



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE NICOLA-STOUFER ROOM.
PUBLIC LIBRARY AT 115 W. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, JULY 2, 2019

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, July 2, 2019 to be approved as proposed or amended.

Consent:

1. Council Minutes June 18, 2019
2. Running Robots, Professional Services – Website Upgrades, \$10,841.00
3. Running Robots, Professional Services – Website Upgrades, \$2,450.00
4. YMCA of Washington County, City Sports Sponsorship – Annual Rec. Services Fee \$32,000.00
5. LL Pelling Company, 2019 Sealcoat Project, \$93,062.77
6. Lexipol, LLC, FY20 Law Enforcement Policy Manual Subscription, \$7,909.00
7. Simmering-Cory, SE Basin I & I Reduction Project, \$4,000.00
8. Team Services, Fire Station Project, \$2,442.53
9. Bolton & Menk, Airport Taxi Lane for Fuel Facility, \$6,539.25
10. Daniel R. Bothell, 822 E. Madison Street, Urban Chicken Permit Application,
11. Fox Engineering, Water Treatment Plant Improvements, \$1,095.00
12. Fox Engineering, N. 4th Avenue Street and Utility Improvements, \$90.00
13. Fox Engineering, SE Basin I & I Reduction, \$6,142.00
14. Garden & Associates, South 15th Avenue Improvements Project, \$6,816.53
15. Garden & Associates, Water Tower Park Detention Basin, \$2,074.50
16. Garden & Associates, Stogdill Storage Site Plan Review, \$362.50
17. Garden & Associates, Horizon Architect Site Plan Review, \$217.50
18. Garden & Associates, Survey Lots 1,2,3 in Block 9, Original Plat of Washington, \$3,843.31
19. Utility Services Company, South Water Tower Renovation, \$302,480.00
20. Kevin D. Olson, Professional Services June 2019, \$755.34
21. Department Reports

Consent – Other:

1. DeLong Construction, East Washington Street Sidewalk Extension, \$55,761.91

2. DeLong Construction, South 15th Avenue Improvements Project, \$100,560.35
3. DeLong Construction, Wellness Park - Grading and Utilities, \$55,243.93

Claims & Financial Reports:

Claims for July 2, 2019

SPECIAL PRESENTATION

Update on Nuisance Abatements – Jason Peterson

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

UNFINISHED BUSINESS

Discussion and Consideration of a Resolution Adopting Information Technology Disaster Recovery Plan. **(Tabled 04/16/2019)**

PUBLIC HEARING

- On Resolution Approving Plans, Specifications, Form of Contract and Estimate of Cost (City Hall/Police Building)
- Discussion and Consideration of a Resolution Approving Plans, Specifications, Form of Contract and Estimate of Cost (City Hall/Police Building)

NEW BUSINESS

1. Discussion and Consideration of New Police Vehicle Outfitting Quotes.
2. Discussion and Consideration of a Resolution Releasing funds as per DIG Agreement with LJP Management, LLC (Peoples Capital Management)
3. Discussion and Consideration of a Resolution Approving Special Events and Food Truck Permit Forms.
4. Discussion and Consideration of a Resolution Creating a Housing Infill Partner Program.
5. Discussion and Consideration of a Resolution Revising Hotel/Motel Tax Fund Administration Committee Term Staggering.
6. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer.
7. Discussion and Consideration of First Reading and Possible Adoption of an Ordinance Amending Chapter 23 – Park and Recreation Board.
8. Affirm Mayoral Appointments.

CLOSED SESSION

Per Iowa Code 21.5(j) (Property)
Per Iowa Code 21.5(i) (Personnel)

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 06-18-2019

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, June 18, 2019 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Absent: none.

Motion by Gault, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, June 18, 2019 be approved as proposed. Motion carried.

Consent:

1. Council Minutes June 4, 2019
2. Tax Abatement Application, Kathryn J. Odem, 122 W. 3rd Street.
3. IMWCA, Work Comp Premium, \$15,570.00
4. Farnsworth Group, Fire Station Project, \$2,292.30
5. Farnsworth Group, City Hall/Police Project, \$23,700.64
6. Iowa League of Cities, Membership Renewal, \$3,350.00
7. Iowa Bred (VIP Entertainment, Inc.), 331 N. 4th Avenue, Class C Liquor License (LC) (Commercial), Outdoor Service, **(new)**
8. Washington Liquor and Tobacco Outlet, 1061 W. Madison Street, Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**
9. Dollar General Store #2237, 1506 E. Washington Street, Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**
10. Casey's General Store #3528, 1730 E. Washington Street, Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**
11. Casey's General Store #1624, 1002 W. Madison Street, Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**
12. The Corner Stop, 100 E. Madison Street, Cigarette, Tobacco, Nicotine, Vapor Permit, **(renewal)**
13. Department Reports

Consent – Other:

Bushong Construction, Fire Station Project, \$223,555.56

Motion by DeLong, seconded by Pettit-Majewski, to approve all consent agenda items. Motion carried.

Motion by Stigers, seconded by Youngquist, to approve consent agenda – other. DeLong abstained with conflict. Motion carried.

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

Motion by Gault, seconded by Pettit-Majewski, to approve the Financial Reports for May, 2019. Motion carried.

Special Presentations:

Motion by Pettit-Majewski, seconded by Gault, to approve the Request from the Washington Public Library to close the alley behind their building from 3 P.M. to 6 P.M. for the Alley Party on July 26, 2019. Motion approved.

Motion by Gault, seconded by DeLong, to approve Lebowski's New Outdoor Service Area Request with the added requirement of a three feet high fence. Motion carried.

Mayor Rosien read a proclamation proclaiming Saturday, June 22, 2019 as Relay for Life Day in Washington, Iowa.

Presentations from the Public: none.

Discussion and Consideration of a Resolution Adopting Information Technology Disaster Recovery Plan. **(Tabled 04/16/2019)**. Remains tabled.

Motion by Stigers, seconded by Gault, to affirm the Mayoral appointment of the following:

Library Board of Directors – Isabella Santoro, Mindi Graham
Historic Preservation Commission – Jamie Engeman-Evans
Planning & Zoning Commission – Susan Fisher, Tom Gaughan, Rhonda Shelman
Airport Commission – Jim Almelien, Joe Nichols

Motion carried. Moore abstained with conflict.

Appointments to the Park Board are pending an ordinance change.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the reimbursement request in the amount of a \$1,109.86 from the Washington Chamber of Commerce for Guide Training and Certification Program. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve Change Order #1 in the amount of \$30,310.00, South 15th Avenue Improvements (Additional Storm Sewer). Motion carried. DeLong abstained with conflict.

Motion by Pettit-Majewski, seconded by Stigers, to approve Change Order #1 in the amount of \$113,403.40, SE Basin Sewer Project (Increased CDBG Match/Additional Manhole Rehabilitation). Motion carried.

Motion by Gault, seconded by Youngquist, to approve the Resolution Accepting Improvements in Wiley Subdivision, Second Addition and Authorizing Development Agreement Payment of \$32,274.00. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-078)**

Motion by Gault, seconded by Stigers, to approve the Resolution Approving a Site Plan (Pam Pamn LLC/Linda Lou's Site). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-079)**

Motion by Youngquist, seconded by Stigers, to approve the Resolution Authorizing Levy, Assessment and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-080)**

Motion by Gault, seconded by Stigers, to approve the third reading and adopt the Ordinance Creating New Chapters 129 & 130 and Amending Chapter 165 (Special Events Permitting). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1088)**

Motion by Stigers, seconded by Gault, to approve the third reading and adopt the Ordinance Amending Chapter 92 (Water Rates) and Chapter 99 (Sewer Use Charge). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1089)**

There was no closed session.

Motion by Gault, seconded by Pettit-Majewski, to approve a Resolution Approving FY20 Salaries. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-081)**

WORKSHOP

Discussion on Infill Housing Demolition/Construction Partner Program. Council consensus was to move forward with the project.

Motion by Gault, seconded by Stigers, that the Regular Session held at 6:00 P.M., Tuesday, June 18, 2019, is adjourned. Motion carried.

Illa Earnest, City Clerk



Running Robots
 1232 Teg Dr.
 Iowa City Iowa 52246

PARTIALLY PAID

Invoice

INV-000641

Balance Due
\$10,841.00

Invoice Date: 24 June 2019

Terms: Net 30

Due Date: 24 July 2019

Bill To
City of Washington

Running Robots
 Designer: Adam Engel

#	Item & Description	Qty	Rate	Amount
1	Phase 1 - Brand Discovery Process Finish and Finalize Brand Discovery and Deliverables	14.0	100.00	1,400.00
2	Phase 2 - Community and Staff Education (Optional)	1.0	9,000.00	9,000.00
3	Phase 3 - Website and Landing Pages Build customer segments/ personas for customer flow creation Create mood board and digital brand strategy Build 40-50 pages on a WordPress Website 5 hours of training included	98.0	100.00	9,800.00
4	Phase 6 - Maintenance Plan Priority / Tier 2 Support VPS Hosting Daily Site Backups Software (+ eCommerce) Updates Uptime & Security Monitoring Performance Optimization Personalized Monthly Report 60 Min Support Time (does not rollover) Access to Video Training Client Dashboard Monthly Review Staging Sites SSL Certificate	1.0	249.00	249.00
5	Phase 4 - Optimize Online Presence Setup On-Page SEO - Optimize website for Google and Bing - Images descriptions	1.0	249.00	249.00
6	Phase 4 - Offline Ad Creation and Ad Purchasing Canonicals URLs	0.0	1,000.00	0.00
7	Website Plug-ins Geo Directory Plugin MEMBERSHIP - 1 YEAR	1.0	199.00	199.00
8		1.0	19.00	19.00

#	Item & Description	Qty	Rate	Amount
	Website Plug-ins 2CO.COM*_PICKPL_GI Post Grid Starter PlugIn			
9	Domain Name - Renewal, Transfer or Purchase (Annual) https://capturewashingtonia.com	1.0 1	25.00	25.00
			Sub Total	20,941.00
			Total	\$20,941.00
			Payment Made	(-) 10,100.00
			Balance Due	\$10,841.00

Notes

Digital Strategy 2018 for City of Washington

Payment Options



Terms & Conditions

Statement of Work & Contract

Your signature signifies your acceptance of the terms and conditions below.

General

Following execution of this Agreement by both parties, Running Robots will provide the services specified in the attached work order. Running Robots will not provide services to clients who are under the age of 18.

Release of Liability

In consideration of the client's participation in the Program, the client hereby releases Running Robots and their students, employees, agents and representatives from any and all liability that may result from the conduct or content of the work performed as part of the Program. This Release of Liability includes, but is not limited to, any work performed and services provided relating to website design; website hosting; database, application, and e-commerce development; and computer hardware and software support.

Field verification disclaimer

In developing a comprehensive proposal for equipment and installation services Running Robots must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and site conditions for installation. Changes to the proposal may have an effect on the price of equipment and/or services.

Website Hosting

Running Robots offer limited hosting services by buying server space from third party vendors. We can refer you to their site should you require any additional information or need the terms and conditions. Running Robots makes no guarantees as to the availability, malfunction, or interruption of this hosting service.

Website Dependencies

In the event that any aspect of this website project is dependent on a separate third party, the quality and punctuality of the finished website may be subject to said party's ability to meet the required timelines and/or level of quality. Running Robots is not responsible for any delay or defect caused by separate third-party code or plug-ins. If the third party plug-ins or code change and cause disruptions in service to your website, Running Robots will bill at our hourly web design rate to work with the third party and make changes to your website to get you up and running again.

Hours of Business



Running Robots
1232 Teg Dr.
Iowa City Iowa 52246

PARTIALLY PAID

Invoice

INV-001113

Balance Due
\$2,450.00

Invoice Date : 25 June 2019

Terms : Net 30

Due Date : 25 July 2019

Bill To
City of Washington

Running Robots
Designer : Adam Engel

#	Item & Description	Qty	Rate	Amount
1	Per Page Design Labor Each additional page is calculated at 1.5 hours per page. (Hourly rate = \$100/hour * 1.5 Hours = \$150/page)	26.0	150.00	3,900.00
2	Data Organization Labor Building and Organizing the content.	10.0	100.00	1,000.00
			Sub Total	4,900.00
			Total	\$4,900.00
			Payment Made	(-) 2,450.00
			Balance Due	\$2,450.00

Notes

We are looking forward to your business.

Payment Options



Terms & Conditions



YMCA of Washington County

121 East Main Street
Washington, IA 52353
United States
(319) 653-2141

June 24, 2019

INVOICE

AMOUNT DUE as of 6/24/2019
\$32,000.00

City of Washington

Identification: 016015

Enclosed payment amount: \$

TO City of Washington
215 E Washington
Washington, IA 52353
United States

(return this portion with payment)

Account Fees

Date	Description	Due Date	Fee	Adjusted	Sched.	Paid	Balance
06/18/19	City Sports Sponsorship - Annual Rec Services Fee	06/18/19	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00

Total	\$32,000.00
Amount Adjusted	\$0.00
Amount Paid	\$0.00
Amount Scheduled	\$0.00
Balance	\$32,000.00
Amount Due	\$32,000.00

WE BUILD STRONG KIDS, STRONG FAMILIES, STRONG COMMUNITIES



Remit to:
 L L Pelling Co.
 P.O. Box 230
 North Liberty IA 52317
 www.llpelling.com

INVOICE

Invoice # :	21912
Date :	6/12/2019
Customer # :	100221
Cust Job :	1886.19.1Washington
Cust PO :	
Total Due:	93,062.77

Contract : 1886.19 Washington, City of

To: Washington, City of
 215 E Washington Street
 Washington, IA 52353

▲ PLEASE RETURN TOP PORTION OF INVOICE WITH PAYMENT ▲

Contract Item	Quantity	Unit Price	U/M	Amount
10 Mobilization, Performance/Maintenance Bond, Traffic Control	1.00	10,750.00	LS.	10,750.00
11 Binder Bitumen, MC-3000	13,551.05	3.20	GAL	43,363.36
12 Cover Aggregate	659.52	52.00	TON	34,295.04
13 Granular Subbase	86.38	31.75	TON	2,742.57
14 Surface Correction	869.00	2.20	SY	1,911.80

*WB 110-6-2010-67202
 6/17/19*

Contract terms prevail if contract and terms are present. Otherwise, payment is due on receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expenses incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Total Due This Invoice: 93,062.77	
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Lexipol, LLC
 2801 Network Blvd. Suite 500
 Frisco, TX 75034

Invoice

Date	Invoice #
6/10/19	28692

Bill To
Washington Police Department Attn: Accounts Payable 215 E Washington St Washington, IA 52353

Terms	Due Date
Net 30	7/10/19

Description
<p>Law Enforcement Policy Manual Online 12 month Development Initial Subscription. Includes: Interactive questionnaire, color coded draft, full editing access, and all content updates. The one year law enforcement policy manual update subscription includes 24/7 access to Knowledge Management System for updates and editing. DTBs are fully integrated with the policy manual and are available when criteria is met with policy integration during the edit and customization process. Law Enforcement Procedure Manual Online Annual Subscription 07/01/2019 - 06/30/2020 \$7,909</p> <p><i>We will be receiving a \$3000 ICAP grant towards this expense</i></p>

Pricing Includes 5% Discount	Total \$7,909.00
------------------------------	-------------------------

Phone #	844-312-9500	NOTICE: LEXIPOL HAS A NEW MAILING ADDRESS AS OF JUNE 18, 2018. Please change the address and remit payment to: Lexipol LLC, 2801 Network Blvd. Suite 500, Frisco, TX 75034
Email	receivables@lexipol.com	

Simmering-Cory | Iowa Codification
114 E. 5th Street, Storm Lake, IA 50588
P.O. Box 244, Storm Lake, IA 50588
Tel 641-357-7595 | Fax 515-724-7868



INVOICE 2019-SC-0048 **6.18.2019**

BILL TO

City of Washington
215 E. Washington St.
Washington IA 52353

INSTRUCTIONS

Project #17-WS-014

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
2 nd Milestone	Progress Payment – 20% every six (6) months after Release of Funds.		\$4,000.00

TOTAL AMOUNT OF CONTRACT: \$20,000
LESS PREVIOUS PAYMENTS: \$14,000
LESS THIS PAYMENT: \$ 4,000
BALANCE DUE AFTER THIS PAYMENT: \$ 2,000

TOTAL DUE **\$4,000.00**

Thank you for your business!

INVOICE



INVOICE NO: 1798085-0

REMIT TO: **TEAM Services, Inc.**
717 S.E. 6th Street
Des Moines, IA 50309
ph: 515-282-8818
fax: 515-282-8741
ID No. 42-1416550

INVOICE DATE: June 14, 2019

BILL TO: Brent Hinson
City of Washington
215 East Washington Street

Washington, IA 52353

PROJECT: **Washington Fire Station**
Washington, IA
No: 9-2550

PO Reference: 11-2083
Services for period of 5/1/2019 through 5/31/2019
Reference: Construction Testing Services

QTY	UNITS	DESCRIPTION	UNIT PRICE	AMOUNT
0.25	hour	Services of Project Engineer - Analysis/Report	111.00	27.75
12.00	hour	Field Testing of Concrete Paving/Site Concrete Testing	45.00	540.00
3.00	hour	Special Inspection of Proofroll	45.00	135.00
5.50	test	Sample Pickup	45.00	247.50
7.00	hour	Field Testing of Concrete Paving - overtime rate	67.50	472.50
16.00	test	Concrete Cylinder Compressive Strength Tests, including Molds	14.00	224.00
3.00	test	Compressive Strength of 2 in. x 2 in. Grout or Mortar Cube	20.00	60.00
4.00	test	Compressive Strength of 4 x 4 x 8 in. Nominal Grout Specimen	25.00	100.00
766.00	mile	Transportation Charges, Private Car or Company Vehicle	0.83	635.78

Invoice Total: 2442.53

Amount Received: \$0.00

Amount Due: \$2,442.53

TERMS: 1.5% Interest per month will be added after 30 days.

Total billed, through 6/14/2019: \$10,261.56

Project Summary Through June 17, 2019:

Project Budget: \$18,554.00

Project Total Billed: \$10,261.56

Project Amount Received: \$7,819.03

Project Budget Remaining: \$8,292.44

Pay by Credit Card

Master Card Visa Am. Ex. Discover

Name on Card :

Card Number :

Exp.Date (MM/YY) : /





Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
 1960 Premier Drive | Mankato, MN 56001-5900
 507-625-4171 | 507-625-4177 (fax)
 www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



* 2 0 1 9 *



* 0 2 3 4 4 2 7 *



* T 5 1 . 1 1 7 6 7 8 *

City of Washington
 Washington Airport Commission
 Kevin Erpelding, Chairman
 215 East Washington
 Washington, IA 52353

May 31, 2019
 Project No: T51.117678
 Invoice No: 0234427

Washington/Taxilane for Fuel Facility

Taxilane for Fuel Facility Construction Phase

Bidding Services (001)

Fee

Total Fee	8,000.00		
Percent Complete	100.00	Total Earned	8,000.00
		Previous Fee Billing	7,600.00
		Current Fee Billing	400.00
		Total Fee	400.00
		Total this Task	\$400.00

Construction Services (002)

Professional Services

	Hours	Amount	
Administrative	5.00	411.50	
Specialist	2.00	179.00	
Project Engineer	6.50	828.75	
Project Manager	29.50	4,720.00	
Totals	43.00	6,139.25	
Total Labor			6,139.25

Billing Limits

	Current	Prior	To-Date	
Total Billings	6,139.25	1,120.00	7,259.25	
Limit			71,900.00	
Remaining			64,640.75	
		Total this Task		\$6,139.25

Total this Invoice \$6,539.25

301-6-6020 -
 6793
 002-8-2080 Initials JEH
 EXP. New Ramp
 Vender # _____ Date Rec. 6-17-19
 Due Date _____ Inv # _____

Brent Hinson, City Administrator
 Sandra Johnson, Mayor
 Illa Earnest, City Clerk
 Craig Arbuckle, City Attorney



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

Urban Chicken Permit Application

****Failure to complete all sections of the application and provide supporting documentation may result in a return or denial of your application. ****

1. Applicant Information

Name Daniel R. Bothell
 Property Address 822 E Madison St
 Daytime Phone # 319 594 1658 Evening Phone # same
 Number of chickens to be kept 4
 (No roosters are allowed, Maximum number of hens is 4)

2. Application Checklist

Resident's Submittal

Staff Review

- | | | |
|---|----------------|---|
| • Landlord sign-off (if applicant is a tenant) | <u>N/A</u> | <u></u> |
| • Description of chicken coop and pen including materials used & cubic feet | <u>partial</u> | <u>will ask about screening on coop</u> |
| • Diagram of the property including dimensions, location of coop and pen, and identification of adjacent properties by street address | <u>x</u> | <u>yes</u> |
| • Sign-off of all adjacent property owners (please use form attached as Exhibit A) | <u>x</u> | <u>yes</u> |

3. Statement of Understanding (Please initial by each item)

DRB 1) I am aware that owners of all adjacent properties (i.e., all properties that contact each other at any point) must give their written consent for any urban chicken permit application to be approved.

DRB 2) I am aware that I must receive approval from the City prior to obtaining chickens.

DRB 3) I will follow all City ordinances and state laws relating to the care and keeping of animals.

DRB 4) I am aware that I am responsible for keeping chickens within the confines of my property at all times.

DRB 5) I am aware that I may not make any dimensional changes to my chicken coop without first obtaining approval from the City of Washington.

DRB 6) I grant the right for City staff to inspect my property at any time to investigate a complaint related to this permit.

DRB 7) I acknowledge that I live in an owner-occupied single-family home, or if renting, have the written permission of my landlord (landlord must provide a signature below).

DRB 8) I affirm that I have never been found guilty of any animal welfare, neglect or cruelty violations.

DRB 9) I understand that the permit is a limited license for the activity, no vested zoning rights arise from this permit and that the permit does not run with the land.

DRB 10) I understand the private restrictions on the use of the property shall remain enforceable and shall supersede the permit. I affirm that there are no private restrictions including, but not limited to, deed restrictions, condominium restrictions, neighborhood association bylaws, covenants, and restrictions and rental agreements. A permit issued to a property subject to private restrictions that prohibit keeping of chickens is void.

DRB 11) I understand that the City Council's approval is good for two years, by which time the City may have developed different guidelines and I must reapply for my continued keeping of chickens.

I affirm that all statements contained in the application and attachments are true and correct and that I the permit holder will keep the chickens in compliance with all related ordinances and as otherwise directed by the City Council. I understand that failure to comply with regulations may result in revocation of the permit and/or issuance of a municipal infraction.

Signature David R. Rochell Date 6/18/19

If applicant is a tenant, the landlord must sign below:

As the owner/authorized manager of the property at _____ (address), I give permission for my tenant _____ (applicant), to install a chicken coop and to keep chickens on the property, as may be approved by the City Council.

Landlord Signature _____ Date _____

Brent Hinson, City Administrator
 Sandra Johnson, Mayor
 Illa Earnest, City Clerk
 Craig Arbuckle, City Attorney



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

**NEIGHBOR SIGN-OFF FOR URBAN CHICKEN PERMIT
 EXHIBIT A TO PERMIT APPLICATION**

Any person wanting to keep chickens must first receive written approval from all property owners adjacent to the property for which the permit is requested. Adjacent means all parcels of property that share a property line with the applicant's property, including those that only meet at a single property corner.

Applicant Name: Daniel Bothell
 Site Address: 822 E Madison St

The above applicant wishes to keep chickens in a coop at the property listed. I/We, being the adjacent property owner(s), have been provided a diagram of the planned coop and pen in relation to the applicant's property lines, and do not object to the above-named person keeping chickens as may be approved by the Washington City Council.

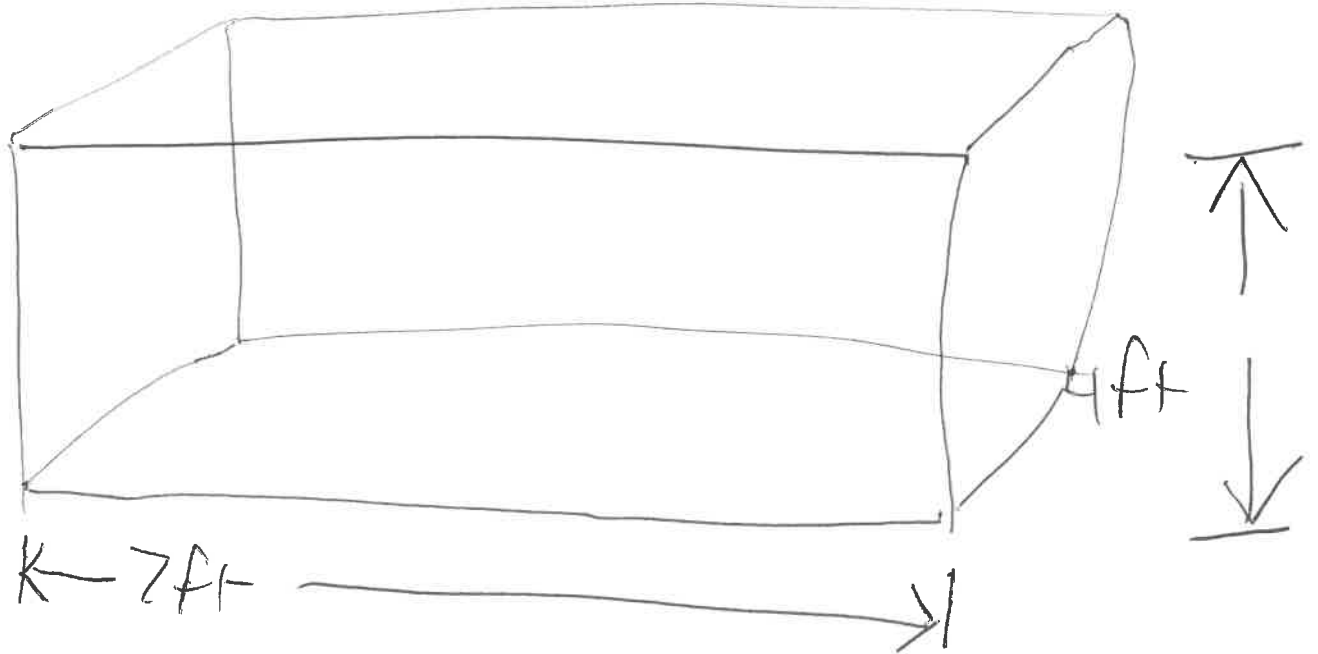
<u>Name(s) & Address</u>	<u>Phone</u>	<u>Signature(s) & Date</u>
Michelle Amigon 814 E Madison St. Washington IA	319-212-0048	Michelle Amigon
Clayton Colby 733 E Jefferson St Washington IA	319-461-1896	Clayton Colby
Bill BAKER 828 E. Madison St	319 461 7374	Bill Baker

(For additional adjacent property owners, please attach additional sheets)

In the yellow highlighted area
on included map

7' x 4' x 32" deep Coop

will be placed on ~~concrete driveway~~
grass & in shade



32 inches
deep

Parcel ID	1117458014	Class	R	Owner Address	BOTHELL, DANIEL R. Ⓢ
Sec/Twp/Rng	n/a	Acreage	n/a	822 E MADISON ST	
Property Address	822 E MADISON ST			WASHINGTON IA 52353	
	WASHINGTON				
District	WACWS				
Brief					
Tax Description	07 E WASH E 82 FT S1/2 OL				

(Note: Not to be used on legal documents)

Clayton Colby
733 E Jefferson St



814 E Madison
* Michelle Amigon

822 E Madison

828 E Madison St
* Bill Baker



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

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

Invoice number 44438
 Date 05/30/2019

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

Professional Services for the Period of 4/28/2019 to 5/29/2019

Lump Sum Phases

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

Standard Hourly Rate Phases

Construction Administration
 Professional Fees

	Billed Amount
Professional Fees	1,095.00
Construction Administration subtotal	1,095.00

Invoice total **\$1,095.00**

Approved by:

Steven J. Trayer

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



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

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

Invoice number 44523
 Date 05/30/2019

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

Professional Services for the Period of 4/28/2019 to 5/29/2019

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Data Collection	1,000.00	9.00	0.00	90.00	90.00
N. 4th Avenue Improvements Scoping Study	8,200.00	0.00	0.00	0.00	0.00
N. 2nd Avenue Stormwater Pump Station Evaluation	8,300.00	0.00	0.00	0.00	0.00
Total	17,500.00	0.51	0.00	90.00	90.00

Invoice total **\$90.00**

Approved by:

Steven P. Soupir

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



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

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

Invoice number 44516
 Date 05/30/2019

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

Professional Services for the Period of 4/28/2019 to 5/29/2019

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	57,100.00	100.00	57,100.00	57,100.00	0.00
Final Design	29,500.00	100.00	29,500.00	29,500.00	0.00
Bidding	8,500.00	100.00	8,500.00	8,500.00	0.00
Construction Administration	29,800.00	50.00	8,940.00	14,900.00	5,960.00
Post Construction Record Drawings	5,700.00	0.00	0.00	0.00	0.00
Total	130,600.00	84.23	104,040.00	110,000.00	5,960.00

Standard Hourly Rate Phases

Construction Observation

Professional Fees

Construction Observation Subtotal

Billed Amount

182.00

182.00

Invoice total \$6,142.00

Approved by: _____

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



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

INVOICE

City of Washington
P. O. Box 516
215 East Washington
Washington, IA 52353

June 24, 2019

Invoice No: 38167

Project 9019137 Washington - Site Plan Review - Stogdill Storage.
Client ID# 20040

Professional Services for the Period: May 17, 2019 to June 20, 2019

Professional Services

	Hours	Rate	Amount	
Principal Engineer	2.50	145.00	362.50	
Totals	2.50		362.50	
Total Professional Services				362.50
			Total Project Invoice Amount	\$362.50

GARDEN & ASSOCIATES, LTD.

JACK POPE, PE

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

June 27, 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 June, 2019

TOTAL HOURS 6.75 hours (reg)

TOTAL MILES 264 miles

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

Mileage Rate \$0.56 per mile

TOTAL INVOICE FOR JUNE, 2019 \$755.34

2019 WATER QUALITY REPORT FOR WASHINGTON WATER DEPARTMENT

This report contains important information regarding the water quality in our water system. The source of our water is groundwater. Our groundwater is drawn from the Cambrian Jordan Sandstone aquifer.

Our water quality testing shows the following results:

CONTAMINANT	MCL – (MCLG)	Compliance		DATE	VIOLATION	SOURCE
		Type	Value & (Range)			
Combined Radium (pCi/L)	5 (0)	SGL	1.7	11/19/2018	No	Erosion of natural deposits
Lead (ppb)	AL = 15 (0)	90 th	1.00 (ND – 1)	2017	No	Corrosion of household plumbing systems; erosion of natural deposits
Copper (ppm)	AL = 1.3 (1.3)	90 th	0.41 (0.03 – 0.52)	2017	No	Corrosion of household plumbing systems; erosion of natural deposits
Sodium (ppm)	N/A (N/A)	SGL	52	11/19/2018	No	Erosion of natural deposits; Added to water during treatment process
Chlorine (ppm)	MRDL = 4.0 (MRDLG = 4.0)	RAA	1.66 (.92 - 1.73)	12/31/2018	No	Water additives used to control microbes
Nitrate (ppm)	10 (10)	SGL	<0.50	1/16/2018	No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
TTHM (ppb) Total Trihalomethanes	80 (N/A)	LRAA	11.00 (11 –11)	9/30/2018	No	By-products of drinking water disinfection
HAA5 (ppb) Haloacetic Acids	60 (N/A)	LRAA	< 6	7/20/2017	No	By-products of drinking water disinfection
Gross Alpha, inc (pCi/L)	15 (0)	SGL	8	8/18/2016	No	Erosion of natural deposits
Asbestos(MFL)	7	RT	<1.9	6/14/2018	No	Corrosion of system piping; erosion of natural deposits
Ammonia nitrogen as N	N/A -	RT	<0.050	9/26/18	No	Erosion of natural deposits

Note: Contaminants with dates indicate results from the most recent testing done in accordance with regulations.

DEFINITIONS

- Maximum Contaminant Level (MCL) – The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- Maximum Contaminant Level Goal (MCLG) -- The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- ppb -- parts per billion.
- ppm -- parts per million.
- pCi/L – picocuries per liter
- N/A – Not applicable
- ND -- Not detected
- RAA – Running Annual Average
- SGL – Single Sample Result
- RTCR – Revised Total Coliform Rule
- NTU – Nephelometric Turbidity Units
- Action Level (AL) – The concentration of a contaminant, which, if exceeded, triggers treatment or other requirements, which a water system must follow.
- Maximum Residual Disinfectant Level Goal (MRDLG)-The level of a drinking water disinfectant below which there is no known or expected risk of health.

- Maximum Residual Disinfectant Level (MRDL)-The highest level of a disinfectant allowed in drinking water.
- MFL-Millions of fibers per liter.
- RT-Routine

GENERAL INFORMATION

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water posed a health risk. More information about contaminants or potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline (800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primary from materials and components associated with service lines and home plumbing. The Washington Water Department is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

SOURCE WATER ASSESSMENT INFORMATION

The City of Washington water supply obtains its water from the Cambrian Jordan Sandstone aquifer. The Cambrian Jordan Sandstone aquifer was determined to be not susceptible to contamination because the characteristics of the aquifer and overlying materials prevent easy access of contaminants to the aquifer. The Cambrian Jordan Sandstone wells will have low susceptibility to surface contaminants such as leaking underground storage tanks, contaminant spills, and excess fertilizer application. A detailed evaluation of your source water was completed by the IDNR, and is available from the City of Washington Water Department at (319) 653-1531.

OTHER INFORMATION

The City of Washington uses a Reverse Osmosis (RO) Treatment process to treat the drinking water. Reverse Osmosis is a water filtering process in which a source water is forced to pass through a semi-permeable membrane that blocks most dissolved or suspended solids.

Our water utility is making every effort to protect the water system from potential security threats. You, as customers, can also help. If you see any suspicious activity near the water tower, treatment plant, wells or fire hydrants, please contact the local police/sheriff department or us at (319) 653-1531. We appreciate your assistance in protecting the water system.

CONTACT INFORMATION

For questions regarding this information, please contact Kyle Wellington or Will Brock at (319) 653-1531 during the following hours:
7 am - 3:30 pm, M-F

Decisions regarding the water system are made at the City Council meetings held on the first and third Tuesdays at 6 p.m. at the Public Library, 115 West Washington Street, and are open to the public. This report will not be mailed to each individual user.

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



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

*Park Board Members:
Donald Pfeiffer
Gabriela Canchola
Genie Davis
Trent Stout
Shawn Loy*

*Parks Superintendent:
Nick Pacha*

May & June 2019 City Council Update – Parks Department

- Mowing, trimming, spraying of all park properties in between the wet weather.
- Outdoor pool is up and running. Opening day was May 28. The weather has been a bit of a challenge with rain and cooler weather attendance has been a little slow. The warm sunny days the pool has been at capacity. We have had several maintenance items which have been repaired. We had to change a valve on one of our sand filters. The handle snapped off due to rust and old age. We were able to locate a valve quickly and get it installed to keep the pool up and running. An early storm put two large tears in the large shade umbrella in the shallow end of the pool. I tried taking to a repair shop I have used before but the tears were too large and the material is too old and brittle to be repaired. We ordered a new mesh umbrella (which is a cheaper and a longer lasting material than the canvas) and have the umbrella installed. The pool heater was down for a day. An exhaust fan crumbled due to old age and rust. The heater is currently working again on a temporary fix and fan is on order.
- Daily & Weekly cleaning and vacuuming of pool and fountain.
- Daily watering and weekly fertilizing of flowers in Central park and flowers in other park properties.
- Planted (Don Pfeiffer volunteered his time and was a great help) 25 evergreen trees in sunset park, north park, east water tower park and watering of trees.
- Concrete installed at Madison park corner and pool valve area.
- M/C department expanded gravel parking lot at 18th St. soccer fields.
- Downtown decorative street light repairs
- Redlinger ball field light and tennis court light repairs.
- Installed 2” conduit in Central park to improve fountain controls.

- Installed new slide at New Dawn play area(wood play set) which was damaged and repaired several times in the past so a new slide had to be ordered as the old one was beyond repair.
- Mulched central park, Madison park and parts of sunset park.
- Mulched new dawn (wood playset) Redlinger play area with the help of Orange & Black giveback day.
- Trimmed bushes around parks.
- New fountain filter motor/pump was installed
- Painted 2 Sunset park entrance signs and Dog park sign
- Attended weekly Department head meetings.
- Organized and attended several Wellness Park planning meetings
- Park board meetings
- Pickle ball meetings
- Attended Emerald Ash borer meetings
- Working on Pool improvements bids and estimates.
- Interviews for park technician.
- Last Park Board meeting for retiring Don Pfeiffer after 25+years.

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

**WWTP report
July 2, 2019
Council meeting**

- **After hour alarm and dog call outs –**
15th WWTP and Lexington lift station, high water alarms, 8:00 p.m. Jason
24th dog call, Safety Center reported a dog to be picked up at 717 South 2nd, 5:39 p.m. Parker
25th WWTP, digester #1 fail to run alarm, 12:05 a.m. Parker
26th dog call, Safety center reported dog to be picked up at Stewart school ball fields, 6:45 p.m. Parker
- **Dept Head meetings** –I attended the meeting on June 18.
- **Parker** – He has completed the thirty (30) hour basic water treatment class through Kirkwood Community College. He passed the grade I Water Treatment exam on June 19, 2019. Great job, Parker! He will start cross training at WTP in the near future.
- **Underpass on North 2nd** – The underpass flooded on June 15, 2019 after the heavy down pour around 7:00 p.m. Jason checked the lift station both pumps were pumping, but couldn't keep up due to how fast and much rain came down. The pumps eventually caught up and the North 2nd avenue was opened back up to traffic.
- **Petroleum substance** – We received the test results on June 17, 2019 from the petroleum substance sample that was collected on May 30, 2019. The test results showed it was diesel fuel. We followed up with the local DNR field office; Jason provided an email report to them regarding this matter. We weren't able to determine where the diesel fuel came from.
- **USEPA Discharge Monitoring Report Quality Assurance (DMR-QA) Study # 39 audit samples** – Jason performed the pH test on the audit sample and I submitted the results for grading. The study closes on July 19, 2019. We should find out shortly after that if our result is acceptable. Test America, Inc and the University of Iowa Hygienic Laboratory will also be providing the WWTP with results for this study on all the state certified tests. I will have to compile the results from all three labs into a final data packet to be submitted to the USEPA no later than September 13, 2019.
- **Dog pound inspected** – An inspector from the Iowa Dept of AG performed an inspection of the dog pound on June 21, 2019. Nothing major was noted during the inspection. A few minor issues were found. They were fixed the same day.
- **Signs on HWY 1** – The IDOT installed the new Southwest Business Park signs on June 24, 2019.
- **DeBoef Grinding** – Laverne was at the yard waste center to grind the piles on June 27 & 28th.

Fred E Doggett

6/28/2019 10:32 AM

Elm Grove & Woodlawn Cemeteries

Council Report for June 2019

By Nicholas Duvall

This month we mowed Elm Grove and Woodlawn both four times. We trimmed both cemeteries once. We picked up about 45 trash bags (55 gallon size) of decorations during cemetery cleanup after Memorial Day. I sprayed for weeds around the buildings and trees, and along the cracks in the roads. I marked out 8 foundations for new monuments. I also did some tree inspections for the EAB committee. We dug holes for the tree committee at the High School, Elm Grove, and Woodlawn for tree plantings. We also mulched these new trees and have been watering them weekly.

We have had 12 funerals at Elm Grove this month, 40 for the year so far. In July, we plan to continue with funeral services, mulching trees, continue mowing and trimming, and trim trees. I will also be gone on vacation for a week during July. We will also be working on cemetery records updating as time allows. Thank you.

Water Treatment Plant: June 2019 Council Report

Here is a summary of major updates and activities from the Water Department June, 2019.

South Water Tower- We had our first completion walk through and created a small punch list. The walk through consisted of the water department, Fox engineering, and the contractor (Suez). Will climbed to the top of the tower. The major item that needs completed is the radio comms. Other punch list items that need addressed are minor grading, yard clean up, seeding, the fence gate needs adjusted, and the valve box inside the tank needs replaced from PVC to cast iron. We are pleased with the project overall.

Radio issues- 90% of the alarms that we receive at the water plant are radio related. This month alone we have had over 30 alarms. Not all of these alarms require us to come in to the plant. We are able to acknowledge most from our phone and address it the next morning. It's frustrating to say the least to get these calls in the middle of the night. Radio signal is how our whole operations communicate. Jetco has to come to town for the radio at the south tower soon. I am having them go over all our radios at each well house, both towers and the plant. When any one of our radios lose signal, it affects our whole operation. The radios work in 1 big loop and if comms become hung up at a well or tower then the rest of the plant does not want to communicate. This is the most pressing concern for our department and we plan to get it addressed as soon as possible.

North Tower/GSR- I have been requesting bids for tank inspections for the North water tower and the ground storage tank. I would like to have both tanks inspected this fall(2019) or spring(2020). In the future we would have all 3 tanks inspected at the same time, being the south tower is just getting completed it does not need inspected at this time. We will have the tanks inspected every 3 to 4 years.

Traffic Lights-We have the parts to replace the traffic light assembly south bound at Madison and Iowa. This will be fixed the first week in July. We inspected all the push buttons, lights, and controls to all the intersections in town. We found a few minor issues that will be addressed.

Water Treatment Plant Improvements- The project is complete and we are very pleased with the final product. We had an open house June 13th that had about 35 people in attendance. If anyone on council would like to observe the plant, you are more than welcome.

Water Plant Operations- I submitted the May MOR. Completed, submitted, and published the Annual Water Quality Report. It will be published in July 1st newspaper. It is also available on the city web site, Iowa Rural Water Association web site, and copies are available at city hall and the water plant. We collected routine bacteria samples; results were absent. We have continued to flush well 7 and it is ready to put back in service. We changed bag filters. We will continue to work on the water meter list. We had our monthly bulk chemicals refilled. Basically, normal operations at the water plant.

Operators- I will give Will an evaluation in July. We've been waiting to do his until he's worked for the City for 6 months. Will has started moving to town. Should be completely moved to town in the next couple weeks. Will continues to do a good job. Will plans to start training at the wastewater plant in the near future. Jason Whisler continues to train at the water plant 1 day a week. Parker Turner passed his Grade I Water Treatment exam Parker plans to train at the water plant in the near future. Will plans to get his Grade I in distribution soon. I plan to get my Grade IV in distribution soon.

Water Treatment Superintendent: Kyle Wellington

APPLICATION FOR PAYMENT NO. 1

To: City of Washington (JURISDICTION)
 From: DeLong Construction, Inc. (CONTRACTOR)
 Contract: East Washington Street
 Project: Sidewalk Extension
 JURISDICTION's Contract No.: _____ ENGINEER's Project No.: 5018070
 For Work Accomplished Through the Date of: June 24, 2019


1. Original Contract Price:	\$ 125,300.00
2. Net Change by Change Orders and Written Amendments (+ or -):	\$ -
3. Current Contract Price (1 plus 2):	\$ 125,300.00
4. Total Completed and Stored to Date:	\$ 58,696.75
5. Retainage (Per Agreement):	
5% of Completed Work:	\$ 2,934.84
5% of Stored Material:	
Total Retainage:	\$ 2,934.84
6. Total Completed and Stored to Date Less Retainage (4 minus 5):	\$ 55,761.91
7. Less Previous Application for Payments:	\$ -
8. DUE THIS APPLICATION (6 MINUS 7)	\$ 55,761.91

Accompanying Documentation:

CONTRACTOR'S Certification:

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

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

Dated: 6-26-19
 By: DeLong Construction, Inc. (CONTRACTOR)


Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 6-26-2019
 By: Garden & Associates, LTD (ENGINEER)


Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: _____
 By: City of Washington (JURISDICTION)

APPLICATION FOR PAYMENT NO. 2

To: City of Washington (JURISDICTION)
 From: DeLong Construction, Inc. (CONTRACTOR)
 Contract: South 15th Pavement Reconstruction & Subdivision
 Project: Paving, Water Main, Sanitary Sewer & Storm Sewer
 JURISDICTION's Contract No.: _____ ENGINEER's Project No.: 5016276
 For Work Accomplished Through the Date of: June 26, 2019

1. Original Contract Price:	\$ 719,238.36
2. Net Change by Change Orders and Written Amendments (+ or -):	\$ 30,310.00
3. Current Contract Price (1 plus 2):	\$ 749,548.36
4. Total Completed and Stored to Date:	\$ 218,657.93
5. Retainage (Per Agreement):	
5% of Completed Work:	\$ 5,706.90
5% of Stored Material:	\$ 5,226.00
Total Retainage:	\$ 10,932.90
6. Total Completed and Stored to Date Less Retainage (4 minus 5):	\$ 207,725.03
7. Less Previous Application for Payments:	\$ 107,164.68
8. DUE THIS APPLICATION (6 MINUS 7)	\$ 100,560.35

Accompanying Documentation:

CONTRACTOR'S Certification:

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

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

Dated: 6-26-19
 By: James DeLong (CONTRACTOR)
 DeLong Construction, Inc.


Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 6-26-2019
 By: John Pope (ENGINEER)
 Garden & Associates, LTD

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: _____
 By: _____ (JURISDICTION)
 City of Washington

Contractor's Application for Payment No. 7

To (Owner): City of Washington	Application Period: From (Contractor): Delong Construction Inc.	Application Date: 6/27/2019
Project: Wellness Park Grading and Utilities	Contract:	Via (Engineer): MSA Professional Services, Inc. 
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 10322002

**Application For Payment
Change Order Summary**

Approved Change Orders	Number	Additions	Deductions
1		\$27,715.00	\$2,895.10
2		0	0
3		23600	0
TOTALS		\$ 51,315.00	\$ 2,895.10
NET CHANGE BY CHANGE ORDERS			\$ 48,419.90

1. ORIGINAL CONTRACT PRICE.....	\$ 850,292.00
2. Net change by Change Orders.....	\$ 48,419.90
3. Current Contract Price (Line 1 + 2).....	\$ 898,711.90
4. TOTAL COMPLETED AND STORED TO DATE (Column F or I total on Progress Estimates).....	\$ 815,881.52
5. RETAINAGE:	
a. 5% X \$815,881.52 Work Completed.....	\$ 40,794.08
b. 5% X \$0.00 Stored Material.....	\$ 0.00
c. Total Retainage (Line 5.a + Line 5.b).....	\$ 40,794.08
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 775,087.44
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 719,843.51
8. AMOUNT DUE THIS APPLICATION.....	\$ 55,243.93
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$ 123,624.46

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

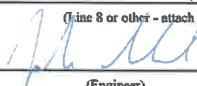
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

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

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

Contractor Signature
By: _____ Date: _____

Payment of: \$ 55,243.93
(Line 8 or other - attach explanation of the other amount)

is recommended by:  6-27-19
(Engineer) (Date)

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

is approved by: _____
(Owner) (Date)

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

**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
JULY 2, 2019**

POLICE	ALLIANT ENERGY	ALLIANT ENERGY	275.49	
	ALTENHOFEN, BEN	MILEAGE & MEAL REIMB DT SC	388.34	
	ARNOLD MOTOR SUPPLY	PARTS	568.48	
	CAPPER AUTO	K-9 VEHICLE- TAHOE ESTIMAT	95.00	
	CAR DOCTOR	CAR SERVICE	200.00	
	CINTAS CORP LOC. 342	RUG SERVICE	38.07	
	DELZELL BROS. INC.	REPAIR OF DODGE DURANGO	729.26	
	GALLS LLC	UNIFORMS/BELT/VEST/CUFFS	1,980.83	
	IGRAPHIX, INC	SHIPPING	10.76	
	PRO-VISION	HD BODY CAMERA	349.00	
	QUILL	FILES/FOLDERS/TAPE	120.97	
	SUNSET LAW ENFORCEMENT	AMMUNITION	686.00	
	UI COMMUNITY MEDICAL SERVICES	TESTING	140.00	
	UPS	SHIPPING CHARGES	30.74	
	VISA	TRAINING, MEMBERSHIP, SUPP	1,195.34	
	WAL-MART	SUPPLIES	40.94	
		TOTAL	6,849.22	
	FIRE	ALLIANT ENERGY	ALLIANT ENERGY	550.98
		WINDSTREAM IOWA COMMUNICATIONS	MAY SERVICE	16.20
			TOTAL	567.18
DEVELOPMENT SERVICES	ARNOLD MOTOR SUPPLY	PARTS	3.63	
	CAPPER CHRYSLER DODGE JEEP RAM	PARTS	57.00	
	DLT SOLUTIONS	SUB- ENG & CONST SOFTWARE	2,846.90	
	HUISENGA, WILLIAM	GRASS ABATEMENTS	300.00	
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	85.00	
	MIKE RODER	GRASS ABATEMENT	375.00	
	WAL-MART	KEYBOARD, TONER, SUPPLIES	81.82	
		TOTAL	3,749.35	
	LIBRARY	AMAZON	PROGRAMMING/MATERIALS/SUPPLIES	278.44
CINTAS CORP LOC. 342		MATT SERVICE	64.98	
COMPANION CORPORATION		ALEXANDRIA SUBSCRIPTION	1,195.00	
EBERT SUPPLY CO.		JANITORIAL SUPPLIES	83.65	
FAREWAY STORES		PROGRAMMING	42.81	
FISHER, JASON		JULY JANITORIAL	1,125.00	
GAZETTE COMMUNICATIONS INC		SUBSCRIPTION	419.01	
STAPLES BUSINESS ADVANTAGE		OFFICE SUPPLIES	252.19	
VISA		MATERIAL, POSTAGE, PROGRAM	459.00	
WAPSIPINICON ALMANAC		LIBRARY MATERIALS	9.00	
		TOTAL	3,929.08	
PARKS		ACE ELECTRIC. INC	BALLFIELD LIGHTS	591.65
		ALLIANT ENERGY	ALLIANT ENERGY	927.85
	ARNOLD MOTOR SUPPLY	PARTS	126.76	
	CENTRAL IOWA DISTRIBUTING	R.R. SUPPLIES	288.80	
	IGRAPHIX, INC	SUPPLIES	75.00	
	IOWA PRISON INDUSTRIES	NORTH PARK GRANT SIGN	21.85	
	KLEOPFER LAWN CARE LLC	SPRAYING	425.00	
	MOORE'S BP AMOCO INC	PARK FUEL	31.15	
	O'REILLY AUTOMOTIVE INC	TRUCK REPAIR	25.56	
	WASHINGTON RENTAL	SHARPENING	40.22	
		TOTAL	2,553.84	
	POOL	ACCO	NEW POOL UMBRELLA & LADDER	1,901.75
		ACE ELECTRIC. INC	POOL LIGHTS	200.00
CARSON PLUMBING & HEATING SRVS INC		POOL REPAIR	20.37	
MIDWEST TREE SERVICE INC		POOL LIGHT REPAIR	200.00	
		TOTAL	2,322.12	

CEMETERY	ALLIANT ENERGY	ALLIANT ENERGY	137.27	
	ATCO INTERNATIONAL	UTILITY CART-SHOP	390.16	
	CERTIFIED LABORATORIES	GLUE FOR COLUMBARIUM PANEL	277.65	
	US METALCRAFT	BRONZE VASES	351.50	
	VISA	DRILL SET, CARBURETOR ASSE	514.47	
		TOTAL	1,671.05	
FINANCIAL ADMIN	ALLIANT ENERGY	ALLIANT ENERGY	550.98	
	CINTAS CORP LOC. 342	RUG SERVICE	179.63	
	DE LAGE LANDEN FINANCIAL SERVICES INC	COPIER LEASE AGREEMENT	154.98	
	IGRAPHIX, INC	STAMP	28.25	
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	225.00	
	IOWA COUNTY RECORDERS ASSOCIATION, INC	FILING FEE	100.00	
	J & S ELECTRONIC BUSINESS SYSTEMS, INC	COPIES/PRINTER	1,390.48	
	PACE PAYMENT SYSTEMS	PACE PAYMENT ADMIN FEE	20.00	
	QUILL	OFFICE SUPPLIES	56.97	
	VISA	MAYOR SURFACE/CONFERENCE/DUES	1,565.99	
		TOTAL	4,272.28	
	AIRPORT	L.J. ROTH RECONSTRUCTION INC.	REPAIR	178.50
		CLOUDBURST 9	INTERNET	69.95
TITAN AVIATION FUELS		FUEL	22,655.92	
WINDSTREAM IOWA COMMUNICATIONS		MAY SERVICE	180.21	
		TOTAL	23,084.58	
ROAD USE		AGRILAND FS, INC	LP GAS BOTTLES	75.00
	ALTORFER	EQUIPMENT RENTAL	912.00	
	ARNOLD MOTOR SUPPLY	PARTS	822.79	
	ELLIOTT EQUIPMENT CO	PARTS	260.92	
	GREINER DISCOUNT TIRES	TIRE REPAIR	270.40	
	HENDERSON PRODUCTS, INC.	PARTS	535.00	
	HIWAY SERVICE CENTER	PARTS	18.99	
	KIMBALL MIDWEST	SUPPLIES/PARTS	702.12	
	L L PELLING CO	CHIP & SEAL	5,600.70	
	MIDWEST WHEEL	SHOP STOCK DUMPTRUCKS	159.64	
	MOORE'S BP AMOCO INC	ROAD FUEL	105.01	
	NORRIS ASPHALT & PAVING	ASPHALT	1,343.85	
	RIVER PRODUCTS	ROADSTONE	1,080.54	
	ROTH RN, HOLLY	TESTING	176.00	
	THOMPSON TRUCK AND TRAILER INC.	MODULE MIRROR	20.11	
	VOGEL TRAFFIC	TRAFFIC PAINT	1,830.00	
	ZARNOTH BRUSH WORKS	SWEEPER BROOMS	772.00	
		TOTAL	14,685.07	
	STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	240.69
TRAFFIC & TRANSPORATION		TRAFFIC SIGNAL	585.16	
		TOTAL	825.85	
CAPITAL PROJ	ELLIOT REALTY GROUP	CLOSING ON 123 E 2ND ST	4,500.00	
	MARIE ELECTRIC INC.	FOUNTAIN UPGRADE	1,064.55	
	WASHINGTON ELECTRIC INC.	FEED PANELS DISCONNECTED-F	902.25	
		TOTAL	6,466.80	
SIDEWALK REPAIR/REPLACE	JANECEK, KERRY	TRIP HAZARD SIDEWALK REPLA	576.00	
		TOTAL	576.00	
TREE REMOVAL	BROWN'S TREE SERVICE	HAZARDOUS TRIES 7B,8A,8B	14,700.00	
	MIDWEST TREE SERVICE INC	REMOVAL GROUP 8C,8D/STUMP GRIND	12,050.00	
		TOTAL	26,750.00	
TREE COMMITTEE	FORREST KEELING NURSERY	TREES	4,702.90	
	IOWA CITY LANDSCAPING	TREES	6,573.98	
	WMPF GROUP LLC	ADVERTISING	136.62	
		TOTAL	11,413.50	

K-9 PROGRAM	VISA	TRAINING, MEMBERSHIP, SUPP	802.12
		TOTAL	802.12
PARKS GIFT	HY-VEE	FLOWERS	1,645.37
	VISA	UHAUL RENTAL FOR FLOWERS	63.58
		TOTAL	1,708.95
LIBRARY GIFT	GALE/CENGAGE LEARNING	LIBRARY MATERIALS	241.79
		TOTAL	241.79
WATER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	166.10
	BROWN, BRILEY	WATER DEPOSIT REFUND	53.25
	BRUSH, JANEL	WATER DEPOSIT REFUND	38.16
	CARROLL, SUSAN	MILEAGE REIMBURSEMENT	19.72
	ETS CORPORATION	ETS ADMIN FEE	448.86
	GEARHEART, MICHAEL &	WATER DEPOSIT REFUND	91.80
	HARVEY, LYNN ANN	WATER DEPOSIT REFUND	93.19
	IA DEPT OF REVENUE	WATER EXCISE TAX	7,009.00
	JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	11.60
	JETCO	PLC CARD - WELL #5	670.00
	JOHNSON, JACOB	WATER DEPOSIT REFUND	28.70
	MURRAY, EDYTH	WATER DEPOSIT REFUND	89.73
	NECE, GARY	WATER DEPOSIT REFUND	119.19
	POSTMASTER	JUNE BULK MAILING WATER BI	787.36
	STORM, BRITTANY	WATER DEPOSIT REFUND	109.07
	STREFF, ROSE	MILEAGE REIMBURSEMENT	4.81
	WAL-MART	KEYBOARD, TONER, SUPPLIES	191.56
	WATER SOLUTIONS UNLIMITED	CHEMICALS	6,542.70
	WERNER, BENJAMIN	WATER DEPOSIT REFUND	18.80
		ETS ADMIN FEE	479.55
		TOTAL	16,973.15
WATER DISTRIBUTION	ACE-N-MORE	SUPPLIES	246.19
	ALLIANT ENERGY	ALLIANT ENERGY	43.72
	ARNOLD MOTOR SUPPLY	PARTS	191.07
	CHEMSEARCH	SUPPLIES	128.65
	JOHN DEERE FINANCIAL	RAIN SUIT	19.99
	LAWSON PRODUCTS INC	TISSUE WIPERS	2.66
	LINCOLN WINWATER WORKS CO	GATE VALVES	878.00
	PRODUCTIVITY PLUS	PLOW PARTS/TUBE HYDRAUL	408.75
	RIVER PRODUCTS	BALLAST STONE & ROADSTONE	110.83
	SCHIMBERG CO.	SUPPLIES	2,208.00
	THOMPSON TRUCK AND TRAILER INC.	CLAMPS	49.60
	WINDSTREAM IOWA COMMUNICATIONS	MAY SERVICE	110.11
		TOTAL	4,397.57
SEWER PLANT	IA DEPT OF REVENUE	SALES TAX	2,138.00
	ROTH RN, HOLLY	TESTING	50.00
	TESTAMERICA LABORATORIES INC	TESTING FEES	1,360.80
	THE HOME DEPOT	FILTERS	130.83
	USA BLUEBOOK	D.O. METER PROBE/PUMP PARTS	789.52
	VISA	DNR FEES, LICENSES & SUPPL	542.75
	WINDSTREAM IOWA COMMUNICATIONS	MAY SERVICE	274.92
		TOTAL	5,286.82
SEWER COLLECTION	ACE-N-MORE	BUG SOOTHER	53.94
	ARNOLD MOTOR SUPPLY	PARTS	315.13
	CHEMSEARCH	SUPPLIES	888.75
	FRYTOWN TRAILERS	FLATBED FOR FORD F350	3,725.00
	GREINER DISCOUNT TIRES	YARD WASTE TRAILER TIRE RE	87.90
	IOWA ONE CALL	SERVICE	200.30
	MID AMERICAN RESOURCES	CLEANER AND DEGREASER	352.84
	MIDWEST WHEEL	LIGHTS FOR FORD #302	246.66
	RIVER PRODUCTS	ROADSTONE	344.72

WAL-MART
WINDSTREAM IOWA COMMUNICATIONS

KEYBOARD, TONER, SUPPLIES 165.98
MAY SERVICE 110.11
TOTAL 6,491.33

SANITATION

FRIDAY, SHARON
JOHNSON COUNTY REFUSE INC
LUKE WASTE MANAGEMENT
OVERSTREET, AKERA
RANCK, LANE
WASH CO HUMANE SOCIETY
WEMIGA WASTE INC.

GARBAGE STICKER REFUND 32.00
TRASH STICKERS 2,750.00
TRASH AND RECYCLING/BULKY 29,002.50
GARBAGE STICKER REFUND 45.00
GARBAGE STICKER REFUND 45.00
JUNE COLLECTIONS 381.83
CITY SQUARE CLEANUP WEEKEN 425.00
TOTAL 32,681.33

SELF INSURANCE

EMPLOYEE BENEFIT SYSTEMS

EBS ADMIN FEE 345.00
TOTAL 345.00

TOTAL 181,393.98

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

LIBRARY/LIBRARY GIFT

HOLIDAY INN EXPRESS
USPS
WALMART
ENDICIA

65.00
200.00
184.05
9.95

LODGING FOR B WALKER-ILA CONFERENCE
POSTAGE
PROGRAMMING & LIBRARY MATERIALS
POSTAGE FEE

FIN ADMIN

CITY OF NEWTON
IOWA LEAGUE OF CITIES
CONCORD HR CONSULTING
MICROSOFT STORE

82.00
150.00
175.00
1,158.99

HISTORIC PRESERVATION MEETING-SANDRA JOHNSON
B HINSON IACMA MEMBERSHIP
B HINSON EVALUATION
MAYOR ROSIEN NEW SURFACE

POLICE/K9 FUND

OMG NATIONAL
PAYPAL*NTOA
THE HOME SECURITY SUPERSTORE
TOXOPTIX
817 HOTEL BY ASCEND
IOWA POLICE CHIEFS ASSOC
JIMMY JOHNS
CASEYS
WALMART
SONIC
SUBWAY
BUFFALO WILD WINGS
QDOBA
LO SOLE MIO RISTORANTE
HARDEES
BARNES AND NOBLE

184.77
150.00
168.00
96.85
302.48
50.00
13.14
93.93
18.16
3.38
5.47
30.11
15.57
46.31
11.55
5.62
1,195.34

K9

BURGER KING
PILOT
SAVE A LOT
MCDONALDS
SUBWAY
MARATHON PETRO
BP
RED ROCKET BAR AND GRILL
SPEEDWAY
TEXAS ROADHOUSE
PHILLIPS 66-FAST BREAK
CASEYS
HARVEY HINKLEMEYERS
HARDEES
CASEYS
GOOD TO GO

12.26
61.53
19.01
18.08
21.99
100.00
175.96
29.93
53.00
23.52
15.00
134.17
33.80
21.57
39.00
43.30
802.12

3 MEALS FOR S. ADAM @K9 SCHOOL - INDIANA
FUEL AND MEAL -S. ADAM @ K9 SCHOOL- INDIANA
5 MEALS - S. ADAM @K9 SCHOOL - INDIANA
2 MEALS - S. ADAM @K9 SCHOOL - INDIANA
4 MEALS - S. ADAM @K9 SCHOOL - INDIANA
FUEL FOR S. ADAM @K9 SCHOOL - INDIANA
FUEL FOR S. ADAM @K9 SCHOOL - INDIANA
3 MEALS FOR S. ADAM @K9 SCHOOL - INDIANA
FUEL FOR S. ADAM @K9 SCHOOL - INDIANA
2 MEALS FOR S. ADAM @K9 SCHOOL - INDIANA
FUEL FOR S. ADAM @K9 SCHOOL - INDIANA
FUEL FOR S. ADAM @K9 SCHOOL - INDIANA
MEALS FOR K9 SELECTION - INDIANA
MEALS FOR K9 SELECTION - INDIANA
FUEL FOR K9 SELECTION - INDIANA
FUEL AND MEALS FOR K9 SELECTION - INDIANA

SEWER PLANT

IA DNR FEES
WALMART
CITY DIRECTORY

240.00
148.75
154.00

CEMETERY

PARTISTREE.COM
MAC TOOLS

TRIMMER PARTS
SHOP TOOLS

268.18
246.29

PARKS/ PARK GIFT/POOL

ARCHER TV & APPLIANCE

63.58

WATER PLANT

63.58

-
5,143.25

Grand Total

JOB #	June 2019 ADDRESS	Complainant	Nuisance/Complaint/Concern	Complaint Date	Warning Date	Method of Warning	Clean up deadline	Pics	Action/Results	City Official	Status
1	414 E. 2nd St	city	tall grass/weeds		31-May	hanger			Bill to abate 6-4	JIP	Abated
2	432 E. Monroe St.	citizen	trash/junk storage	30-May	4-Jun	letter	12-Jun	*	Sawyer to abate 6-6	JIP	Closed
3	403 E. 2nd St.	city	junk at curb for several weeks		31-May	hanger			Sawyer to abate 6-6	JIP	Abated
4	914 E. 3rd St.	city	trash/furniture at curb and yard		31-May	hanger			Sawyer to abate 6-6	JIP	Abated
5	925 E. 3rd St.	city	trash at curb		31-May	hanger			house vacant/broker has contractor lined up to address property	JIP	Closed
6	1402 N. Iowa Ave	city	tall grass/weeds		31-May	hanger				JIP	Closed
7	1114 N. Iowa Ave	city	tall grass/weeds		31-May	hanger				JIP	Closed
8	221 N. Ave D	city	tall grass/weeds		31-May	hanger				JIP	Closed
9	1003 W. Madison St	city	tall grass/weeds		31-May	hanger				JIP	Closed
10	821 W. Madison St	city	tall grass/weeds		31-May	hanger				JIP	Closed
11	515 S. Marion Ave	city	tall grass/weeds		31-May	hanger				JIP	Closed
12	119 W. Harrison St	city	tall grass/weeds		31-May	phone call			rental/landlord will mow	JIP	Closed
13	504 S. 3rd Ave	city	tall grass/weeds		31-May	hanger				JIP	Closed
14	727 E. 2nd St	city	tall grass/weeds		31-May	hanger				JIP	Closed
15	1017 N. 8th Ave	citizen	tall grass/weeds	3-Jun					grass was already cut before notice was issued	JIP	Closed
16	602 E. 2nd St	city	trash storage		4-Jun	hanger	48 hr	*	Bill to abate 6-4	JIP	Abated
17	312 E. 3rd St	city	tall grass/weeds		4-Jun	phone call	48 hr	*	Was mowed before abatement was needed	JIP	Closed
18	825 S. Ave B	city	tall grass/weeds		4-Jun	phone call			called listed broker-has bids out on work to be done	JIP	Closed
19	433 E. Washington St	city	tall grass/property maintenance issues		4-Jun	hanger			contacted owner/will have done by 6-7	JIP	Closed
20	310 E. Harrison St.	city	trash at curb		4-Jun	hanger	48 hr	*	contacted landlord-occupant moved out/will remove camper	JIP	Closed
21	503 N. Marion Ave	city	bushes encroaching sidewalk		4-Jun	text			HHW will have done by 6-11	JIP	Closed
22	303 N. Ave B	Council member	camper on grass at alley	4-Jun	6-Jun	letter			camper has been removed	JIP	Closed
23	821 S. Marion Ave	city	tall grass/weeds		7-Jun	hanger	48 hr	*		JIP	Closed
24	432 E. Monroe St.	city	tall grass/weeds		7-Jun	hanger				JIP	Closed
25	1202 E. 2nd St	city	blowing grass into street		7-Jun	hanger			lawn was mowed before notice was issued	JIP	Closed
26	1140 S. Iowa Ave	citizen	tall grass/weeds	7-Jun					did not respond to hanger/ letter sent out 6-20	JIP	Closed
27	501 S. 11th St	citizen	vehicle parked in front yard	10-Jun	11-Jun	hanger	1-Jul	*		JIP	open
28	320 W. Van Buren St	citizen	weeds/volunteer trees growing in fence	10-Jun	11-Jun	letter	24-Jun	*	called for an emergency abatement 6-11/ grass 16" tall	JIP	open
29	732 Perdock Ct	citizen	tall grass/weeds	11-Jun	11-Jun	hanger				JIP	Abated
30	223 E. 3rd St	citizen	trash storage	12-Jun	12-Jun	hanger	48 hr	*		JIP	Closed
31	815 N. 7th Ave	citizen	tall grass/weeds	12-Jun	12-Jun	hanger			grass was already cut before notice was issued	JIP	Closed
32	803 N. 7th Ave	citizen	junk vehicle near alley	12-Jun	12-Jun	hanger			junk vehicle at alleyway	JIP	Closed
33	403 E. 2nd St.	city	blowing grass into street	12-Jun	12-Jun	hanger				JIP	Closed
34	1212 E. 2nd St	city	tall grass/weeds		12-Jun	hanger			owner called in and is working on it	JIP	Closed
35	713 W. Madison St	city	tall grass/weeds		17-Jun	hanger				JIP	Closed
36	640 S. Ave C	city	blowing grass into street		17-Jun	hanger				JIP	Closed
37	221 E. 7th St	city	garage/ chapter 157 issues		18-Jun	letter	18-Jul	*		JIP	open
38	1205 N. Iowa Ave	citizen	junk vehicle storage	17-Jun	18-Jun	letter	1-Jul	*	6/21-owner will cleanup. Steve explained junk vehicle/home occupation to her	JIP	open
39	1040 S. 6th Ave	citizen	tall grass/weeds	17-Jun	17-Jun	hanger	48 hr	*	grass was already cut before notice was issued	JIP	Closed
40	420 E. Washington St	city	tall grass/weeds	17-Jun	17-Jun	hanger	48 hr	*	left message w/ restorator-no response. Bill to abate 6-20	JIP	Abated
41	907 W. Madison St	city	tall grass/weeds		19-Jun	hanger	48 hr	*	Sawyer to abate 6-24	JIP	Closed
42	415 W. Main St	city	trash pile by garage	19-Jun	19-Jun	hanger	48 hr	*		JIP	Abated
43	403 E. 2nd St.	city	blowing grass into street	19-Jun	19-Jun	hanger			resident working on getting a dumpster	JIP	open
44	1409 N. 2nd St	city	bushes blocking intersection	19-Jun	20-Jun	letter	1-Jul	*	Forwarded to police department	JIP	Closed
45	312 S. Ave D	citizen	pool water green and smelling/ trash storage	19-Jun	20-Jun	letter			advised to take parking concerns to council/ forwarded to PD	JIP	Closed
46	110 N. 10th Ave.	citizen	tall grass and weeds	20-Jun	24-Jun	hanger	48 hr	*	Bill to abate 6-25	JIP	Abated
47	1101 S. Iowa Ave.	citizen	street parking issues	21-Jun	24-Jun	email			called reator-will contact owner	JIP	open
48	910 N. 4th Ave	city	tall grass/weeds	22-Jun	24-Jun	hanger				JIP	Closed
49	807 S. 2nd Ave	city	tall grass/weeds	24-Jun	24-Jun	phone call			owner called- has hired contractor to take care of issues	JIP	Closed
50	732 Perdock Ct	city	tall grass and weeds	24-Jun	27-Jun	phone call			owner called- has hired contractor to take care of issues	JIP	Closed
51	723 N. 2nd Ave.	citizen	bushes/trees hanging out into the alley	24-Jun	25-Jun	phone call			called to inform bank of issue	JIP	Closed
52	110 N. 10th Ave.	citizen	tree blew over 2 months ago. Still on ground	25-Jun	25-Jun	phone call			Give them a call before abate. They will try and get someone. Steve call	JIP	Closed
53	926 S. 2nd Ave	citizen	empty house with broken glass in door	25-Jun	25-Jun	phone call	28-Jun	*		SED	open
54	123 E. 2nd St.	citizen/city	tall grass/weeds	25-Jun	25-Jun	letter	10-Jul	*		JIP	open
55	2224 25th St	city	tall grass/ junk vehicles	27-Jun	27-Jun	hanger	48 hr	*		JIP	open
56	709 E. Jefferson St	Council member	tall grass/weeds		27-Jun	hanger			grass was already cut before notice was issued	JIP	open
57	914 N. 4th Ave	citizen	tall grass/weeds	27-Jun	27-Jun	hanger				JIP	Closed
58										JIP	Closed

*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

June 19, 2019

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

From: Brent Hinson 
City Administrator

Re: City Hall/Police Building Construction Project

As planned, we are now ready for the consideration of the plans & specifications resolution for the City Hall/Police building construction project. I have inserted language into the resolution authorizing the waiving of building permit fees, as we did for the Fire Station project and other previous City projects.

RESOLUTION NO. _____

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

WHEREAS, Farnsworth Group, Inc. has prepared plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as “City Hall/Police Building Construction 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.

Section 2. That the Council authorizes waiver of permit fees for the construction of this project.

PASSED AND APPROVED, this 2nd day of July, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk



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



Chief of Police Jim Lester
Lieutenant Lyle Hansen
Lieutenant Ron Sec

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

June 28, 2019

To: Mayor & City Council

Cc: Brent Hinson, City Administrator
Illa Earnest, City Clerk

Ref.: New Dodge Durango Patrol Vehicle Equipment and Install

The two new patrol vehicles as budgeted have arrived and will be ready for delivery in the near future.

As explained at the last council meeting I am recommending approval of a quote from Karl Emergency Vehicles to outfit both vehicles at their estimated cost of \$12,877.31 each (\$25,754.62 total).

Respectfully submitted,



Jim Lester, Chief of Police

RESOLUTION NO. _____

**A RESOLUTION RELEASING FUNDS AS PER A DOWNTOWN INVESTMENT
GRANT AGREEMENT WITH LJP MANAGEMENT, LLC**

WHEREAS, the City Council awarded LJP Management, LLC a forgivable loan of \$29,000 for building improvements at its property at 120 East Madison Street (Former Main Street Donuts/ NuCara Pharmacy building) on March 19, 2019 under the Downtown Investment Grants (DIG) program; and

WHEREAS, the project at 120 East Madison Street has been completed as promised, and the developer has provided acceptable documentation of eligible expenses incurred.

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

Section 1. The City Council hereby authorizes release of \$29,000 to LJP Management, LLC under the DIG program, pending the developer's signing of a Memorandum of Downtown Investment Grant Agreement for recording as a lien against the property under DIG guidelines.

Section 2. The Mayor and Clerk are directed to sign the Memorandum on behalf of the City of Washington, and the Clerk to record the Memorandum when fully executed.

Section 3. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED AND APPROVED this 2nd day of July, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

Capper Auto Center, Inc.

1738 East Washington - WASHINGTON, IA 52353

Phone: 866-659-8425

Purchase Date: 06/29/19
Salesperson: Jeremy Capper

Cash Disclosure

Phone: 866-659-8425

Buyer:

City of Washington
P.O. Box 516
Washington, IA 52353

Co-Buyer:

Purchased Vehicle

<u>Stock #</u>	<u>Vehicle</u>	<u>Color</u>	<u>Miles</u>	<u>VIN</u>
C1321	2019 DODGE DURANGO SS	WHITE	10	1C4RDJFG6KC781307

Purchases & Fees

Selling Price	Selling Price	\$28,650.00
Taxes	Tax 1	\$0.00
	Total Cash Price	\$28,650.00

Monies Received

Trades	Total Trade Allowance	\$0.00
	Total Trade Payoff	\$0.00
	Total Trade Net	\$0.00
Down Payment	Cash Deposit	\$0.00
	Cash Down Payment	\$0.00
	Deferred Cash	\$0.00
	Total Credits	\$0.00
	Total Cash Price	\$28,650.00
	Total Credits (-)	\$0.00
	Balance Due	\$28,650.00

Capper Auto Center, Inc.

1738 East Washington - WASHINGTON, IA 52353

Phone: 866-659-8425

Purchase Date: 06/29/19
Salesperson: Jeremy Capper

Cash Disclosure

Phone: 866-659-8425

Buyer:

City of Washington
P.O. Box 516
Washington, IA 52353

Co-Buyer:

Purchased Vehicle

<u>Stock #</u>	<u>Vehicle</u>	<u>Color</u>	<u>Miles</u>	<u>VIN</u>
C1322	2019 DODGE DURANGO SS	WHITE	10	1C4RDJFG4KC781306

Purchases & Fees

Selling Price	Selling Price	\$28,650.00
Taxes	Tax 1	\$0.00
	Total Cash Price	\$28,650.00

Monies Received

Trades	Total Trade Allowance	\$0.00
	Total Trade Payoff	\$0.00
	Total Trade Net	\$0.00
Down Payment	Cash Deposit	\$0.00
	Cash Down Payment	\$0.00
	Deferred Cash	\$0.00
	Total Credits	\$0.00
	Total Cash Price	\$28,650.00
	Total Credits (-)	\$0.00
	Balance Due	\$28,650.00



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.

July 2, 2019

City of Washington
215 E. Washington St.
Washington, IA 52353

Dear City Councilors,

I am reaching out to you to inform you that Peoples Investments has completed their Downtown Investment Grant project. Enclosed you will find a listing of over \$138,000 of receipts towards the project with an anticipated additional \$15,500 (totaling \$153,939.99) yet to be billed, which exceeds the \$117,000 project that they applied for.

I am requesting that the City of Washington issues payment of **\$29,000** to complete this DIG project awarded in 2019.

Thank you very much. If you have any questions please let me know.

Sincerely,

A handwritten signature in black ink that reads 'Sarah Grunewaldt'.

Executive Director

Affiliated & Accredited by:



*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

June 19, 2019

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

From: Brent Hinson
City Administrator

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

Re: Special Event and Public Property Vendor License Applications

Attached is a resolution and suggested permit forms for implementing the recently adopted ordinance governing special events and public property vendors (such as food trucks).

RESOLUTION NO. _____

**A RESOLUTION APPROVING COMMUNITY SPECIAL EVENT AND
PUBLIC PROPERTY VENDOR APPLICATIONS AND FEES**

WHEREAS, the City Council has seen fit to adopt new Chapters 129 and 130 to the Washington Code of Ordinances, as well as amend Chapter 165 (Zoning), as it relates to the regulation of community special events and public property vendors; and

WHEREAS, the Council wishes to approve the permit forms and fees associated with the implementation of these new ordinance amendments.

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

Section 1. The City Council hereby approves the general format and approach of administrative forms attached as Exhibits A & B. Forms may be edited by staff as necessary in the future, in strict compliance with the adopted City Code Chapters 129, 130, and 165.

Section 2. The City Council hereby sets the daily fee for a public property vendor license not associated with a previously approved community special event at \$10/day. Community special events approved by the City Council do not require payment of a fee unless otherwise required.

Section 3. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 2nd day of July, 2019.

Jaron P. Rosien, Mayor

Illa Earnest, City Clerk



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

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

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

1. APPLICANT INFORMATION

Name/Event: _____

Coordinator: _____

Contact Number: _____

Email Address: _____

2. EVENT INFORMATION

Event Description: _____

Days/Dates of Event: _____

Time(s) of Event: (Include Set Up/Tear Down Time) _____

Event Location: _____

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

3. REQUEST INFORMATION (Check All Applicable Items)

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

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

Description: _____

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

Other Requests

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

_____ Use of City Park (specify park : _____
Electrical Needs: _____

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

_____ Fireworks (specify location :)

_____ Use of gators/UTV/ATV on City streets

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

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

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

_____ Street barricades

_____ Emergency "No Parking" Signs

_____ Traffic cones

_____ Picnic Tables

_____ Yield signs for crosswalks

_____ Garbage/Recycling Barrels

_____ Street Sweeping following (parades)

_____ Other (please specify :)

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

_____ Amplified Sound/Speaker System

_____ Public Address System

_____ Recorded/Live Music

_____ If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: _____

Phone: _____

7. INSURANCE

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

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

8. AGREEMENT

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

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

Applicant/Sponsor Signature

Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.		
_____	City Clerk (Liquor Licenses)	Illa Earnest	319-653-6584 ext 131 iearnest@washingtioniowa.gov
	Comments/Restrictions:		
_____	Police Chief	Greg Goodman	319-591-6026 ggoodman@washingtioniowa.gov
	Comments/Restrictions:		
_____	Fire Chief	Tom Wide	319-863-3332 firedept@washingtioniowa.gov
	Comments/Restrictions:		
_____	Streets	JJ Bell	319-653-1538 jjbell@washingtioniowa.gov
	Comments/Restrictions:		
_____	Parks	Nick Pacha	319-321-4886 npacha@washingtioniowa.gov
	Comments/Restrictions:		
_____	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us		
	Comments/Restrictions:		

CITY COUNCIL APPROVAL

City Clerk Signature

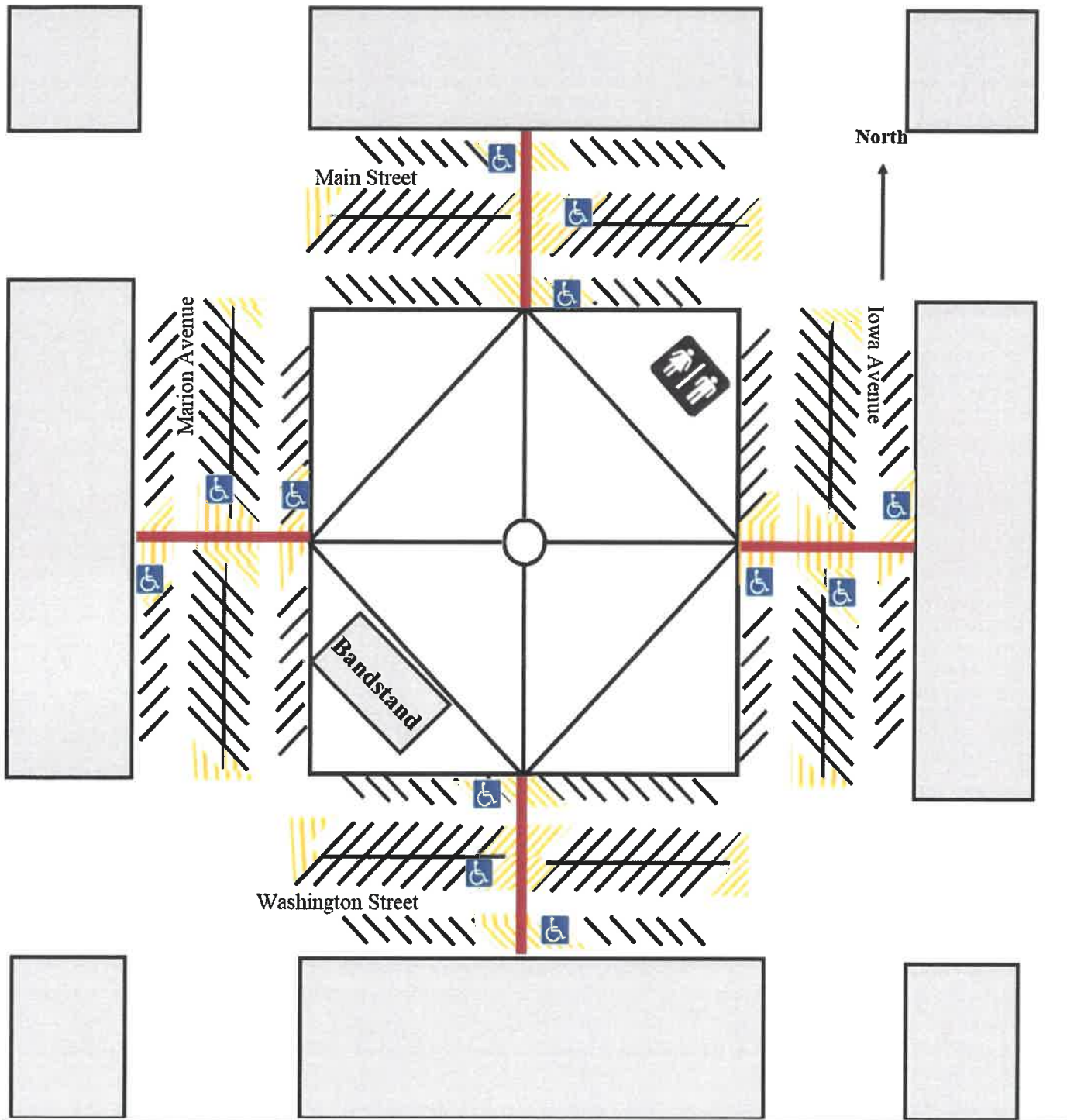
Date of Action

Approved: _____

Denied: _____

CONDITIONS IMPOSED: _____

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





APPLICATION FOR PUBLIC PROPERTY VENDOR LICENSE

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

****Must be submitted to City Clerk prior to the day of the event****

*****License not required if previously authorized in conjunction with
community special event application*****

1. APPLICANT INFORMATION

Name of Business: _____

Tax ID Number: _____

If required, is user licensed with the Washington County Dept of Environmental Health? ___ Yes ___ No

Event Sponsor (if applicable): _____

Name of Contact Person: _____

Contact Number: _____

Email Address: _____

2. USE INFORMATION

Activity Description: _____

Description of Vehicle, Push Cart, Etc. Being Used: _____

Requested Public Property Location: _____

Days/Dates (\$10/day fee): _____

3. INSURANCE

Proof of proper insurance coverage must be submitted prior to City Clerk consideration of the application.
Clerk may require certificate of insurance with City listed as "additional insured" if deemed necessary.

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

4. AGREEMENT

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

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

Applicant/Sponsor Signature

Date

CITY CLERK APPROVAL

City Clerk Signature

Date of Action

Approved: _____

Denied: _____

Date License Commences: _____

Date License Expires: _____

CONDITIONS IMPOSED: _____

COPY

*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

June 14, 2019

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

From: Brent Hinson
City Administrator

Re: Housing Infill Partner Program

As I've relayed the Council, we have had interest from 3 separate builders lately about the possibility of City assistance for acquiring distressed properties, tearing them down, and building a new house. We have had a program since 2013 to do this ourselves, but certainly, having the private sector do it for us is great, and I'd like to see us partner with them. The impact on a neighborhood of replacing potentially the worst house with a new home is huge.

I'd propose that we provide demolition grant assistance, then track the increased property taxes received from each home under the program and transfer this amount from the General Fund to the Housing Fund at the end of each fiscal year. The increased taxes paid by a new home versus a distressed property can make the program self-sustaining over time; the hard part is coming up with the initial money.

I look forward to discussion at the meeting.

RESOLUTION NO. _____

**A RESOLUTION CREATING A HOUSING INFILL
PARTNER PROGRAM AND SETTING PROGRAM GUIDELINES**

WHEREAS, the City Council created a Neighborhood Stabilization Program on August 7, 2013 in Resolution 2013-064 in accordance with Housing Improvement Task Force recommendations to establish a formal program for acquisition and demolition of dilapidated residential properties and subsequent residential redevelopment of the resulting bare lots; and

WHEREAS, this program has been successful in advancing the aims blight elimination and new home construction; and

WHEREAS, significant private developer/builder interest has emerged in furthering these aims, and the City wishes to partner with these private interests for the benefit of the community and its housing stock.

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

Section 1. The City Council hereby creates a new program for partnering with private homebuilders to demolish dilapidated residential properties, to be called the Housing Infill Partner Program.

Section 2. The City Council hereby adopts the program guidelines and forms as attached in Exhibits A and B to this Resolution.

Section 3. The City Council hereby establishes legislative intent to fund said program at a level of at least \$30,000 per year, pending availability of said funds.

Section 4. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED AND APPROVED this 2nd day of July, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

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



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

Housing Infill Partner Program

Purpose of Program

To encourage continued redevelopment of distressed properties and the construction of new infill housing by the private sector, the City wishes to partner with these private entities by defraying the costs of demolition of the existing structures to clear the way for new home construction. This program is intended to accelerate the pace of redevelopment already occurring, and to thus improve Washington's neighborhoods and housing stock in general.

Application Process

Developer should complete the application form prior to demolition. The form will be administratively reviewed by the City Administrator and then forwarded to the City Council for approval on the consent agenda.

Grant Amount & Procedures

The grant check will not be issued to the Developer until the existing structure is demolished and proper documentation of expenses is provided to the City. The Developer must agree to construct the new home(s) within 18 months as a term of the agreement.

The Developer will be eligible for up to a \$5,500 grant for eventual construction of a single-family home or \$7,500 for construction of a duplex or more. These figures are based on the projected 10-year payback to the City's General Fund for replacing a distressed property with new construction.

Additional Benefits

Homes constructed under this program remain eligible for 3-year, 100% abatement on the first \$75,000 of actual value under the City's Urban Revitalization Program.

Funding

The City Council agrees to annually appropriate funding to allow for regular utilization of this program. Valuations of all homes constructed under the program shall be tracked, and the appropriate amount of taxes collected each year under the \$8.10 general levy will be transferred from the General Fund to the Housing Fund 145 at fiscal year-end. In this way, the program is intended to be self-sustaining over time.

New Home Requirements

The following minimum requirements shall apply:

- 1) Homes will have a minimum of 1,000 square feet finished living space. In the case of a duplex, the minimum will be 900 square feet per unit finished living space.
- 2) All homes must have an attached garage.
- 3) Driveway must be continuously paved from garage to street. If street is without curb & gutter, driveway must be continuously paved from garage to property line.
- 4) Existing trees should be maintained to the extent possible, or replaced on a 1:1 basis if removal is required, except as approved in writing. In all cases, the finished property should contain at least two trees.
- 5) If a public sidewalk exists along the property, it must be brought up to code.
- 6) Homes constructed must conform to all building and zoning codes.

Additional Provisions

Historically contributing structures within approved historic districts shall not be demolished unless the Developer first meets the requirements of Chapter 28 of the Washington Code of Ordinances in regarding to historic property demolition. In the case of any homes constructed within a historic district, the Developer will take care to visually match the character of the existing neighborhood with the new construction.

12) Please list any local (Washington County) subcontractors or suppliers: _____

13) Please attach sketch of new home on property, including square footage and setbacks, as well as architectural renderings/sketches (if available)

Acknowledgements and Certifications

____ I acknowledge and agree to abide by all of the requirements detailed in the program guidelines and specifically acknowledge and agree to the requirement to build on the property and make a home suitable for occupancy within 18 months.

____ I acknowledge that grant fund shall be made on a reimbursement basis upon presentation of proper documentation following demolition, and that if no new home is constructed within 18 months, I may be liable for repayment of said grant.

____ I understand that this application is subject to approval of the City Council and to availability of funds.

____ I acknowledge and agree to fully comply with the requirements of the Washington Code of Ordinances as it may relate to this project.

____ I have investigated whether the current structure(s) contribute to an adopted historic district and verify that they do not. *Note: If property contains contributing structures that applicant plans to demolish, advance review and approval from the Washington Historic Preservation Commission and City Council is required.*

I certify that the above application is true and accurate, to the best of my knowledge and belief.

Signed: _____ Date: _____

Printed Name: _____ Title: _____

City of Washington
Housing Infill Partner Program
Analysis of Financial Impact

Single Family Example

		<u>Land Value</u>		<u>Dwelling Value</u>		<u>With Rollback</u>		<u>City GF Levy</u>		<u>City GF Taxes with Abatement</u>
Prior to Redevelopment	\$	15,500	\$	13,500	\$	15,950	\$	129	\$	129
<u>After Redevelopment</u>										
Year 1	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	455
Year 2	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	455
Year 3	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	455
Year 4	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	789
Year 5	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	789
Year 6	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	789
Year 7	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	789
Year 8	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	789
Year 9	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	789
Year 10	\$	15,500	\$	161,700	\$	97,460	\$	789	\$	789
								10-Year Taxes	\$	6,892
								Less Original	\$	(1,292)
								10-Year Benefit to City	\$	5,600
								Proposed Demo Grant Assistance	\$	5,500

Multi-Family Example

<u>After Redevelopment</u>										
Year 1	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	652
Year 2	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	652
Year 3	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	652
Year 4	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	986
Year 5	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	986
Year 6	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	986
Year 7	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	986
Year 8	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	986
Year 9	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	986
Year 10	\$	15,500	\$	205,800	\$	121,715	\$	986	\$	986
								10-Year Taxes	\$	8,857
								Less Original	\$	(1,292)
								10-Year Benefit to City	\$	7,565
								Proposed Demo Grant Assistance	\$	7,500

RESOLUTION NO. _____

**A RESOLUTION AMENDING HOTEL/MOTEL TAX
FUND ADMINISTRATION COMMITTEE MEMBER TERMS**

WHEREAS, in Resolution 2017-061 on September 19, 2017, the Washington City Council established a Hotel/Motel Tax Fund Administration Committee to advise it on matters related to wise spending of Hotel/Motel Tax and strategies for best promoting Washington; and

WHEREAS, it has been determined that the Committee would benefit from having member terms staggered over 3 years rather than over the current two years.

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

Section 1. The City Council hereby sets the following revised terms for current Fund Administration Committee members, with said appointments to expire on June 30 of the year listed behind the appointee's name:

- a. City Representatives: Millie Youngquist (2023) and Steve Gault (2022)
- b. Community Representatives: Jamie Engeman-Evans (2021), Rhonda Reed (2021) and Isabella Santoro (2023)
- c. Chamber Representatives: Open Position (2022), Diane Gallagher (2023)

Following these new appointments, committee members will be appointed to serve terms of three (3) years, with all terms expiring on June 30 of the appropriate year.

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

PASSED AND APPROVED this 2nd day of July, 2019.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

RESOLUTION NO. _____

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

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

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

The property of Timothy and Brenda Haynes at 433 E. Washington St. for the amount of \$355.00. Legal description (01 02 E WASH EXC HWY). Parcel Number (11-17-452-006).

The property of US Bank at 1114 N. Iowa Ave. for the amount of \$275.00. Legal Description (08 42 HIGHLAND PARK ADD LOT 7 &). Parcel Number (11-08-391-001).

The property of Nick Luke at 414 E. 2nd St. for the amount of \$225.00. Legal description (09 02 NE WASH). Parcel Number (11-17-405-008).

The property of Nick Luke at 415 W. Main St. for the amount of \$230.00. Legal description (03 03 ADD TO WASH). Parcel Number (11-17-311-002).

The property of Eileen Wilson at 321 W. Van Buren St. for the amount of \$355.00. Legal description (S WASH N 83 FT OF W 123.75 FT BLK 17). Parcel Number (11-20-106-001).

and,

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

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

Passed and Approved this 2nd day of July, 2019.

Jaron Rosien, Mayor

Attest:

Illa Earnest, City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING
CHAPTER 23- PARK AND RECREATION BOARD

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

SECTION 1. **Section Deleted.** Section 23.02, "Board Organization", is hereby repealed.

SECTION 2. **Section Added.** A new Section 23.01, "Board Organization", is adopted as follows:

"23.02 BOARD ORGANIZATION. The Mayor, with the approval of the Council, shall appoint not more than six (6) citizens of legal age to four (4) year terms. The Mayor and Council are to see that terms of no more than three (3) members expire in any single year, and are empowered to take action to ensure proper staggering of terms. At the first regular meeting following January 1 of each year, the Board shall elect one of its members as Chairperson and one as Secretary."

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

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

Passed and approved this _____ day of _____, 2019.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk