



AGENDA OF THE SPECIAL/WORK 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, FEBRUARY 12, 2019

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Special/Work Session to be held at 6:00 P.M., Tuesday, February 12, 2019 to be approved as proposed or amended.

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

**NEW BUSINESS**

1. Discussion and Consideration of Setting Date for Budget Hearing.

**WORKSHOP**

- FY2020 Budget - Outside Entities.

**DEPARTMENTAL REPORT**

Police Department  
City Administrator

**MAYOR & COUNCIL PERSONS**

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

**ADJOURNMENT**

Illa Earnest, City Clerk

## NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

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

City of WASHINGTON, Iowa

The City Council will conduct a public hearing on the proposed Budget at 115 W Washington Street  
on 3/5/2019 at 6:00 pm  
*(Date) xx/xx/xx (hour)*

The Budget Estimate Summary of proposed receipts and expenditures is shown below.  
Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor,  
City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property . . . . . \$ 15.22394  
The estimated tax levy rate per \$1000 valuation on Agricultural land is . . . . . \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

319-653-6584  
phone number

Kelsey Brown  
City Clerk/Finance Officer's NAME

		Budget FY 2020	Re-estimated FY 2019	Actual FY 2018
		(a)	(b)	(c)
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	3,707,941	3,744,480	3,679,644
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
<b>Net Current Property Taxes</b>	<b>3</b>	<b>3,707,941</b>	<b>3,744,480</b>	<b>3,679,644</b>
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	309,473	265,358	261,063
Other City Taxes	6	914,074	850,000	799,032
Licenses & Permits	7	107,550	113,192	88,747
Use of Money and Property	8	195,008	225,658	156,788
Intergovernmental	9	2,678,735	2,715,862	1,748,216
Charges for Fees & Service	10	5,275,792	5,179,486	4,632,452
Special Assessments	11	63,000	61,808	23,126
Miscellaneous	12	459,079	481,286	1,273,004
Other Financing Sources	13	4,000,000	3,830,284	5,622,520
Transfers In	14	6,457,448	6,650,903	5,398,343
<b>Total Revenues and Other Sources</b>	<b>15</b>	<b>24,168,100</b>	<b>24,118,317</b>	<b>23,682,935</b>
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	1,694,498	2,001,511	1,895,453
Public Works	17	1,326,045	1,276,287	1,192,380
Health and Social Services	18	0	0	0
Culture and Recreation	19	985,506	934,136	891,705
Community and Economic Development	20	187,799	242,730	91,313
General Government	21	1,139,453	1,094,238	1,069,419
Debt Service	22	1,225,063	1,378,751	1,174,810
Capital Projects	23	7,522,612	5,345,515	943,030
<b>Total Government Activities Expenditures</b>	<b>24</b>	<b>14,080,976</b>	<b>12,273,168</b>	<b>7,258,110</b>
Business Type / Enterprises	25	5,685,489	7,636,677	7,594,906
<b>Total ALL Expenditures</b>	<b>26</b>	<b>19,766,465</b>	<b>19,909,845</b>	<b>14,853,016</b>
Transfers Out	27	6,457,448	6,650,903	5,398,343
<b>Total ALL Expenditures/Transfers Out</b>	<b>28</b>	<b>26,223,913</b>	<b>26,560,748</b>	<b>20,251,359</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out</b>	<b>29</b>	<b>-2,055,813</b>	<b>-2,442,431</b>	<b>3,431,576</b>
Beginning Fund Balance July 1	30	7,755,390	10,197,821	6,766,245
<b>Ending Fund Balance June 30</b>	<b>31</b>	<b>5,699,577</b>	<b>7,755,390</b>	<b>10,197,821</b>

Fund Balance Worksheet for City of

WASHINGTON

	(1) 2018				(2) 2019				(3) 2020									
	General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)	General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
<b>* Annual Report FY</b>																		
Beginning Fund Balance July 1 (pg 5, line 134) *	1,205,822	1,315,929	0	3,569	1,877,365	0	4,402,685	2,363,560	6,766,245									
Actual Revenues Except Beg Bal (pg 5, line 132) *	4,309,132	2,735,144	261,063	1,210,351	5,522,799	0	14,038,489	9,644,446	23,682,935									
Actual Expenditures Except End Bal (pg 9, line 136) *	4,166,647	2,708,499	261,063	1,148,729	2,126,713	0	10,411,651	9,839,708	20,251,359									
Ending Fund Balance June 30 (pg 9, line 147) *	1,348,307	1,342,574	0	65,191	5,273,451	0	8,029,523	2,168,298	10,197,821									
<b>** Re-Estimated FY</b>																		
Beginning Fund Balance	1,348,307	1,342,574	0	65,191	5,273,451	0	8,029,523	2,168,298	10,197,821									
Re-Est Revenues	4,451,020	3,280,704	265,358	1,096,189	5,251,175	0	14,344,446	9,773,871	24,118,317									
Re-Est Expenditures	4,544,008	3,507,260	265,358	1,157,263	7,151,467	0	16,625,356	9,935,392	26,560,748									
Ending Fund Balance	1,255,319	1,116,018	0	4,117	3,373,159	0	5,748,613	2,006,777	7,755,390									
<b>** Budget FY</b>																		
Beginning Fund Balance	1,255,319	1,116,018	0	4,117	3,373,159	0	5,748,613	2,006,777	7,755,390									
Revenues	4,577,950	2,837,449	309,473	1,019,390	8,275,976	0	17,020,238	7,147,862	24,168,100									
Expenditures	4,597,574	3,064,497	309,473	1,019,215	9,756,107	0	18,746,866	7,477,047	26,223,913									
Ending Fund Balance	1,235,695	888,970	0	4,292	1,893,028	0	4,021,985	1,677,592	5,699,577									

\* The figures in section (1) are taken from FORM F-66(A-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30, 2018

\*\* The remaining two sections are filled in by the software once ALL worksheets are completed.

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2020

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2020 (J)	RE-ESTIMATED 2019 (K)	ACTUAL 2018 (L)	
												Fiscal Years
<b>PUBLIC SAFETY</b>												
Police Department/Crime Prevention	1	1,262,651	0						1,262,651	1,579,763	1,493,465	
Jail	2								0	0	0	
Emergency Management	3								0	0	0	
Flood Control	4								0	0	0	
Fire Department	5	429,347							429,347	419,228	401,320	
Ambulance	6	0							0	0	0	
Building Inspections	7								0	0	0	
Miscellaneous Protective Services	8								0	0	0	
Animal Control	9	2,500							2,500	2,500	668	
Other Public Safety	10								0	0	0	
<b>TOTAL (lines 1 - 10)</b>	<b>11</b>	<b>1,694,498</b>	<b>0</b>				<b>0</b>		<b>1,694,498</b>	<b>2,001,511</b>	<b>1,895,453</b>	
<b>PUBLIC WORKS</b>												
Roads, Bridges, & Sidewalks	12		698,266						698,266	698,264	690,108	
Parking - Meter and Off-Street	13								0	0	0	
Street Lighting	14	0	140,000						140,000	140,000	142,430	
Traffic Control and Safety	15								0	0	0	
Snow Removal	16								0	0	0	
Highway Engineering	17	85,755							85,755	80,563	0	
Street Cleaning	18								0	0	0	
Airport <i>(if not Enterprise)</i>	19	402,024							402,024	397,440	276,253	
Garbage <i>(if not Enterprise)</i>	20								0	0	0	
Other Public Works	21								0	0	0	
<b>TOTAL (lines 12 - 21)</b>	<b>22</b>	<b>487,779</b>	<b>838,266</b>				<b>0</b>		<b>1,326,045</b>	<b>1,276,267</b>	<b>1,192,380</b>	
<b>HEALTH &amp; SOCIAL SERVICES</b>												
Welfare Assistance	23								0	0	0	
City Hospital	24								0	0	0	
Payments to Private Hospitals	25								0	0	0	
Health Regulation and Inspection	26								0	0	0	
Water, Air, and Mosquito Control	27								0	0	0	
Community Mental Health	28								0	0	0	
Other Health and Social Services	29								0	0	0	
<b>TOTAL (lines 23 - 29)</b>	<b>30</b>	<b>0</b>	<b>0</b>				<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>CULTURE &amp; RECREATION</b>												
Library Services	31	418,047	16,050						434,097	461,504	408,052	
Museum, Band and Theater	32								0	0	0	
Parks	33	323,141	11,160						334,301	273,080	316,956	
Recreation	34								0	0	0	
Cemetery	35	167,408	55						167,463	164,537	166,697	
Community Center, Zoo, & Marina	36								0	0	0	
Other Culture and Recreation	37	49,645							49,645	35,015	0	
<b>TOTAL (lines 31 - 37)</b>	<b>38</b>	<b>958,241</b>	<b>27,265</b>				<b>0</b>		<b>985,506</b>	<b>934,136</b>	<b>891,705</b>	

**EXPENDITURES SCHEDULE PAGE 2**  
**Fiscal Year Ending 2020**

**Fiscal Years**

(A)	(B)	2020									
		(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
GOVERNMENT ACTIVITIES CONT.	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2020	RE-ESTIMATED 2019	ACTUAL 2018	
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>											
39 Community Beautification	0	12,000						12,000	12,000	10,087	
40 Economic Development								0	0	0	
41 Housing and Urban Renewal		141,200						141,200	186,273	9,901	
42 Planning & Zoning								0	0	0	
43 Other Com & Econ Development			34,599					34,599	44,457	71,325	
44											
45 TOTAL (lines 39 - 44)	0	153,200	34,599			0		187,799	242,730	91,313	
<b>GENERAL GOVERNMENT</b>											
46 Mayor, Council, & City Manager											
47 Clerk, Treasurer, & Finance Adm.	1,026,261	112,892						1,139,153	1,093,938	55,608	
48 Elections								0	0	0	
49 Legal Services & City Attorney	0		0					0	0	15,623	
50 City Hall & General Buildings	0							0	0	35,223	
51 Tort Liability								0	0	136,838	
52 Other General Government	300							300	300	767,878	
53 TOTAL (lines 46 - 52)	1,026,261	113,192	0			0		1,139,453	1,094,238	1,069,419	
<b>DEBT SERVICE</b>											
54 Gov Capital Projects		158,940	46,908	1,019,215				1,225,063	1,376,751	1,174,810	
55 TIF Capital Projects					7,522,612			7,522,612	5,345,515	943,030	
56											
57 TOTAL CAPITAL PROJECTS	0	0	0		7,522,612	0		7,522,612	5,345,515	943,030	
<b>TOTAL Government Activities Expenditures</b>	<b>(lines 11+22+30+38+45+53+54+57)</b>	<b>4,166,779</b>	<b>1,290,863</b>	<b>81,507</b>	<b>1,019,215</b>	<b>0</b>		<b>14,080,976</b>	<b>12,273,168</b>	<b>7,258,110</b>	
<b>BUSINESS TYPE ACTIVITIES</b>											
<b>Proprietary: Enterprise &amp; Budgeted ISF</b>											
59 Water Utility											
60 Sewer Utility											
61 Electric Utility											
62 Gas Utility											
63 Airport											
64 Landfill/Garbage											
65 Transit											
66 Cable TV, Internet & Telephone											
67 Housing Authority											
68 Storm Water Utility											
69 Other Business Type (city hosp., ISF, parking, etc.)											
70 Enterprise DEBT SERVICE											
71 Enterprise CAPITAL PROJECTS											
72 Enterprise TIF CAPITAL PROJECTS											
73 TOTAL Business Type Expenditures (lines 59 - 73)											
74											
75											
76											
77											
78											
79											
<b>TOTAL ALL EXPENDITURES (lines 58+74)</b>	<b>4,166,779</b>	<b>1,290,863</b>	<b>81,507</b>	<b>1,019,215</b>	<b>7,522,612</b>	<b>0</b>		<b>19,766,465</b>	<b>19,909,845</b>	<b>14,853,016</b>	
Regular Transfers Out	430,795	1,773,634	227,966		2,233,495			6,229,482	6,492,948	5,234,666	
Internal TIF Loan / Repayment Transfers Out											
<b>Total ALL Transfers Out</b>	<b>430,795</b>	<b>1,773,634</b>	<b>227,966</b>	<b>0</b>	<b>2,233,495</b>	<b>0</b>		<b>227,966</b>	<b>157,955</b>	<b>163,657</b>	
<b>Total Expenditures &amp; Fund Transfers Out (lines 74+78)</b>	<b>4,597,574</b>	<b>3,064,497</b>	<b>309,473</b>	<b>1,019,215</b>	<b>9,756,107</b>	<b>0</b>		<b>26,223,913</b>	<b>26,560,748</b>	<b>20,251,359</b>	
<b>Ending Fund Balance June 30</b>	<b>1,235,695</b>	<b>888,970</b>	<b>0</b>	<b>4,292</b>	<b>1,893,028</b>	<b>0</b>		<b>5,699,577</b>	<b>7,755,390</b>	<b>10,197,821</b>	

\* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

Department of Management  
 The last two columns will fill in once  
 the Re-Est forms are completed

REVENUES DETAIL  
 Fiscal Year Ending 2020

Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
		GENERAL	SPECIAL	TIF	DEBT	CAPITAL	PERMANENT	PROPRIETARY	BUDGET	RE-ESTIMATED	ACTUAL
		(C)	REVENUES	SPECIAL	SERVICE	PROJECTS	(H)	(I)	2020	2019	2018
			(D)	REVENUES	(F)	(G)	(H)	(I)	(J)	(K)	(L)
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>											
Taxes Levied on Property	1	2,055,524	758,292		894,125	0			3,707,941	3,744,480	3,679,644
Less: Uncollected Property Taxes - Levy, Year	2	0							0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	2,055,524	758,292		894,125	0			3,707,941	3,744,480	3,679,644
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5			309,473					309,473	265,358	281,063
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	35,806	13,234		15,034	0			64,074	0	0
Utility franchise tax (Iowa Code Chapter 364.2)	7										
Parimutuel wager tax	8										
Gaming wager tax	9										
Mobile Home Taxes	10										
Hotel/Motel Taxes	11										
Other Local Option Taxes	12	0	850,000						850,000	850,000	8,473
Subtotal - Other City Taxes (lines 6 thru 12)	13	35,806	863,234		15,034	0			914,074	850,000	799,032
Licenses & Permits	14	107,550							107,550	113,192	88,747
Use of Money & Property	15	130,800	100		175	56,750	0	7,183	195,008	225,658	156,788
Intergovernmental:											
Federal Grants & Reimbursements	16	0				420,000		200,000	620,000	734,509	648,697
Road Use Taxes	17		900,000						900,000	900,000	927,070
Other State Grants & Reimbursements	18	69,293	0		28,356	496,786			594,435	474,053	3,125
Local Grants & Reimbursements	19	104,300	10,000			450,000			564,300	607,300	169,324
Subtotal - Intergovernmental (lines 16 thru 19)	20	173,593	910,000		28,356	1,366,786		200,000	2,678,735	2,715,862	1,748,216
Charges for Fees & Service:											
Water Utility	21							1,973,027	1,973,027	1,935,362	1,862,388
Sewer Utility	22							2,361,596	2,361,596	2,324,317	2,218,950
Electric Utility	23							0	0	0	0
Gas Utility	24							0	0	0	0
Parking	25							0	0	0	0
Airport	26	350,000						450,169	350,000	350,000	203,727
Landfill/Garbage	27							0	450,169	428,732	236,874
Hospital	28							0	0	0	0
Transit	29							0	0	0	0
Cable TV, Internet & Telephone	30							0	0	0	0
Housing Authority	31							0	0	0	0
Storm Water Utility	32							0	0	0	0
Other Fees & Charges for Service	33	141,000	0					0	141,000	141,075	110,513
Subtotal - Charges for Service (lines 21 thru 33)	34	491,000	0		0	0		4,784,792	5,275,792	5,179,486	4,632,452
Special Assessments	35							0	63,000	61,808	23,128
Miscellaneous	36	253,899	19,771		0	30,000		155,409	459,079	481,266	1,273,004
Other Financing Sources:											
Regular Operating Transfers In	37	1,291,026	260,347		81,700	2,595,931		2,000,478	6,229,462	6,492,948	5,234,686
Internal TIF Loan Transfers In	38	38,752	25,705			163,509			227,966	157,955	163,657
Subtotal ALL Operating Transfers In	39	1,329,778	286,052		81,700	2,759,440		2,000,478	6,457,448	6,650,903	5,398,343
Proceeds of Debt (Excluding TIF Internal Borrowing)	40				0	4,000,000		0	4,000,000	3,680,284	5,622,520
Proceeds of Capital Asset Sales	41	0	0		0	0		0	0	140,000	0
Subtotal-Other Financing Sources (lines 36 thru 40)	42	1,329,778	286,052		81,700	6,759,440		2,000,478	10,457,448	10,481,187	11,020,863
Total Revenues except for beginning fund balance											
(lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 47)	43	4,577,950	2,837,449	309,473	1,019,380	8,275,976		7,147,862	24,168,100	24,118,317	23,682,935
Beginning Fund Balance July 1	44	1,255,319	1,116,018		4,117	3,373,159		2,006,777	7,755,380	10,197,821	6,766,245
TOTAL REVENUES & BEGIN BALANCE (lines 42-44)	45	5,833,269	3,953,467	309,473	1,023,507	11,649,135		9,154,639	31,923,480	34,316,138	30,449,180

CITY OF

WASHINGTON

ADOPTED BUDGET SUMMARY  
YEAR ENDED JUNE 30, 2020

Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
		GENERAL REVENUES	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2020	RE-ESTIMATED 2019	ACTUAL 2018
		(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	2,055,524	758,292		894,125				3,707,941	3,744,480	3,679,644
Less: Uncollected Property Taxes-Levy Year	2	0	0		0				0	0	0
Net Current Property Taxes	3	2,055,524	758,292		894,125				3,707,941	3,744,480	3,679,644
Delinquent Property Taxes	4	0	0		0				0	0	0
TIF Revenues	5			309,473							
Other City Taxes	6	35,806	863,234		15,034				309,473	265,358	261,063
Licenses & Permits	7	107,550	0						914,074	850,000	799,032
Use of Money and Property	8	130,800	100	0	175	56,750	0	7,183	107,550	113,192	88,747
Intergovernmental	9	173,593	910,000	0	28,356	1,366,786	0	200,000	195,008	225,658	156,788
Charges for Fees & Service	10	491,000	0	0	0	0	0	4,784,792	2,678,735	2,715,862	1,748,216
Special Assessments	11	0	0	0	0	63,000	0	0	5,275,792	5,179,486	4,632,452
Miscellaneous	12	253,899	19,771		0	30,000	0	155,409	63,000	61,808	23,126
Sub-Total Revenues	13	3,248,172	2,551,397	309,473	937,690	1,516,536	0	5,147,384	13,710,652	13,637,130	12,662,072
Other Financing Sources:											
Total Transfers In	14	1,329,778	286,052	0	81,700	2,759,440	0	2,000,478	6,457,448	6,650,903	5,398,343
Proceeds of Debt	15	0	0	0	0	4,000,000	0	0	4,000,000	3,690,284	5,622,520
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	140,000	0
Total Revenues and Other Sources	17	4,577,950	2,837,449	309,473	1,019,390	8,275,976	0	7,147,862	24,168,100	24,118,317	23,682,935
Expenditures & Other Financing Uses											
Public Safety	18	1,694,498	0	0	0	0	0	0	1,694,498	2,001,511	1,895,453
Public Works	19	487,779	838,266	0	0	0	0	0	1,326,045	1,276,287	1,192,380
Health and Social Services	20	0	0	0	0	0	0	0	0	0	0
Culture and Recreation	21	958,241	27,265	0	0	0	0	0	985,506	934,136	891,705
Community and Economic Development	22	0	153,200	34,599	0	0	0	0	187,799	242,730	91,313
General Government	23	1,026,261	113,192	0	0	0	0	0	1,139,453	1,094,238	1,069,419
Debt Service	24	0	158,940	46,908	1,019,215	0	0	0	1,225,063	1,378,751	1,174,810
Capital Projects	25	0	0	0	0	7,522,612	0	0	7,522,612	5,345,515	943,030
Total Government Activities Expenditures	26	4,166,779	1,290,863	81,507	1,019,215	7,522,612	0	5,685,489	14,080,976	12,273,168	7,258,110
Business Type Proprietary, Enterprise & ISF	27								5,685,489	7,636,677	7,594,906
Total Gov & Bus Type Expenditures	28	4,166,779	1,290,863	81,507	1,019,215	7,522,612	0	5,685,489	19,766,465	19,909,845	14,853,016
Total Transfers Out	29	430,795	1,773,634	227,966	0	2,233,495	0	1,791,558	6,457,448	6,650,903	5,398,343
Total ALL Expenditures/Fund Transfers Out	30	4,597,574	3,064,497	309,473	1,019,215	9,756,107	0	7,477,047	26,223,913	26,560,748	20,251,359
Excess Revenues & Other Sources Over	31										
(Under) Expenditures/Transfers Out	32	-19,624	-227,048	0	175	-1,480,131	0	-329,185	-2,055,813	-2,442,431	3,431,576
Beginning Fund Balance July 1	33	1,255,319	1,116,018	0	4,117	3,373,159	0	2,006,777	7,755,390	10,197,821	6,766,245
Ending Fund Balance June 30	34	1,235,695	888,970	0	4,292	1,893,028	0	1,677,592	5,699,577	7,755,390	10,197,821

Year 2 of 3



2017  
Chamber Board

**Michelle Redlinger**  
*Executive Director*

**Maureen Howard**  
*President*  
Immanuel Lutheran  
Church

**Jaron Rosien**  
*Vice President*  
*City Council Rep*  
JP's 207

**Matthew Brown**  
*Treasurer*  
CBI Bank & Trust

**Alisha Davis**  
*Secretary*  
Washington Chamber

**Marty Beenblossom**  
Jones & Eden Funeral  
Home

**Erik Buchholz**  
Washington High School

**Rich Bentler**  
Riverside Casino & Golf  
Resort

**Erin Drahota**  
United Presbyterian  
Home

**Diane Gallagher**  
Gallagher Farms

**Jeremy Peterson**  
*Past President*  
Engineered Building  
Design  
Ex-officio

**Ed Raber**  
WEDG  
Ex-Officio

**Sarah Grunewaldt**  
Main Street  
Ex-Officio

205 West Main Street • Washington, IA 52353 • [www.chamber.washingtoniowa.org](http://www.chamber.washingtoniowa.org)

December 15, 2017

Brent Hinson  
Washington City Administrator  
205 W. Main Street  
Washington, IA 52353

Dear Washington City Council:

The Washington Chamber of Commerce has a primary responsibility "To create a progressive business climate and to promote a high quality of living in the Washington community." On behalf of our board of directors, we are extremely privileged to uphold this mission and to work in collaboration with the City of Washington.

It is with the greatest honor that the Chamber is able to run the Welcome Center for the City of Washington. This center serves as a communication hub for the community – frequently serving both local residents as well as visitors to the community. The Center is the point of contact for individuals who are interested in visiting, relocating, and researching options to open business in our community. It is a vital part of Washington.

In 2017, the City of Washington graciously granted Washington's Welcome Center a \$20,000 contribution. Over the course of this past year, we believe we utilized these funds to create a successful tourism program that has increased awareness of our community to surrounding areas.

The Chamber's tourism arm has strived to make financially sound decisions. We work within our budgets and we try to create our own profits through fundraising, sponsorships, vendor fees, etc. However, the costs involved with our tourism activities have risen as well. From the beginning of our 2011 fiscal year to the end of our 2017 fiscal year, total profits have increased 76.27% and total expenses have increased by 83.94%. These numbers are supported in the additional excel document and exclude all Chamber related activities as well as all operating funds and payroll.

Thanks to the backing provided by the City and judicial budgeting, Washington's Welcome Center was able to accomplish the following: successfully pass a hotel/motel tax for the community, continue the volunteer-run Welcome Center, & increase participation of community events. In 2017, the Welcome Center volunteers donated time to tourism that values in excess of \$50,211.

We are grateful for your assistance and we are respectfully requesting that the City of Washington maintain the current contribution of \$20,000 for 2018. We would like to request that City Council will honor this amount on an annually basis, for a three year commitment. This will allow both the City and the Welcome Center to plan and budget proactively.

We appreciate your support and thoughtful consideration in this matter. Please see the attachments for our recent organizational accomplishments.

Respectfully,

Michelle Redlinger, Executive Director, Washington Chamber

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



## Significant Accomplishments in Recent Years

**Community Magazine:** At the start of 2017, the Chamber released our Community Magazine. This project was done 100% locally for the first time in history. The magazine showcases the many assets in our community and was nominated as a top 3 tourism publication in the Midwest. 5,000 copies were printed and they have been distributed across the state of Iowa.

**Hotel/Motel Tax:** With the support from City Council, the Chamber spent a large portion of 2017 to pursue a hotel/motel tax in our community. Through the help of a dedicated volunteer task force, information was disseminated, meetings were held, and questions were answered. After this vote had failed in the community twice in the past, it passed on August 1 with a 75% vote in favor of the tax. Since then, the Chamber and City have created a Fund Administration Committee, have sent out RFPs for marketing firms, and will be developing tactics on how to use this money so it best benefits the community.

**Class Reunion Collaboration:** In 2017, the Chamber's Flightline LIVE committee reached out to class reunions to create a unified weekend where Washington hosts class reunions. During Washington's 4 day Summer Classic, 6 class reunions scheduled their events during a time when Washington is full of activity. In 2018 we expect the same, with the addition of a class reunion from WACO who wants to be included.

**Conferences, Training Sessions, and Workshops:** A variety of training opportunities were brought to the community, which brought visitors from other communities to town.

1. **Chamber Regional Conference:** Washington was fortunate to host the annual conference for Chambers across the state of Iowa. We gave them the tour of the Washington State Theater, a driving tour through town, and hosted a farm to table dinner at the working farm of Bob & Diane Gallagher. When surveys went out, all events in Washington received 100% votes of 5 stars (best).
2. **Marketing ReBoot:** Early 2017 we had the opportunity to bring in marketing expert Kyle Sexton from Oregon to give a half day seminar. 73 people registered for the event and included attendees from Fairfield and Kalona.
3. **Hospitality Training:** Thanks to our partnership with TravellIowa we were able to bring in experts to give a free training on hospitality. This interactive workshop provided light into how important it is to keep hospitality front and center as a means for return customers and visitors to the community.

**New Community Promotions:** The Visitor & Tourism arm created many new opportunities for promoting Washington in 2017.

1. **Our Iowa Magazine:** Two ads were created for Our Iowa Magazine, showcasing the many assets in our community. As part of the advertising, a winner from each ad was selected with an overnight stay at the Dodici Night Suites.
2. **Lake Darling:** Informational binders have been placed in all of the cabins at Lake Darling. These include information about our restaurants, retailers, history, and community events. These are maintained quarterly.
3. **Community Banners:** The new vinyl banners along highway 92 are still a work-in-progress. We have had a difficult time getting them to stay stretched and keep banners from falling off the brackets. We are working with other communities to see how we can resolve these issues so that we can utilize this great marketing opportunity.

**Social Media Awareness:** Washington is able to interact with our community in ways never done before. Our social media page on Facebook continues to see growth in followers ('likes'), with an average of 444 'likes' in 2014, and an average of 1,174 'likes' in 2017. We currently have 1,151 individuals following the Facebook

page, which is an increase of 42% with 741 followers in 2015. **Of those individuals engaged with our social media 49% are from communities OUTSIDE of Washington.**

Total Page Likes as of Today 1 174

Total Page Likes BENCHMARK

**Washington's Summer Classic:** The Chamber's Visitor & Tourism Committee committed to continue the positive momentum created from the City of Washington's 175<sup>th</sup> Anniversary by creating a new, annual celebration called 'Washington's Summer Classic.' Based on the 8 day celebration in 2014, the new Summer Classic featured 4 days of events that highlighted the multiple assets and demographics of the community. Hundreds of individuals, businesses and volunteers collectively worked together to create this event, which we hope will continue to grow and become a draw for tourism in the community.

**Welcome Center:** Volunteers began representing the community in January of 2013 to develop a fully-functional center for visitors, businesses, and new residents to the community. In the 5 years of existence, the Welcome Center has become a trusted and reliable resource for new members to our community as well as visitors. The Welcome Center is staffed by volunteers, keeping the doors open from 9 a.m. – 5 p.m. In 2017, volunteers put in 2,080 hours of time, which has a value of \$24.14 per hour. That's \$50,211 in donated time from our volunteers at the Welcome Center alone (not including any of the volunteer time spent at our 71 annual community events).

**Tourism Marketing Growth:** A partnership with the University of Iowa in 2015 enabled us to establish consistent branding and marketing tools to better promote the community of Washington. New brochures, welcome postcards and folders have been developed in 2015. These marketing efforts were realized in a new community magazine and increased partnership efforts in 2016.

**Regional Marketing Analysis:** Thanks to a grant from the Washington Riverboat Foundation the Chamber's Tourism Committee hired a consultant to analyze the strengths and weaknesses of our county. The final results will be soon shared with the community to provide guidance on how Washington County can collaborate to strengthen our presence in surrounding counties, increasing tourism and awareness for our businesses.

**Website:** The website is continuing to see growth as a community resource for locals and visitors. The average number of visitors we served in 2017 was over 1,000 per month.

The top five webpages visited in 2017 are all tourism or relocation related:

- Home
- Community Events

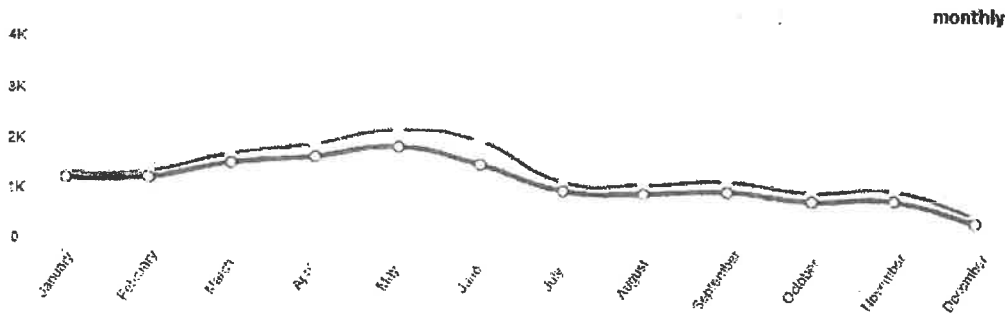
- Housing
- Events
- Organizations

## Monthly Traffic Overview as of December 15, 2017

### Traffic Overview

Statistical data gathered from your website usage logs. Search engine crawlers and other specially identified hits are not factored in to your unique visitor counts. Your statistics are now calculated based on our improved analytics platform. [Click here to learn more](#)

This data is updated roughly every 15 minutes.



#### Traffic Summary

Page Views	<b>27,942</b>
Page Views / Month (Avg)	<b>2,328</b>
Visits	<b>16,652</b>
Visits / Month (Avg)	<b>1,387</b>
Audience Size	<b>14,326</b>
Audience Size / Month (Avg)	<b>1,193</b>

#### Traffic Details

	(Page Views)	(Visits)	(Audience Size)
December 2017	860	560	445
November 2017	1,828	1,058	889
October 2017	1,786	1,014	855
September 2017	2,072	1,224	1,040
August 2017	1,935	1,136	974
July 2017	2,018	1,185	1,031
June 2017	3,791	1,991	1,543
May 2017	3,872	2,193	1,882
April 2017	3,083	1,909	1,675
March 2017	2,613	1,708	1,536
February 2017	2,088	1,347	1,241
January 2017	1,996	1,327	1,215

#### Browser Analysis

Chrome	6,530 / 39.22%
Safari	6,350 / 36.69%
Internet Explorer	3,772 / 21.35%

Top grey line = Page views  
 Middle line = Visits  
 Bottom line = Audience Size

Your continued support in the Chamber's tourism efforts helps us accomplish all of these projects and we could not be successful without the support of the City of Washington.

**Class Filters**

Oktober Madness, Thursday Night Live, Tour of Homes, Craft Fest, Ridiculous Day, Summer Classic, Tourism, Gallery Walk, Tribute Night, Latino Night, Ag Day, Community Resource Guide, RAGBRAI

	<u>Jul '11 - Jun 12</u>	<u>Jul '12 - Jun 13</u>	<u>Jul '13 - Jun 14</u>	<u>Jul '14 - Jun 15</u>	<u>Jul '15 - Jun 16</u>	<u>Jul '16 - Jun 17</u>	<u>% Change</u>
--	-------------------------	-------------------------	-------------------------	-------------------------	-------------------------	-------------------------	-----------------

**Total Profit**  
 Item Descriptions  
 Fundraising, Event Sponsorships, City Contribution, Concessions Income, Vendor Fees, Tourism Product Sales, Participation/Entrance Fees

\$13,651.45      \$23,263.72      \$43,186.56      \$55,338.45      \$43,126.81      \$57,528.73      76.27%

**Total Expense**

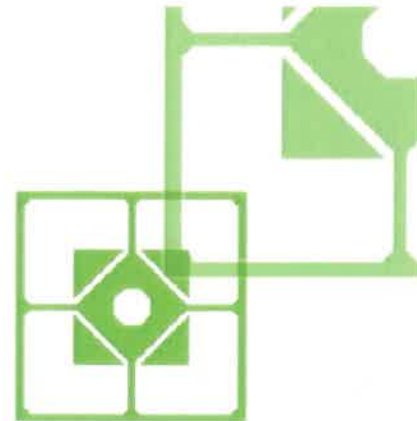
Item Descriptions

Event/Activity Supplies, Decorations, Entertainment, Food, Advertising, Insurance, Printing, Postage, Volunteer Recognition

\$5,208.41      \$14,664.43      \$10,379.28      \$36,278.94      \$29,255.10      \$32,433.25      83.94%

**Excludes**

Chamber Membership, Lunch & Learns, Ambassadors, Annual Dinner, Golf Tournaments, Leadership Washington, Educator Breakfast, Operating Funds, Payroll



## 2019 Board of Directors

Brent Kromrie, President  
Tim Elliott, Vice President  
Elaine Moore, Treasurer  
Jordan Hill, Secretary  
Jamie Collier

### Ex-Officio

Michelle Redlinger  
Stan Stoops  
Brent Hinson  
David Collins

### What we do in a nutshell?

- Historic Preservation
- Economic Development
- Business Support
- Downtown Beautification
- Design Assistance & Consultation
- Marketing
- Event Planning
- Community Organizing
- & so much more...

### Business Visit Program

We'd love to know more about you & your business! Let's sit down & see how Main Street can benefit you.

February 7, 2019

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

Dear Council Members,

The Main Street Washington Board wants to THANK YOU for your continued support of our mission and the strong partnership we have established over the past several years. Your support has enabled our committed volunteers, staff and board to work to revitalize the Washington downtown district. Since 2008 Main Street Washington has reported 37 Business Starts, relocations, or expansions, 70 Net New Jobs, 87 Buildings Rehabbed, \$11,999,166 million in Private dollars invested in Building Rehab & Acquisition, and 21,064 Volunteer Hours.

With your support, the Design Committee has worked very hard to promote private investment in building repair and rehabilitation through the use of Washington Incentive Fund grants as well as the Downtown Investment Grants. Round 1 dollars were exhausted in 2018 with the Washington Evening Journal project, Greiner Buildings, and the soon to be completed Frontier Family Restaurant. Round 2 dollars have just opened up and will likely be committed in the next few months.

The Economic Restructuring Committee continues to focus on helping our business partners by providing market analysis data. They collected Key Statistics from our Businesses which included: 155 Businesses, 553 Full-Time Employees, 368 Part-Time Employees, 85 apartments, and 102 residents working and living in Downtown Washington.

The Promotion Committee continues to invest time and energy in developing and marketing special events that foster community pride, the recent Sip & Shop and Shop & Stroll events, lighted parade and Santa House are excellent examples of local events that highlight our commitment to the community.

As part of our continued outreach and education program we've also started the Main

Street Monthly Newsletter (January 2019 attached) to better communicate as well as the Main Street Monday video series to educate our community about our Businesses and how to get more involved with Main Street. The 4 videos thus far can be seen on Facebook or at our YouTube pages (<https://bit.ly/2GgPemq>)

As we continue to build on our successes and offer more help to Washington's Historic Downtown, we will strive to strengthen and increase support from city, county, corporate, business and community donors. We are asking you to continue your support at \$20,000 per year.

Your ongoing support will help us continue to work hard to expand businesses, create jobs, revitalize Washington's downtown and promote the great opportunities that our city can offer.

Sincerely,

A handwritten signature in cursive script that reads "Sarah Grunewaldt".

Sarah Grunewaldt  
Executive Director  
Main Street Washington, Inc.

# Main Street Monthly

January 2019



## Letter from our Director

Happy New Year! We hope that you had a fabulous holiday season. As we enter the heart of winter, we are planning for warmer weather & a year of great activities & projects. New Year is a good time to reflect on the past year & what we've accomplished together. January 25th will be Opposite Day & we've seen 10 years of changes to Downtown through assistance by Main Street, it's pretty hard to remember what 2008 in Downtown looked like, but we have photos!



This is just one of many examples. I challenge you to walk around downtown with fresh eyes & check out all the awesome work that's been done. We've seen over \$11 million of investment and that has made a profound impact. 2018 was a year of many great projects & the development of many more to come. Check out our Annual Report Card on the back and I'm so excited to see continued growth in 2019.

So as we enter this season of resolutions, what goals do you have for your business? How can Main Street Washington help or cheer-lead for you?

Let us know & Happy New Year!



*Sarah*

Sarah Grunewaldt  
Executive Director

## Main Street Mondays

Main Street Washington is planning a bunch of great events for 2019 and we're starting a new social media video series called "Main Street Mondays." Every month we will feature 2 downtown businesses in our "Business Spotlight" edition and we'll feature 2 people who invest/volunteer for us explaining why they got involved. If you would like to be featured, please let me know. My goal is to feature every business and share the good word about what is going on in downtown. We've got such a fantastic business mix, it won't be hard to find great stories to tell.



## Main Street by the Numbers- Key Statistics

We have 129 businesses in Downtown Washington!

- \* 486 Full-Time Employees
- \* 277 Part-Time Employees
- \* We have 84 rental units in Downtown and over 100 residents
- 7% of our businesses are Restaurant
- 20% of our businesses are Retail
- 73% of our businesses are Service/Government/Churches, etc

## Did you Know?

- In 1985, the Iowa Legislature adopted Main Street America's Main Street Approach model and established MSI as a program of the Iowa Economic Development Authority. Today, MSI is recognized as one of the most successful state Main Street programs in the nation.
- The design of the Centennial Fountain was inspired by the film "The Wizard of Oz."

## 10 Ways you can Improve your Downtown

1. Buy Goods & Services from Local Downtown Businesses.
2. Attend Community Celebrations in Downtown.
3. Support efforts to keep Downtown Clean!
4. Eat at a Downtown Restaurant at least once a week.
5. Perform as many of your weekend errands & activities in Washington as you can.
6. Walk- don't drive- to really see what your Downtown has to offer: Check out the Historic Architecture.
7. Volunteer with youth on activities that benefit Downtown.
8. Take your friends Downtown with you to shop or dine or play - meet for coffee.
9. Participate in community discussion groups on the future of our Community.
10. Invest your time volunteering for Main Street Washington!

## Annual Report Card for 2018

### Results that MATTER



With help from **YOU...**  
Downtown Washington is a vibrant place to live, work, & play again!

Main Street Washington's staff & volunteers have worked hard in 2018. Here's the amazing growth & achievements they logged!

11

rehabilitation projects

7

buildings sold

\$1.5 Mil.

in private investment

### Volunteer Hours

Volunteers gave over **1,100 hours** valued at **\$25,377**



4 committees that work with Volunteers, Events, Businesses, & Historic Buildings

### Social Media



1498

"Likes" on Facebook

208 new followers in 2018.

### Since 2008

\$ \$ \$ \$ \$ \$ \$ \$10,984,201

Volunteers have given 20,808 hours valued at \$513,750

in private dollars invested in property acquisition & rehabilitation

50 Christmas Trees in Central Park for Lights of Love Memory Trees



\$75,000 Main Street Iowa Challenge Grant awarded to Café Dodici

### Community Events

Sip & Shop  
Spring Fashion Week  
Movies on Main Street  
Main Street Masters  
SNOW:

- Shop & Stroll
- Lighted Holiday Parade
- Santa's House
- Breakfast with Santa
- Small Business Saturday



Launch of Main Street Monthly Newsletter & coming in 2019 Main Street Monday's video series!

36 Net New Business starts, relocations, or expansions



70 Net New Jobs

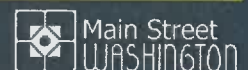


81 buildings rehabbed



2018 Fall Riverboat Foundation Grant Award of \$75,000 towards 9 projects including window rehab, roofs, interior renovation, & tuck pointing!

For a diverse & vibrant Historic Downtown Washington.



### Contact Us:

205 W. Main Street Washington, Iowa 52353  
Phone 319-653-3918 | Fax 888-833-3529 |  
sarah@washingtontowa.org  
mainstreetwashington.org  
facebook.com/MainStreetWashington

Affiliated & Accredited by:





Participant Status Report Detail

Report Criteria: Start Date: 01/01/1986, End Date: 01/01/2099 Community: Washington Receipt Status: All Include Base: Yes

Report Number	Report Status	Business Starts/Relo. / Expansion	Net New Jobs	Building Projects*	Private \$ Invested in Projects*	Buildings Sold	Private \$ Invested in Acquisition	Volunteer Hours
<b>Washington (Designated in 2008)</b>								
<b>Base Numbers**</b>		22	25	48	\$ 1,896,611	32	\$ 2,686,256	15,348
January 2014	01 On Time	-1	-3	5	\$ 406,962	0	\$ 0	101
February 2014	02 On Time	1	1	0	\$ 0	0	\$ 0	78
March 2014	03 Late			0	\$ 0	0	\$ 0	58
April 2014	04 On Time	0	0	0	\$ 0	1	\$ 150,000	44
May 2014	05 On Time			0	\$ 0	0	\$ 0	38
June 2014	06 On Time	-1	-2	0	\$ 0	1	\$ 130,000	78
July 2014	07 On Time			0	\$ 0	1	\$ 108,000	148
August 2014	08 On Time	0	0	1	\$ 52,600	0	\$ 0	238
September 2014	09 On Time	0	2	1	\$ 8,200	0	\$ 0	56
October 2014	10 On Time	1	2	1	\$ 20,458	1	\$ 115,000	42
November 2014	11 On Time	1	2	3	\$ 60,574	2	\$ 438,000	103
December 2014	12 On Time			0	\$ 0	0	\$ 0	50
January 2015	13 On Time			1	\$ 120,860	0	\$ 0	80
February 2015	14 On Time	2	3	1	\$ 32,000	2	\$ 150,000	61
March 2015	15 On Time			0	\$ 0	0	\$ 0	55
April 2015	16 On Time			0	\$ 0	0	\$ 0	40
May 2015	17 On Time	2	7	0	\$ 0	1	\$ 72,500	86
June 2015	18 On Time			0	\$ 0	0	\$ 0	56
July 2015	19 On Time			0	\$ 0	1	\$ 65,000	104
August 2015	20 On Time			0	\$ 0	2	\$ 360,000	177
September 2015	21 On Time			0	\$ 0	0	\$ 0	159
October 2015	22 On Time			1	\$ 7,160	0	\$ 0	70
November 2015	23 On Time			1	\$ 750,000	0	\$ 0	168
December 2015	24 On Time			4	\$ 80,622	0	\$ 0	162
January 2016	25 On Time	1	3	0	\$ 0	2	\$ 193,000	89
February 2016	26 On Time			0	\$ 0	0	\$ 0	140
March 2016	27 On Time			0	\$ 0	0	\$ 0	122
April 2016	28 On Time			0	\$ 0	0	\$ 0	66
May 2016	29 On Time	1	5	0	\$ 0	0	\$ 0	51
June 2016	30 On Time			0	\$ 0	1	\$ 56,000	56
July 2016	31 On Time	1	3	0	\$ 0	0	\$ 0	68
August 2016	34 On Time			3	\$ 1,177,900	0	\$ 0	52
September 2016	35 On Time			0	\$ 0	0	\$ 0	60
October 2016	36 On Time	0	3	2	\$ 13,974	0	\$ 0	92
November 2016	37 On Time			0	\$ 0	1	\$ 25,000	140
December 2016	38 On Time			0	\$ 0	1	\$ 172,300	223
January 2017	39 On Time			0	\$ 0	1	\$ 350,000	100
February 2017	40 On Time	1	1	0	\$ 0	0	\$ 0	33
March 2017	41 On Time			0	\$ 0	0	\$ 0	96
April 2017	42 On Time	2	5	0	\$ 0	0	\$ 0	28
May 2017	43 On Time			0	\$ 0	1	\$ 80,200	96
June 2017	44 On Time			0	\$ 0	0	\$ 0	106
July 2017	45 On Time			3	\$ 34,500	0	\$ 0	58
August 2017	47 On Time	-2	-3	0	\$ 0	1	\$ 50,000	38
September 2017	48 On Time	1	1	0	\$ 0	0	\$ 0	74
October 2017	49 On Time			1	\$ 50,000	0	\$ 0	139
November 2017	50 On Time	1	2	2	\$ 210,000	0	\$ 0	144
December 2017	51 On Time	1	1	0	\$ 0	0	\$ 0	47
January 2018	52 On Time			0	\$ 0	0	\$ 0	55

\*Totals include Rehabilitation of Existing Buildings and New Construction

\*\*Base Numbers represent cumulative numbers reported from the start of local MS designation date until reporting began in the IowaGrants system.

These statistics are used to show the economic impact monitored in Iowa Main Street commercial districts. Success of the main Street program cannot be measured by numbers alone. Cumulative figures are condensed from reports submitted by each local Main Street Program. Each commercial district's size of project area and priorities vary.

Participant Status Report Detail

Report Criteria: Start Date: 01/01/1986, End Date: 01/01/2099 Community: Washington Receipt Status: All Include Base: Yes

	Report Number	Report Status	Business Starts/Relo. / Expansion	Net New Jobs	Building Projects*	Private \$ Invested in Projects*	Buildings Sold	Private \$ Invested in Acquisition	Volunteer Hours
February 2018	53	On Time	0	6	0	\$ 0	4	\$ 569,995	75
March 2018	54	On Time			1	\$ 15,000	0	\$ 0	50
April 2018	55	On Time	1	1	0	\$ 0	1	\$ 120,000	163
May 2018	56	On Time	1	5	0	\$ 0	0	\$ 0	100
June 2018	57	On Time			0	\$ 0	0	\$ 0	65
July 2018	58	On Time			1	\$ 150,000	0	\$ 0	72
August 2018	59	On Time			2	\$ 5,530	0	\$ 0	99
September 2018	60	On Time			0	\$ 0	0	\$ 0	144
October 2018	61	On Time			0	\$ 0	0	\$ 0	78
November 2018	62	On Time			1	\$ 30,000	0	\$ 0	184
December 2018	63	On Time	1	1	4	\$ 984,963	0	\$ 0	256
Cumulative Total for Washington			37	70	87	\$ 6,107,915	57	\$ 5,891,251	21,064
<b>CUMULATIVE PROGRAM TOTAL</b>			37	70	87	\$ 6,107,915	57	\$ 5,891,251	21,064

\*Totals include Rehabilitation of Existing Buildings and New Construction

\*\*Base Numbers represent cumulative numbers reported from the start of local MS designation date until reporting began in the IowaGrants system.

These statistics are used to show the economic impact monitored in Iowa Main Street commercial districts. Success of the main Street program cannot be measured by numbers alone. Cumulative figures are condensed from reports submitted by each local Main Street Program. Each commercial district's size of project area and priorities vary.

Our Mission: Create and Promote an Environment for Economic Development



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*Executive Director*

David Collins

January 22, 2019

The Honorable Jaron P. Rosien, Mayor  
Mr. Brent Hinson, City Administrator  
City of Washington  
215 East Washington Street  
Washington, Iowa 52353

Dear Mayor Rosien & Brent:

On behalf of the WEDG Board of Directors, I am presenting the WEDG FY 2020 budget request to the City of Washington of \$25,000.

While new to this position, I've got a lot to learn about the area. Listening is my number one focus to begin with as I endeavor to meet area leaders and businesses. And while new, I've got an extensive background in economic and community development that I hope will serve the City of Washington, Washington County and its residents well.

Looking to the future I'm excited about the possibilities. Continuation of the strong working relationship with the City is vital, and enhancing our relationships with the County and various communities will be very important. WEDG is planning a review and enhancement of our plan of action for the long term, but I know it will include:

- Marketing our area to, and recruitment of, potential new businesses and residents;
- Retention of existing businesses;
- Workforce development initiatives;
- Housing development;
- Trail / recreation development;
- Quality of place opportunities;
- And more!

We will work closely with our investors and partners to develop a plan of action that is challenging, as well as achievable; specific as well as measurable. WEDG and I are looking forward to making things happen. Working together I know we will be successful.

WEDG is frequently the first phone call that many businesses, entrepreneurs and organizations make when they want to discuss an idea, project, hurdle or financing. WEDG has the knowledge, connections and resources to help them get the assistance and information that they need.

A recently completed trails / recreation plan is a wonderful tool as we strive to expand our trails throughout the County. The joint housing study currently underway will provide insights and direction for the maintenance and development of much needed housing for our workforce and other residents.

WEDG and I will continue to represent and promote our area to relevant local, regional, state and federal leaders and organizations.

Thank you, and I hope you will give our request your favorable support. That support is vital, and most appreciated. I'm excited about the future and the opportunity to work with you. Please do not hesitate to contact me if I can ever be of assistance in any way.

Sincerely,



David Collins  
Executive Director

## Brent Hinson

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**From:** Amber Talbot  
**Sent:** Thursday, February 7, 2019 10:25 AM  
**To:** 'Brent Hinson'  
**Cc:** 'Kelsey (Kranz) Brown'  
**Subject:** RE: FY20 City Budget  
**Attachments:** 2019 City of Washington R3 (002).pdf; FUNDING HISTORY Jan 2019\_.pdf

Hi Brent, attached is our budget information. We attached the option of continuing our agreement based on the averages or what the funding would be if they did the per year intake. It's up to the council with what is easiest for all of you. We are fine with either option. I am pleased to say that the number of cats has only changed by 2, so the numbers of animals coming in is basically the same. However, the change in the funding amount is because we had to increase our fee for service across the board with everyone. We haven't increased our boarding or pick up fee for over 6 years and recently found that we had fallen significantly below the county boarding average. Which is what we have always based our funding formula on. I look forward to working with you and the council. Please let me know when we should meet if needed. I am on my cell to today, feel free to call if you have any questions.

Sincerely,  
Amber Talbot, Director  
PAWS & More  
1004 ½ W Madison  
Washington, IA 52353  
Cell 319-461-9708

**From:** Brent Hinson <bhinson@washingtioniowa.gov>  
**Sent:** Thursday, January 17, 2019 8:47 AM  
**To:** Amber Talbot <amberjtalbot@gmail.com>  
**Cc:** Kelsey (Kranz) Brown <kbrown@washingtioniowa.gov>  
**Subject:** FY20 City Budget

Hi Amber:

Attached for your information is a memo on our budget process. I know we had talked last year before the budget process about a new 3-year agreement, but neither of us ended up getting around to that in the last year- oops. Frankly, if you're happy with continuing with the \$21k for FY20, I will just make sure we get that funded, and perhaps you can come to Council in March or April and we can get authorization to work out an agreement for FY21, 22 & 23. Just let me know your thoughts. Thanks.



### Brent D. Hinson

City Administrator  
City of Washington (Pop. 7,266)  
215 East Washington St.  
Washington, IA 52353  
(p) 319-653-6584 X134  
(f) 319-653-5273

Please note change of email address to [washingtioniowa.gov](mailto:washingtioniowa.gov)



February 5, 2019

Dear Washington City Council, Mayor and Administrator:

Thank you for your service to our city of Washington. Funding from the city of Washington is essential in order for PAWS to continue its mission. Please keep this in mind when voting on the upcoming budget.

There are essentially two ways to consider funding to PAWS — one based on our **Seven Day Formula (1)** or the other, based on **averages(2)**. They look like this:

**1) Seven Day Formula:** number of animals accepted from within that entity only, multiplied by a daily boarding fee, multiplied by the first seven days the animal is in our care. The seven day time period is **state law** for how long an impounded animal is to be kept prior to adoption or euthanasia. We also include a per-animal pick-up fee for those that required a pick up.

Despite effective fundraising, due to overall increasing costs, we've simply had to raise both our daily boarding fee and our pick-up fee which are part of the Formula. We've refrained from these increases for several years. The daily boarding fee is now \$18 (up from \$15) which is still **less than average** for what county-wide clinics charge. The pick-up fee, now \$60 (up from \$40), is based on what the local animal control officer is paid per call. His rate does vary depending on the time of day he takes the call, but we feel this rate is a reasonable ask when considering the cost of using our own vehicle, cost of fuel, and the time it takes to handle a call. Additionally, many of our calls are after normal business hours.

**Seven Day Formula based on 2018 intake (see Excel intake report):**

195 cats x \$18 boarding per day x 7 days (state law) = \$24,570 + 9 pick ups @ \$60 per call = \$540  
**Total Seven Day Formula Request for 2018 = \$24,570 + \$720 = \$25,110 (\$6,277.50 per quarter)**

**2) Averages Formula:** the budget for July 2018 - June 2019 provides \$21,000 to PAWS based on the **average number (200)** of cats (and occasional small animal) received from the city but with no compensation for pick-up fees. Going forward, if the averages option is chosen, we ask that pick-up fees be **INCLUDED**. The county and other cities pay them — we feel it's only fair that Washington does too. The average number of pick-ups over the past 11 years is 17, and the average number of intake has only risen slightly, from 200 to 202. The amount for these average numbers is \$26,472.

202 cats x \$18 boarding per day x 7 days (state law) = \$25,452 + 17 pick-ups x \$60 = \$1,020

**Averages Amount Total Request = \$26,472 (\$6,618 per quarter)**

The supporting document — **"Funding History"** — shows the funding history and it provides where the averages were derived. Note that our requests in the report did **NOT** include owner surrenders — even though the likelihood of them ending up as strays was very high if we didn't accept them), reclaimed animals, Trap/Neuter/Release (TNR) cats, or dogs. The request has always been based on services rendered, not estimates.

The city may find it helpful for simplicity in budget planning purposes to enter a contract with PAWS as we did from 2014-17. If so, we respectfully ask that you base the contract on the averages amount. We recognize this is slightly higher than the Seven Day Formula for 2018's numbers, however numbers will fluctuate and if using one amount for a contract, basing it on averages is undeniably a fair route to take. PAWS will continue to invoice \$70 per cat for TNR as the annual request does not include TNR funding, nor does the average number of 202 include TNR cats. We can limit the amount of TNR cats if requested to do so.

PAWS & More was very busy in 2018:

Intake: 826 — highest it's ever been — up from 813 in 2017 (over a 29% increase compared to five years ago)  
Statistics: 9% reclaimed, 5% transferred to breed-specific rescues, 4% in process (recent arrivals); **77% adopted!**,  
only 5% euthanized (due to medical or behavioral reasons, not space restrictions)

We respectfully ask that the City of Washington please recognize the magnitude of PAWS & More's services — animal control services that have been rendered. Services that PAWS provides our citizens that are promised to them through city ordinances. Services that PAWS is already set up to provide that would go unfulfilled to our citizens without PAWS. Therefore, contract or not, we hope you'll plan to pay the **averages amount** of \$26,472, or use the **Seven Day Formula** amount of \$25,110. PAWS can simply not afford to be underfunded for the services we provide and history has shown that our requests are fair and reasonable.

Thank you for your time and consideration. Please let me know if you have any questions and if you have not walked through the shelter, please stop out or call us for a scheduled visit. You'll be proud of our facility — one that other towns are not fortunate enough to have.

Sincerely,



Amber Talbot  
Operations Director, PAWS & More Animal Shelter  
amberjtalbot@gmail.com — 319-461-9708



Sheila Hanson  
Volunteer Board President, PAWS & More Animal Shelter  
shehanson13@gmail.com — 319-461-5560

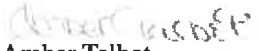



February 6, 2019

Dear Brent:

It's been an understanding for many years that the city would pay PAWS & More to take unclaimed dog pound dogs in order to give them a chance at life instead of euthanizing them. PAWS has been invoicing \$46.65 per dog for several years, but the actual average amount (as it varies by weight) for euthanasia is \$49.90, along with a \$55.50 cremation and disposal fee, totalling \$105.40 that is paid to Town & Country Vet Clinic when a dog is euthanized. Additionally, when sedation is necessary prior to euthanasia, there's an additional charge of \$34.20. *Animals that require euthanasia are often times difficult to handle and this would be a charge that is probably incurred often.* We will not be including the \$34.40 in our invoicing. However, taking all of this into consideration, PAWS & More will continue to invoice quarterly for dog pound dogs, but at a new rate of \$105.40 per dog as this is the average amount spent to euthanize, cremate, and dispose of them that the city is paying Town & Country Veterinary Clinic to do so. As a reminder, these dogs are NOT part of the annual funding request, they are a separate agreement, but we did want to notify the city of the rate change — one we think is fair based on real fees. Please let us know if you have any questions or concerns in regard to this matter.

Sincerely,

  
Amber Talbot  
Operations Director, PAWS & More Animal Shelter  
amberjtalbot@gmail.com — 319-461-9708

  
Sheila Hanson  
Volunteer Board President, PAWS & More Animal Shelter  
shehanson13@gmail.com — 319-461-5560



# PAWS & More & City of Washington Funding History:

Prepared on January 29, 2019

2008 Ask/owed: \$24,150 Received: \$13,000 Underfunded: \$11,150

*(No dog pound reimbursement, SAVING city \$1,032 in dogs alone. Sandy motioned for it to be removed when council agreed to going up to \$13,000.)  
272 animals (dogs and cats — 57 of them were feral cats), 17 pick ups were not addressed.  
272 city animals calculates to 23 animals on average per month x 12 mo. x \$12.50 x 7 days = \$24,150*

## START for averaging figures:

2009 Ask/owed: \$23,175 Received: \$10,400 Underfunded: \$12,750

*(Still no dog pound reimbursement, SAVING city \$1,760 in dogs alone, and funding was reduced to \$10,400.)  
67 dogs and 192 cats, 1 rabbit (total of 260 animals), 17 pick ups at \$25 per call.*

2010 Ask/owed: \$27,112.50 Received: \$10,400 Underfunded: \$16,712.50

*(Went back to invoicing city for dog pound dogs 69 of them at \$3,151.08.)  
305 CATS and 2 rabbits, 17 pick ups at \$25 per call.*

2011 Ask/owed: \$18,437.50 Received: \$10,400 Underfunded: \$8,037.50

*13 dogs NOT from the dog pound, 188 cats, 4 rabbits, 20 pick ups at \$25 per call*

2012 Ask/owed: \$15,225 Received: \$10,400 Underfunded: \$4,825

*TNR day: 25 cats and 43 fetuses totally 68 cats PLUS 145 cats, 24 pick ups at \$25 per call  
Raised boarding daily fee from \$12.50 to \$15*

2013 Ask/owed: \$15,065 Received: \$12,900 Underfunded: \$2,165

*137 cats, 17 calls at \$40 per call  
Raised pick up fee to \$40 from \$25, in line with what dog catcher gets.*

2014 Ask/owed: \$18,320 Received: \$15,000 Underfunded: \$3,320

*167 cats, 1 bird, 17 pick ups at \$40 per call.*

## Agreement for three years:

2015 Owed: \$24,570 Received: \$15,000 Underfunded: \$9,570

*234 cats, no pick ups included so real amount is even higher, there were 12 pick ups*

2016 Owed: \$23,730 Received: \$16,000 Underfunded: \$7,730

*226 CATS, no pick ups included so real amount is even higher, there were 21 pick ups*

2017 Owed: \$22,785 Received: \$17,000 Underfunded: \$5,785

*217 CATS, no pick ups included so real amount is even higher, there were 20 pick ups*

2018 Owed: \$22,785 Received our request of: \$21,000 Actually Still Underfunded: \$1,785

*214 CATS, 2 rabbits, 1 bird, no pick ups included so real amount is even higher. There were 15 pick-ups.*

2019 Owed: \$25,110 To be determined.

*195 CATS. There were 9 pick-ups.*

**As a reminder: dogs, owner relinquished cats, reclaimed animals, and TNR cats are NOT included in Washington's figures.**