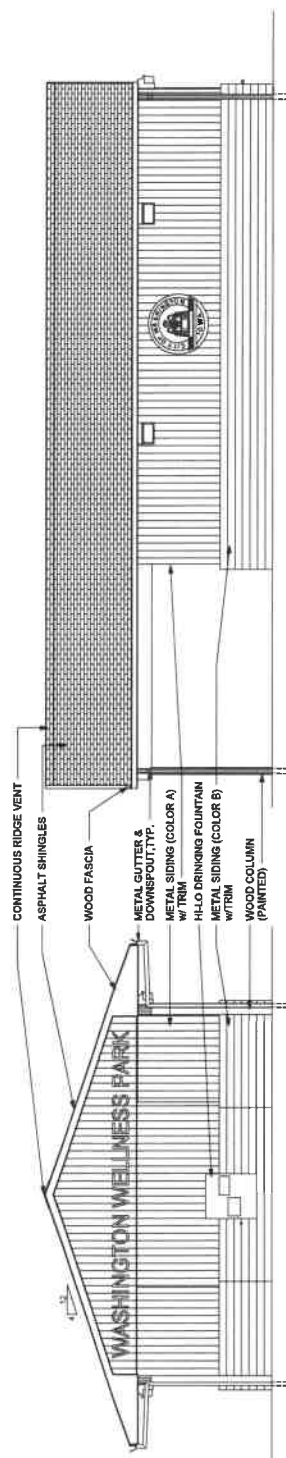
FRAME TYPES
 1/4" = 1'-0"



RESTROOM FLOOR PLAN
 1/4" = 1'-0" (22x44)
 1/8" = 1'-0" (11x17)

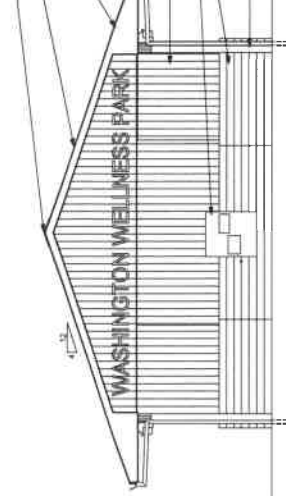
NOTE: FLOOR PLAN DIMENSIONS ARE FACE OF WOOD STUD FRAMING TO FACE OF WOOD STUD FRAMING



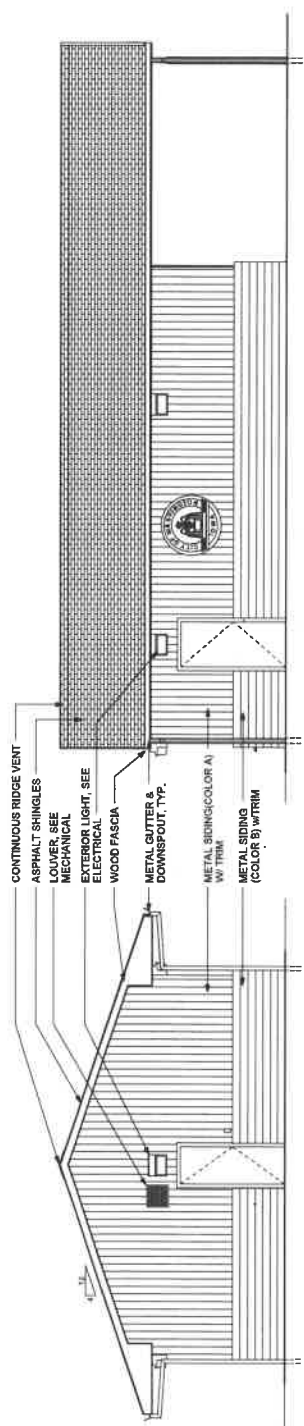


NORTH ELEVATION
 1/4" = 1'-0" (228-94)
 1/8" = 1'-0" (114-17)

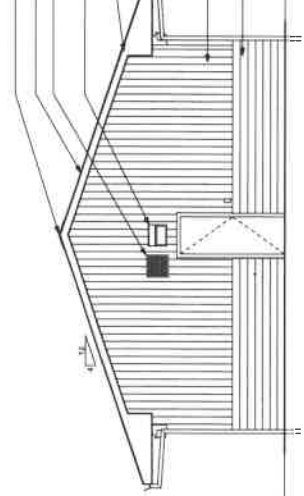
LOGO, CITY LOGO SHALL BE CENTERED, VERTICALLY, IN UPPER WOOD FRAMED WALL AND CENTERED HORIZONTALLY, BETWEEN EXTERIOR LIGHT FIXTURES. OWNER TO APPROVE FINAL LOCATION PRIOR TO INSTALLATION



EAST ELEVATION
 1/4" = 1'-0" (228-94)
 1/8" = 1'-0" (114-17)



SOUTH ELEVATION
 1/4" = 1'-0" (228-94)
 1/8" = 1'-0" (114-17)



WEST ELEVATION
 1/4" = 1'-0" (228-94)
 1/8" = 1'-0" (114-17)

ALTERNATE BID #1
 1. METAL SHINGLES IN LIEU OF ASPHALT SHINGLES

GENERAL PLAN NOTES:

- ALL DIMENSIONING IS TO FACE OF STUD, FRAMING OR CONCRETE.
- DO NOT SCALE DRAWINGS. IF DIMENSIONS ARE IN QUESTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING CLARIFICATION FROM THE ARCHITECT.
- THE CONTRACT DOCUMENTS CONSIST OF THE SPECIFICATION MANUAL AND DRAWINGS WHICH ARE INTENDED TO BE COMPLEMENTARY AND TO BE USED IN CONJUNCTION WITH ONE ANOTHER.
- CONTRACTOR SHALL NOTIFY ARCHITECT OF ANY DISCREPANCIES IN THE SPECIFICATION MANUAL AND THE DRAWINGS BEFORE PROCEEDING WITH CONSTRUCTION.
- ALL EXTERIOR WALL AND ROOF OPENINGS SHALL BE FLASHED AND WEATHERED TO PREVENT WATER INTRUSION.
- OPENINGS FOR PLUMBING, VENTILATING AND ELECTRICAL WORK IN WALLS, FLOORS, CEILING, AND ROOF SHALL BE PROVIDED BY THE GC LOCATION AND SIZE SHALL BE THE RESPONSIBILITY OF THE RESPECTIVE CONTRACTORS.
- ALL ROOF CURBS SHALL BE PROVIDED BY THE GC LOCATION AND COORDINATE WITH PLUMBING DRAWINGS (MAX FLOOR SLOPE 1/4" PER FT.).
- ALL ROOF CURBS REQUIRED SHALL BE PROVIDED AND INSTALLED BY THE METAL BUILDING MANUFACTURERS SUPPLIER TO PROVIDE STRUCTURAL MEMBERS FOR SUPPORTING ROOF-HUNG HVAC EQUIPMENT AND LIGHTING.
- CONTRACTOR TO COORDINATE STRUCTURAL, ARCHITECTURAL, HVAC, AND MECHANICAL WORK FOR DETAILS, DIMENSIONS, ELEVATIONS, OPENINGS, INSERTS, FINISHING PLANS FOR DETAILS, DIMENSIONS, ELEVATIONS, OPENINGS, INSERTS, FINISHING PLANS FOR DETAILS, DIMENSIONS, ELEVATIONS, OPENINGS, INSERTS, FINISHING PLANS FOR DETAILS, DIMENSIONS, ELEVATIONS, OPENINGS, INSERTS.
- IN NO CASE SHALL STRUCTURAL ALTERATIONS OR WORK AFFECTING A STRUCTURAL MEMBER BE MADE, UNLESS APPROVED BY THE ENGINEER.
- CONTRACTOR SHALL VERIFY ALL PLUMBING AND ELECTRICAL EQUIPMENT PADS INDICATED ON THE PLUMBING, HVAC AND ELECTRICAL DRAWINGS INSIDE THE BUILDING.

PLAN NOTES - FLOOR PLAN

- WALL HUNG LAVATORY
- ROOF EDGE, TYP
- COLUMN, SEE STRUCTURAL
- ROOF FINISH, SEE PLUMBING
- ROOF SINK, SEE PLUMBING
- THREE COMPARTMENT SINK-W/2" DRAINBOARDS EACH SIDE
- WINDOW AC UNIT, SEE MECHANICAL
- WALL HEATER, SEE PLUMBING
- DOWNSPOUTS, CONNECT TO DRAINAGE
- BARBY CHANGING STATION
- COLING OVERHEAD DOOR, MOUNT HOOD FLUSH TO CEILING
- SPECIAL WALL CONDITION, SEE SECTION XX
- FIRE EXTINGUISHER W/ WALL BRACKET, COORDINATE LOCATION
- PORTABLE EYEWASH STATION, CONTRACTOR TO PROVIDE.
- COORDINATE WITH OWNER BEFORE ANY INSTALLATION.
- WALL MOUNT FIRST AID KIT AND FIRE EXTINGUISHER TO PROVIDE.
- LOCATION WITH OWNER BEFORE INSTALLATION.

SCHEDULE - DOOR

OPENING NO	DOOR TYPE	NOMINAL SIZE		FRAME DETAILS		GLASS TYPE	FIRE RATING	REMARKS
		WIDTH	HT	HEAD	JAMB			
1	B HM	3'-0"	7'-0"	1 3/4"	F1 HM	(none)		1
2	B HM	3'-0"	7'-0"	1 3/4"	F1 HM	(none)		1
3	A HM	3'-0"	7'-0"	1 3/4"	F1 HM	(none)		1
4	A HM	3'-0"	7'-0"	1 3/4"	F1 HM	(none)		1
5	C STL	8'-0"	18'-0"	Z	-	(none)		2,3

DOOR REMARKS:

- SET THRESHOLD ON GASKET (SEE HARDWARE SET).
- DOOR SIZE LISTED IS MASONRY OPENING SIZE. DOOR SHALL BE 2" WIDER AND 1" TALLER THAN OPENING SIZE.
- 2" TRACK AND DOOR HARDWARE AND OPERATOR BY DOOR MANUFACTURER.

SCHEDULE - ROOM FINISH

ROOM NO	ROOM NAME	WALLS				CEILING	REMARKS
		NORTH	SOUTH	EAST	WEST		
103	MECH STORAGE	F1	WT	WT	WT	C1	9'-0"
104	FAMILY RESTROOM	F1	WT	WT	WT	C1	9'-0"
105	FAMILY RESTROOM	F1	WT	WT	WT	C1	9'-0"
106	CONGRESSIONS	F1	WT	WT	WT	C1	9'-0"

ROOM FINISH LEGEND

FLOORS:
 F1: CONCRETE W/ SMOOTH AND HEAVY DUTY FLOOR FINISH (WHITE APPEARANCE)

WALLS:
 WT: CONCRETE WALL UP TO 3'-6"
 PT: PAINT STUD WALL ABOVE 3'-6" (WHITE APPEARANCE)

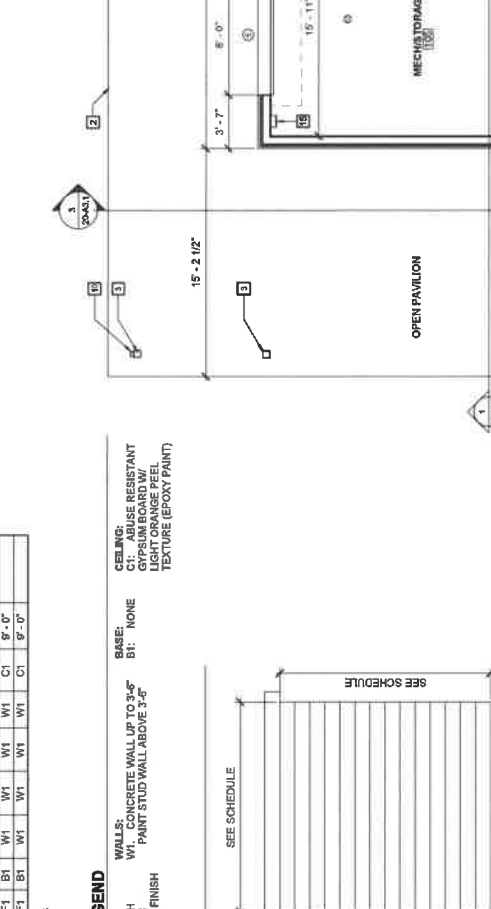
CEILING:
 C1: ABUSE RESISTANT GYPSUM BOARD W/ LIGHT ORANGE PEEL TEXTURE (POX PAINT)

BASE:
 B1: NONE

DOOR TYPES
 1/4" = 1'-0"

WINDOW TYPES
 1/4" = 1'-0"

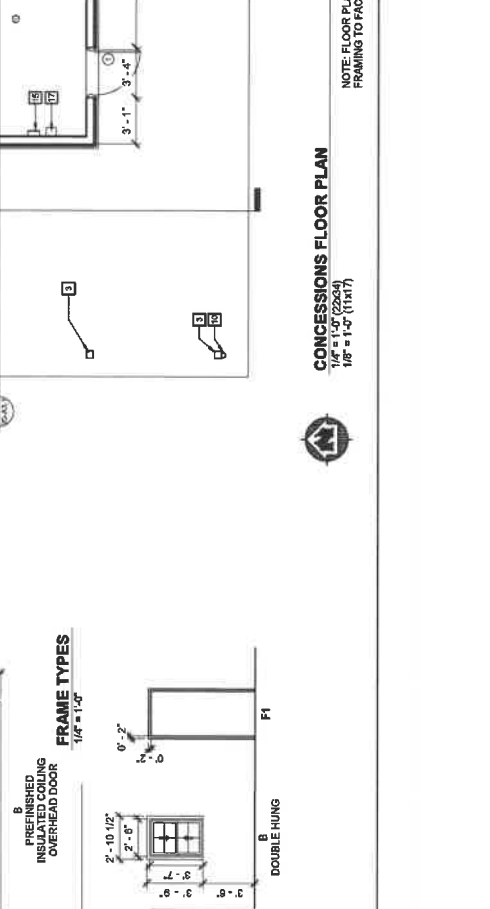
FRAME TYPES
 1/4" = 1'-0"



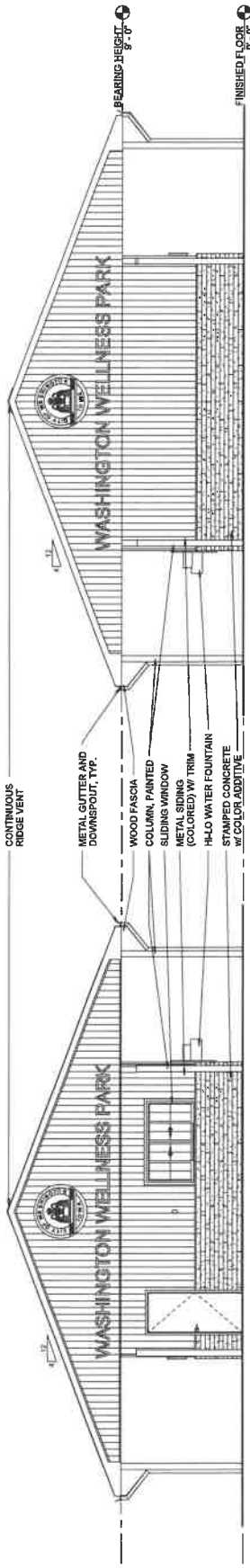
CONGRESSIONS FLOOR PLAN
 1/4" = 1'-0" (22x4)
 1/8" = 1'-0" (11x7)

NOTE: FLOOR PLAN DIMENSIONS ARE FACE OF WOOD STUD FRAMING TO FACE OF WOOD STUD FRAMING

CONGRESSIONS FLOOR PLAN
 1/4" = 1'-0" (22x4)
 1/8" = 1'-0" (11x7)



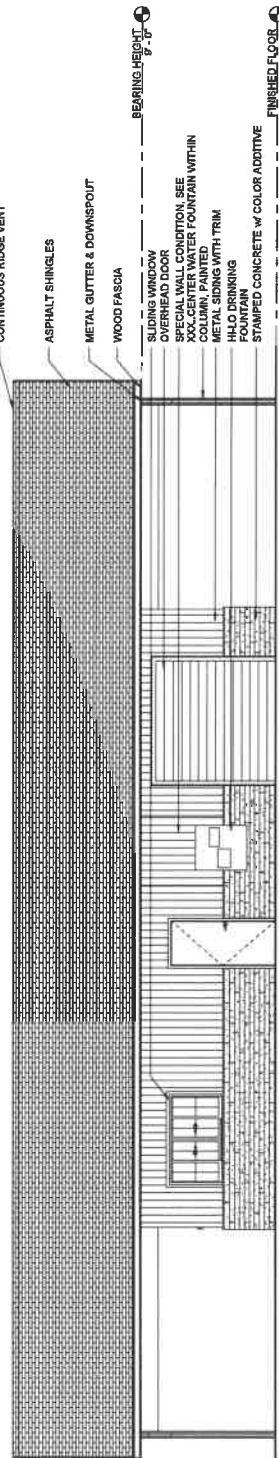
CONGRESSIONS FLOOR PLAN
 1/4" = 1'-0" (22x4)
 1/8" = 1'-0" (11x7)



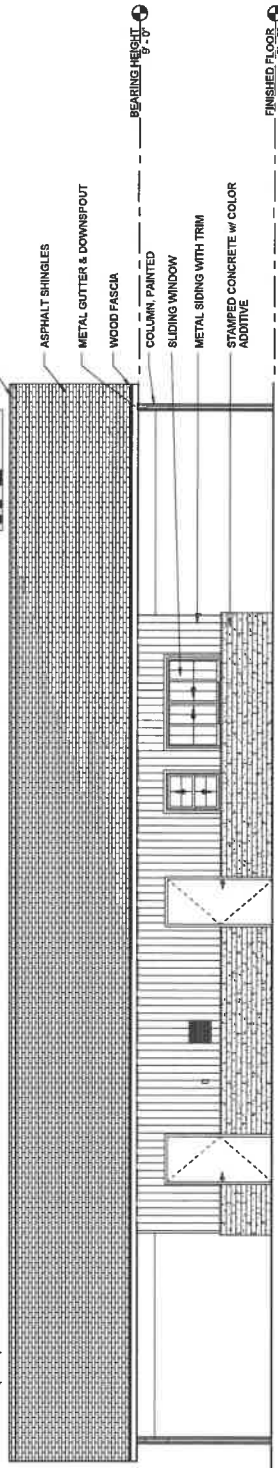
WEST ELEVATION
 1/8" = 1'-0" (22x47)
 1/8" = 1'-0" (11x17)



EAST ELEVATION
 1/8" = 1'-0" (22x47)
 1/8" = 1'-0" (11x17)



NORTH ELEVATION
 1/8" = 1'-0" (22x47)
 1/8" = 1'-0" (11x17)



SOUTH ELEVATION
 1/8" = 1'-0" (22x47)
 1/8" = 1'-0" (11x17)



ALTERNATE BID #1
 1. METAL SHINGLES IN LIEU OF ASPHALT SHINGLES

*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

March 1, 2019

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

From: Brent Hinson
City Administrator

Re: Wiley Subdivision Development Agreement

As Council is aware, we are in the process of amending the Unified Commercial Urban Renewal Area for a project to extend utilities in Wiley Subdivision. It is now time to set the hearing on a proposed development agreement with property owners Greg & Lori Wiley. We are still finalizing the development agreement (Greg's attorney is reviewing), but I have enclosed a draft version for your review.

RESOLUTION NO. _____

RESOLUTION SETTING A DATE OF PUBLIC HEARING ON THE PROPOSAL TO ENTER INTO A DEVELOPMENT AGREEMENT WITH GREG WILEY, FOR A PROPOSED ECONOMIC DEVELOPMENT GRANT IN THE AMOUNT OF NOT-TO-EXCEED \$40,000.

WHEREAS, J. Gregory Wiley (“the Developer”) and the City have negotiated a proposed Development Agreement whereby the City would grant the sum of not-to-exceed \$40,000 to the Developer reimburse the costs of utility extensions to facilitate current and future development in the Wiley Subdivision (the “Project”); and

WHEREAS, the Project is proposed to be constructed on property located within the Washington Unified Commercial Urban Renewal Area; and

WHEREAS, it is necessary to hold a public hearing on the proposal to grant the sum of \$40,000 to the Developer as an urban renewal project; and

WHEREAS, Chapters 15A and 403 of the Iowa Code authorizes cities to make loans and grants for economic development in furtherance of the objectives of an urban renewal project and to appropriate such funds and make such expenditures as may be necessary to carry out the objectives of the urban renewal project and Chapters 15A and 403 of the Code of Iowa; and

WHEREAS, prior to entering into a Development Agreement where the City will pay the Developer incremental tax revenues, the City Council must hold a hearing on said Development Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that a public hearing on the proposal to enter into a Development Agreement which contemplates the payment of not-to-exceed \$40,000 economic development grant is hereby set for 6:00 p.m. on Tuesday, March 19, 2019, at the Nicola-Stoufer Room of the Washington Free Public Library at 115 West Washington Street in the City. Further, the City Clerk is directed to publish notice of said hearing on substantially the same form as provided in this Resolution.

Passed and approved this 5th day of March, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

NOTICE OF PUBLIC HEARING

The City Council of the City of Washington, Iowa, will hold a public hearing on the proposal to enter into a Development Agreement with Greg Wiley (“the Developer”) at 6:00 p.m. on Tuesday, March 19, 2019 in the Nicola-Stoufer Room at the Washington Free Public Library at 115 West Washington Street in Washington. The proposed Development Agreement contemplates the payment of a not-to-exceed \$40,000 economic development grant to the Developer to facilitate the extension of utilities for current and future development in the Wiley Subdivision in Washington.

Any and all persons are invited to make comments in person or via written communication prior to or at said public hearing. More information on this proposed Development Agreement may be obtained by contacting the City Clerk.

/s/ Illa Earnest

by Direction of the City Council

DRAFT

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

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (the “Agreement”) entered into by and between the **City of Washington, Iowa**, 215 E. Washington Street, Washington, Iowa 52353, hereafter referred to as “City”; and **J. Gregory Wiley and Lori A.B. Wiley**, husband and wife, 2474 Highway 92, Washington, Iowa 52353, hereafter collectively referred to as “Developer.”

WHEREAS, the Developer is the owner of certain real property legally described and depicted on Exhibit “A” attached hereto (hereafter the “Development Property”); and

WHEREAS, the Developer desires to redevelop the Development Property to be used for commercial purposes (the “Project”); and

WHEREAS, it is in the best interests of the City for the vacant Development Property to be redeveloped.

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS, AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AGREEMENT, THE DEVELOPER AND CITY AGREE AS FOLLOWS:

A. Developer’s Obligations.

1. The Developer shall, within one (1) year from the date of the execution of this Agreement, take all necessary steps to submit a preliminary and final plat of the Development Property for processing in the normal course of business. As part of said platting process, the Developer shall agree to the following:

- a. Developer shall dedicate, at no cost to the City, the right-of-way necessary for the future extension of E. Adams Street in a location acceptable to the City;
and

b. Developer shall grant to the City, at no cost to the City, a 15-foot utility easement along the right-of-way of Wiley Avenue in a form and location acceptable to the City.

2. After the final plat for the Development Property has been approved by the City Council, United Development Group shall submit appropriate plans for approval by the Planning and Zoning Commission and City Council to comply with the City's Site Plan ordinance prior to commencing construction of the Project.

3. The Developer shall install appropriate water and sanitary sewer mains and appropriate appurtenances at no additional cost to the City, in strict compliance with the preliminary plat and approved construction drawings (the "Utility Project").

4. The Developer will cause the Development Project and the Utility Project to be constructed on the Property in strict compliance with the all applicable laws, regulations and ordinances.

5. The Developer agrees to deed additional parcel 11-16-400-056, legally described and depicted on the attached Exhibit "B", to the City of Washington at a cost of \$10,000 to allow for construction of a community welcome sign, with construction subject to the creation of a development plan mutually agreeable to the Developer and the City.

B. City's Obligations.

1. In recognition of the Developer's investment in a current vacant property for commercial purposes, the City is responsible for the following:

a) The City shall construct five (5) foot wide sidewalks across properties owned by the Developer as part of the City's East Washington Street Sidewalk Project in strict compliance with the plans and specifications for said Project, said sidewalks shown on Exhibit "B" attached hereto.

b) After completion of the Utility Project, the City, upon presentation of appropriate invoices by the Developer, shall reimburse the Developer for the costs of the Utility Project, not to exceed \$40,000. Said reimbursement by the City shall occur within thirty (30) days of presentation of said invoices and approval by the Washington City Council and shall be paid as follows:

- i) \$36,000 or 90% of actual Utility Project costs, whichever is less, upon completion of the Utility Project and acceptance by the City; and
- ii) \$4,000.00 or 10% of the actual Utility Project costs, whichever is less, upon completion of the Development Project by United Development Group and the issuance of an occupancy permit for the Development Project.

c) After the occupancy permit is issued for the Development Project, the City will also forgive the Developer the amount of \$13,942.38, which represents the costs of the sidewalk the Developer previously agreed to install. In the event that the Development Project is not completed within one (1) year of the date of this Agreement, then the Developer would have to pay the City the amount of \$13,942.38 for sidewalk installed by the City.

C. Administrative Provisions.

1. Each party represents to the other that the party has full power and authority to enter into this Agreement and that this Agreement is a binding Agreement duly authorized by the governing body of each party.

2. This Agreement represents the entire agreement between the parties and may not be amended or assigned without the express permission of the other party.

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

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

5. If any provision of this Agreement or the application thereof to any person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

6. That this Agreement may be executed in counterparts.

Dated this ____ day of _____, 2019.

SIGNATURE PAGE FOR THE CITY OF WASHINGTON, IOWA

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:

On this _____ day of _____, 2019, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Jaron P. Rosien and Illa Earnest, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Washington, Iowa; a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as passed by Resolution of the City Council; and Jaron P. Rosien and Illa Earnest acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public

DRAFT

SIGNATURE PAGE OF DEVELOPER:

By: _____
J. Gregory Wiley

By: _____
Lori A. B. Wiley

STATE OF IOWA, COUNTY OF WASHINGTON:

On this ____ day of _____, 2019, this document was executed by J. Gregory Wiley and Lori A.B. Wiley, as husband and wife.

Notary Public

City of Washington
 2019 Wiley Subdivision Development

Fiscal Year	Incremental Value	Assumed TIF Rate	Taxes Available
2022	\$ 500,000.00	\$33.00000	\$ 16,500.00
2023	\$ 500,000.00	\$33.00000	\$ 16,500.00
2024	\$ 500,000.00	\$33.00000	\$ 16,500.00
2025	\$ 500,000.00	\$33.00000	\$ 16,500.00
2026	\$ 500,000.00	\$33.00000	\$ 16,500.00
Total Available			\$ 82,500.00

Estimated Costs

Cover Wiley Sidewalk Liab.	\$	13,942.38
City's Cost of Sewer, Water & Sidewalk	\$	65,000.00
City Legal Costs	\$	2,500.00
	\$	81,442.38

Additional Terms

- Spot for welcome sign (Parcel 11-16400056); deed or permanent easement
- Platting includes ROW for future East Adams connection to subdivision
- Extra 15' for water main easement in addition to Wiley Ave ROW needs to be included in final plat
- City to reimburse Wiley for water & sewer costs upon presentation of actual invoices

*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

March 1, 2019

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

From: Brent Hinson
City Administrator

Re: Sitler Drive Quit Claim Deeds

As the Council is aware, an issue was discovered related to the recording of the Sitler right-of-way acquisition from Washington Schools back in 2015. As a result, Kevin has prepared the attached corrective Quit Claim Deeds. The Board of Education has already taken action on their end to approve the changes.

RESOLUTION NO. _____

RESOLUTION APPROVING A DEDICATION AGREEMENT

WHEREAS, in 2015 the Washington Community School District agreed to deed a piece of property to the City of Washington as described in the attached documents, but an error in the recording was recently discovered; and

WHEREAS, the City would like to take action to see that the planned transaction is reflected correctly in the permanent land records.

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

Section 1. On behalf of the City of Washington, the Mayor and Clerk are authorized to sign the attached Quit Claim Deed for the acquisition of real estate, as described, from the Washington Community School District.

Section 2. The Clerk is directed to see to the proper recording of both the City and School Quit Claim Deeds.

PASSED AND APPROVED this 5th day of March, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

Return To: City of Washington, Iowa 215 E. Washington Street, Washington, Iowa 52353
Preparer: Kevin D. Olson, 1400 5th Street, P.O. Box 5127, Coralville, IA 52241, (319) 351-2277
Taxpayer: City of Washington, 215 E. Washington Street, Washington, Iowa 52353

QUIT CLAIM DEED

For the consideration of One Dollar(s) and other valuable consideration, City of Washington, Iowa, an Iowa municipal corporation, does hereby Quit Claim to the Washington Community Schools, an Iowa school corporation, all our right, title, interest, estate, claim and demand in the following described real estate in WASHINGTON County, Iowa:

Part of Lot 1 of the Auditor's Subdivision of the NW 1/4 SW 1/4 of Section 20, Township 75 North, Range 7 West of the 5th P.M., City of Washington, Washington County, Iowa, and more particularly described on that certain Plat of Survey recorded in Book 23 at page 320, Records of the Washington County Recorder.

There is no consideration for this deed and therefore is exempt from the filing of a declaration of value or groundwater hazard statement.

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: _____

CITY OF WASHINGTON:

By: _____
Jaron Rosien, Mayor

ATTEST:

By: _____
Illa Earnest, City Clerk

STATE OF IOWA)
) ss
COUNTY OF WASHINGTON)

This instrument was acknowledged on this ____ day of _____, 2019, by Jaron Rosien and Illa Earnest, as Mayor and City Clerk respectively of the City of Washington, Iowa.

Notary Public

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

Preparer: Kevin D. Olson, 1400 5th Street, P.O. Box 5127, Coralville, IA 52241, (319) 351-2277

Taxpayer: City of Washington, 215 E. Washington Street, Washington, Iowa 52353

QUIT CLAIM DEED

For the consideration of One Dollar(s) and other valuable consideration, Washington Community Schools, an Iowa school corporation does hereby Quit Claim to the City of Washington, Iowa, a municipal corporation, all our right, title, interest, estate, claim and demand in the following described real estate in WASHINGTON County, Iowa:

Part of Lot 1 of the Auditor's Subdivision of the NW 1/4 SW 1/4 of Section 20, Township 75 North, Range 7 West of the 5th P.M., City of Washington, Washington County, Iowa, and more particularly described on that certain Plat of Survey recorded in Book 27 at page 0087, Records of the Washington County Recorder.

There is no consideration for this deed and therefore is exempt from the filing of a declaration of value or groundwater hazard statement.

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: _____

WASHINGTON COMMUNITY SCHOOLS:

By: _____
Its Board President

ATTEST:

By: _____
Its Board Secretary

STATE OF IOWA)
) ss
COUNTY OF WASHINGTON)

This instrument was acknowledged on this _____ day of _____, 2019, by
_____ and _____, as President and
Secretary of the Board of Directors of Washington Community Schools.

Notary Public

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



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

Memorandum

March 1, 2019

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

From: Brent Hinson 
City Administrator

Re: South E/West Buchanan/Elm Grove Landscaping Plan

As the Council is aware, we will be doing street projects on South Avenue E and West Buchanan over the next couple of years. This will change this area into being a significant entrance to town, and as a result, we would like to develop a landscaping plan along the south and east sides of Elm Grove Cemetery. I have talked with Mr. Stone about Washington Schools involvement related to their softball field property, and it appears they will also participate in the plan.

Genus Landscape Architects were recommended by engineer Jack Pope. He has worked with them on past projects. I have attached their proposal for services, which I think is very reasonable for what we are looking for.

gēnus

[landscape architects]

February 26, 2019

Mr. Brent D. Hinson
City Administrator
City of Washington
215 East Washington Street
Washington, Iowa 52353

RE: Washington Landscape Master Plans
gēnus # 19017

Dear Mr. Hinson:

The consulting firm of gēnus is pleased to submit the following professional services proposal to the City of Washington landscape master plan services.

The scope of services and methodology are based on our current understanding of the project requirements, as outlined during phone conversations to date.

We look forward to working closely with City stakeholders on this meaningful project!

Respectfully submitted,



Brett Douglas, ASLA, PLA
Principal

E: BDOUGLAS@GENUS-LA.COM

325 EAST 5TH STREET
DES MOINES, IA 50309

T 515 284 1010
WWW.GENUS-LA.COM

PART I

The firm of **gēnus**, hereinafter referred to as the Consultant, subject to the approval and acceptance of this proposal by the City of Washington, hereinafter referred to as the Client, agrees to provide Professional Services as set forth below:

I. PROJECT NAME + LOCATION

Landscape Master Plan
Washington, Iowa

II. PROJECT DESCRIPTION

Provide planting and landscape feature planning for two sites:
Elm Grove Cemetery
Washington High School- softball/soccer fields complex

III. SCOPE OF SERVICES

The proposed process includes three key steps:

1. Kickoff Meeting in Washington

The Consultant shall meet with Stakeholders to understand site constraints, opportunities and design aspirations. Base maps will be compiled by the Consultant using aerial imagery.

2. Design + Graphics

The Consultant shall produce overall plans conveying design intent, order of magnitude cost opinions and a rendered plan to assist with fundraising.

3. Present Concept + Deliverables

The Consultant shall review deliverables with the Client. This meeting can be conducted in person or via online video conference, as directed by the Client.

IV. CONSULTING FEE

For services provided by the Consultant as described in Section III, remuneration shall be billed on a percentage complete basis.

Total Consulting Fee	\$ 7,500
-----------------------------	-----------------

Reimbursable expenses are included within the proposal. Design deliverables shall be delivered in digital format [PDF].

V. SCHEDULE

Services are anticipated to be completed May-June 2019.

VI. AGREEMENT

Signatures below by the Client and Consultant shall constitute acknowledgement and acceptance of the Agreement. Without signatures, this Proposal expires in 30-days from the date of issue.

City of Washington Date

Prett Douglas February 26, 2019
Genus Landscape Architects, P.C. Date