



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, APRIL 2, 2019

**Call to Order**

**Pledge of Allegiance**

**Roll call**

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

**Consent:**

1. Council Minutes March 19, 2019
2. Fireworks Permit for the City of Washington. \$6,500.00.
3. RDG Planning & Design, Washington Housing Study, \$5,250.00
4. Musician's Friend, (Municipal Band) Brass Chimes, \$3,174.00
5. Trent Greiner Logging, LLC, Group 7A Tree Removal, \$4,500.00
6. Department Reports

**Consent – Other:**

1. MSA Professional Services, Wellness Park Phase I – Design & Bidding, \$60,261.25

**Claims & Financial Reports:**

Claims for April 2, 2019

**SPECIAL PRESENTATION**

Sexual Assault Awareness Month Presentation and Proclamation.

Discussion and Consideration – Kidzfest.

Discussion and Consideration – LETS Center Totally Tubular Event.

Discussion and Consideration of Washington Reformed Presbyterian Church request for use of the Central Park Bandstand on Friday, July 12, 2019, at 7:00 P.M.

Marion Avenue Baptist Church use of Central Park for Easter Egg Hunt on April 21, 2019.

Discussion and Consideration of Support for Grant Application – Washington Historic Preservation Committee (Washington Blvd.Bricks)

Presentation on City Hall/Police Building Design Development – Kristofer Orth, Design Alliance.

- Discussion and Consideration of City Hall/Police Building Design Development.

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

### **UNFINISHED BUSINESS**

### **PUBLIC HEARING**

On Adopting Plans, Specifications, Form of Contract, and Estimate of Cost for S. 15<sup>th</sup> Ave. Project.

- Discussion and Consideration of a Resolution Adopting Plans, Specifications, Form of Contract, and Estimate of Cost for S. 15<sup>th</sup> Avenue Project.

### **NEW BUSINESS**

1. Discussion and Consideration of a Resolution Approving an Amendment to the Aquatic Center Management Services Agreement and Confirming Rates for 2019.
2. Discussion and Consideration of a Resolution Supporting a Grant Application to the Riverboat Foundation for the Wellness Park.
3. Discussion and Consideration of a Revised Resolution of Support for the MLB Baseball Tomorrow grant
4. Discussion and Consideration of a Resolution Approving Downtown Investment Grant Agreement with DW Developments, LLC for 110 South Iowa Avenue.
5. Discussion and Consideration of a Resolution Approving Downtown Investment Grant Agreement with Greiner Buildings, Inc. for 120 E. Main Street.
6. Discussion and Consideration of a Resolution Approving an Amendment to a Development Agreement with Pam Panm, LLC,
7. Discussion and Consideration of a Resolution Ratifying Settlement Agreements with Teamsters Union for FY20-22 Contracts.
8. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer.
9. Discussion and Consideration of Second Reading of an Ordinance Rezoning a Property from R-2 to B-2 General Business (P & Z Recommendation)

### **WORKSHOP**

### **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 03-19-2019

The Council of the City of Washington, Iowa, met in Regular Session in the Nicola-Stoufer Room, Washington Free Public Library, 115 West Washington Street on Tuesday, March 19, 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 Stigers, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, March 19, 2019 be approved as proposed. Motion carried.

### Consent:

1. Council Minutes March 5, 2019
2. Renoux Builders, Woodlawn Haven Building Project, \$5,351.79
3. Bushong Construction, Fire Station Project, \$117,662.03
4. Iowa State Auditor, FY18 Audit, \$17,353.63
5. Fox Engineering, City Hall Interceptor Reroute, \$195.00
6. Fox Engineering, SE Basin I & I Reduction, \$4,934.00
7. Fox Engineering, Water Treatment Plant Improvements, \$4,943.70
8. Fox Engineering, S. Elevated Water Storage Tank Improvements, \$146.00
9. Department Reports

### Consent – Other:

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

Motion by Pettit-Majewski, seconded by Youngquist, to approve the consent agenda items 1-2 and 4-9. Motion carried.

Motion by Pettit-Majewski, seconded by Stigers, to approve consent item 3. Motion carried. DeLong abstained with conflict.

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

Sonia Leyva from Latinos for Washington came before council asking support for their application for a grant to the Washington Riverboat Foundation.

Motion by Pettit-Majewski, seconded by Moore, to approve the Resolution Supporting a Grant Application from Latinos for Washington to the Washington Riverboat Foundation. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-029)**

Marion Avenue Baptist Church came before council to request use of the Square and street closures for June 28-30.

After discussion and some closure changes, motion by Youngquist, seconded by Pettit-Majewski, to approve the request from Marion Avenue Baptist Church. Motion carried.

Motion by DeLong, seconded by Pettit-Majewski, to remove from the table Discussion and Consideration of Bids Received for Trip Hazard Sidewalk Program (Zone 1). **(Tabled 03/05/2019).**

Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by DeLong, seconded by Gault, to accept the bid from A.S. Concrete Specialties in the amount of \$47,417.36. Motion carried.

Motion by DeLong, seconded by Gault, to remove from the table Discussion and Consideration of a Resolution Acknowledging Fulfillment of a Contract for Sale of Real Property (Business Park Lot 1). **(Tabled 01/02/2019)**. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Pettit-Majewski, seconded by Stigers, to approve the Resolution Acknowledging Fulfillment of a Contract for Sale of Real Property (Business Park Lot 1) with Midwest Tree Service in the amount of \$77,500.00 and allow 3 years to complete the concrete work. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-030)**

Mayor Rosien announced that now is the time for the public hearing on Proposed Amendment No. 4 to the Washington Unified Commercial Urban Renewal Plan (Wiley Subdivision).

No written or oral objections were received.

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

Motion by DeLong, seconded by Gault, to approve the Resolution Adopting Amendment No. 4 to the Washington Unified Commercial Urban Renewal Area (Wiley Subdivision) Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-031)**

Mayor Rosien announced that now is the time for the public hearing on a Development Agreement with Greg and Lori Wiley (Wiley Subdivision).

No written or oral objections were received.

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

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Resolution Approving a Development Agreement with Greg and Lori Wiley (Wiley Subdivision). Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. DeLong abstained with conflict. **(Resolution No. 2019-032)**

Mayor Rosien announced that now is the time for the public hearing on a Resolution of

Necessity for S. 15<sup>th</sup> Avenue Project.

No written or oral objections were received.

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

Motion by DeLong, seconded by Stigers, to approve the Resolution of Necessity for S. 15<sup>th</sup> Avenue Improvements Project. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-033)**

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Resolution Authorizing Notice of Hearing (April 2) and Letting (April 2) for the S. 15<sup>th</sup> Avenue Improvements Project. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-034)**

Mayor Rosien announced that now is the time for the public hearing on a Proposed Plans, Specifications, Form of Contract and Estimate of Cost for the Wellness Park Restroom and Concession Structures Project..

No written or oral objections were received.

Motion by Stigers, seconded by Youngquist, to close the public hearing. Roll call on said motion: Ayes; DeLong, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: Gault. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Wellness Park Restroom and Concession Structures Project. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: Gault. Motion carried. **(Resolution No. 2019-035)**

Motion by DeLong, seconded by Pettit-Majewski, to approve the Resolution Approving Downtown Investment Grant Agreement with LJP Management, LLC. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-036)**

Motion by Youngquist, seconded by Stigers, to approve the Resolution Supporting a Grant Application by Public Health for Water Fountains. Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-037)**

Motion by Stigers, seconded by Pettit-Majewski, to approve the Resolution Supporting a Grant Application to MLB Baseball Tomorrow for Wellness Park. Roll call on said motion: Ayes; DeLong, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: Gault. Motion carried. **(Resolution No. 2019-038)**

Motion by Pettit-Majewski, seconded by Gault, to approve the Resolution Awarding Contract for East Washington Street Sidewalk Project to DeLong Construction in the amount of \$125,300.00. Roll call on said motion: Ayes; Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. DeLong abstained with conflict. **(Resolution No. 2019-039)**

Motion by Pettit-Majewski, seconded by Youngquist, to approve the Resolution Approving Preliminary Plat of Wiley Subdivision, Second Addition (P & Z Recommendation). Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-040)**

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Resolution Approving the Final Plat of Wiley Subdivision, Second Addition (P & Z Recommendation). Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2019-041)**

Motion by Stigers, seconded by Youngquist, to approve Change Order #1 for Linda Lou's Asbestos Abatement. Motion carried.

Motion by DeLong, seconded by Pettit-Majewski, to approve the first reading of an Ordinance Rezoning Property from R-2 to B-2 General Business (P & Z Recommendation). Roll call on said motion: Ayes; DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

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

Illa Earnest, City Clerk

*Brent Hinson, City Administrator  
Jaron P. 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

FOR FIREWORKS PERMIT  
City of Washington, Iowa

I (We), City of Washington, Iowa hereby make application for a Fireworks Permit to be used in the City of Washington, Iowa; that J & S Displays of Yarmouth, Iowa will be the "competent operator" of the fireworks display due to his/her experience or training or education with fireworks displays; that said application is being requested for:

Date: July 4, 2019

Beginning Time: approx. 9:30 p.m.

Ending Time: \_\_\_\_\_

**(NO PERMIT WILL BE ISSUED FOR LONGER THAN 11:00 P.M.)**

Rain Date: July 5, 2019

Beginning Time: approx. 9:30 p.m.

Ending Time: \_\_\_\_\_

**(NO PERMIT WILL BE ISSUED FOR LONGER THAN 11:00 P.M.)**

ADDRESS OR PLACE OF FIREWORKS DISPLAY:: Washington County Fair Grounds

*Illa Earnest*

Applicant's Signature

April 2, 2019

Date

215 E. Washington Street

Address of Applicant

319-653-6584

Telephone

\_\_\_\_\_  
Chief, Washington Fire Department

PASSED AND APPROVED BY WASHINGTON CITY COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

Attest:

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





**Bid Proposal : CS03222019034**

Date: 3/28/2019

**QUOTE FOR:**

Name: Paul Towner  
Institution: Washington Municipal Band Board  
Email: ptownermd@yahoo.com

Musician's Friend  
PO Box 7479  
Westlake Village, CA 91359  
Fax: 800-421-5174  
Ph: 866-543-0750

Thank you for presenting us this bid opportunity. We appreciate the opportunity to earn your business. The quoted pricing is valid for 60 days. *We also charge sales tax to the following states: UT, CA, IN and MO. If you're in one of the following states please include sales tax or send tax exempt information along with your purchase order. We cannot accept Purchase Orders from New Jersey. We apologize for this inconvenience.*

Item #	Model	Qty	Unit Cost	Total Cost
491118000373758	Majestic Quantum Field Chimes Brass 1.25 in.	1	\$3,174.00	\$3,174.00
<b>Total</b>			<b>\$3,174.00</b>	

*\*FREIGHT/SHIPPING is included in pricing unless otherwise noted.*

*\*Musician's Friend collects sales tax on shipments to California, Indiana, Missouri, & Utah. If your school or institution is tax exempt, please submit your tax exempt certificate with your purchase order or check*

Pricing provided by: Cheyenne Snyder

**MF**

- Please reference bid number (13 digit number at end of email subject) when submitting your purchase order or calling to place your order over the phone.
- All shipping and handling charges are included to delivery addresses within the 48 contiguous states unless specified above.
- Invoice terms are Net 30, please submit your tax exempt certificates with your signed school purchase order.
- No other promotions, coupons or discounts are available on the prices quoted above.
- Despite our best efforts, on rare occasions an item may be have been mispriced. Prior to your order being finalized, you will be contacted if any such concerns arise. If you ever have a question about the pricing of an item, please contact us to confirm prior to your PO being submitted.
- Call to confirm quoted price after 60 days.
- Shipment ARO 7-14 business days for stock items; expected backorder dates are available at the time of order.
- All products are shipped with dock delivery using a common carrier (i.e.: UPS, USPS or FED EX Truck Freight).
- Delivery appointments may be requested by the shipper for truck freight; arrangements for unloading product are the responsibility of the customer. Please allow an extra week for delivery.
- To obtain automatic shipping and backorder notifications sent to an district business office email address, please provide one Music Department contact for all locations.
- Additional protection against accidental damage and handling is available through our optional Gold Coverage.
- All standard Manufacturer's warranties apply.
- Band Boosters and PTA/PTO groups, please send a check with orders or call with credit card.
- Orders accepted via fax 800-421-5174 or email schools@musiciansfriend.com
- Purchase Order Department phone 866-543-0750

Cheyenne Snyder | Institutional Account Manager | Musician's Friend | (866-543-0750)

[cheyenne.snyder@MusiciansFriend.com](mailto:cheyenne.snyder@MusiciansFriend.com)

The information in this email is confidential. It is intended solely for the addressee and access to this e-mail by anyone else is unauthorized



February 28, 2019  
Project No: R3002.733.00  
Invoice No: 34341

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

Project R3002.733.00 Washington County Housing Study  
Professional Services through February 28, 2019

Billing Phase	Fee	Billed %	Earned	Prior Fee	Current Fee
Fee	25,000.00	90.00	22,500.00	17,250.00	5,250.00
Total Fee	25,000.00		22,500.00	17,250.00	5,250.00
		<b>Total Fee</b>			<b>5,250.00</b>
				<b>Total this Invoice</b>	<b>\$5,250.00</b>



City of Washington, IA

Claims Entry Sheet

Date Mar 28, 2019

Vender Name Trent Greiner Logging, LLC

Vender Number 7193

DATE	INVOICE NUMBER	ACCOUNT NUMBER	AMOUNT
3-21-19	797550	312-6-7500-6799	\$ 4,500.00

**TOTAL** \$ 4,500.00

Comments: Group 7A tree removal

Approved by the City of Washington  
by [Signature] on 3/28/19  
Building Official Date



# INVOICE

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

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

For questions, contact: (800) 362-4505

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

March 21, 2019  
 Project No: R10322002.0  
 Invoice No: 10  
 00-03-28  
 Project Manager: Jacob Huck  
 Client Liaison: Jacob Huck

Project R10322002.0 Washington Wellness Park Phase 1 Design & Bidding  
**Professional Services from October 28, 2018 to March 9, 2019**

Phase	100	Lump Sum Portion				
Description	Contract Amount	Percent Complete	Amount Earned	Previous Invoices	This Invoice	
Wellness Park Phase 1 Design & Bidding	90,000.00	100.00	90,000.00	89,100.00	900.00	
Amend.1 - Wetland Delineation/Permitting	7,000.00	100.00	7,000.00	0.00	7,000.00	
Amend. 1- Engineering/Architectural Tasks	18,000.00	100.00	18,000.00	0.00	18,000.00	
Amend. 1 - Bidding Tasks	1,500.00	100.00	1,500.00	0.00	1,500.00	
Amend. 1 - Construction Administration	8,000.00	100.00	8,000.00	0.00	8,000.00	
Amend. 1 - Construction Staking	3,500.00	100.00	3,500.00	0.00	3,500.00	
<b>Total Fee</b>	<b>128,000.00</b>		<b>128,000.00</b>	<b>89,100.00</b>	<b>38,900.00</b>	
<b>Total Fee</b>						<b>38,900.00</b>
<b>Total this Phase</b>						<b>\$38,900.00</b>

Phase 600 Amend #1 - Phase 1B Design  
 Task 603 Restroom/Concession Architectural

**Professional Personnel**

	Hours	Amount
Banko, Marion	6.50	715.00
Binder, Maranna	36.50	4,051.50

**For ACH notification, remit to:**  
 ach@msa-ps.com  
 Account Number: 101065930 Routing Number: 075901590  
 Bank Information: Baraboo State Bank, 101 3<sup>rd</sup> Ave., PO Box 50., Baraboo, WI 53913, (608) 356-7703

Project	R10322002.0	Washington Wellness Park Phase 1 Design	Invoice	10
Kirchhoff, Jacob		142.00 70.00	9,500.00	
Meier, Jason		17.25 121.00	2,087.25	
Peterson, Eric		3.00 148.00	444.00	
Schinkoeth, Keith		9.00 121.00	1,089.00	
<b>Totals</b>		<b>214.25</b>	<b>17,886.75</b>	
<b>Total Labor</b>				<b>17,886.75</b>
			<b>Total this Task</b>	<b>\$17,886.75</b>
			<b>Total this Phase</b>	<b>\$17,886.75</b>

Phase	800	Amend #1 - Phase 1B Bidding		
Task	801	Bid Prep		
<b>Professional Personnel</b>				
		<b>Hours</b>	<b>Amount</b>	
Basten, Michelle		.50	36.00	
Scheckel, Jayden		27.50	2,887.50	
Urbain, Janet		7.25	551.00	
<b>Totals</b>		<b>35.25</b>	<b>3,474.50</b>	
<b>Total Labor</b>			<b>3,474.50</b>	
			<b>Total this Task</b>	<b>\$3,474.50</b>
			<b>Total this Phase</b>	<b>\$3,474.50</b>
			<b>AMOUNT DUE THIS INVOICE:</b>	<b>\$60,261.25</b>

**For ACH notification, remit to:**

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

MSA ENABLES PEOPLE TO POSITIVELY IMPACT THE LIVES OF OTHERS.  
 We are proud to be a 100% employee-owned firm.

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

- **After hour alarm and dog call outs –**  
19<sup>th</sup> dog call, Safety Center reported a dog to be picked up at South 4<sup>th</sup> & E Jackson, 5:04 p.m. Parker  
22<sup>nd</sup> WWTP, high TSS alarm, 5:00 a.m., Parker  
22<sup>nd</sup> dog call, Safety Center reported a dog to be picked up at 117 H Ave, 6:08 p.m. Parker  
23<sup>rd</sup> WWTP, high TSS alarm, 4:09 a.m. Parker  
24<sup>th</sup> dog call, Safety Center reported two dogs to be picked up at Subway, 5:45 p.m. Parker
- **Dept Head meetings –** I attended the meetings on March 19<sup>th</sup> & 26<sup>th</sup>.
- **Bio-solids storage basin mixers -** Jason took the mixers out of winter storage mode. He got them hooked back up on the 20<sup>th</sup> so they are operational again. He started mixing the basin contents on the 25<sup>th</sup> since all the surface ice had finally melted.
- **Lexington Blvd lift station generator –** Brent of Ace Electric serviced to the generator at Lexington on the 20<sup>th</sup>. Brent said everything looked good but he had to replace the battery.
- **Lexington Blvd lift station –** Thanks to Tim K of M/C Dept for taking their vac trailer to the lift station to assist Jason with cleaning the debris from the floor of the wet well.
- **Onsite Service Solutions (OSS) –** Andy of OSS was at the WWTP on the 28<sup>th</sup>. He installed the new dissolved oxygen (DO) probe for SBR #2. After the DO probe was installed there was a problem with the key pad. Andy had a spare that he ended up installing on a temporary basis. He is going to install a new one when he comes back. We were having problems with the in-line total suspended solids probe. Andy tried to calibrate it but it wouldn't allow him to do so. He removed the probe and took it with him so he could look at it at his shop. He said if couldn't get it fixed he would have to send it to Hach for a factory repair. Andy will be back in the near future to service our other six (6) DO meters when he gets the parts in.
- **Yard Waste Center (YWC) –** With the warmer weather the traffic at the YWC is really picking up. We will be open from 7-10 a.m. on Saturday mornings on the following dates. April 20 & 27. May 4, 11, 18, & 25 so Washington residents can haul their own yard waste to the YWC.
- **West and East EQ basins –** We got these basins pumped down to their low levels in anticipation of the spring rains.
- **WWTP composite samplers –** We have replaced the sampler's pump tubing and suction lines on the five (5) composite samplers we use at the WWTP for collecting our composite samples as needed for IDNR compliance.
- **WWTP CPL #2 –** Jason replaced the backup batteries in this SCADA communication panel. This was the last of the five (5) communication panels to have the backup batteries replaced. The backup batteries all lasted over five (5) years.
- **West EQ liner –** We got two (2) of the sand bag tubes that help hold the sides of the liner in place pulled back to the top of the liner. When the basin contents start to freeze or thaw the tubes get moved/pulled around when they get stuck in ice chunks and the strong winds move/pull them down inside the liner.

**Fred E Doggett  
3/29/2019 9:39 AM**

## Water Treatment Plant January 2019 Council Report

The water plant has been busy as usual. January has mostly consumed of punch list items and troubleshooting glitches in the SCADA. We performed normal operational duties such as ordering of chemicals, performing lab duties, collecting data, general maintenance, and record keeping.

Will Brock started Wednesday January 16<sup>th</sup>. Chad McCleary has officially resigned. Will's training has gone well. I have been covering all weekends and after hour duties this month. I plan to start having Will come in one day over the weekend and train on weekend duties and expect he will be fully capable of weekend duties by March. Jason Whisler from the WWTP has been training at the water plant this month on Thursdays.

Some key notes from the month: Well 5 was temporarily down for a couple weeks because the main breaker board was loose and caused it to short out. Price Electrical got a new board and installed at no cost to the city. We got our appliances (refrigerator and microwave) from Archers delivered and installed. HSP pump 2 had been leaking through the check valve and the manufacturer fixed the problem. Ace Electric serviced our generator.

I submitted December monthly operating report to the DNR. The 2018 Annual Water Usage report was also submitted to the DNR. We collected and delivered our 8 monthly routine bacteria samples, which all came back absent. Attended council for budget summary. Submitted all data to our RO manufacturer (Harn) for review. Attached is a copy of our Monthly Operating Report (MOR) and our Annual Water Usage Report.

Water Plant Superintendent

Kyle Wellington

## Water Treatment Plant February 2019 Council Report

Here is a summary of major updates and activities from the Water Department last month.

**Well 7-** Well 7 is back up and operating. Cahoy did a shock chlorination treatment as well as reinstalling our drop hose. We have been flushing it a few times a week for a couple weeks. We noticed a strange smell coming from the well. We have also had issues with sulfur smells from the other wells. We are going to be doing some additional lab testing on all 3 wells. Well 7 has passed the two required bacteria tests and can be put back into service.

**Aerator-** The aerator motor is not functioning properly. The motor is under warranty. Tricon has ordered a new motor and should have it installed soon.

**South Water Tower-**The south water tower currently has standing water in the bottom of it. It is frozen solid. It is under construction with Utility Services and will be resolved when the weather warms up. The tower is currently in operation. We have been monitoring the tower daily.

**Water Treatment Plant Improvements-** This project is wrapping up. SCADA had a lot of work done to it this last month. All the trouble shooting and fine tuning caused a handful of alarms. Now that everything is dialed in the plant is running great. The Fire equipment controls has been installed and we had training. The fire controls are still having a few issues that should be resolved soon. Most all punch list items are complete.

**Water Plant Operations-** We have been performing general duties at the water plant. Our day to day operations are general maintenance, lab testing, data collection, and monitoring the water facilities. A priority these coming months will be working on the meter list. Will Brock is progressing well. He is scheduled to take his Grade II water treatment test in March. Will has been coming in on weekends and covering the weekend duties. Jason Whisler has been coming over on Thursday's and cross training.

Water Treatment Superintendent

Kyle Wellington



## Water Treatment Plant March 2019 Council Report

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

**Well 7-** We continued to flush well 7 and are no longer noticing the unfamiliar smell. We plan to do some more testing on our wells next month.

**Aerator-** New aerator motor was installed March 13<sup>th</sup>.

**South Water Tower-**The south tower still has some ice and water in it. I expect it to be fully thawed out in the next few days. The electricians will be wrapping up in the next few weeks. After the electricians are done trenching and installing exterior lights the fence will be getting installed.

**Water Treatment Plant Improvements-** The project is almost complete. This last month Tricon installed new aerator motor, mounted items, finished labeling, and finished installation of water salesmen. Vesco came and calibrated chemical pumps, changed some fittings, and installed float for anti-scalant day tank. Jetco finished up punch list items and walked us through the SCATA one last time.

**Water Plant Operations-** We have been performing general duties at the water plant. Our day to day operations are general maintenance, lab testing, data collection, and monitoring the water facilities. A priority these coming months will be working on the meter list. Will Brock is progressing well. He is scheduled to take his Grade II water treatment test in March. Will has been coming in on weekends and covering the weekend duties. Jason Whisler has been coming over on Thursday's and cross training.

Water Treatment Superintendent

Kyle Wellington

# MAINTENANCE & CONSTRUCTION DEPT. REPORT

3-9-19/3-22-19

**STREETS:** Personnel cold mixed using 16 ton of material. Personnel began filling stump holes where contractors had taken down EAB trees. Crews jetted culverts for drainage in numerous areas. Personnel added some rock to a few alleys, the rest will be attended to in the near future.

**WATER DISTRIBUTION:** Personnel had 16 water shut offs for nonpayment. Personnel repaired the 12th water main break of the year located at South Ave C-West Monroe St.

**SEWER COLLECTION:** Personnel flushed terminal manholes and trouble spots, using 15,000 gallons of water. Personnel jetted a sewer line in the 1000 block of West Madison St.

**STORM SEWER COLLECTION:** Personnel investigated a sink hole in the alley of 700 block of East 2nd, contractor's responsibility and was repaired by another party.

**MECHANIC/SHOP:** Personnel serviced PD Jeep Cherokee (oil leak), 303 (noise issue, set up warranty on u-joints), FD #3 brush truck (removed tranny), PD 905, FD Eng #1 (repair leaking water valve, cleaned pressure relief valve, installed new governor and flushed cooling system), Case Hoe (repair leak) and #115 (serviced and repaired it's plow).

**OTHER:** Personnel hauled numerous loads of sand, 1 inch ballast (clean rock), 1 inch road stone and cold mix to the storage shed. Personnel responded to 42 One Call Locates.

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

## CITY OF WASHINGTON, IA

## CLAIMS REPORT FOR APRIL 2, 2019

**POLICE**

CINTAS CORP LOC	RUG SERVICE	35.79
IOWA DEPT OF PUBLIC DEFENCE	DEFENSIVE TACTICS INST	155.00
IOWA LAW ENFORCEMENT ACADEMY	SHIRT	32.00
QUILL	OFFICE SUPPLIES	196.65
RAY O'HERRON CO	BOOTS	152.03
UPS	SHIPPING	30.11
VISA	SUBSCRIPTION, CLOTHING, LODGE, MEALS	262.84
VISA	CLASSIFIED AD	200.00
WASH VETERINARY CLINIC	ULTR0- YEARLY PHYSICAL	300.70
	<b>TOTAL:</b>	<b>1365.12</b>

**POLICE K-9 PROGRAM**

WASHINGTON LUMBER	KENNEL SUPPLIES- K9	570.00
	<b>TOTAL:</b>	<b>570.00</b>

**FIRE**

BUSINESS RADIO	PORTABLE RADIOS	290.00
FIRE SERVICE TRAINING BUREAU	FIRE SCHOOL	620.00
GALLS LLC	SHIRTS/SHORTS	337.88
TOYNE INC	PARTS	1343.53
VISA	FIRE SCHOOL , MEALS,SOFTWARE	785.14
	<b>TOTAL:</b>	<b>3376.55</b>

**DEVELOPMENT SERVICES**

QUILL	OFFICE SUPPLIES	27.18
VISA	PART, OIL PUMP & CONFERENCE/BOOK	151.40
	<b>TOTAL:</b>	<b>363.46</b>

**LIBRARY**

CARSON PLUMBING	MEN'S RESTROOM REPAIR	115.13
FISHER, JASON	JANITORIAL SERVICE- AP	1125.00
GALE/CENGAGE LEARNING	LIBRARY MATERIALS	83.61
KIWANIS AMer's	DUES - BRYNA	42.50
PROQUEST LLC	GENEALOGY DATABASE	2433.56
TUMBLEWEED PRESS	LIBRARY MATERIALS	350.00
VISA	PROG, POSTAGE, SUPPLIE	397.06
	<b>TOTAL:</b>	<b>4546.86</b>

**LIBRARY GIFT FUND**

HY-VEE	PROGRAMMING/ADULT	72.56
VISA	PROG, POSTAGE, SUPPLIE	20.00
	<b>TOTAL:</b>	<b>92.56</b>

**PARKS**

ALLIANT ENERGY	SERVICE	698.75
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	<b>TOTAL:</b>	<b>698.75</b>
<b>CEMETERY</b>		
ALLIANT ENERGY	SERVICE	480.85
ATCO INTERNATIONAL	HERBICIDE/WASP KILLER/GLOVES	675.53
THE LOCK DR	REPLACED DOOR LOCKS	532.00
VISA	PRYBAR FOR MONUMENTS	54.98
	<b>TOTAL:</b>	<b>873.20</b>
<b>FINANCIAL ADMINISTRATION</b>		
ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
ALLIANT ENERGY	SERVICE	1519.44
BAKER PAPER & SUPPLY	COPY PAPER	220.14
CINTAS CORP LOC	RUG SERVICE	166.24
DE LAGE LANDEN FINANCIAL SRVC	COPIER MAINTENANCE AGR	154.98
EBERT SUPPLY CO	CLEANING SUPPLIES	140.10
J & M DISPLAY	FIREWORK PREPAYMENT	6500.00
PIP PRINTING	CLAIMS FORMS	304.18
QUILL	OFFICE SUPPLIES	32.28
ROSIEN, JARON	SEMCO MEETING MILEAGE	28.42
VISA	MEALS & REGISTRATION	376.00
VIVIAL	ADVERTISING	25.15
	<b>TOTAL:</b>	<b>9510.93</b>
<b>AIRPORT</b>		
ALLIANT ENERGY	SERVICE	1272.27
VISA	SHIPPING SUPLIES	30.51
	<b>TOTAL:</b>	<b>1302.78</b>
<b>STREET LIGHTING</b>		
ALLIANT ENERGY	SERVICE	222.52
	<b>TOTAL:</b>	<b>222.52</b>
<b>WATER PLANT</b>		
ALLIANT ENERGY	SERVICE	157.28
CARROLL, SUSAN	MILEAGE REIMBURSEMENT-YAK TRAXS	47.76
HAWKEYE FIRE & SAFETY	CHEMICALS	319.05
JENNINGS, ELAIN	MILEAGE REIMB	14.50
POSTMASTER	BULK MAILING WATER BIL	785.40
STREFF, ROSE	MILEAGE REIMB	4.64
VISA	DUES & KNOX BLOCK LOCK	748.80
WAL-MART	INK & SUPPLIES	105.45
	<b>TOTAL:</b>	<b>2182.88</b>
<b>WATER DISTRIBUTION</b>		
ALLIANT ENERGY	SERVICE	443.69
USA BLUEBOOK	SAFETY SUPPLIES	499.57
VISA	PART, OIL PUMP & CONFE	778.60
WIBSTAD, ZACH	REIMBURSEMENT FOR BOOT	100.00
	<b>TOTAL:</b>	<b>3012.66</b>

**SEWER PLANT**

ACE ELECTRIC	GENERATOR PM CONTRACT	521.00
ALLIANT ENERGY	SERVICE	10154.82
ALLIANT ENERGY	ALLIANT ENERGY	18.05
ENVIRONMENTAL RESOURCE ASSOC.	AUDIT SAMPLES	192.40
TELEDYNE ISCO,	TSS SAMPLER- PUMP MOTO	750.00
TESTAMERICA LAB	TESTING	1614.90
UNITY POINT CLINIC	RANDOM TESTING	42.00
VISA	MEMBS, TRAINING,PARTS	1047.75
	<b>TOTAL:</b>	<b>14340.92</b>

**SANITATION**

ANDERSON-KIEFFER, ELLEN	TRASH STICKER REFUND	67.50
LUKE WASTE MANAGEMENT	REFUSE PICKUP AND RECY	28666.00
WASH COUNTY HUMAIN SOCIETY	MARCH COLLECTIONS	379.00
	<b>TOTAL:</b>	<b>29112.50</b>

**TREE COMMITTEE**

CUSTOM IMPRESSIONS	ENGRAVING	20.00
	<b>TOTAL:</b>	<b>20.00</b>

**SEWER COLLECTION**

WAL-MART	INK & SUPPLIES	292.97
	<b>TOTAL:</b>	<b>292.97</b>

**GRAND TOTAL: 71884.66**

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

**CLAIMS REPORT 4/2/2019**

**LIBRARY/LIBRARY GIFT**

BATTERIES 59.96  
POSTAGE & SHIPPING 9.95  
PROGRAMMING 20.00  
POSTAGE 255.00  
PROGRAMMING/LIBRARY MATERIALS/OFFICE SUPPLIES 72.15

**FIN ADMIN**  
IOWA LEAGUE OF CITIES  
UNC & NEPHS FOOD AND BEV

CONFERENCE REGISTRATION 550.00  
MEALS 26.00

**POLICE**

3B GRILL 24.10  
CHIPOLTE 9.70  
COUNTRY INN & SUITES 96.77  
GOOGLE 21.39  
GOVX INC 93.53  
HARDEES 3.38  
HUHOT MONGOLIAN GRILL 13.97  
YOUR MEMBER-CAREERS 200.00

**PARKS/POOL**

**376.00**

**DEVELOP SERV**

ACE AUTO RECYCLERS INC  
INTERNATIONAL ASSOC OF ELECTRICAL INSPECTORS

**AIRPORT**

USPS 16.70  
WALMART 13.81

**WATER DISTRIBUTION**

NORTHERN TOOL  
QUALITY INN DM

**FIRE**

JETHROS LAKEHOUSE 84.70  
OUTBACK STEAKHOUSE 174.45  
SLEEP INN & SUITES 476.00  
SP FAST SOFTWARE USA 49.99

**301.51**

**SEWER PLANT**

IOWA FARM EQUIPMENT 219.00  
NORTHERN TOOL EQUIPMENT 684.98  
PACHEROS 8.77  
REGION VI IOWA SECTION AW 40.00  
WETEC 95.00

**CEMETERY**

NORTHERN TOOL 54.98

**785.14**

**WATER PLANT**

AMERICAN WATER WORKS ASSOC.  
THE KNOX COMPANY

Dues 371.00  
LOCK BOXES 377.80

**54.98**

**748.80**

**4,853.08**

**Grand Total**



**PROCLAMATION  
DOMESTIC VIOLENCE AWARENESS MONTH  
APRIL, 2019**

**WHEREAS**, domestic violence, dating violence and stalking affects women, children and men of all racial, cultural and economic backgrounds, causing long-term physical, psychological and emotional harm; and

**WHEREAS**, one in three Americans has witnessed an incident of domestic violence; and

**WHEREAS**, children who experience domestic violence are at a higher risk for failure in school, mental illness, substance abuse, suicide, and may choose violence as a way to solve problems later in life; and

**WHEREAS**, domestic violence in rural communities exists as a hidden, silent and often unrecognized crime that is often underreported; and

**WHEREAS**, through the inspiration, courage and persistence of victims of domestic violence, their children and advocates, our communities are learning to recognize the impact of violence in the home and within intimate relationships; and

**WHEREAS**, the Domestic Violence Intervention Program has worked to end violence in intimate relationships for more than 40 years through the collaborative partnerships of advocates, volunteers, local municipalities, criminal justice, health and human services, faith communities, business leaders and private citizens; and

**WHEREAS**, our community's achievements should be commended and we must continue our commitment to respect and support victims of domestic violence and to prevent future violence in our community.

**NOW, THEREFORE**, be it resolved that we, the Washington City Council, do hereby proclaim the month of April, 2019 to be:

**DOMESTIC VIOLENCE AWARENESS MONTH**

in Washington, Iowa, and urge all citizens to work together to eliminate domestic violence, dating violence and stalking from our community.

Approved this 2<sup>nd</sup> day of April, 2019, in Washington, Iowa

Jaron P. Rosien | Mayor

## Memorandum

**To:** Washington City Council  
**From:** Greta Clemons  
Special Events Coordinator, WCHC  
**Date:** March 4, 2019  
**Re:** KidzFest

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The WCHC KidzFest Committee is planning our 2019 event for Friday, May 17<sup>th</sup> from 4:30 pm - 7:30 pm and would like to request the use of Central Park and permission to impose parking and traffic restrictions around the park in the following manner:

- Block off the interior most parking lane surrounding the square beginning late the evening of Thursday, May 16<sup>th</sup>
- Expand the parking and traffic restrictions by blocking off the innermost center parking lane on the east and south sides of the Square and both center parking lanes on the north and west sides of the Square beginning at 12 noon on Friday, May 17<sup>th</sup>.
- Further expand the parking and traffic restrictions by blocking off all lanes on the north and west sides of the Square beginning at 4pm on Friday, May 17<sup>th</sup>

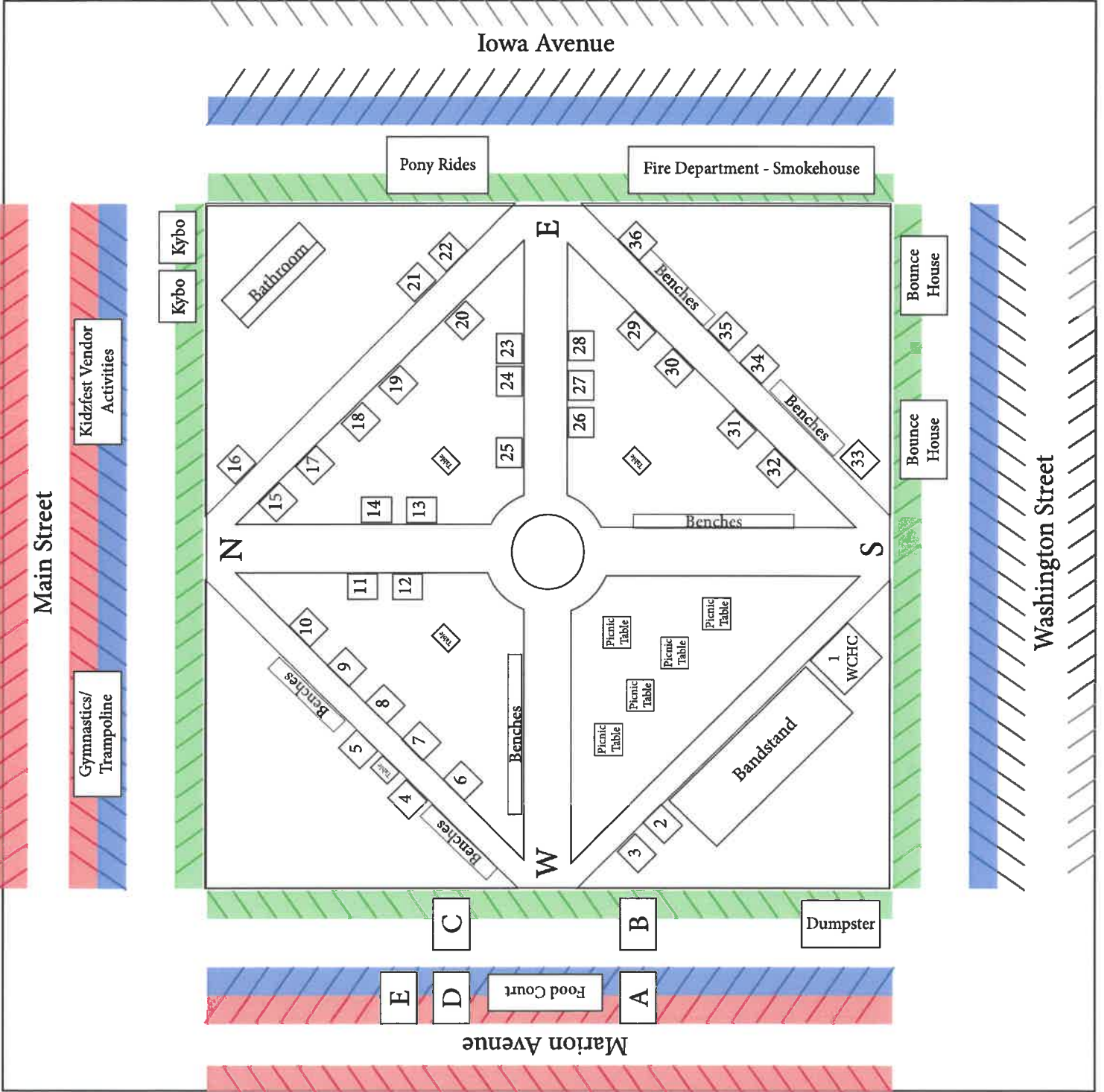
We are making this request to ensure the removal of vehicles and provide for more convenient event set-up throughout the day for our food vendors, pony rides, race cars, bounce houses, and fire trucks, as well as allowing us to provide safer surroundings for attendees.

KidzFest is a long-running health fair promoting health, wellness, and safety to our youth in Washington and the surrounding communities. In past years we have had attendance of 900+ children and their families.

We will follow up with Nick Pacha and the Parks and Recreation Department to request barricades and cones if we are given approval by City Council. We will also inform business and residential residents around the square about the restrictions the week of the event.

Thank you for your time and consideration in helping to make this event safe and successful!





**Thursday, May 16th, 8 pm**  
close parking spaces curbside of Central Park

**Friday, May 17th, 12 pm**  
close inner most traffic lane and inner row of center parking around Central Park

**Friday, May 17th, 4 pm**  
close remaining portion of Marion Avenue and Main Street (parking and traffic lane)

It's already that time of the year again - time for our 5th annual totally tubular transformation!

I'd like to come to the next city council meeting and ask to please let us display this artwork on the sidewalks around the square the last two weeks in July and use the bandstand the last Saturday in July to do the live auction.

Here is the info to share with the city council members in the meantime:

I, Isabella Santoro, board member of the LET's Center for the Healing & Creative Arts, would like to ask the city council for permission to hold our fifth annual totally tubular transformation. We would like to display the decorated tubes on the sidewalks around the square the last two weeks of July in conjunction with the Chamber's Annual Gallery Art Walk (July 15 - 27). Each business that agrees to displaying a tube out front will be responsible for putting it out in the morning and bringing it in at night.

As you most of you know, the tubes are fiberglass water softeners that can no longer be used. We are collecting those and selling them to whoever is interested in decorating them to be displayed during gallery walk. This keeps them from ending up in a landfill and it is also a fun art project that anyone can participate in. We will then auction these works of art on the bandstand in Central Park on Saturday, July 27th, with the city council's permission, and all the funds raised will be split between the LET's Center and Hospice of Washington County. We have shared the proceeds with other 501c3's in the past, including Latinos for Washington, Paws & More, and the local RAGBRAI committee in 2016.

I appreciate your time and consideration and look forward to seeing you at the next council meeting.

Respectfully submitted,

Isabella Santoro

**Illa Earnest**

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**From:** Lana Todd  
**Sent:** Wednesday, March 27, 2019 2:53 PM  
**To:** Illa Earnest  
**Subject:** summer concert

Illa,  
Here is our request to take before the Washington City Council. If something needs to be changed let me know.

The Washington Reformed Presbyterian Church would like to request the use of the Central Park bandshell on Friday, July 12, 2019 for a concert at 7 pm in the evening. New Song, a 10-member singing group from Geneva College in Beaver Falls, PA will be stopping in Washington as a part of their summer tour.

New Song has been a ministry of Geneva College for 42 years. They will perform a 1 1/2 hour concert of both acapella and accompanied songs, including psalms, hymns, worship songs, and spirituals as well as skits. The concert is free of charge.

New Song provides their own sound system and does everything themselves in operating the sound system. We would love to be able to share this concert on the square.

If you need additional information, let me know. I can be reached by email or by cell phone at 319-850-0826. Thank you and we look forward to hearing from you!

Sincerely,

Lana Todd  
Chairman of the Washington Reformed Presbyterian Church Publicity committee

**RESOLUTION NO.**

**A RESOLUTION ENDORSING AN APPLICATION FOR GRANT FUNDS**

WHEREAS, the City Council recognizes the importance of historic preservation in our community; and

WHEREAS, to this end, the City has created and supported a Historic Preservation Commission; and

WHEREAS, the Historic Preservation Commission is interested in preserving the brick streets in the West Side Residential Historic Neighborhood and has indicated interest in applying for an HRDP grant:

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

Section 1. The City Council endorses the submission of an application for grant funds to the State Historical Society of Iowa for the Historic Resource Development Program to assist in preserving the bricks in the West Side Residential Historic Neighborhood.

Section 2. The City Council pledges \$19,000 cash and in-kind match for said grant application.

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

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Jaron P. Rosien, Mayor

ATTEST:

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Illa Earnest, City Clerk

## **HRDP Project Description**

### *1. Specifically identify the historical resource and state its significance.*

West Washington Boulevard is a four block long, two lane brick paved street which runs from east and west through the center of the West Side Residential Historic Neighborhood (NRHP 2018). The brick portion of the street is two blocks long, from South Avenue D to South Avenue F, the 500 and 600 blocks of the street. A 23 foot wide park, an “island of grass and trees” (Burrell, 1909), bisects the 99 foot wide street. Cast concrete curbs, manufactured in Washington, are described as “cut in rectangular forms, five inches at the top, six inches at the bottom in thickness, and from eighteen to twenty-two inches in depth”. Original cast iron lamp posts dating from 1911 are located at the ends of each of the four sections of the park, as well as at the mid-point of each section. They have been converted to use LED lamps.

The street is flanked by 21 historic houses, including two individually listed National Register properties. Every house along the street is a contributing property to the historic district. In addition, all the houses on South Avenues D and F where they intersect with W. Washington Boulevard also contribute to the district. Styles range from simpler side gable houses to Queen Anne and Craftsman, with a few mid-20th century ranch houses in the mix.

The Boulevard, as it is known in Washington, has long been a desirable neighborhood in which to live. Early residents included doctors and dentists, businessmen, bankers, newspapermen, and a few who listed their occupation as “Capitalist”. In 1899, four of these men initiated the formation of Sunset Park, the city park located at the west end of the Boulevard. They formed a supporting organization, sold family memberships to the park-to-be, and held apron sales, vaudeville shows, and backyard concerts to help fund the development of the park. Beyond that, one of the men, Frank Stewart, 603 W. Washington, planted and watered hundreds of trees and shrubs in the new park. His neighbor, newspaperman Howard Burrell, used his paper to promote many community projects, including piped in water, a city sewer system, electric lighting at intersections, women’s suffrage, better school buildings, and Sunset Park. Names of the early residents appear through the business community, on memorial plaques, and public buildings.

The bricks themselves are significant because they form the only brick street in Washington. In 1904, a committee of residents led by grocer Ralph M. Smith, 509 W. Washington, presented a petition to city council requesting the creation of a “park” along the center of the street. His request was granted and referred to the Streets Committee. That same year, downtown streets became the first streets in Washington to be paved with brick.

Two years later, in 1906, two more petitions were brought to the council. One was presented by banker Charles Keck, 410 W. Washington, and the other by shoe store owner James Harwood, 315 W. Washington. The Keck petition requested the street be paved; the Harwood petition remonstrated against the first one, asking that no paving occur. Paving began on July 1, but due to an unusually wet summer, lingered in the fall and early winter. While paving was in progress, a small group of property owners requested paved driveways. Original curbs remain at the four single and two shared driveways. One brick paved driveway remains at 509 W. Washington.

The bricks used on West Washington Boulevard are stamped Oskaloosa, and are smaller than bricks that have been excavated on other streets.

In 2006, seven or eight concrete patches, the result of water main service attachments in the south lane, were removed and replaced with bricks. The fledgling preservation commission worked with the city to get permission to work on the street, and to obtain bricks from Iowa City’s Gavin Historical Brick

company by trading brick owned by the city for the correct size and color to match the street. One resident had already taught another one how to pull brick and reset it. Residents were alerted to the project, and invited to help. Over the three day project, a total of 27 people participated by cleaning old tar off bricks, toting sand and brick to the work sites, and setting brick. At the end of the first day, the neighbors gathered for a potluck supper on someone's lawn. By the end of the weekend, eight concrete patches had been replaced with brick, including two large patches, one which ran about 60 feet in length, and five feet in width, and featured a herringbone pattern. From this experience, we know we are capable of providing in-kind labor where it is needed.

In the past four years, two separate water main breaks in the north lane, in the 500 block, have required bricks to be removed and an asphalt patch put in place. The bricks were saved, and then sorted, cleaned, and placed on pallets by volunteers.

*2. Overview of the activities. How are they relevant to your mission? Identify project partners and their responsibilities.*

This project will include the development of a Brick Street Plan with recommendations and guidance for street repair and maintenance work. The Brick Street Plan will be completed by architectural consultant Marlin Ingalls. Interpretive signage will be developed by Armadillo Arts of Iowa City with public input and the assistance of the Washington Historic Preservation Commission. Brick repair will be completed by FOX Engineering following the guidelines and recommendations provided in the Brick Street Plan. Local volunteers have the opportunity to assist with historical research, signage design and preparation work for the brick repair.

*3. How will the proposed activities assist the historical resource?*

The brick paving on West Washington Boulevard is the only brick paving in Washington except for a short 150 foot portion which is now a dead end. This section of paving has already survived the relocation of Iowa Highway 92 during the 1940s. The 300 and 400 blocks of the boulevard were covered with asphalt for that highway shift, but the remaining two blocks were spared and the street between the 400 and 500 block, the highway turned south to its current location. Eventually, another relocation caused the highway to turn south several blocks to the east, routing traffic away from the neighborhood.

The city is preparing to install new water service along West Washington, and has requested help from the Historic Preservation Commission so they can afford to protect and preserve the historic brick street and the park. Because the planned project includes some measures intended to avoid the street itself, the cost of the project is higher than it would be if the plan were to trench for new water lines. Without the financial assistance provided by this grant, the council may determine it is too costly and use a plan which destroys or paves over the brick street.

*4. How will the project impact the local community? Describe the public value to Iowans.*

The West Washington brick street project will be celebrated locally for its respect for history. It is also a local Sunday drive location. On Sunday afternoons when the weather is nice, residents notice vehicles moving very slowly up the street, and people inside the car pointing and craning their necks to see the houses. Often the passenger in the front seat, the "tour guide" is a small white haired individual. The neighborhood consistently sees home sales complete quickly due to the popularity of the area, and homes sell for a higher price than similar homes in other areas.

The project can set an example of how community volunteers and a supportive city government can work together to preserve an atypical historic resource which might, under usual circumstances, be lost by

resorting to asphalt. If this project is completed as planned, it will be the first time since 1906, with the exception of the recent water main breaks, that the city has spent more than \$300 at one time for repairs.

The production of interpretive signage will deepen local understanding and appreciation of Washington Blvd and the surrounding West Side Residential District while also providing a resource for visitors learn about the city.

### **HRDP Scope of Work**

Task 1- Research history of Washington Blvd and collect additional material on surrounding West Side Residential Historic District for use in interpretive signage **Fall 2019**

Task 2- Develop Brick Streets Plan for City of Washington with specific repair and maintenance recommendations to guide brick repair for the proposed Washington Blvd utilities project and future repair and maintenance work on brick streets in Washington. **Fall 2019-Winter 2020**

Task 3- Hold one or more public meetings to discuss design of interpretive signage **Spring 2020**

Task 4- Coordinate with contractor to finalize interpretive signage **Summer 2020**

Task 5- Host volunteer event in preparation for brick repairs **May 2020**

Task 6- Provide repair recommendations and coordinate with brick repair contractor to complete street repairs **Summer-Fall 2020**

Task 7- Install interpretive signage after conclusion of brick repair **Fall 2020**

Task 8- Host public event marking the installation of signage and completion of repair project **Fall 2020**

### **HRDP Budget**

Item 1- Brick and historic curbing repair **\$36,000**

Item 2- Interpretive signage **\$3,700**

Item 3- Professional consultation for Brick Street Plan **\$1,800**

Item 4- Supplies and materials for public events **\$500**

**Total Budget \$42,000**

### **Funding and match sources**

HRDP Grant **\$21,000**

Estimated value of volunteer labor **\$2,000**

Cash and in-kind match from City of Washington **\$19,000**

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



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

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## **Memorandum**

March 28, 2019

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

From: Brent Hinson  
City Administrator

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

Re: City Hall/Police Design Development Presentation

Kristofer Orth from Design Alliance will be present at the April 2 meeting to discuss the completion of the design development phase for the City Hall/Police building. Things are really shaping up on the project. As you can see from the attached schedule, we are on track to ask you to send this out to bid at the June 4 meeting.

We are asking for the Council to formally vote to approve the schematic design due to the wording in Design Alliance's contract.



**PROPOSED PROJECT SCHEDULE**  
**Washington City Hall & Police Station**  
**Washington, Iowa**  
**Date: 04/02/19**



	2018					2019					2020													
	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June			
<i>Schematic Design</i>																								
<i>Design Development</i>																								
<i>Construction Documents</i>																								
<i>Bidding &amp; Negotiation</i>																								
<i>Construction Administration</i>																								

08/14/19 - CHPS Construction Begins (Phase 1 - South) & 02/01/20 (Phase 2 - North)

07/16/19 - City Council Awards CHPS project

07/09/19 - Receive Bids for CHPS Project

07/02/19 - City Council; Public Hearing on Plans, Specs, Form of Contract & Estimated Cost of CHPS

06/10/19 - Issue CHPS Documents for Bidding

06/04/19 - City Council Set Public Hearing, Review 95% Construction Docs, & Authorize Issuing for Bid

05/07/19 - 65% Construction Documents - Committee Meeting

04/02/19 - City Council Design Development Presentation

03/21/19 - Design Development - Committee Meeting

02/21/19 - Design Development - Committee Meeting

02/05/19 - City Council Schematic Design Presentation

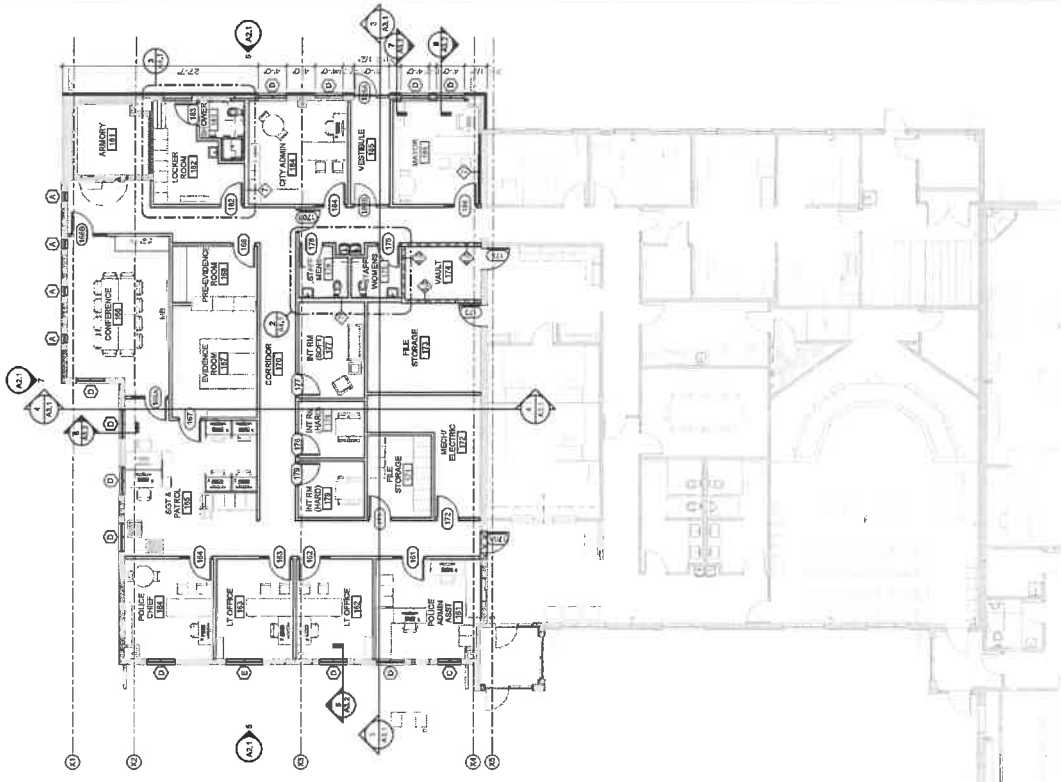




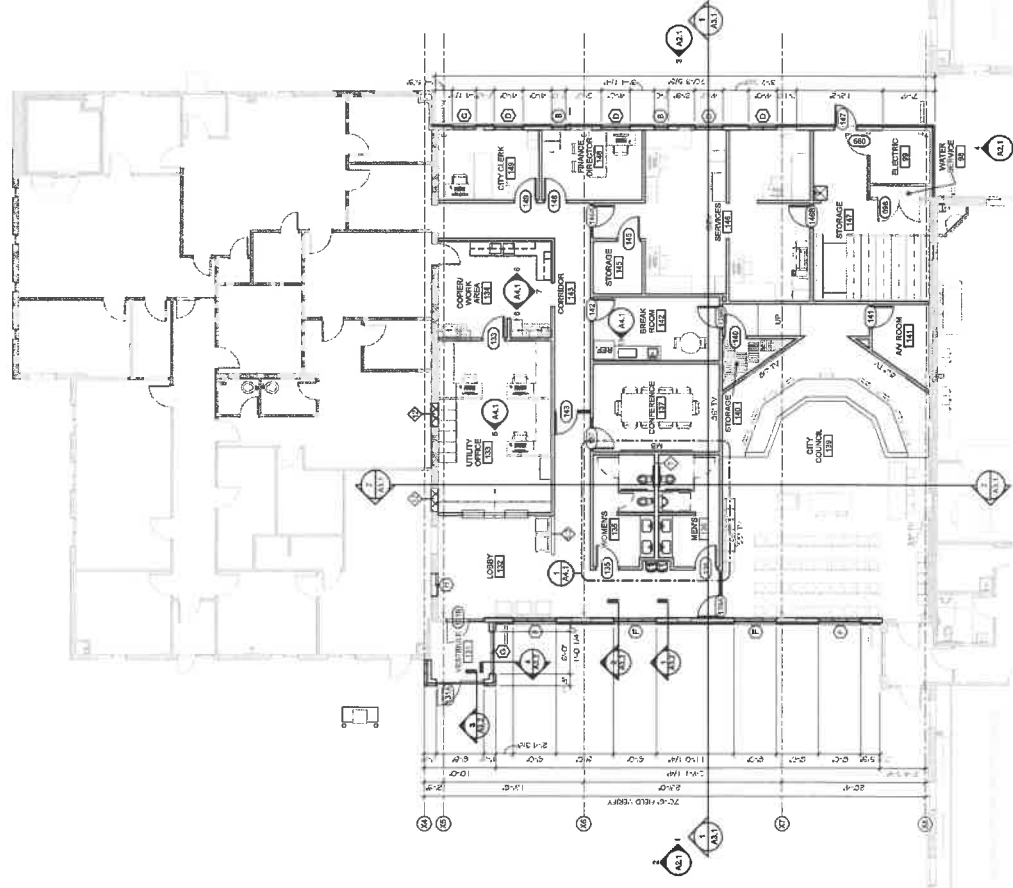
**WASHINGTON CITY HALL & POLICE STATION**

OWNER	City of Washington
TITLE	FLOOR PLANS - PHASE 1 & 2
PROJECT NUMBER	215001
DATE	
REVISIONS	

**A1.1**



**1 FLOOR PLAN - PHASE 1**  
 1/8" = 1'-0"

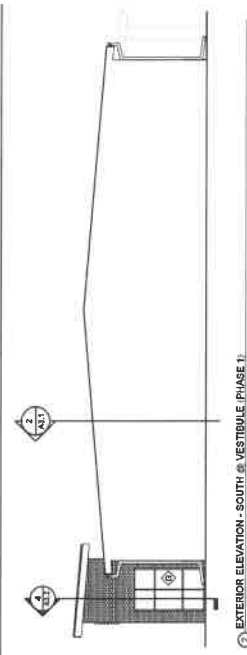


**2 FLOOR PLAN - PHASE 2**  
 1/8" = 1'-0"

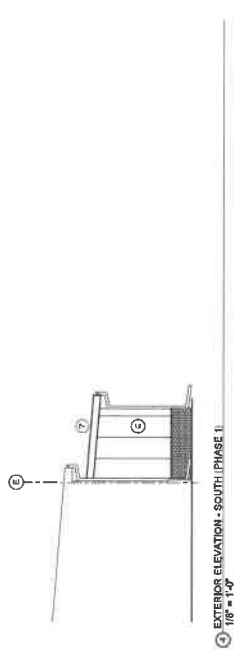
**WASHINGTON CITY HALL & POLICE STATION**

OWNER	City of Washington
TITLE	EXTERIOR ELEVATIONS
PROJECT NUMBER	218001
DATE	
REVISIONS	

**A2.1**

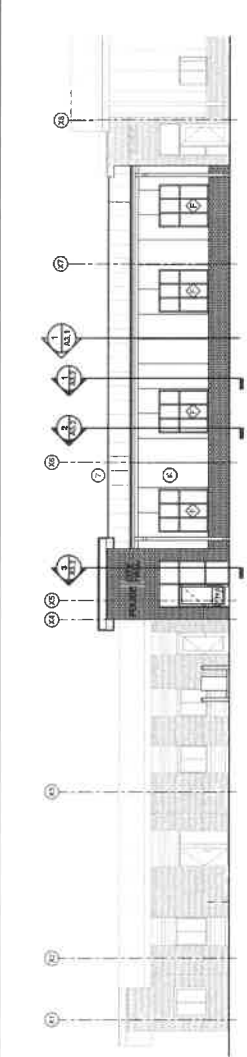


2 EXTERIOR ELEVATION - SOUTH VESTIBULE (PHASE 1)  
 1/8" = 1'-0"

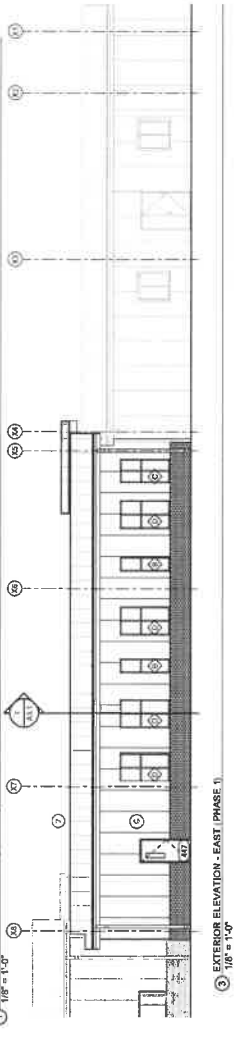


4 EXTERIOR ELEVATION - SOUTH (PHASE II)  
 1/8" = 1'-0"

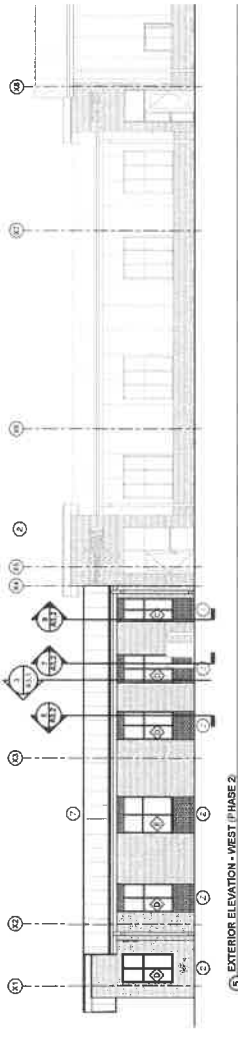
- CONSTRUCTION NOTES**
- DASHED LINES REPRESENT EXISTING
  - 1 FINISH EXISTING WALLS AND CORNERS
  - 2 REMOVE & REPLACE EXISTING WINDOWS
  - 3 FINISH EXISTING ROOF
  - 4 REMOVE EXISTING GROUND LEVELS AND TERRACES
  - 5 REPAIR EXISTING CURBS AND TRAYS
  - 6 REMOVE EXISTING PLUMBING TRIMWORK
  - 7 REMOVE EXISTING DOOR AND WINDOW FRAMES
  - 8 REMOVE EXISTING DOOR AND WINDOW FRAMES
  - 9 EXISTING PLUMBING REMOVE AND REPAIR INSULATOR
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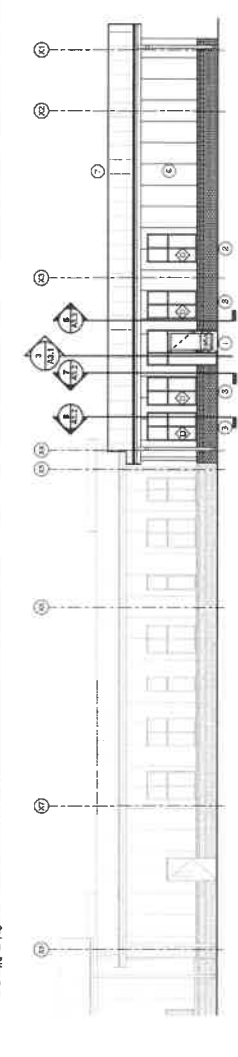
1 EXTERIOR ELEVATION - WEST (PHASE 1)  
 1/8" = 1'-0"



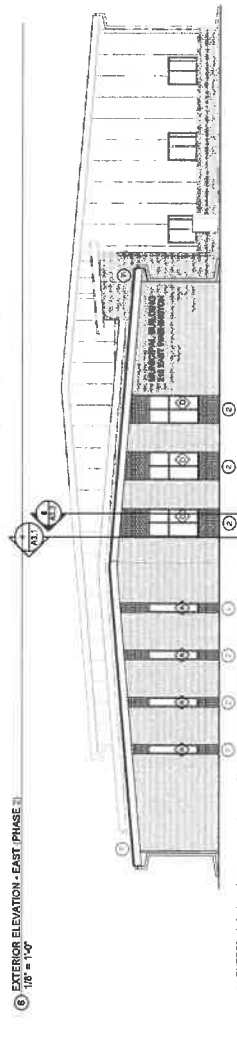
3 EXTERIOR ELEVATION - EAST (PHASE 1)  
 1/8" = 1'-0"



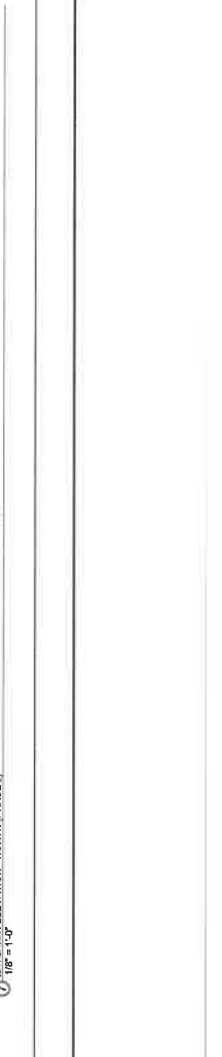
5 EXTERIOR ELEVATION - EAST (PHASE 2)  
 1/8" = 1'-0"



6 EXTERIOR ELEVATION - WEST (PHASE 2)  
 1/8" = 1'-0"



8 EXTERIOR ELEVATION - EAST (PHASE 3)  
 1/8" = 1'-0"



7 EXTERIOR ELEVATION - NORTH (PHASE 3)  
 1/8" = 1'-0"

12/20/19 10:52:16 AM C:\Users\B\Documents\218001 City Hall Police Station\19\_05\Exterior\A2.1.dwg

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



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

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## **Memorandum**

March 27, 2019

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

From: Brent Hinson   
City Administrator

Re: South 15<sup>th</sup> Plans & Specs Hearing & Resolution

It is now time for the hearing and consideration of the resolution adopting the plans & specs for this project. We will receive bids on April 11 and Council will review bids and hopefully be able to award the contract at the April 16 meeting. Everything else is on track on the project to this point.

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

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

WHEREAS, Garden & Associates, Ltd. has prepared plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as the “2019 South 15<sup>th</sup> Avenue Improvements Project”; and

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

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

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

PASSED AND APPROVED, this 2<sup>nd</sup> day of April, 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*

---

South 15<sup>th</sup> Avenue Project 2019  
Preliminary Schedule of Activities (as of 3/27/19)

- January 15: Preliminary Resolution **COMPLETE**
- By February 15: Preliminary plans and estimated costs are made available **COMPLETE**
- By February 15: Schedule of assessments prepared by engineer **COMPLETE**
- February 19: Council adopts plat, schedule and estimate of cost **COMPLETE**
- February 19: Council sets hearing on Resolution of Necessity and orders publication **COMPLETE**
- February 21: Publication of notice of hearing and letters are sent by certified mail to affected property owners **COMPLETE**
- March 19: Public hearing and adoption of Resolution of Necessity (requires ¾ vote) **COMPLETE**
- March 19: Council approves resolution ordering preparation of detailed plans, specs, form of contract and estimate of cost and authorizing Notice of Hearing & Letting **COMPLETE**
- By March 26: City Clerk files certified Resolution of Necessity, plat and schedule with County Treasurer
- April 2: Council holds hearing on plans, specs, form of contract and estimate of cost and adopts resolution approving the same
- April 11: Bid opening
- April 16: Council reviews bids and approves resolution awarding contract & authorizes Mayor & Clerk to sign contracts & bonds
- May 1: Start of construction
- September 13: Construction completed
- By September 27: Engineer files certificate of final completion
- October 1: Council approves resolution accepting public improvements and determines amount to be assessed
- By October 30: Engineer files final assessment schedule
- November 5: Council adopts schedule, levy assessment and orders notice to be provided to affected property owners
- By November 7: Publication of notice of final schedule of assessments and mailing to affected property owners
- December 9: Deadline for owners to pay assessments without interest applied



East Washington Street (Highway 92)

21-75-7

11 South 14th/ E. Madison- New storm sewer

1116352038

1116352020

116352023

116352034

116352035

1116352021

SHANNON HEIGHTS SUB.

116352024

116352025

1116352033

116352026

Existing South 15th New pavement, C&G, sidewalk, water main, and storm sewer

116376017

1116376017

1116376018

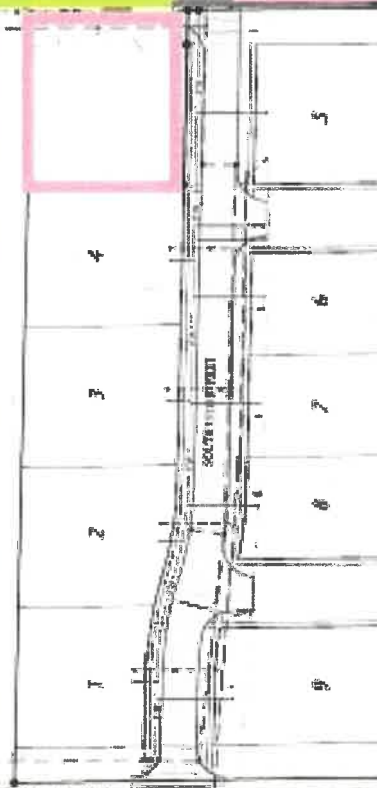
LINDEN LN

1116354017

Eastview Subdivision (Paving & Utilities Included in this project)

Payments in lieu of assessments as per Development Agreement

LOTS A THRU



1116376019

2019 South 15th Project

- Primary Project
- New Storm Sewer
- Special Assessment Zone

East Adams Street

DETAILED OPINION OF COST

**Engineer's Opinion of Probable Costs**  
**South 15 Ave, Water Main, Sanitary Sewer, Storm Sewer & Paving**  
**Washington, Iowa**

ITEM	DESCRIPTION	ESTIMATED UNITS		UNIT PRICE	AMOUNT
1 2010-108-C-0	Clearing and Grubbing	LS	XXX	XXX	\$3,000.00
2 2010-108-E-0	Excavation, Class 10	CY	3,595	\$11.00	\$39,545.00
3 2010-108-G-0	Subgrade Preparation (12" Thick)	SY	5,150	\$2.00	\$10,300.00
4 2010-108-I-0	Subbase, Modified	SY	5,150	\$10.00	\$51,500.00
5 2010-108-L-0	Compaction Testing	LS	XXX	XXX	\$4,000.00
6 3010-108-C-0	Trench Foundation	TON	50	\$35.00	\$1,750.00
7 3010-108-G-0	Trench Compaction Testing (Water Main, Storm Sewer, Sanitary Sewer)	LS	XXX	XXX	\$5,000.00
8 4010-108-A-1	Sanitary Sewer Gravity Main, Trenched, PVC, 8"	LF	541	\$40.00	\$21,640.00
9 4010-108-E-0	Sanitary Sewer Service Stub, PVC, 4"	LF	400	\$30.00	\$12,000.00
10 4020-108-A-1	Storm Sewer, Trenched, 15"	LF	1,096	\$50.00	\$54,800.00
11 4020-108-A-1	Storm Sewer, Trenched, 18"	LF	875	\$60.00	\$52,500.00
12 4020-108-C-0	Removal of Storm Sewer, <18" Dia.	LF	500	\$10.00	\$5,000.00
13 4040-108-A-0	Subdrain, Longitudinal, 4"	LF	2,600	\$10.00	\$26,000.00
14 4040-108-D-0	Subdrain Outlets and Connections, CMP or PVC, 6"	EA	18	\$300.00	\$5,400.00
15 4040-108-E-0	Storm Sewer Service Stub, PVC, 4" or 6"	LF	25	\$30.00	\$750.00
16 5010-108-A-1	Water Main, Trenched, DIP w/Nitrile Gaskets, 4"	LF	20	\$120.00	\$2,400.00
17 5010-108-A-1	Water Main, Trenched, PVC, 8"	LF	1,130	\$30.00	\$33,900.00
18 5010-108-A-1	Water Main, Trenched, DIP w/Nitrile Gaskets, 8"	LF	100	\$75.00	\$7,500.00
19 5010-108-A-1	Water Main, Trenched, PVC, 12"	LF	500	\$60.00	\$30,000.00
20 5010-108-E-1	Water Service Pipe, Trenched, Type K Copper, 1"	LF	625	\$25.00	\$15,625.00
21 5010-108-E-2	Water Service Corporation, 1"	EA	21	\$300.00	\$6,300.00
22 5010-108-E-3	Water Service Curb Stop and Box, 1"	EA	21	\$500.00	\$10,500.00
23 5020-108-A-0	Gate Valve, 8"	EA	7	\$1,500.00	\$10,500.00
24 5020-108-A-0	Gate Valve, 12"	EA	1	\$2,500.00	\$2,500.00
25 5020-108-B-0	Tapping Valve Assembly, 12"x 12"	EA	1	\$4,000.00	\$4,000.00
26 5020-108-C-0	Fire Hydrant Assembly	EA	4	\$4,500.00	\$18,000.00
27 5020-108-I-0	Fire Hydrant Assembly Removal	EA	1	\$500.00	\$500.00
28 5020-108-K-0	Valve Box Removal	EA	1	\$250.00	\$250.00
29 xxxx-xxx-x-x	Connection No. 1	LS	XXX	XXX	\$3,000.00
30 xxxx-xxx-x-x	Connection No. 2	LS	XXX	XXX	\$3,000.00
31 xxxx-xxx-x-x	Lower Existing Water Main, 6" Dia.	EA	2	\$3,000.00	\$6,000.00
32 xxxx-xxx-x-x	Lower Existing Water Main, 12" Dia.	EA	1	\$5,000.00	\$5,000.00
33 6010-108-A-0	Manhole, SW-301, 48" Dia.	EA	2	\$4,300.00	\$8,600.00
34 6010-108-A-0	Manhole, SW-401, 48" Dia.	EA	4	\$4,300.00	\$17,200.00

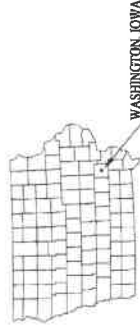
DETAILED OPINION OF COST

ITEM	DESCRIPTION	ESTIMATED UNITS	UNIT PRICE	AMOUNT
35 6010-108-B-0	SW-501 Intake	EA 8	\$3,500.00	\$28,000.00
36 6010-108-B-0	SW-502 Intake, 48" Dia.	EA 2	\$4,500.00	\$9,000.00
37 6010-108-B-0	SW-512 Intake, 24" Riser, Case 1	EA 2	\$2,500.00	\$5,000.00
38 6010-108-B-0	SW-513 Intake, 4' x 4'	EA 6	\$4,000.00	\$24,000.00
39 6010-108-C-0	Drop Connection	EA 1	\$2,000.00	\$2,000.00
40 6010-108-F-0	Manhole Adjustment, Major	EA 2	\$500.00	\$1,000.00
41 6010-108-G-0	Connection to Existing Manhole	EA 1	\$400.00	\$400.00
42 6010-108-H-0	Remove Existing Manhole	EA 1	\$500.00	\$500.00
43 6010-108-H-0	Remove Existing Intake	EA 3	\$500.00	\$1,500.00
44 7010-108-A-0	Pavement, PCC, 7" Thick	SY 4,550	\$45.00	\$204,750.00
45 7010-108-E-0	Curb and Gutter, 30" and 36" Width, 7" Thick	LF 29	\$35.00	\$1,015.00
46 7010-108-I-0	PCC Pavement Samples and Testing	LS XXX	XXX	\$4,000.00
47 7030-108-A-0	Removal of Driveway	SY 171	\$15.00	\$2,565.00
48 7030-108-E-0	Sidewalk, PCC, 4" Thick	SY 361	\$45.00	\$16,245.00
49 7030-108-E-0	Sidewalk, PCC, 6" Thick	SY 76	\$50.00	\$3,800.00
50 7030-108-G-0	Detectable Warning	SF 20	\$45.00	\$900.00
51 7030-108-H-1	Driveway, Paved, PCC, 6" Thick	SY 301	\$50.00	\$15,050.00
7030-108-H-2	Driveway, Granular (Class A Crushed Stone, IDOT Gradation No. 11)	TON 64	\$35.00	\$2,240.00
52				
53 7040-108-A-0	Full Depth Patches (HMA, 6" Thick)	SY 405	\$75.00	\$30,375.00
54 7040-108-B-0	Subbase Overexcavation	TON 130	\$35.00	\$4,550.00
55 7040-108-I-0	Curb and Gutter Removal	LF 29	\$10.00	\$290.00
56 8030-108-A-0	Temporary Traffic Control	LS XXX	XXX	\$4,000.00
57 9010-108-B-0	Hydraulic Seeding, Fertilizing, and Mulching	LS XXX	XXX	\$8,000.00
58 9040-108-A-1	SWPPP Preparation	LS XXX	XXX	\$2,000.00
59 9040-108-A-2	SWPPP Management	LS XXX	XXX	\$2,000.00
60 9040-108-N-1	Silt Fence	LF 500	\$6.00	\$3,000.00
61 9040-108-N-2	Silt Fence – Removal of Sediment	LF 500	\$6.00	\$3,000.00
62 9040-108-N-3	Silt Fence, Removal of Device	LF 500	\$3.00	\$1,500.00
63 9060-108-E-0	Removal of Fence	LF 350	\$8.00	\$2,800.00
64 11,020-108-A	Mobilization	LS XXX	XXX	\$50,000.00
<b>Total Construction Estimate</b>				<b>\$911,440.00</b>

# SOUTH 15TH AVENUE PAVEMENT RECONSTRUCTION AND SUBDIVISION PROJECT PAVING, WATER MAIN, SANITARY SEWER & STORM SEWER WASHINGTON, IOWA 2019

Meleville and construction shall be in accordance with the SDCA's Standard Specifications, 2018 Edition, plus current Supplemental Specifications and Special Provisions.

S H E E T I N D E X	
SHEET NO.	DESCRIPTION
A.01	TITLE SHEET
A.02	LEGEND, LOCATION MAP AND GENERAL NOTES
B.01	TYPICAL SECTIONS AND DETAILS
C.01 - C.02	PROJECT TABULATIONS AND QUANTITIES
D.01 - D.02	EXISTING CONDITIONS AND REMOVALS PLAN
D.03 - D.05	PLAN AND PROFILE SHEETS
D.06	FINISH GRADING PLAN
J.01	TEMPORARY TRAFFIC CONTROL PLAN
L.01	INTERSECTION DETAILS
M.01 - M.04	STORM SEWER PLAN AND PROFILE
SW.01 - SW.02	SANITARY SEWER AND WATER MAIN PLAN AND PROFILE
SW-03	WATER MAIN PLAN AND CONNECTION DETAILS
W.01 - W.02	CROSS SECTIONS
ZZ	TOTAL SHEETS



I hereby certify that the engineering documents were prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.  
 Date: 1/21/2019  
 My Commission Expires: 12/31/2019  
 My Registration No.: 1111  
 My Expiration Date: December 31, 2019  
 A.01 - M.02  
 Pages or sheets covered by this seal.

GARDEN & ASSOCIATES, LTD.  
 1700 S. 15th Avenue East, Suite 1  
 Cedar Rapids, Iowa 52403  
 563.322.2991 Fax  
 563.322.2991 Cell  
 563.322.2991 Home  
 563.322.2991 Office  
 www.gardenandassociates.com  
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 Dig by the Rules. Dig Responsibly. Dig Smart.

GARDEN & ASSOCIATES, LTD.  
 ENGINEERS & SURVEYORS  
 1700 S. 15th Avenue East, Suite 1  
 Cedar Rapids, Iowa 52403  
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SOUTH 15TH AVENUE PAVEMENT  
 RECONSTRUCTION AND SUBDIVISION  
 WASHINGTON, IOWA  
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SHEET TITLE  
 TITLE SHEET

SCALE: NO SCALE  
 FIELD BOOK: NA  
 DRAWN BY: CUR  
 APPROVED: JP

REVISIONS:  
 01/27/2019: ADDED 03  
 WITH MAIN TO PROJECT

DATE: JAN 21 2019

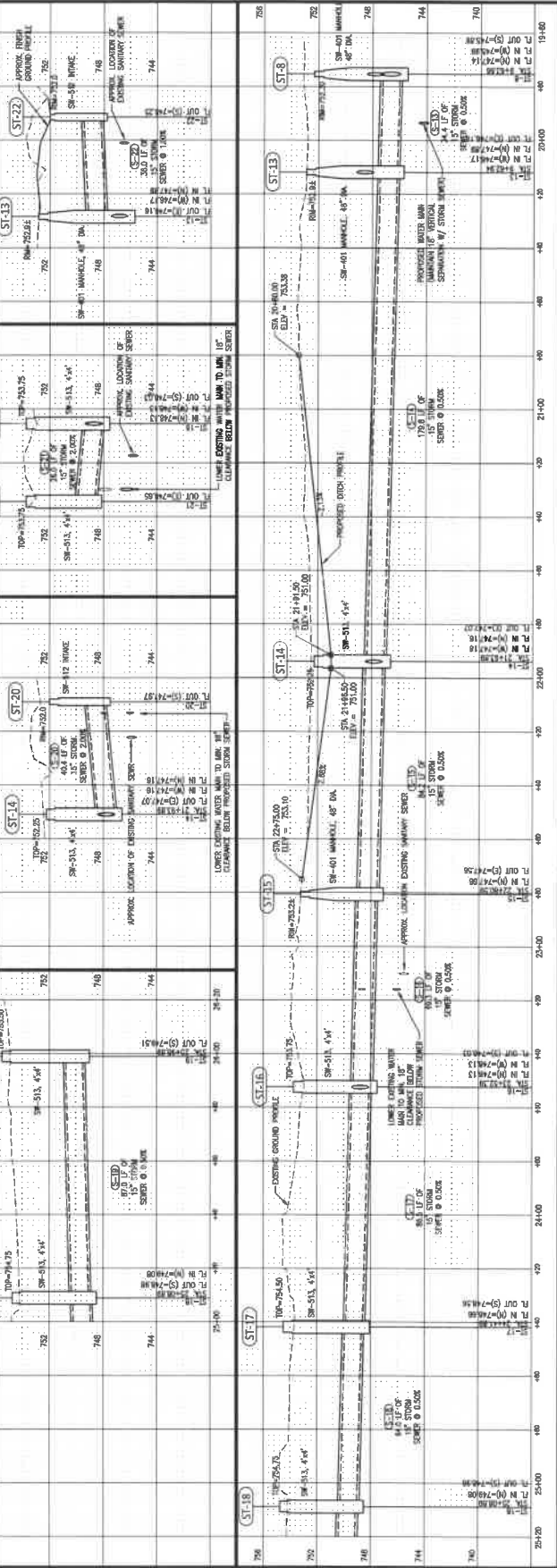
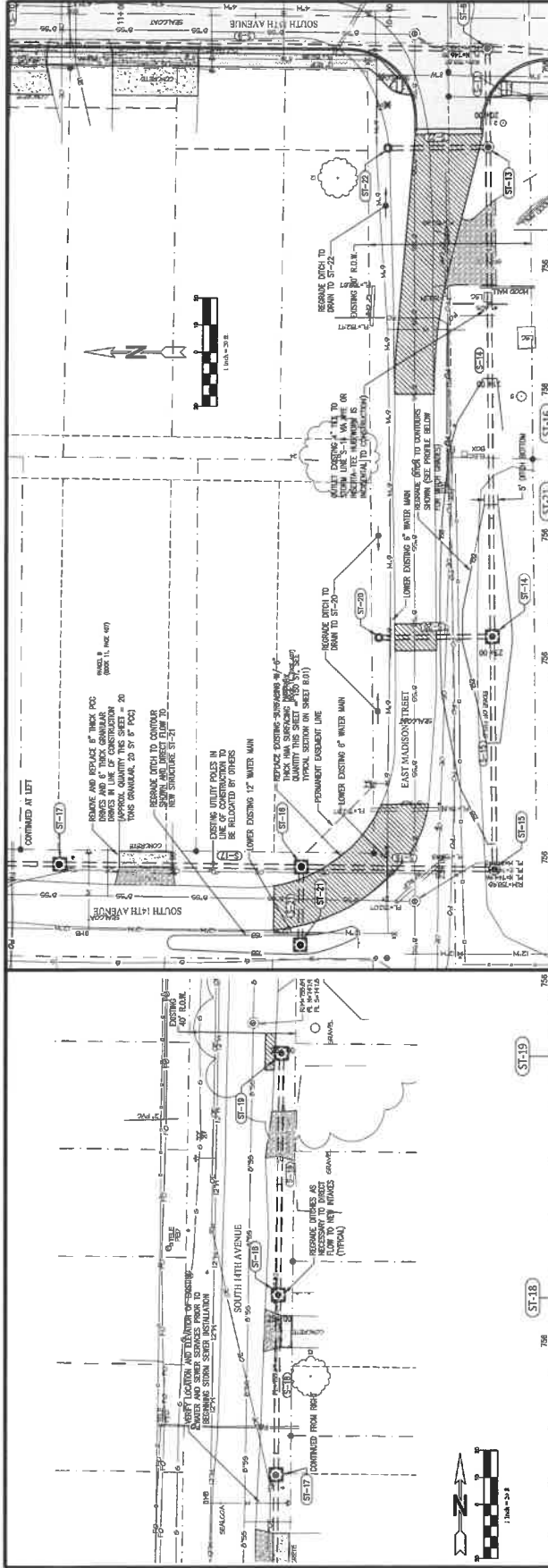
PROJECT NO.: SC10276

SHEET NO.: A.01

**GARDEN & ASSOCIATES, LTD.**  
 ENGINEERS & SURVEYORS  
 1701 34th Avenue East, Suite 1  
 500 E. Taylor, Suite C  
 Chaska, MN 55309  
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**SOUTH 15TH AVENUE PAVEMENT RECONSTRUCTION AND SUBDIVISION WASHINGTON, IOWA**

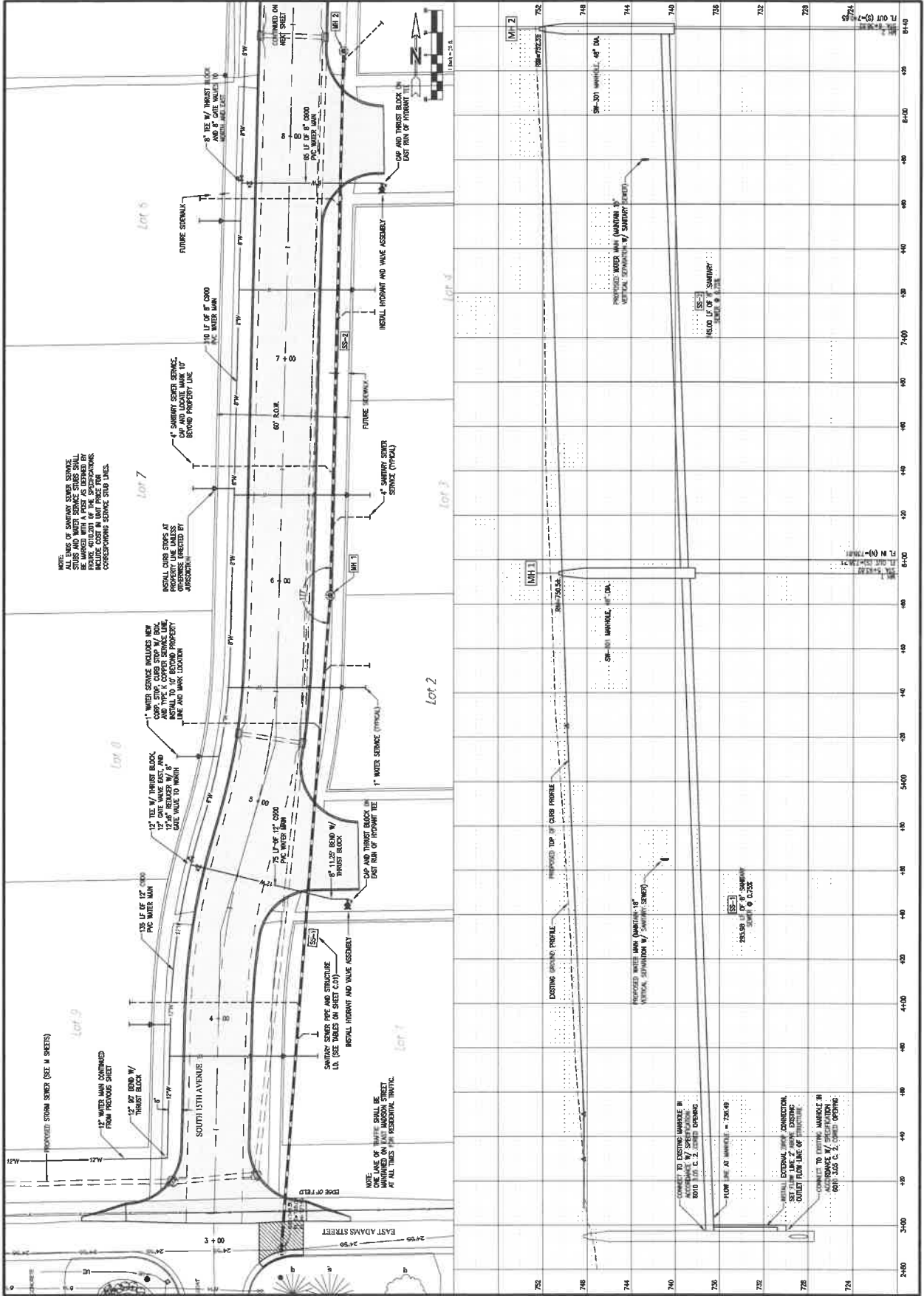
SHEET TITLE	STORM SEWER PLAN AND PROFILE
SCALE	1"=40' HORIZ. 1"=4' VERT.
FIELD BOOK	NA
DRAWN BY	TRJ/KJR
APPROVED	JP
REVISIONS	
DATE	JAN 21, 2019
PROJECT NO.	5016276
SHEET NO.	M.04



**GARDEN & ASSOCIATES, LTD.**  
**ENGINEERS & SURVEYORS**  
 1201 Airway East, Suite 1  
 Des Moines, Iowa 50319  
 502 E. Taylor, Suite C  
 Des Moines, Iowa 50319  
 541.782.4005 Phone  
 541.782.4118 Fax  
 541.727.5256 Mobile  
 641.272.1031 FRL  
 602.632.1214 Iowa Toll Free  
 email: gpa@gardensurveyors.com

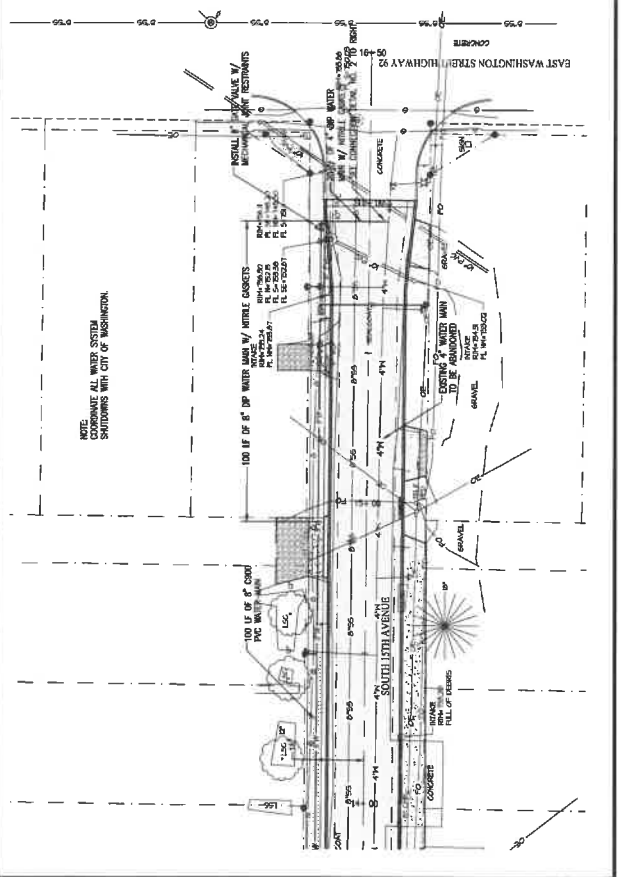
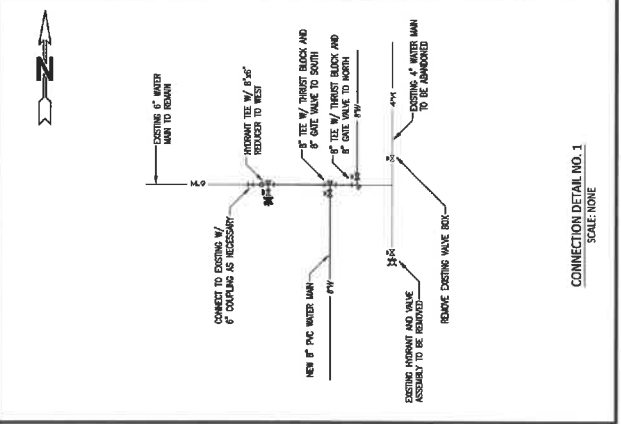
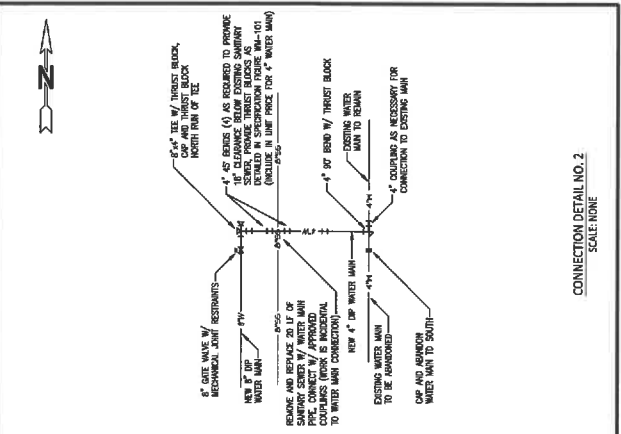
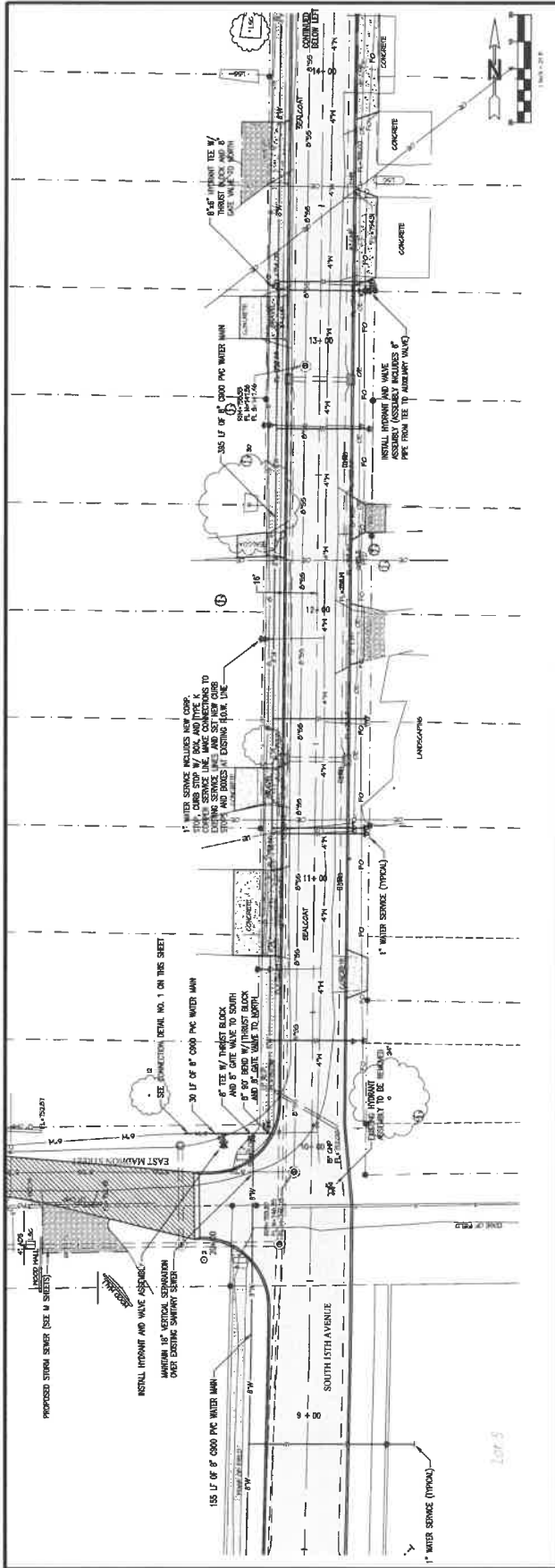
**SOUTH 15TH AVENUE PAVEMENT  
 RECONSTRUCTION AND SUBDIVISION  
 WASHINGTON, IOWA**  
 © COPYRIGHT 2018 GARDEN & ASSOCIATES, LTD.

SHEETTIME WATER MAIN AND SANITARY SEWER PLAN AND PROFILE	
SCALE	1" = 40' HORIZ. 1" = 4' VERT.
FIELD BOOK	NA
DRAWN BY	TRH/CR
APPROVED BY	JP
REVISIONS	
DATE	JAN 21, 2019
PROJECT NO.	5016275
SHEET NO.	SW.02



NOTES:  
 1. ALL KINDS OF SANITARY SEWER SERVICE SHALL BE PROVIDED TO ALL LOTS ADJACENT TO THE SANITARY SEWER MAIN.  
 2. THE LOCATION OF ALL SANITARY SEWER SERVICE SHALL BE MARKED WITH A POST AS DETAILLED BY THE ENGINEER.  
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SCALE:	AS NOTED
FIELD BOOK:	NA
DRAWN BY:	TRH/AJR
APPROVED:	JP
REVISIONS:	
DATE:	JUN 21, 2015
PROJECT NO.:	5018276
SHEET NO.:	SW.03



CONNECTION DETAIL NO. 2  
SCALE: NONE

CONNECTION DETAIL NO. 1  
SCALE: NONE

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



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

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**Memorandum**

March 27, 2019

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

From: Brent Hinson  
City Administrator

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

**Re: Agreement Amendment with YMCA for Aquatic Center Management Services**

The City and the YMCA first entered into an agreement for management of the Steele Family Aquatic Center for the 2014 season. At the time the original agreement was negotiated, it was discussed that any changes to fees would be subject to confirmation by the City Council. In the one instance where fees were raised, for the 2016 season, the fees changes were reviewed and approved by the City Council as part of a contract amendment.

In recent discussions with the Park Board, however, it was discovered on close examination that the language regarding City Council review of fees was not included. The YMCA has proposed fee increases to family day passes and season passes for the 2019 season. The YMCA board recently voted to support the attached proposed amendment to the contract, approving the fee increases for 2019 and setting in place the procedure for future fee discussions.

Amy Schulte will be present to answer any questions from the YMCA perspective.



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

**A RESOLUTION APPROVING AMENDMENT TO MANAGEMENT SERVICES AGREEMENT AND 2019 RATES FOR STEELE FAMILY AQUATIC CENTER**

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

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

WHEREAS, while the original discussions of fees associated with the Agreement included verbal agreement that the YMCA would set fees for facility use subject to advance City confirmation, but that this wording has been left out of the formal agreement until this time.

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

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

Section 2. The City Council hereby confirms the fee schedule attached as Exhibit B to this Resolution for the 2019 season and future seasons, unless otherwise amended in the future under the provisions of the Management Services Agreement.

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

PASSED AND APPROVED this 2<sup>nd</sup> day of April, 2019.

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

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

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

REFERENCE is hereby made to that certain Management Services Agreement (the "Agreement") dated February 10, 2014, by and between the City of Washington, Iowa (the "City"); and the Young Men's Christian Association of Washington, Iowa (the "YMCA").

WHEREAS, the City and YMCA wish to amend the Agreement; and

WHEREAS, it is now necessary for the parties to enter into this written amendment ("Amendment") to the Agreement.

NOW, THEREFORE, the parties agree as follows:

1. Article IV is hereby repealed in its entirety.
2. A new Article IV is adopted as follows:

"IV. FEES.

Section 4.1 Management Fee

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

Section 4.2 Facility Use Fees

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

Section 4.3 Fee-Exempt Activities

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

**EXHIBIT A**

3. In all other respects, except as outlined in Sections 1 and 2 of this Amendment, the Agreement shall remain in full force and effect.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY:

YMCA:

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

\_\_\_\_\_  
Amy Schulte, Association Director

ATTEST:

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

**STEELE FAMILY AQUATIC CENTER**

**Proposed Fees for 2019 Season**

Single day pass: \$4

Family day pass: \$15

Punch card: \$30 for 10 visits

Single season pass: \$70

Family season pass: \$160

Group swim lessons \$60

Private swim lessons: \$80

Pool parties: \$150 for 1 ½ hours

## Brent Hinson

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**From:** Amy Schulte  
**Sent:** Wednesday, March 13, 2019 10:14 AM  
**To:** 'Brent Hinson'  
**Subject:** RE: WSFAC

Brent

The amendment to the agreement would also need to be approved by the YMCA board of directors. How do you feel about working through the wording of the amendment together?

The rates for 2019 will be:

Single day pass: \$4 (no change)  
Family day pass \$15 (was \$12)  
Punch card \$30 for 10 visits (no change)  
Single season pass \$70 (was \$65)  
Family season pass \$160 (was \$155)

Swim lesson prices have not changed from last year, still \$60 for group and \$80 for private.

Pool parties are still \$150 for an hour and a half and we will offer them on most Thursdays this summer in addition to Friday – Sunday.

The YMCA camp kids will be swimming in the last mornings rather than during general admission times to lessen the load during the peak times.

Our flyer is just about complete and I can send you a copy of it by the end of the week if you would like to share it with them as well. Thanks

*Amy Schulte*

**Association Director**

YMCA OF WASHINGTON COUNTY

121 E Main St., Washington, IA 52353

(P) 319 653 2141 (F) 319 653 2142 (M) 319 461 3148

(E) [aschulte@washingtonty.org](mailto:aschulte@washingtonty.org) (W) [www.washingtonty.org](http://www.washingtonty.org)

(O) Facebook

**The Y: We're for youth development, healthy living and social responsibility.**

**From:** Brent Hinson [mailto:[bhinson@washingtonty.org](mailto:bhinson@washingtonty.org)]

**Sent:** Wednesday, March 13, 2019 9:55 AM

**To:** Amy Schulte <[aschulte@washingtonty.org](mailto:aschulte@washingtonty.org)>

**Subject:** RE: WSFAC

Amy:

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



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

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## **Memorandum**

March 28, 2019

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

From: Brent Hinson  
City Administrator

Re: Riverboat Application for Wellness Park

I am still working on finalizing the grant application for the Wellness Park, but will have copies of this available at the meeting. I think this will be a highly competitive application, and I look forward to getting this important project completed.

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

**A RESOLUTION ENDORSING AN APPLICATION FOR GRANT FUNDS**

WHEREAS, the community has been discussing and working toward construction of a Wellness Park since 2006; and

WHEREAS, the City Council and important community stakeholders have strongly supported moving forward on this project; and

WHEREAS, the City Council wishes to apply for funds from the Washington County Riverboat Foundation to assist in this project.

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

Section 1. The City Council endorses the submission of an application for grant funds to the Washington County Riverboat Foundation in the amount of \$650,000 for the 2019 Wellness Park Project.

Section 2. The City Council states its commitment to funding the necessary local match needed to complete the project, as described in the grant application.

PASSED AND APPROVED this 2<sup>nd</sup> day of April, 2019.

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

ATTEST:

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



## GRANT APPLICATION

### Applicant Organization Information:

1. Applicant Organization: City of Washington
2. Mailing Address: 215 East Washington Street
3. City, State, Zip: Washington, IA 52353
4. Federal Tax ID#: 42-6005318
5. Date (Year) Organized: 1864
6. Website: [www.washingtoniowa.net](http://www.washingtoniowa.net)
7. Tax Exempt Category:  501c (3),  501c (4),  501c (6),  School District  
(Check only one)  City/County Gov't,  Other:
8. Applicant has read and agrees with the current grant guidelines:  Yes  No  
(Grant App. Guidelines & Instructions are available online or from the WCRF Office)

### Contact Information:

9. Primary Contact Name: Brent Hinson
10. Title in Organization: City Administrator
11. Daytime Phone: 319-653-6584 Evening Phone: 641-373-2535
12. E-mail address: [bhinson@washingtoniowa.gov](mailto:bhinson@washingtoniowa.gov)
13. Alternate Contact Name: Nick Pacha, Park Superintendent
14. Alternate Phone: 319-321-4886 Alt. E-mail: [npacha@washingtoniowa.gov](mailto:npacha@washingtoniowa.gov)

### Project/Program Information:

15. Project Title: Washington Wellness Park, Phase I
16. Project Address: West 7th & North Avenue E, Washington
17. WCRF Funding Requested: \$650,000.00
18. Matching Funds: \$1,356,576.00 (while not required matching funds will improve your chance of being funded)
19. Total Cost (17+18): \$2,006,576.00 (include itemized budget if over \$5,000)
20. Anticipated project start: August 1, 2019
21. Anticipated date WCRF funds will be needed: August 1, 2019





22. Provide a brief description of the project you are seeking funds for **(10 lines or less)**. Please include an explanation of how this proposal will benefit residents of Washington County. You may attach additional pages to describe your project/program in more detail. Additional supporting material may also be submitted.

The Wellness Park has been a dream ever since the original concepts were developed in 2007 following extensive community surveying related to desired amenities. The project has moved forward in fits and starts since then, with original land acquisition in 2009, a land swap completed in 2013 to obtain a more suitable site for an adjacent new YMCA facility (to start construction soon with the generous assistance of the WCRF), and the construction of soccer fields as a joint project with the YMCA in 2014. All along the way, the WCRF has been a vital partner. We are now excited to move forward to the honest-to-goodness development phase of the project, and need additional assistance to make this happen. The community needs identified in 2007 still remain, and this project is a phenomenal opportunity to make the dream a reality.

23. Please explain the impact of the WCRF funding in numbers (such as: number of participants or persons impacted, cost per participant, number of units, statistics from past projects, etc.). **(10 lines or less)**

The project involves a multi-million dollar investment by the City (and the WCRF, through past competitive grants and municipal grants) to bring our recreation facilities to a high standard and benefit the hundreds of children who participate in youth T-Ball, Softball, and Baseball in our community. Washington will finally have the complex it has needed for all these years, and future phases will help build the park out into a true regional amenity.

24. In the space below, explain how the project/program will address the Foundation's interest category. **(7 lines or less)** See WCRF Grant Application Guidelines & Instructions document.

We believe this project is an ideal fit for WCRF funding, as it satisfies at least 3 of the 4 categories of interest. It will provide a strong community development & beautification benefit, it presents a strong economic development project as a major quality of life amenity to attract and retain young people in our region, and it will help provide for human & social needs through increased and improved programming.

25. If your organization is based outside Washington County, are you aware that a Community Foundation in your County receives over \$130,000 annually in gaming funds through Iowa's *County Endowment Fund Program* to distribute as grants and build endowment?  
[Click here to see a PDF report on Iowa's Community Foundations.](#)

Check the boxes that apply:

- We are aware of the Community Foundation grant opportunities in our County  
 We have applied for grants from the Community Foundation in our County  
 We have received grant funding from the Community Foundation in our County
- Comments



**W · C · R · F**  
**WASHINGTON COUNTY**  
**RIVERBOAT FOUNDATION**

26. List name of matching funding sources and if contribution is projected (P) or confirmed (C). Private donations can generally be grouped together as one line item. Line "A" should show any cash contribution from the Applicant organization. **Do not include "in-kind" (non-cash) contributions in this table.** The "Total Matching Funds" should equal Line 18.

Source of Match Funds	Projected or Confirmed	Confirming letter attached?	Amount
A. (Applicant) General Obligation Bond	Confirmed	<input checked="" type="checkbox"/>	\$ 349,752
B. WCRF Municipal Grant	Confirmed	<input checked="" type="checkbox"/>	\$ 475,000
C. Park Gift Fund	Confirmed	<input checked="" type="checkbox"/>	\$ 100,000
D. Other City Contributions	Confirmed	<input checked="" type="checkbox"/>	\$ 189,899
E. MLB Baseball Tomorrow Grant	Projected	<input type="checkbox"/>	\$ 241,925
F.	Projected	<input type="checkbox"/>	\$
<b>Total Matching Funds:</b>			<b>\$ 1,356,576</b>

27. Complete the following budget form. List each work element for the project. To show the source of matching funds, reference the letter (A, B, C, etc.) from the table in Line 26. More than one source (letter) may be entered for a single work element. The Total Matching Fund should equal the amount entered in Line 18. The Total WCRF Funding Request should equal the amount entered in Line 17. **If the total project is over \$5,000, please attach a detailed itemization of the expected project expenses.**

Work Element	Matching Fund Source (letters)	Matching Fund \$ Amount	WCRF Funding Request	Total
1. Roads, Trails, Parking	A,B	\$ 393,359	\$ 0	\$ 393,359
2. Playing Fields	B,C,D,E	\$ 621,862	\$ 301,188	\$ 923,050
3. Buildings	B,D	\$ 210,873	\$ 123,812	\$ 334,685
4. Lighting- 2 Fields	E	\$ 75,000	\$ 225,000	\$ 300,000
5. Engineering & Inspections	D	\$ 55,382	\$ 0	\$ 55,382
6.		\$	\$	\$
7.		\$	\$	\$
<b>TOTAL</b>		<b>\$1,356,476</b>	<b>\$ 650,000</b>	<b>\$ 2,006,576</b>

NOTE: The WCRF does not normally fund personnel expenses, except for outside contracted services for specific projects. Personnel expenses include salaries and benefits for full- and part-time employees. Capital expenses include construction or remodeling costs. Equipment expenses include machinery, tools, vehicles, and appliances that are likely to remain in use for more than one year. Supplies refers to items which are consumable



28. Explain the source of additional matching funds shown in Questions 25 and 26, and the amounts necessary to complete the project/program. Include cash contributions from all other sources besides the WCRF. If a capital campaign or pledge drive is in progress or planned and shown in Line 25, please provide details about how this effort will be executed. If Foundation funding will be used to leverage other funds that have not yet been committed, please include a detailed description of the process or plan to receive those funds. Explain the anticipated timeline on receiving the matching funds. If necessary, attach an additional sheet.

The major source of funding not yet secured is a grant application to Major League Baseball's "Baseball Tomorrow" program. This \$241,925 grant application was submitted in March, and we do not expect to be notified of the outcome until July.

29. Explain any "in kind" non-cash contributions, if any. Include donated time, labor, materials, etc. Note that these "in kind" contributions should not be included in the matching funds (Line 18) or in the Total Cost of the project (Line 19).

The City has already secured in-kind donations from Aqua-Pro for field irrigation and from Engineered Building Design for structure materials and construction. We are still working on multiple additional in-kind donations for the project. We project that these in-kind contributions will reduce the cost of the project by \$115,315.

30. Has your project been started? If yes what is the status?

No. While Phase 1A is nearly complete, that is not part of the scope of this grant application.

31. How will the project be affected if it receives less funding from the WCRF or from other anticipated funding sources? (For example, will the project be downsized, will the applicant organization increase its funding to make up the difference, would the project be canceled, would a plan to raise more private donations be implemented, etc.?)

The project budget is beyond tight. If we receive reduced funding, the field lighting would be the first thing to go. The next thing to examine would be reducing the number of fields to be developed at this time.

32. Explain how the Washington County Riverboat Foundation will be recognized by your organization for contributing to the project/program. **(6 lines or less)**

The WCRF would be recognized with permanent signage on the concessions building.



33. I hereby affirm that this application has been approved by its governing body. All data in this application and supporting material are correct and true. If awarded funds by the WCRF, the Applicant will comply with WCRF guidelines and grant agreement.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signed by Primary Contact from Line 9.)

To complete the application process,

1. E-mail the completed **MS Word digital version** of the application (without signatures) to [wcrf@riverboatfoundation.org](mailto:wcrf@riverboatfoundation.org).
2. Submit one completed and signed original application, along with one copy of the following (do not attach to the 15 copies) unless you are a school or governmental body:
  - ✓ Resolution authorizing submission from governmental body (if applicable).
  - ✓ IRS Non-Profit Determination letter (for non-governmental organizations)
  - ✓ Iowa Secretary of State "Certificate of Standing"
  - ✓ Front page from most recent federal 990 income tax form.
3. Submit **15 complete copies** of the application (including any supporting materials such as itemized budget details, project descriptions, maps, letters confirming matching funds, etc.)
4. Submit this application in its original form (no colored paper, plastic covers, folders, or coversheets) Do not reformat this application form. Do not fax the application. Please staple each application.

**By 5:00pm on Wednesday, April 3, 2019 to:**

Washington County Riverboat Foundation  
205 West Main St.  
Washington, IA 52353  
[wcrf@riverboatfoundation.org](mailto:wcrf@riverboatfoundation.org)

**\*\* Please note that your application becomes a public document upon submission. \*\***

City of Washington  
 Wellness Park Phase I for WCRF Grant Application  
 March 31, 2019

<u>Uses</u>	Phase 1A: <u>Grading &amp; Utilities</u>		Phase 1B: <u>Fields &amp; Structures</u>		<u>Totals</u>
Grading & Util Contract	\$	850,292.00		\$	850,292.00
Water Main	\$	60,000.00		\$	60,000.00
Roads, Trails, Parking			\$	393,359.00	\$ 393,359.00
Playing Fields			\$	923,050.00	\$ 923,050.00
Buildings			\$	334,685.00	\$ 334,685.00
Lighting- 2 Fields			\$	300,000.00	\$ 300,000.00
Contingency	\$	45,514.60		\$	45,514.60
Inspections	\$	18,000.00	\$	10,000.00	\$ 28,000.00
Engineering	\$	54,617.52	\$	45,382.48	\$ 100,000.00
<b>Total Uses</b>	<b>\$</b>	<b>1,028,424.12</b>	<b>\$</b>	<b>2,006,476.48</b>	<b>\$ 3,034,900.60</b>

Sources

General Obligation Bond	\$	762,139.56	\$	349,752.64	\$ 1,111,892.20
Riverboat Mun Grant	\$	206,284.56	\$	475,000.00	\$ 681,284.56
Park Gift Fund			\$	100,000.00	\$ 100,000.00
WP Fund- Farm Lease			\$	60,000.00	\$ 60,000.00
City Donation- Water Main	\$	60,000.00		\$	60,000.00
City Donation- Road			\$	64,899.00	\$ 64,899.00
City Infrastructure TIF Loan			\$	65,000.00	\$ 65,000.00

*Anticipated But Not Secured:*

MLB Baseball Tomorrow Grant			\$	241,925.00	\$ 241,925.00
Riverboat Competitive Grant			\$	650,000.00	\$ 650,000.00

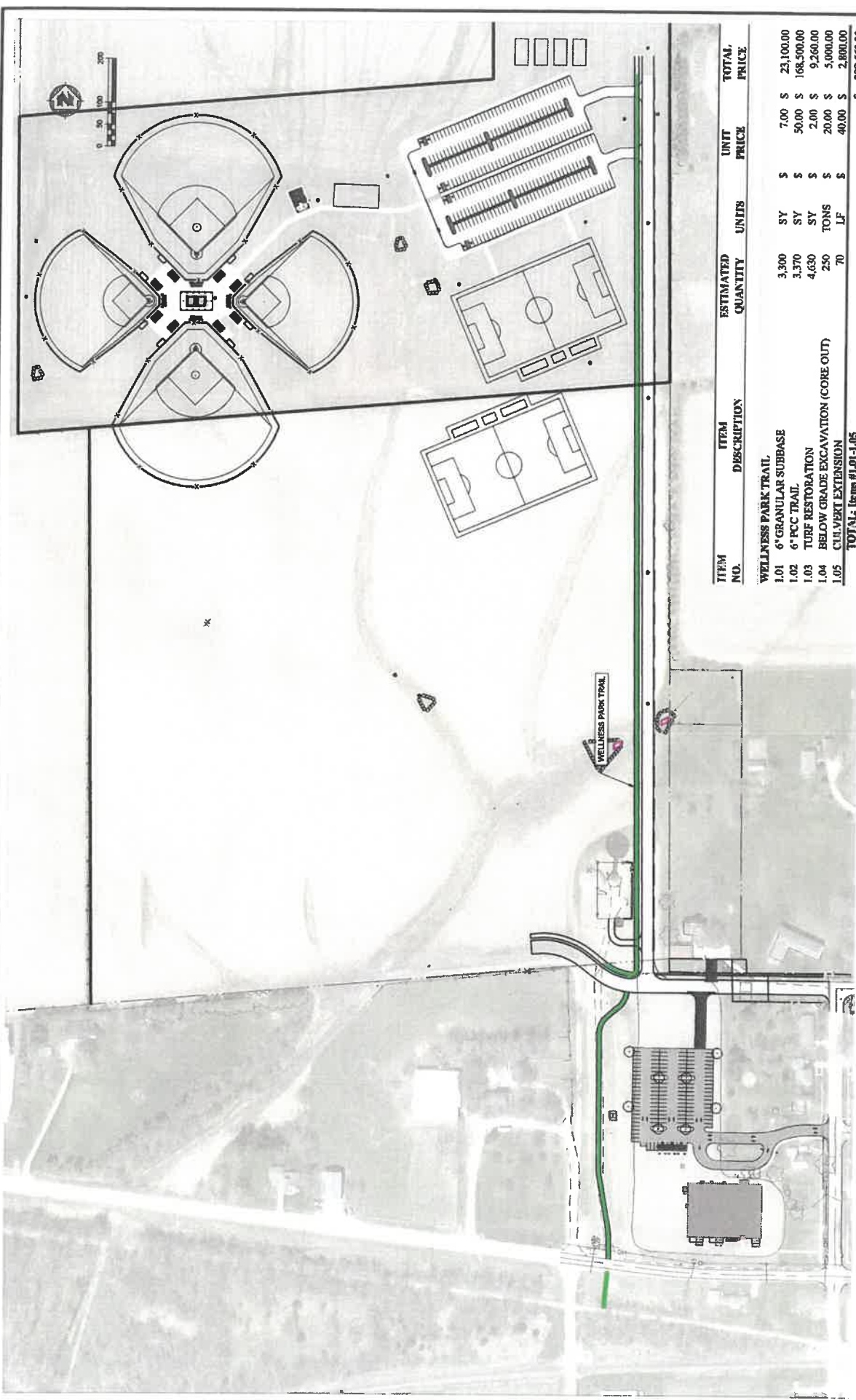
<b>Total Sources</b>	<b>\$</b>	<b>1,028,424.12</b>	<b>\$</b>	<b>2,006,576.64</b>	<b>\$ 3,035,000.76</b>
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Sources/Uses	\$	-	\$	100.16	\$ 100.16
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# Washington Wellness Park Design Concept Full Site

Future Residential





ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
<b>WELLNESS PARK TRAIL</b>					
1.01	6" GRANULAR SUBBASE	3,300	SY	\$ 7.00	\$ 23,100.00
1.02	6" FCC TRAIL	3,370	SY	\$ 50.00	\$ 168,500.00
1.03	TURF RESTORATION	4,630	SY	\$ 2.00	\$ 9,260.00
1.04	BELOW GRADE EXCAVATION (CORE OUT)	250	TONS	\$ 20.00	\$ 5,000.00
1.05	CULVERT EXTENSION	70	LF	\$ 40.00	\$ 2,800.00
<b>TOTAL: Items #1.01-1.05</b>					<b>\$ 208,660.00</b>

PROJECT NO. \_\_\_\_\_ SCALE AS SHOWN DATE \_\_\_\_\_  
 DRAWN BY: ALE PROJECT DATE \_\_\_\_\_  
 CHECKED BY: JIN  
 DATE DATE: 2/1/19, P:\Engineering\2019\10322002\10322002.dwg, Plot: 1:100000000, PLOT DATE: 2/1/2019, 11:56:00 AM

**MSA**  
 ENGINEERING | ARCHITECTURE | SURVEYING  
 4201 Van Meter Drive, Des Moines IA 50325  
 (515) 281-9375 www.msa-pi.com  
 10322002

WASHINGTON WELLNESS PARK  
 CITY OF WASHINGTON  
 WASHINGTON COUNTY, IOWA

**WELLNESS PARK TRAIL - OPTION 2**  
 10322002  
 2/1/19  
 CS

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

**A RESOLUTION ENDORSING AN APPLICATION FOR GRANT FUNDS**

WHEREAS, the City Council is committed to the successful completion of Phase 1 of the Wellness Park project; and

WHEREAS, a vital component of this project is the construction of baseball/softball fields on the site; and

WHEREAS, the City Council wishes to apply for funds from Major League Baseball to assist in this project; and

WHEREAS, the previously adopted Resolution 2019-038 is being revised to reflect a higher grant request after it was determined the project was eligible for more than the \$100,000 originally specified.

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

Section 1. The City Council endorses the submission of an application for grant funds to the Major League Baseball "Baseball Tomorrow" program in the revised amount of \$241,925 for the Wellness Park Youth Ballfields project.

Section 2. The City Council states its commitment to funding the necessary local match needed to complete the project, as described in the grant application.

PASSED AND APPROVED this 2<sup>nd</sup> day of April, 2019.

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

ATTEST:

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



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



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

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## **Memorandum**

March 27, 2019

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

From: Brent Hinson  
City Administrator

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

Re: Downtown Investment Grants (DIG) Program Grant Recommendation

Main Street Washington's Design Committee recommends approval of the following grants under the DIG program:

- DW Developments, LLC for upper-story residential renovations of their building at 110 South Iowa (former Bodywrx/current Y on the Square building).
- Greiner Buildings, Inc. for the 2<sup>nd</sup> phase of their project renovating the former library building at 120 East Main Street.

At the time of this writing, I do not have the recommended grant amounts. Sarah and Illa will work together to see that this information gets into the meeting packets.

We have \$100,000 in municipal grant dollars appropriated for FY20, plus an additional \$9,500 from the first allocation of DIG funding. The FY20 dollars will not begin to be available until after July 1. Thus far, we have committed \$29,000 (Peoples Capital Management for 120 East Madison).

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

**A RESOLUTION APPROVING A DOWNTOWN INVESTMENT GRANT  
AGREEMENT WITH DW DEVELOPMENTS, LLC**

WHEREAS, the City Council created the Downtown Investment Grants (DIG) program, in partnership with the Washington County Riverboat Foundation and Main Street Washington, to incentivize major building improvements in downtown Washington in accordance with Main Street guidelines; and

WHEREAS, as per the policies and procedures previously established by this Council, the Main Street Design Committee has recommended a forgivable loan/grant be awarded to DW Developments, LLC to assist with an estimated \$ \_\_\_\_\_ investment in the building it has purchased at 110 South Iowa Avenue (Bodywrx/ Y on the Square).

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

Section 1. The City Council hereby approves the attached Downtown Investment Grant Agreement and Promissory Note, providing a forgivable loan/grant to DW Developments, LLC in the amount of \$ \_\_\_\_\_.

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

PASSED AND APPROVED this 2<sup>nd</sup> day of April, 2019.

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

ATTEST:

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

Prepared by: Kevin D. Olson, Washington City Attorney, 1400 5<sup>th</sup> Street, Coralville, Iowa 52241 (319) 351-2277  
Return document to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

**MAIN STREET WASHINGTON/CITY OF WASHINGTON  
DOWNTOWN INVESTMENT GRANT AGREEMENT**

In consideration of \_\_\_\_\_ Thousand Dollars (the “Grant Amount”), received from the Downtown Investment Grant Program for rehabilitation assistance for property generally referred to as 110 South Iowa Avenue, Washington, Iowa, and legally described as:

South 24.5 Feet Lot 3 & North 24 Feet Lot 6, Block 12,  
Original Plat, Washington, Washington County, Iowa

(the “Property”)

The undersigned owner, DW Developments, LLC (collectively the “Owner”), hereby states that the Owner is lawfully seized of the Property described above, and hereby gives consent to the creation and imposition of a lien to, and in favor of the City of Washington, Iowa, as lien holder upon the Property, subject to the terms and conditions outlined below:

1. Construction of the Improvements. After approval of the application of a Downtown Investment Grant by the Washington City Council to rehabilitate the Owner’s Property (the “Improvements”), the Owner shall submit appropriate plans and specifications to the City and obtain all necessary permits to construct the improvements listed in the grant application at the Property in strict compliance with all applicable laws, regulations and ordinances.

2. Required Expenditure. Prior to the disbursement of the Grant Amount by the City, the Owner shall submit documentation showing to the City’s satisfaction that the Owner has spent at least three (3) times the Grant Amount on the Improvements (the “Owner Threshold”). The Grant Amount will be reduced accordingly if the Owner Threshold does not show at least a three to one ratio of Owner expenses as compared to the Grant Amount.

3. Disbursement of Grant Amount. After the issuance of a Certificate of Occupancy, the City will disburse the Grant Amount to the Owner (the “Disbursement Date”).

4. Repayment of the Grant Amount. If any of following circumstances should occur prior to the Third (3<sup>rd</sup>) Anniversary of the Disbursement Date, the Repayment Schedule listed in Section 3 of this Agreement shall become effective:

a. If the Property is sold or transferred to another party, including via real estate contract, sale of the corporate entity holding title to the real estate or any other transfer; or

b. If the Property is abandoned or is otherwise in violation of any applicable law pertaining to occupancy of the Property.

c. If however, the transfer occurs because of the death of the Owner, then Section 5 shall not be triggered.

5. Repayment Schedule. If any of the events listed in Section (3)(a) or (3)(b) above occur prior to the 3<sup>rd</sup> Anniversary of the Disbursement Date, the Owner shall repay to the City, the following amounts:

a. Event occurs within 0-1 years from Disbursement: 100%

b. Event occurs within 1-2 years from Disbursement: 50%

c. Event occurs within 2-3 years from Disbursement: 25%

6. Forgiveness of Grant. If the Repayment Schedule is not triggered prior to the 3<sup>rd</sup> Anniversary of the Disbursement Date, then the entire Grant is hereby forgiven and no longer remains a lien on the Property.

7. Promissory Note. To evidence the obligation to repay the Grant Amount, the Owner and City shall execute the Promissory Note in the form listed on Appendix 1 to this Agreement.

8. The provisions of this Agreement shall inure to the benefit of the parties and shall run with the land.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.

OWNER:

CITY:

By: \_\_\_\_\_  
Andrew L. Drahota, Manager

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

By: \_\_\_\_\_  
David F. Waite, Manager

ATTEST:

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

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by Andrew L. Drahota and David F. Waite, as Managers of DW Developments, LLC.

\_\_\_\_\_  
Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by Jaron P. Rosien and Illa Earnest, as Mayor and City Clerk of the City of Washington, Iowa.

\_\_\_\_\_  
Notary Public

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

**A RESOLUTION APPROVING A DOWNTOWN INVESTMENT GRANT  
AGREEMENT WITH GREINER BUILDINGS, INC**

WHEREAS, the City Council created the Downtown Investment Grants (DIG) program, in partnership with the Washington County Riverboat Foundation and Main Street Washington, to incentivize major building improvements in downtown Washington in accordance with Main Street guidelines; and

WHEREAS, as per the policies and procedures previously established by this Council, the Main Street Design Committee has recommended a forgivable loan/grant be awarded to Greiner Buildings, Inc. to assist with an estimated \$ \_\_\_\_\_ investment in the building it owns at 120 East Main Street.

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

Section 1. The City Council hereby approves the attached Downtown Investment Grant Agreement and Promissory Note, providing a forgivable loan/grant to Greiner Buildings, Inc. in the amount of \$ \_\_\_\_\_.

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

PASSED AND APPROVED this 2<sup>nd</sup> day of April, 2019.

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

ATTEST:

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

Prepared by: Kevin D. Olson, Washington City Attorney, 1400 5<sup>th</sup> Street, Coralville, Iowa 52241 (319) 351-2277  
Return document to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

**MAIN STREET WASHINGTON/CITY OF WASHINGTON  
DOWNTOWN INVESTMENT GRANT AGREEMENT**

In consideration of \_\_\_\_\_ Thousand Dollars (the “Grant Amount”), received from the Downtown Investment Grant Program for rehabilitation assistance for property generally referred to as 120 East Main Street, Washington, Iowa, and legally described as:

Lot 8, Block 9, Original Plat, Washington, Washington County, Iowa

(the “Property”)

The undersigned owner, Greiner Buildings, Inc. (collectively the “Owner”), hereby states that the Owner is lawfully seized of the Property described above, and hereby gives consent to the creation and imposition of a lien to, and in favor of the City of Washington, Iowa, as lien holder upon the Property, subject to the terms and conditions outlined below:

1. Construction of the Improvements. After approval of the application of a Downtown Investment Grant by the Washington City Council to rehabilitate the Owner’s Property (the “Improvements”), the Owner shall submit appropriate plans and specifications to the City and obtain all necessary permits to construct the improvements listed in the grant application at the Property in strict compliance with all applicable laws, regulations and ordinances.

2. Required Expenditure. Prior to the disbursement of the Grant Amount by the City, the Owner shall submit documentation showing to the City’s satisfaction that the Owner has spent at least three (3) times the Grant Amount on the Improvements (the “Owner Threshold”). The Grant Amount will be reduced accordingly if the Owner Threshold does not show at least a three to one ratio of Owner expenses as compared to the Grant Amount.

3. Disbursement of Grant Amount. After the issuance of a Certificate of Occupancy, the City will disburse the Grant Amount to the Owner (the “Disbursement Date”).

4. Repayment of the Grant Amount. If any of following circumstances should occur prior to the Third (3<sup>rd</sup>) Anniversary of the Disbursement Date, the Repayment Schedule listed in Section 3 of this Agreement shall become effective:

a. If the Property is sold or transferred to another party, including via real estate contract, sale of the corporate entity holding title to the real estate or any other transfer; or

b. If the Property is abandoned or is otherwise in violation of any applicable law pertaining to occupancy of the Property.

c. If however, the transfer occurs because of the death of the Owner, then Section 5 shall not be triggered.

5. Repayment Schedule. If any of the events listed in Section (3)(a) or (3)(b) above occur prior to the 3<sup>rd</sup> Anniversary of the Disbursement Date, the Owner shall repay to the City, the following amounts:

a. Event occurs within 0-1 years from Disbursement: 100%

b. Event occurs within 1-2 years from Disbursement: 50%

c. Event occurs within 2-3 years from Disbursement: 25%

6. Forgiveness of Grant. If the Repayment Schedule is not triggered prior to the 3<sup>rd</sup> Anniversary of the Disbursement Date, then the entire Grant is hereby forgiven and no longer remains a lien on the Property.

7. Promissory Note. To evidence the obligation to repay the Grant Amount, the Owner and City shall execute the Promissory Note in the form listed on Appendix 1 to this Agreement.

8. The provisions of this Agreement shall inure to the benefit of the parties and shall run with the land.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.

OWNER:

CITY:

By: \_\_\_\_\_  
Matt Greiner, President

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

ATTEST:

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



STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_,  
2019, by Matt Greiner, as President of Greiner Buildings, Inc.

\_\_\_\_\_  
Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_,  
2019, by Jaron P. Rosien and Illa Earnest, as Mayor and City Clerk of the City of Washington,  
Iowa.

\_\_\_\_\_  
Notary Public

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



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

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## **MEMORANDUM**

March 27, 2019

To: Mayor & City Council

Cc: Illa Earnest, City Clerk; Sarah Grunewaldt, Main Street Washington

From: Brent Hinson  
City Administrator

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

Re: Linda Lou's/Red Bear Day Care Building, 123 East 2nd

The developer is ready to proceed on building the 3,500 square feet that will be needed for its office space, but has not been able to secure the leases yet to allow it to build out to 6,000 square feet as required in the existing development agreement. They feel very confident that they will in fact secure the leases needed prior to construction, but are needing assurances and flexibility from the City in order to be able to proceed.

To this end, we have negotiated an amendment to the agreement whereas we would split the 66' x 198' property into two equal 66' x 99' lots. The first lot, located at the corner of North 2<sup>nd</sup> Avenue and East 2<sup>nd</sup> Street, is what would be built on first. Pam Panm would own that lot outright upon closing. However, they would have to return the 2<sup>nd</sup> lot to the City if they do not build out to at least 6,000 square feet of building space within 3 years of the initial property transaction. There would be no refund of the \$75,000 purchase price if this happened, but Pam Panm would have right of first refusal on the 2<sup>nd</sup> lot for \$1 if another buyer came along and Pam Panm was ready to proceed to building out to at least 6,000 square feet.

We hope that the reversionary clause will not be needed, but we felt this was necessary to protect the taxpayers' interests. We do not want to risk having a relatively large downtown property (roughly 13,000 square feet in size) only being built out with a 3,500 square foot building for the long term. We think that the amendment is the best way to approach the current situation and give the best chance of success for all involved.

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

**A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO  
DEVELOPMENT AGREEMENT WITH PAM PANM, LLC**

WHEREAS, Pam Panm, LLC (the “Developer”) and the City previously negotiated a Development Agreement whereby the Developer would construct a minimum 6,000 square foot commercial building at 123 East 2<sup>nd</sup> Street following the City’s demolition of the existing building on the site; and

WHEREAS, the Developer is ready to proceed at this time with a 3,500 square foot building and asked for an amendment to the development agreement to allow this project to proceed; and

WHEREAS, City staff and the Developer have reached a tentative agreement to allow the development to proceed, but for a reversionary clause to be put in place for one half of the current property owned by the City should the Developer not build out to at least 6,000 square feet within three years.

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

Section 1. The City Council hereby approves the aforementioned Amendment No. 1 to Development Agreement, attached to this Resolution.

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

PASSED AND APPROVED this 2<sup>nd</sup> day of April, 2019.

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

Attest:

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

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

## **AMENDMENT NO. 1 TO DEVELOPMENT AGREEMENT**

THIS AMENDMENT NO. 1 to that certain Development Agreement entered into by and between the City of Washington, 215 E. Washington Street, Washington, Iowa 52353 (hereafter the “City”) and Pan Panm, LLC, (hereafter the “Developer”).

WHEREAS, the City and Developer previously entered into a Development Agreement dated August 9, 2018, said Development Agreement being recorded in Book 2018 at page 3050, Records of the Washington County Recorder (the “Agreement”); and

WHEREAS, the parties desire to enter into this Amendment No. 1 to the Agreement to allow the Developer to construct an approximate 3,500 square foot building immediately (“Building No. 1”) and have the option to construct at least an additional 2,500 square foot building on the remainder of the Development Property (“Building No. 2”) within three (3) years from the issuance of the occupancy permit for Building No. 1; and

WHEREAS, the Agreement requires the parties enter into a written document to amend the original Agreement.

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AMENDMENT NO. 1, THE DEVELOPER AND CITY AGREE AS FOLLOWS:

1. Section A(1) of the Developer’s Obligations, in the Agreement is amended to delete said Section (A)(1) in its entirety, and replace it with the following:

“1. Prior to conveyance of the Development Property by the City to the Developer, the Developer shall cause a Plat of Survey to be created in a form acceptable to the City, with divides the Development Property into two (2) equal parcels and cause said Plat of Survey to be recorded in the Office of the Washington County Recorder’s Office. Upon payment of the \$75,000 purchase price by Developer to City, the City shall convey the Development Property via two (2) separate Warranty Deeds to the Developer, as follows:

- a. For the construction of Building No. 1, the City shall convey said portion of Development Property (as shown on the Plat of Survey) in the form attached hereto as Exhibit “A.”

- b. For the construction of Building No. 2, the City shall convey the remainder of the Development Property (as shown on the Plat of Survey) via Warranty Deed in the form attached hereto as Exhibit "B." Said deed shall contain the possibility of reverter to the City should the Developer fail to obtain a building permit for Building No. 2 within three (3) years of the issuance of the occupancy permit for Building No. 2. No refund of the \$75,000 purchase price shall be issued should the portion of the Development Property to construct Building No. 2 revert back to the City.
- c. In the event that the Development Property reverts back to the City in accordance with subparagraph (b) above, the Developer shall have the right of first refusal for said reverted property in the form attached hereto as Exhibit "C" and incorporated into this Amendment and Agreement by this reference.

2. Section C(1), Occurrence of Default/Remedies, is hereby amended as follows:

- a. The date in Section (C)(1)(a) shall reflect April 30, 2019 in place of December 31, 2018.
- b. The date in Section (C)(1)(b) shall reflect the date of May 31, 2019.

3. In all other aspects, the terms of the Agreement not specifically amended in this Amendment No. 1 shall remain in full force and effect.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.

DEVELOPER:

CITY:

By: \_\_\_\_\_  
Mitchell Billups, Member

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

By: \_\_\_\_\_  
David A. Black, Member

ATTEST:

By: \_\_\_\_\_  
Illa Earnest, City Clerk

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by Jaron P. Rosien and Illa Earnest, as Mayor and City Clerk respectively of the City of Washington, Iowa.

\_\_\_\_\_  
Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_,  
2019, by Mitchell Billups and David A. Black, as Members of Pam Panm, LLC.

\_\_\_\_\_  
Notary Public

**EXHIBIT "A"**

**WARRANTY DEED**

THE IOWA STATE BAR ASSOCIATION  
Official Form No. 335  
**Recorder's Cover Sheet**

**Preparer Information:** (name, address and phone number)

Kevin D. Olson, 1400 5th Street, Coralville, IA 52241, Phone: (319) 351-2277

**Taxpayer Information:** (name and complete address)

Pan Panm, LLC  
c/o 109 E. Main Street  
Washington, Iowa 52353

**Return Document To:** (name and complete address)

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

**Grantors:**

City of Washington, Iowa

**Grantees:**

Pan Panm, LLC

**Legal Description:** See Page 2

**Document or instrument number of previously recorded documents:**

## Warranty Deed

For the consideration of Ten Dollar(s) and other valuable consideration, the City of Washington, Iowa, an Iowa municipal corporation, does hereby Convey to Pan Panm, LLC, an Iowa limited liability company, the following described real estate in WASHINGTON County, Iowa:

That portion of the north one-half of Lots One (1), Two (2) and Three (3) in Block Nine (9) in the original plat of the town, now City of Washington, in Washington County, Iowa, as shown on that certain Plat of Survey as \_\_\_\_\_, recorded in Book \_\_\_\_ at page \_\_\_\_\_, Plat Records of Washington County, Iowa.

Exemption: Section 428A.2(6).

The grantor hereby covenants with grantees, and successors in interest, that it holds the real estate by title in fee simple; that it has good and lawful authority to sell and convey the real estate; that the real estate is free and clear of all liens and encumbrances, except as may be above stated; and it covenants to Warrant and Defend the real estate against the lawful claims of all persons, except as may be above stated.

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

Dated: \_\_\_\_\_

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

ATTEST:

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

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by Jaron P. Rosien and Illa Earnest, as Mayor and City Clerk respectively of the City of Washington, Iowa.

\_\_\_\_\_  
Notary Public



**EXHIBIT "B"**

**WARRANTY DEED**

THE IOWA STATE BAR ASSOCIATION  
Official Form No. 335  
**Recorder's Cover Sheet**

**Preparer Information:** (name, address and phone number)

Kevin D. Olson, 1400 5th Street, Coralville, IA 52241, Phone: (319) 351-2277

**Taxpayer Information:** (name and complete address)

Pan Panm, LLC  
c/o 109 E. Main Street  
Washington, Iowa 52353

**Return Document To:** (name and complete address)

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

**Grantors:**

City of Washington, Iowa

**Grantees:**

Pan Panm, LLC

**Legal Description:** See Page 2

**Document or instrument number of previously recorded documents:**

# Warranty Deed

For the consideration of Ten Dollar(s) and other valuable consideration, the City of Washington, Iowa, an Iowa municipal corporation, does hereby Convey to Pan Panm, LLC, an Iowa limited liability company, the following described real estate in WASHINGTON County, Iowa:

That portion of the north one-half of Lots One (1), Two (2) and Three (3) in Block Nine (9) in the original plat of the town, now City of Washington, in Washington County, Iowa, as shown on that certain Plat of Survey as \_\_\_\_\_ recorded in Book \_\_\_\_\_ at page \_\_\_\_\_, Plat Records of Washington County, Iowa.

Exemption: Section 428A.2(6).

This deed is subject to the right of reverter in the City of Washington upon the filing of an affidavit by the Mayor stating that the three (3) years has passed since the issuance of an occupancy permit for Building No. 1 and that Pan Panm, LLC, or its successor in interest, has not obtained a building permit for the construction of an at least 2,500 square foot building on this parcel of real property.

The grantor hereby covenants with grantees, and successors in interest, that it holds the real estate by title in fee simple; that it has good and lawful authority to sell and convey the real estate; that the real estate is free and clear of all liens and encumbrances, except as may be above stated; and it covenants to Warrant and Defend the real estate against the lawful claims of all persons, except as may be above stated.

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

Dated: \_\_\_\_\_

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

ATTEST:

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

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2019,  
by Jaron P. Rosien and Illa Earnest, as Mayor and City Clerk respectively of the City of  
Washington, Iowa.

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Notary Public

**Exhibit "C"**

**Right of First Refusal**

Prepared by: Kevin D. Olson, Washington City Attorney, PO Box 5640, Coralville, Iowa 52241  
Return to: City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

## AGREEMENT CONCERNING RIGHT OF FIRST REFUSAL

THIS AGREEMENT (the “Agreement”) is made and entered into as of this \_\_\_\_ day of \_\_\_\_\_, 2019, by and between the City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353 (hereafter the “City”); and Pam Panm, LLC, c/o 109 E. Main Street, Washington, Iowa 52353 (hereafter referred to as “Developer”).

WHEREAS, the City and Developer entered into a Development Agreement, said Development Agreement being recorded August 31, 2018 in Book 2018-3050, Records of the Washington County Recorder; and

WHEREAS, the City and Developer subsequently entered into Amendment No. 1 to said Development Agreement, said Amendment No. 1 being recorded in Book \_\_\_\_\_ at Page \_\_\_\_\_, Records of the Washington County Recorder; and

WHEREAS, in the event that INSERT LEGAL DESCRIPTION (the “Reverted Property”) reverts back to the City pursuant to the terms of said Amendment No. 1, that parties desire to enter into this Agreement to allow the Developer the Right of First Refusal to develop the Reverted Property according to the terms of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement and other valuable consideration, receipt of which each of the parties hereby acknowledge, the parties agree as follows:

1. Conveyance of Owner. City shall not sell or in any way attempt to sell the City’s interest in the Reverted Property except in accordance with this Agreement, and any sale in violation of this Agreement shall be null and void and of no force or effect.

2. Right of First Refusal. If City receives a bona fide written offer (“Third Party Offer”) from a purchaser to purchase the City’s interest in the Reverted Property, the City may sell such interest in the Property in accordance with the following procedure:

a. Prior to selling its interest pursuant to the Third Party Offer, the City shall give written notice (the “Sale Notice”) to the Developer of the Third Party Offer, specifying the name and address of the potential purchaser and the payment terms of the proposed sale and type of development and timeline of the proposed project to be constructed on the Reverted Property, and in addition, the Sale Notice shall

be accompanied by the Third Party Offer. For a period of thirty (30) days following receipt of the Sale Notice (the "Option Period"), the Developer shall have the exclusive right and option to enter into a separate Development Agreement with the City to purchase the Property for One Dollar (\$1.00) and to construct the proposed project on the Reverted Property within the time frame as listed in the Third Party Offer. The Developer shall exercise its exercise of its Right of First Refusal by providing written notice to City during the Option Period.

b. If the option to purchase and develop the Reverted Property is not exercised by the City within the Option Period, the City may sell its interest in the Property to the proposed purchaser specified in the Sale Notice at any time within sixty (60) days after the expiration of the Option Period, but only under the same price, type of project and timeline of project and payment terms as outlined in the Sale Notice. If the Owner does not sell its interest to the person in the Sale Notice within said sixty (60) day period, of it there is a change in the development project or timeline or change in the payment terms of the Third Party Offer, the City may not sell its interest in the Property unless it once again complies with this Agreement.

3. Notices. Any notice required to be given hereunder shall be deemed given on the day written notice is delivered personally or two (2) business days after being deposited in the United States Postal Service, postage prepaid, registered or certified mail, return receipt requested, and addressed as follows:

To Developer:

Pam Panm, LLC  
c/o 109 E. Main Street  
Washington, Iowa 52353

To City:

City of Washington, Iowa  
215 E. Washington Street  
Washington, Iowa 52353  
ATTN: City Clerk

4. Interpretation. This Agreement shall be construed and governed in accordance with the laws of the State of Iowa.

5. Attorneys' Fees and Costs. In the event that either party hereto brings an action or proceeding for declaration of the rights of the parties under this Agreement or for any alleged breach of the transactions contemplated hereby, the prevailing party in any such action shall be entitled to an award of reasonable attorneys' fees and costs incurred in such action or proceeding, in addition to any damages or relief awarded.

6. Final Agreement. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and the successors and assign of the respective parties hereto. This Agreement represents the complete understanding of the parties with respect to matters covered and supersedes any prior understandings or agreements with respect to the matter, either written or oral.

7. Amendment. This Agreement can only be amended by an instrument in writing executed by both parties to this Agreement.

8. Termination of Agreement. This Agreement shall terminate and become null and void on the Seventh (7<sup>th</sup>) Anniversary of the title of the Reverted Property reverting back into the name of the City.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first written above.

CITY:

OWNER:

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

By: \_\_\_\_\_  
Mitchell Billups, Member

By: \_\_\_\_\_  
David A. Black, Member

ATTEST:

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

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 201\_, by Jaron P. Rosien and Illa Earnest, as Mayor and City Clerk respectively of the City of Washington, Iowa.

\_\_\_\_\_  
Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by Mitchell Billups and David A. Black, as Members of Pam Panm, LLC.

\_\_\_\_\_  
Notary Public



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

**A RESOLUTION RATIFYING SETTLEMENTS WITH  
TEAMSTERS UNION FOR FY20-22 CONTRACTS**

WHEREAS, the City's current labor agreements with its two bargaining units, Police and Public Works, expire on June 30, 2019; and

WHEREAS, a management negotiating team has been engaged in negotiations with the union in relation to the contracts for both bargaining units; and

WHEREAS, following negotiations, tentative settlements to both contracts have been reached that must in turn be ratified by the City Council:

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

Section 1. The tentative settlements as described in Exhibit A and Exhibit B attached to this resolution are hereby ratified.

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

PASSED AND APPROVED this 2<sup>nd</sup> day of April, 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

**Police Union Settlement- March 6, 2019**  
**Summary of Changes**

Provisions:

- Excluded topic of dues deduction is removed from contract.
- Vacation computation will reflect 1 day as 8.5 hours.
- Employees will pay 10% of single health insurance premium starting in FY22 (currently pay 3%/ family premium share will remain same as current).
- Union will convene and City will cooperate with labor/management committee review of Section 11.2 of the contract regarding calculation of overtime hours.
- Wages as follows:

**CITY OF WASHINGTON  
POLICE OFFICER SALARY STEPS**

Step Increases Performance Based (Yrs 1-5); Automatic@ Yrs. 6, 8, 10

**FY20-22 Contract**

**(Effective 7/01/19)**

		<b>Step</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>FY20</b>	2.00%		\$45,889.61	\$49,288.23	\$52,686.86	\$56,085.48	\$59,485.36	\$62,885.23

**(Effective 7/01/20)**

		<b>Step</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>FY21</b>	2.00%		\$46,807.40	\$50,273.99	\$53,740.59	\$57,207.19	\$60,675.06	\$64,142.93

**(Effective 7/01/21)**

		<b>Step</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>FY22</b>	2.00%		\$47,743.55	\$51,279.47	\$54,815.41	\$58,351.34	\$61,888.57	\$65,425.79

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

**Public Works Union Settlement- March 6, 2019**  
**Summary of Changes**

Provisions:

- Dues deduction, seniority, group health insurance, longevity, and evaluations are removed from the contract, as they are now excluded topics.
- Wages as follows:

**7-1-19 - 6-30-20**

Op#1	2%	\$36,647.03	\$37,745.17	\$38,878.81	\$40,045.18
Op#2		\$42,470.39	\$43,743.21	\$45,056.87	\$46,408.57
Op#3		\$48,293.79	\$49,742.60	\$51,234.89	\$52,771.96
Op#4		\$54,914.50	\$56,561.93	\$58,258.79	\$60,006.56
VM#2		\$48,293.79	\$49,742.60	\$51,234.89	\$52,771.96
VM#3		\$54,914.50	\$56,561.93	\$58,258.79	\$60,006.56

**7-1-20 - 6-30-21**

Op#1	2%	\$37,379.97	\$38,500.08	\$39,656.39	\$40,846.08
Op#2		\$43,319.80	\$44,618.08	\$45,958.01	\$47,336.74
Op#3		\$49,259.66	\$50,737.45	\$52,259.59	\$53,827.40
Op#4		\$56,012.79	\$57,693.17	\$59,423.97	\$61,206.69
VM#2		\$49,259.66	\$50,737.45	\$52,259.59	\$53,827.40
VM#3		\$56,012.79	\$57,693.17	\$59,423.97	\$61,206.69

**7-1-21 - 6-30-22**

Op#1	2%	\$38,127.57	\$39,270.08	\$40,449.51	\$41,663.00
Op#2		\$44,186.20	\$45,510.44	\$46,877.17	\$48,283.48
Op#3		\$50,244.86	\$51,752.20	\$53,304.78	\$54,903.95
Op#4		\$57,133.05	\$58,847.04	\$60,612.45	\$62,430.83
VM#2		\$50,244.86	\$51,752.20	\$53,304.78	\$54,903.95
VM#3		\$57,133.05	\$58,847.04	\$60,612.45	\$62,430.83

**RESOLUTION NO. 2019-**

**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 delinquent water service accounts to the property owner and,

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

The property of Christian and Cassandra McAtee and Susan K. Alvarez at 320 W. 5<sup>th</sup> Street for the amount of \$265.28. Legal description (07 06 M M YOUNGS 2<sup>ND</sup> ADD). Parcel Number (11-17-156-004).

The property of Aldred E. Erickson at 308 W. Jefferson Street for the amount of \$353.98. Legal description (07 16 OP). Parcel number (11-17-316-007).

and,

WHEREAS, snow and ice was removed from the following listed properties:

The property of Robert Jones at 825 S. Ave B for the amount of \$90.00. Legal Description (02 18 S WASH). Parcel Number (11-20-106-013).

The property of Brent and Heather Shadden at 635 W. Washington Blvd. for the amount of \$90.00. Legal Description (SW WASH LOT 7 & N 40.25 FT). Parcel Number (11-18-477-001).

and,

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

The property of Cruz Martinez at 724 S. 4<sup>th</sup> Ave for the amount of \$90.00. Legal Description (C 01 A W CHILCOTES ADD). Parcel Number (11-20-201-004).

and,

WHEREAS, due notice was given to the above property owner 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 April, 2019.

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

Attest:

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

**RESOLUTION NO. 2019-**

**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 delinquent water service accounts to the property owner and,

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

The property of Cody and Cristina Vasquez Stockstell at 926 S. 2<sup>nd</sup> Avenue for the amount of \$801.03. Legal description (12 10 WILSONS ADD). Parcel Number (11-20-177-004).

and,

WHEREAS, due notice was given to the above property owner 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 April, 2019.

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

Attest:

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

**ORDINANCE NO.**

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

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

SECTION 1. Purpose: The purpose of this ordinance is to change the zoning of property from R-2 One and Two Family Residence District to B-2 General Business District, as recommended by action of the City of Washington's Planning & Zoning Commission on March 12, 2019.

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

Auditor's Parcel D as shown in Plat Book 10, page 429, being a part of the Auditor's Plat of North West Washington, EXCEPTING THEREFROM Lot 1 of Auditor's Parcel D as shown in Plat Book 11, Page 389, EXCEPTING THEREFROM Lots 1 and 2 of Parcel K, as shown in Plat Book 23, Page 97: and Lot B as shown in Plat Book 8, Page 87, in Block Four (4) in M.M. Young's Addition to Washington; EXCEPTING THEREFROM Auditor's Parcel L, as shown in Plat Book 21, Page 365, a part of Lot B of Lot C in Block 4 in M.M. Young's Addition to the City of Washington; in Washington County, Iowa.

Be and the same is hereby re-classified as B-2 General Business District and that said real estate be subject to all provisions and regulations as affecting B-2 General Business District real estate within the City of Washington, Iowa.

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

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

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2019.

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

Attest:

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

Approved on First Reading: March 19, 2019

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

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

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

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